

# 2023 Annual Security and Fire Safety Report



Intentionally Left Blank

## Table of Contents

Message from the University President	5
Message from the University Police Chief	7
Albany State University Police Department	9
Authority and Jurisdiction	9
Officer Training	10
Albany State University Campuses	11
Reporting Crimes and Other Emergencies	12
To Albany State University Police Department	12
To Campus Security Authorities	13
To Counselors and Confidential Reporting	13
Timely Warning Alert Procedures	14
Emergency Notification Alert Procedures	15
Annual Disclosure of Crime Statistics	16
Daily Activity Crime and Fire Log	17
The Clery Act Definitions	18
Clery Reportable Crime Definitions	19
Violence Against Women Reauthorization Act State Laws	21
Security and Access to Facilities	25
Access to Facilities Ram Rush	26
Security and Maintenance of Facilities	27
Emergency Response and Evacuation	28
Albany State University Policies	29
Protection of Non-Student Minors	30
Missing Person Policy	31
Crisis Response Policy	32
House Bill 280	34
Smoking and Tobacco Policy	36
Alcohol and Illegal Drug Policy	37
Alcohol and Illegal Drug Definitions	38
The Office of Student Support and Student Conduct	40
Non-Title IX Proceedings	41
Sexual Misconduct Policy and Reporting	45
Sexual Misconduct Supportive Measures	47
Sexual Misconduct Proceedings	49
Title IX Proceedings	55
Education and Prevention Programs	61
E-5 Initiative	62
Security and Safety	63
Alcohol and Illegal Drugs	64
Alcohol and Sexual Misconduct	67
Clery Geography	68
Clery Statistics	70
Fire Safety Disclosure	77
Fire Safety Statistics	80
2022 Year in Review	83

Intentionally Left Blank

## A Message from Albany State University President Marion Fedrick



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 advanced 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,

Marion Fedrick, President



Intentionally Left Blank

## A Message from Albany State University Police Chief Anita Allen



Dear University Community,

On behalf of the members of the Albany State University Campus Police Department, I want to thank you for your interest in our Annual Security and Fire Safety Report. We publish this report to provide valuable information to the campus community. We also publish the report to comply with the important provisions of the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA). We encourage

you to review the information made available to you in this report. You will find important information about security policies and procedures on our campus, crime data, and crime prevention information.

We join President, Dr. Marion Fedrick in her commitment to fostering a secure and supportive environment at Albany State University. We are proud to be an integral part of Albany State University's tradition of excellence. Campus safety and security is a collaborative effort at Albany State University. We partner with the many departments at the university that have a critical role in fostering campus safety. We also maintain a cooperative relationship with local law enforcement agencies such as The Dougherty County Sheriff's Office, Albany Police Department, District Attorney's Office, and other state college/university law enforcement agencies. It has always been our goal to provide the highest quality of public safety services to the university community and we are honored to collaborate with the entire Albany State University community. The men and women of the Albany State University Campus Police Department are committed to making the Albany State University campuses a safe place in which to live, work, and study.

Regards,

Anita Allen,

Chief of Police

Intentionally Left Blank



# Albany State University Police Department

**Authority and Jurisdiction:** The Albany State University Police Department is authorized by Georgia law (O.C.G.A. § 20-3-72) to make arrests for crimes committed upon any property under the jurisdiction of the Board of Regents of the University System of Georgia and for offenses committed upon any public or private property within 500 yards of any property under the jurisdiction of the Board of Regents. Officers may operate beyond the 500 yards if they are in pursuit of an individual; assistance is requested from a surrounding agency with whom the University has a mutual aid agreement and; or on any campus under the control of the Board of Regents.

The Albany State University Police Department has a strong working relationship with the following agencies:

- Albany Police Department
- Dougherty County Sheriff's Office
- Dougherty County Police Department
- Dougherty County School System Police
- Lee County Sheriff's Office
- Lee County Police Department
- Camilla Police Department
- Cordele Police Department

In addition to local law enforcement agencies, 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.



**Investigations Division:** The Albany State University Police Department Investigations Division is fully qualified to independently investigate incidents and crimes occurring within the Albany State University Clery geography. In the event a homicide investigation is needed, the Georgia Bureau of Investigation may conduct the investigation.



## Albany State University Police Department

Officer Training: Albany State University maintains an experienced, full-service police department, with police officers, 9-1-1 communications officers, and security personnel on duty 24-hours a day, 7 days a week. Our patrol division is supported by a team of investigators, administrative personnel, and a collaborative partnership with local police agencies, as well as state and federal agencies, to ensure the safety and security of our campus community.

As mandated by state law, all police officers in Georgia must complete the 408-hour basic police academy training in order to earn certification through the Georgia Peace Officer Standards and Training Council (POST).

As mandated by state law, all 9-1-1 Communications Officers must complete a 40-hour training to obtain certification as a Communications Officer through the Georgia Peace Officer Standards and Training Council (POST).



All members of the Albany State University Police Department receive specialized training beyond the state-mandated 20-hour requirements for maintaining their certifications. Officer training remains relevant to the dynamics of our changing world, ensuring officers have the knowledge and skills to resolve situations they encounter while on duty. Examples include an ongoing emphasis on community policing, crime prevention, cultural diversity, de-escalation techniques, first-aid, CPR, Stop-the-Bleed, emergency administration of Naloxone/Narcan, Active Shooter Training, FEMA, GEMA, NIMS, and Crisis Intervention Training.

Albany State University Police Officers and 9-1-1 Communications Officers are also educated using the nationally recognized Crisis Intervention Team (CIT) training curriculum, which has long been the foundation of behavioral health crisis response efforts. The goal of the CIT program is to reduce the stigma associated with behavioral health conditions, improve public and officer safety, and help those living with behavioral health conditions obtain treatment. The course strongly emphasizes de-escalation strategies and the development of partnerships with on campus and local support resources. Albany State University Police Department recognizes proficiency in these areas is crucial and facilitates our ability to meet the needs of our campus community.



Albany State University  
East Campus is located at  
504 College Drive Albany GA, 31705  
229-500-2000  
East Campus map is located [here](#).



Albany State University  
West Campus is located at  
2400 Gillionville Road Albany, GA  
31707 229-500-2000  
West Campus map is located [here](#).



Albany State University Cordele  
Campus is located at 134 11th  
Avenue West Cordele, GA 31015  
229-500-3409  
Cordele Map is located [here](#).

**On-Campus Residential Housing:** Albany State University has 11 On-Campus Residential Buildings. The Cordele Campus does not offer on-campus residential housing. Each campus is patrolled by Albany State University Police Officers and security personnel. The Cordele Campus has a police presence during regular business hours. To report an incident at any Albany State Campus, please contact Albany State University Police at 229-430-4711. To report an emergency after-hours at Albany State University Cordele Campus please contact Cordele Police Department at 229-276-2921.



Students attending the Albany State University in Cordele offers a variety of daytime college classes preparing students for an Associate of Arts degree, an Associate of Science degree, or a variety of certifications.

- The College Board ACCUPLACER test is available to Albany State University applicants the campus community
- Online/Hybrid Distance Learning Course exams may be taken at the Cordele Center.
- The Healthcare Professional to RN Bridge Program is offered at the Cordele campus. All required courses are completed at the Cordele Center from start to graduation.

**Student Organizations and Off-Campus Locations:** Albany State University has no officially recognized non-campus student organizations or student housing facilities. Albany State University requires all recognized student organizations to abide by federal, state, and local laws, as well as university regulations. Albany State University Police Department does not provide law enforcement services to non-campus residences. Reports of criminal incidents that occur off campus should be made to the local police department by calling 9-1-1. In the event that Albany State University Police Department is notified of an incident involving students and/or recognized student organizations, on or off campus, Albany State University Police Department will coordinate with appropriate agencies, and notify the Office of Student Support and Student Conduct.

## Reporting Crimes and Other Emergencies Albany State University Police Department



Albany State University encourages the prompt reporting of crimes or other emergencies to the Albany State University Police Department and/or the appropriate local police agencies, when the victim of a crime elects to or is unable to make such a report. The Albany State University Police Department's Communications Command Center is staffed with communications officers who are available 24 hours a day 7 days a week for emergency and informational purposes. There are several ways to contact the police department for assistance. To reach the Albany State University Police Department by telephone call 229-430-4711.

### In-person reports can be made at these locations:

- The East Campus Police Department is located inside James C Reese Building.
- The West Campus Police Department is located inside A Building.
- The Cordele Campus Police Officer can be reached inside the main lobby.

Emergency Phones: An additional method that can be utilized to contact Albany State University Police Department is the emergency phones located around the academic buildings and residential halls on both campuses. There are 11 emergency phones on East Campus and 10 emergency phones on West Campus. Each phone is linked to the Albany State University Police Department Command Center.

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

- Nature of the incident
- Location of the incident
- Any noticeable injuries
- Any noticeable weapons
- Description of involved parties
- Name of person involved in the incident
- Your name and number for police records
- Any other important information



See Something, Say Something  
RAM WATCH: The Campus  
Watch Program: Looking Out For  
Each Other. More information  
can be found at [https://  
www.asurams.edu/fiscal-affairs/  
police/ramwatch.php](https://www.asurams.edu/fiscal-affairs/police/ramwatch.php)

## Reporting Crimes and Other Emergencies Campus Security Authority

Albany State University encourages the prompt reporting of crimes or other emergencies to the Albany State University Police Department and/or appropriate police agencies, when the victim of a crime elects to or is unable to make such a report.

It is understood that some may prefer to report to other individuals or institutional offices. The Clery Act recognizes certain officials as a Campus Security Authority or CSA. Albany State University has officially designated the following offices as places where campus community members should report crimes:

Office	Campus and Location	Phone Number
Title IX Office	West Campus B.R. Tilley Academic Services K Building Room #320	229-500-3304
Human Resources	West Campus B.R. Tilley Academic Services K Building Room #111	229-500-2026
Student Affairs	East Campus C.W. Grant Student Union	229-500-3528
Student Life	East Campus C.W. Grant Student Union	229-500-2039
Student Health Services	East Campus Billy C. Black Room #138	229-500-3544
Student Health Services	West Campus C Building Room #100	229-500-3545
Athletics	West Campus E Building Arena	229-500-2863
International Students	West Campus C Building RAM Central	229-500-2946
Clery Coordinator	East Campus Police Department	229-500-3267
Housing and Residence Life	East Campus Hall 3	229-500-2025
Office of Student Support & Student Conduct	East Campus C.W. Grant Student Union Green Zone	229-500-2052

Once information is given to a Campus Security Authority, 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. When a student or employee reports to the institution that they been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options.

Albany State University's Title IX Rights and Options information is located *here* at <https://www.asurams.edu/legal-affairs/title-ix/rights-options.php>.

**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 when they are acting in the counseling role. Albany State University does not currently have a policy regarding voluntary, confidential reporting of crimes by complainants or witnesses for inclusion in crime statistics, nor does Albany State University currently have a policy or procedures that encourage pastoral and professional counselors, at their professional discretion, to inform the persons they are counseling of any such procedures to report crimes on a voluntary, confidential basis for inclusion in crime statistics.

## Timely Warning Alert Procedures

The Albany State University *Timely Warning* alert procedures are based on continued compliance with the Clery Act and the desire to ensure the campus community is informed about situations that may have a serious impact on students, faculty, and staff. Albany State University Police Department issues Timely Warnings to alert the campus community of Clery crimes occurring on campus or in other Clery Geography considered by the University to represent an ongoing threat to students and/or employees. Timely Warnings are issued without delay, as soon as the pertinent information is available.

Timely Warning: The Clery Act requires Albany State University to alert the campus community to certain crimes reported to campus police, local law enforcement agencies, or campus security authorities in a manner that is timely, will aid in the prevention of similar crimes, and will enable those in the Albany State University campus community to protect themselves from harm. Decisions to issue alerts are made on a case-by-case basis as soon as pertinent information is available. Victim information is never included in a Timely Warning alert, all identifying information is confidential.

In the event that:

- A Clery Reportable Crime is reported to campus police, local law enforcement, or an Albany State University Campus Security Authority
- Within Albany State University Clery Geography
- That poses a serious or ongoing threat to students, employees and/or the campus community

Then,

a campus-wide Timely Warning will be issued by the communications officer on duty, as soon as the pertinent information is available. Timely Warnings are meant to reach the entire campus community and are sent via the Blackboard Connect 5 mass notification system. The Blackboard Connect 5 system distributes information to the campus community through emails, text messages, and phone calls.



Sign up for alerts: BlackBoard Connect 5



## Emergency Notification Alert Procedures

Albany State University Police Department is responsible for issuing Emergency Notifications to members of the campus community, regarding conditions considered by the University to represent an immediate or ongoing threat to the health and safety of students and/or employees. Albany State University Police Department will confirm any significant emergency or dangerous situation, will determine the segment or segments of each campus community to receive a notification, and determine the content of the notification.

When a significant emergency is reported to Albany State University Police Department, the Communications Officer on duty will dispatch a patrol unit to the scene to confirm the situation. The officer on scene will communicate all relevant information pertaining to the incident with the Shift Supervisor and the Communications Officer on duty. Once a significant emergency is confirmed, the Communications Officer on duty will determine the segment or segments of the campus community who will receive an Emergency Notification Alert and will determine the content of the notification message from a set of preloaded templates that are available in the Blackboard Connect 5 system. The Communications Officer on duty will add pertinent information to the preloaded template to customize the message for the intended audience and send the alert.

Emergency Notifications are issued by the Albany State University Police Department Communications Officer on duty through the Blackboard Connect 5 system. The Blackboard Connect 5 system distributes information to the campus community through emails, text messages, and phone calls. The system includes preloaded templates for various situations, and the alerts can be sent to specific groups or the entire campus community.

Albany State University Police Department will, without delay, and considering the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a Complainant or to contain, respond to, or otherwise mitigate the emergency. Should an Emergency Notification be issued, the University is not required to issue a Timely Warning based on the same circumstances.

Albany State University shares information about emergencies with the larger community through the University web page and social media pages. The Department of Marketing and Communications is responsible for issuing information to local media.



Sign up for alerts: BlackBoard Connect 5



## Annual Disclosure of Crime Statistics



It is the policy of Albany State University to establish and implement safety and security-related parameters applicable to each member of the ASU community, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990, more commonly referred to as the Clery Act.

The Clery Act is a federal mandate that requires the University to publish and distribute an annual report containing crime statistics for the three most recent calendar years, security related policy statements and procedures, fire safety requirements, and local regulations by October 1st.

Albany State University conducts reviews to evaluate the effectiveness of the practices in place and implements changes to enhance services provided to students, faculty, and staff as necessary.

The Albany State University Police Department's Clery Coordinator collects crime statistics for Clery Reportable Crimes as well as the Arrest and Referral Statistics that occur within the Albany State University Clery Geography. Crime reports are received from Albany State University Police Department, the Office of Student Support and Student Conduct, the Title IX Office, local law enforcement agencies, and Campus Security Authorities (CSAs), for the purposes of compiling the crime statistics for the annual report. The statistics that are included in the Annual Security and Fire Safety Report do not include any personally identifying information about the individuals involved in the crimes reflected in the statistics.

Clery Reportable Crimes: Crimes that must be reported and disclosed are referred to as Clery Reportable Crimes. The offenses include murder and non-negligent manslaughter, negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, and arson.

Arrests and Referral Statistics: Arrests or disciplinary actions for hate crimes, violence against women, liquor law violations, drug law violations, and illegal weapons possession that were reported to the university police department, CSAs, and local law enforcement agencies.

Clery Geography: The Albany State University Clery Geography includes locations on-campus, in certain off-campus buildings, property owned or controlled by Albany State University, and on public property within or immediately adjacent to and accessible from, the campus.

Campus Security Authority: An individual who, because of their responsibilities at Albany State University, have an obligation to share information with the University about alleged Clery crimes that are either reported to them and/or personally witnessed by them. Crimes reported to a pastoral or professional counselor are excluded from the issuance of Timely Warnings.

Anyone, to include prospective students, faculty, staff, and members of the community, may obtain a copy of this report by contacting the Clery Coordinator at 229-500-3267 or by email at [Sammi.Yarbrough@asurams.edu](mailto:Sammi.Yarbrough@asurams.edu). A printed copy may also be obtained at any Albany State University Police Department. Prospective employees may obtain a copy from Human Resources located on West Campus in the B.R.Tilley Academic Services K Building Room 111. A description of this report is also located in the Student Handbook.

If you need this document in an alternate format for accessibility purposes (e.g. Braille, large print, audio, etc.), please contact the Clery Coordinator at 229-500-3267 or email at [Sammi.Yarbrough@asurams.edu](mailto:Sammi.Yarbrough@asurams.edu). The Annual Security and Fire Safety Report can be viewed at anytime on the Albany State University website at <https://www.asurams.edu/fiscal-affairs/police/index.php>.



## Daily Activity Crime & Fire Log

The purpose of the daily crime log is to record all criminal incidents and alleged criminal incidents that are reported to the Albany State University Police Department. The Clery Coordinator generates the Daily Activity Crime & Fire Log from reports made to the Albany State University Police Department Command Center, Campus Security Authorities, and local law enforcement agencies.

The Albany State University Police Department Clery Coordinator posts incidents within two business days of receiving a report of an incident and/or crime. In accordance with Clery Act requirements, incidents may be excluded from the log in certain circumstances, particularly those in which inclusion may compromise the investigation. Limited information may be temporarily withheld if it could jeopardize an ongoing investigation or the safety of an individual; cause a suspect to flee or evade detection; result in the destruction of evidence; if the disclosure is prohibited by law; or if the disclosure would compromise the confidentiality of the victim.

The Daily Activity Crime & Fire Log records reported incidents and/or crimes in the order they are received. Each entry contains the nature of the offense, date and time the incident occurred, date and time the report was made, the general location, as well as its disposition. Victim information is never included in the Daily Activity Crime & Fire Log.

Accessibility: The crime log for the most recent 60-day period must be open to public inspection, free of charge, upon request, during normal business hours. Anyone may have access to the log, whether or not they are associated with your institution. The Daily Activity Crime & Fire Log is publicly available for inspection on the University website, and in person at the Albany State University Police Department locations during regular business hours. The Daily Activity Crime & Fire Logs are available for public inspection at <https://www.asurams.edu/fiscal-affairs/police/stats-reports-logs/index.php>.

Any portion of the log that is older than 60 days is available within two business days of a request for public inspection. To make a request for archived records call the Clery Coordinator at 229-500-3267, email [Sammi.Yarbrough@asurams.edu](mailto:Sammi.Yarbrough@asurams.edu), or visit any Albany State University Police Department during normal business hours.

Retention of Records: The Albany State University Police Department Clery Coordinator maintains records for 7 years. Records kept include, but are not limited to, the following: copies of crime reports; the daily crime logs; records for arrests and referrals for disciplinary action; timely warning and emergency notification reports; documentation, such as letters to and from local police agencies; letters to and from campus security authorities; correspondence with the Department of Education regarding Clery Act compliance; and copies of notices to students and employees about the availability of the annual security report.

## Campus Security Authority and Clery Definitions

The Albany State University Clery Coordinator maintains a listing of Campus Security Authorities. This list is reviewed and updated on a continual basis. The current list of CSA's at Albany State University includes individuals with significant responsibility for student and campus activities, including but not limited to directors, deans, department heads, professional staff, judicial affairs, advisors to students, housing officials, student organizations, and athletic coaches. To ensure that all designated CSA's are knowledgeable of the Clery Act reporting requirements, CSA's are provided notice of their obligations and are trained annually through an email advisory sent by the Clery Coordinator.

According to the 1998 amendments to the 20 U.S.C. Section 1092 (f), campus pastoral counselors and professional counselors, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. Despite this exemption, professional counselors are encouraged to discuss with clients, if applicable, the procedures for confidential crime reporting within Albany State University.

Pastoral Counselor: is an employee of the Institute who is associated with a religious order or denomination, who is recognized by that religious order or denomination as someone who provides confidential counseling, and who is functioning within the scope of that recognition.  
Professional Counselor: is an employee of the Institute whose official responsibilities include providing psychological counseling and who is functioning within the scope of their license or certification.

For the purposes of collecting statistics on the crimes reported, the Clery Geography includes buildings and property that are part of the institution's campus, the institution's non-campus buildings and property, and public property within or immediately adjacent to and accessible from the campus.

Crimes that must be reported and disclosed are referred to as Clery Reportable Crimes. The offenses include murder and non-negligent manslaughter, negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, and arson.

The arrests and referrals include arrests or disciplinary actions for hate crimes, violence against women, liquor law violations, drug law violations, and illegal weapons possession that were reported to the university police department, CSAs, and local law enforcement agencies. If a student or employee reports to the institution that they are a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the the institution will provide the student or employee with a written explanation of their rights and options and assist in notifying Albany State University Police or the local law enforcement agency.

The victim has the option to decline to notify law enforcement and will make the choice to have the case investigated and/or prosecuted, with no pressure to do so from Albany State University Police or University officials.

## Clery Reportable Crime Definitions

In compliance with the Clery Act, Albany State University collects and reports the statistics for the following criminal offenses that are also referred to as Clery Reportable Crimes.

Murder & Non-Negligent Manslaughter: is defined as the willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence: is defined as the killing of another person through gross negligence.

Robbery: is defined as the taking, or attempted taking, of anything of value from one person by another, in which the offender uses force or the threat of violence.

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

Burglary: is defined as the unlawful entry into a building or other structure with the intent to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safe cracking and all attempts to commit any of the aforementioned.

Motor-Vehicle Theft: is defined as the theft or attempted theft of a motor vehicle, including automobiles, trucks, motorcycles, and mopeds. Classify all cases where automobiles are taken by persons not having lawful access even though the vehicle is later abandoned-including joyriding.

Arson: is defined as the 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.

Arrest and Disciplinary Referrals: In compliance with the Clery Act, Albany State University collects statistics for violations of state law and/or ordinances for alcohol, drug, and weapons. These violations can result in an arrest or disciplinary action violations.

Liquor Law Violations: are defined as 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: are defined as 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. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Weapons Offense Violations: are defined as 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.

## Clery Reportable Crime Definitions

A Hate Crime: is defined as a criminal offense committed against a person or property that is motivated, in whole or in part, by the offender's bias. Bias is a negative opinion or attitude toward a group of persons. Although there are many possible categories of bias, under the Clery Act, the eight categories that are required to be reported as hate crimes include race, gender, religion, national origin, sexual orientation, gender identity, ethnicity or disability.

For Clery Act reporting purposes, hate crimes include any offense in the following list that is motivated by bias:

- Race
- Gender
- Religion
- National Origin
- Sexual Orientation
- Gender Identity
- Ethnicity
- Disability



Albany State University collects crime statistics for hate crimes associated with either the commission of a primary crime or the lesser offenses of larceny-theft, simple assault, intimidation, destruction of or vandalism of a building or property. The aforementioned lesser offenses are included in Clery Act statistics only if they are hate crimes.

Larceny: is defined as the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. It includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

Vandalism: is defined as the act of willfully or maliciously destroying or defacing any public or private property, real or personal, without the consent of the owner or person having custody or control of it.

Intimidation: is defined as to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

Simple Assault: is the 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.

## Clery Reportable Crime Definitions Violence Against Women Reauthorization Act



On March 7, 2013, the Violence Against Women Reauthorization Act of 2013 was signed into law. VAWA includes amendments to the Clery Act. In compliance with the Violence Against Women Reauthorization Act, Albany State University compiles and reports statistics for incidents of dating violence, domestic violence, sexual assault, and stalking. Albany State University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking.

### VAWA Crimes and Offenses Definitions under Georgia State Law:

Consent: While Georgia does not define consent there is a published definition of "Without his consent" in: O.C.G.A. § 16-1-3:

(19) "Without his consent" means that a person whose concurrence is required has not, with knowledge of the essential facts, voluntarily yielded to the proposal of the accused or of another. Consent is defined by the University System of Georgia 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, by ignoring or acting in spite of objections of another, or by taking advantage of the incapacitation of another where the respondent knows or reasonably should have known of such incapacitation.
- Consent is also absent when the activity in question exceeds the scope of consent previously given.
- Past consent does not imply present or future consent.
- Silence or an absence of resistance does not imply consent.
- Consent can be withdrawn at any time by either party using clear words or actions.
- Minors under the age of 16 cannot legally consent under Georgia law.

Sexual Assault: Georgia does not have a Sexual Assault law, but instead has a Sexual Battery law. O.C.G.A. § 16-6-22.1:

For the purposes of this Code section, the term "intimate parts" means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female.

- A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.
- Except as otherwise provided in this Code section, a person convicted of the offense of sexual battery shall be punished as for a misdemeanor of a high and aggravated nature.
- A person convicted of the offense of sexual battery against any child under the age of 16 years shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one nor more than five years.
- Upon a second or subsequent conviction under subsection (b) of this Code section, a person shall be guilty of a felony and, upon conviction thereof, shall be imprisoned for not less than one nor more than five years and, in addition, shall be subject to the sentencing and punishment provisions of Code Section 17-10-6.2.

## VAWA Crimes and Offenses Definitions Under Georgia State Law

Fondling: The State of Georgia does not have a definition for Fondling, however what the Clery Act defines as fondling is included in the State definition of Sexual Battery provided above.

Rape: O.C.G.A. § 16-6-1: (a) A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The fact that the person allegedly raped is the wife of the defendant shall not be a defense to a charge of rape.

(b) A person convicted of the offense of rape shall be punished by death, by imprisonment for life without parole, by imprisonment for life, or by a split sentence that is a term of imprisonment for not less than 25 years and not exceeding life imprisonment, followed by probation for life. Any person convicted under this Code section shall, in addition, be subject to the sentencing and punishment provisions of Code Sections 17-10-6.1 and 17-10-7.

(c) When evidence relating to an allegation of rape is collected in the course of a medical examination of the person who is the victim of the alleged crime, the Georgia Crime Victims Emergency Fund, as provided for in Chapter 15 of Title 17, shall be responsible for the cost of the medical examination to the extent that expense is incurred for the limited purpose of collecting evidence.

Incest: O.C.G.A. § 16-6-22: A person commits the offense of incest when such person engages in sexual intercourse or sodomy, as such term is defined in Code Section 16-6-2, with a person whom he or she knows he or she is related to either by blood or by marriage as follows:

- Father and child or stepchild;
- Mother and child or stepchild;
- Siblings of the whole blood or of the half blood;
- Grandparent and grandchild of the whole blood or of the half blood; or
- Aunt and niece or nephew of the whole blood or of the half blood;

Statutory Rape: O.C.G.A. § 16-6-3: A person commits the offense of statutory rape when he or she engages in sexual intercourse with any person under the age of 16 years and not his or her spouse, provided that no conviction shall be had for this offense on the unsupported testimony of the victim. Except as provided in subsection (c) of this Code section, a person convicted of the offense of statutory rape shall be punished by imprisonment for not less than one nor more than 20 years; provided, however, that if the person so convicted is 21 years of age or older, such person shall be punished by imprisonment for not less than ten nor more than 20 years. Any person convicted under this subsection of the offense of statutory rape shall, in addition, be subject to the sentencing and punishment provisions of Code Section 17-10-6.2. If the victim is at least 14 but less than 16 years of age and the person convicted of statutory rape is 18 years of age or younger and is no more than four years older than the victim, such person shall be guilty of a misdemeanor.

## VAWA Crimes and Offenses Definitions under Georgia State Law

Sodomy; Aggravated Sodomy: O.C.G.A. § 16-6-2: (a)(1) A person commits the offense of sodomy when he or she performs or submits to any sexual act involving the sex organs of one person and the mouth or anus of another.

(2) A person commits the offense of aggravated sodomy when he or she commits sodomy with force and against the will of the other person or when he or she commits sodomy with a person who is less than ten years of age. The fact that the person allegedly sodomized is the spouse of a defendant shall not be a defense to a charge of aggravated sodomy.

(b) (1) Except as provided in subsection (d) of this Code section, a person convicted of the offense of sodomy shall be punished by imprisonment for not less than one nor more than 20 years and shall be subject to the sentencing and punishment provisions of Code Section 17-10-6.2.

(2) A person convicted of the offense of aggravated sodomy shall be punished by imprisonment for life or by a split sentence that is a term of imprisonment for not less than 25 years and not exceeding life imprisonment, followed by probation for life. Any person convicted under this Code section of the offense of aggravated sodomy shall, in addition, be subject to the sentencing and punishment provisions of Code Sections 17-10-6.1 and 17-10-7.

(c) When evidence relating to an allegation of aggravated sodomy is collected in the course of a medical examination of the person who is the victim of the alleged crime, the Georgia Crime Victims Emergency Fund, as provided for in Chapter 15 of Title 17, shall be financially responsible for the cost of the medical examination to the extent that expense is incurred for the limited purpose of collecting evidence.

(d) If the victim is at least 13 but less than 16 years of age and the person convicted of sodomy is 18 years of age or younger and is no more than four years older than the victim, such person shall be guilty of a misdemeanor and shall not be subject to the sentencing and punishment provisions of Code Section 17-10-6.2.

The term "family violence" shall not be deemed to include reasonable discipline administered by a parent to a child in the form of corporal punishment, restraint, or detention.

Dating Violence: O.C.G.A. § 19-13A-1:

Dating violence means the occurrence of one or more of the following acts between persons through whom a current pregnancy has developed or who are currently, or within the last 12 months were, in a dating relationship:

- 1) Any felony; or
- 2) Commission of the offenses of simple battery, battery, simple assault, or stalking.

Domestic Violence: The State of Georgia does not have a Domestic Violence law, but defines Family Violence as: O.C.G.A. § 19-13-1:

As used in this article, the term "family violence" means 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.

## VAWA Crimes and Offenses Definitions under Georgia State Law

Stalking: O.C.G.A. § 16-5-90: 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 by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this 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 purposes 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. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made.

2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace 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.

- a) Except as provided in subsection (c) of this Code section, a person who commits the offense of stalking is guilty of a misdemeanor.
- b) Upon the second conviction, and all subsequent convictions, for stalking, the defendant shall be guilty of a felony and shall be punished by imprisonment for not less than one year nor more than ten years.
- c) Before sentencing a defendant for any conviction of stalking under this Code section or aggravated stalking under Code Section 16-5-91, the sentencing judge may require psychological evaluation of the offender and shall consider the entire criminal record of the offender. At the time of sentencing, the judge is authorized to issue a permanent restraining order against the offender to protect the person stalked and the members of such person's immediate family, and the judge is authorized to require psychological treatment of the offender as a part of the sentence, or as a condition for suspension or stay of sentence, or for probation.



## Security and Access to Facilities



During business hours, the University is open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all University facilities is restricted to key or card access.

Access requests to university facilities must be handled by the Facilities Management Department. Albany State University's faculty, staff, and students are issued a programmed identification card.

All University residence halls have exterior electronic card key swipe access control systems and camera systems. Each student identification card is coded for their residential building ensuring only residential students are authorized access. Main entrances have staffed desks for visitors to sign-in under the control of Resident Assistants and/or security personnel.

The emergency exits are equipped with alarms which activate if a door is left open for an extended period of time. When a door is malfunctioning, maintenance orders are submitted for an immediate repair. Do not prop open a door; if you see one that is propped open, close it. Report suspicious behavior immediately to campus police. All after hours building access requests to university facilities must be handled by the Facilities Management Department.

Only residents and their invited guests are permitted in living areas of the residence halls. Guests are not provided with room keys or access cards. A guest of the opposite sex must be escorted at all times. There is no overnight visitation from outside guests and/or persons that are not ASU Residents. Freshmen are not allowed to have visitation nor are they permitted into upperclassmen residential buildings. Resident Assistants will enforce residence halls visitation policy to include verbal warning and written documentation. It is the resident's responsibility to ensure that guests are aware of the campus and residence hall visitation policies.

It is the resident's and staff member's responsibility to report individuals who cannot be identified as either residents or guests of residents. Do not open a building door for a stranger.

Do not allow an individual to follow you inside the dorm, notify the RA on duty. Report suspicious activity to Albany State University Police Department at 229-430-4711.

Answers to housing questions are answered at <https://www.asurams.edu/student-affairs/campus-housing/new-student-housing-faqs.php>

## Access to Campus Ram Rush

The City of Albany Transit has a contract with Albany State University to provide "Ram Rush" bus transportation for students, faculty, and staff. This service provides public transportation from the East Campus to the West Campus. Any student enrolled at ASU with a valid student ID card can ride any Albany Transit System bus route for free. This route is also available to the general public at the normal bus fare.



The hours of operation are Monday through Friday 6:00 A.M. to 9:00 P.M. and Saturday from 8:00 A.M. to 2:00 P.M.

### East Campus Bus Stops:

Radium Springs Road (Corner of C.W. Grant Student Union)  
Joseph Holley Drive (Residence Hall 5 & 6)  
Joseph Holley Drive (HPER Gymnasium)

### West Campus Bus Stops:

Herbert Haley Drive (Corner Campus Road near Village South Residence Hall)  
Cavalier Drive (Physical Education Building)  
East Access Drive (East Building J)

Ram Rush Routes can be found [here](#).



## Security and Maintenance of Facilities



Albany State University promotes and values the safety of the campus community, as reflected in regular assessments and maintenance of campus facilities and surrounding grounds. Albany State University campus landscaping, walk ways, and outdoor lighting are designed to maximize the safety of our campus community.

Information kiosks are located at the entrances of East Campus and West Campus. Albany State University Police Department monitors the traffic coming onto campus by checking ID's and assisting visitors with pertinent information and directions.

Surveys are conducted by Environmental Health & Safety twice each year to evaluate campus lighting. Albany State University Police Department works closely with Facilities Management and University Housing in ongoing assessments, reporting of, and mitigating safety concerns.

Albany State University also uses an electronic maintenance request system so that anyone may easily report an issue that needs immediate attention, such as burned-out lights, safety hazards, or malfunctioning door locks.

If you have a maintenance request call 229-509-2332 or submit an on-line request at <https://albanystate.residentportal.com/auth> or at [http://107.1.248.197/mc\\_web/onsite/mc\\_login\\_form.asp](http://107.1.248.197/mc_web/onsite/mc_login_form.asp).



## Emergency Response and Evacuation



The Albany State University Emergency Operations Plan was created to provide guidance to the campus community in an effort to save lives, protect property, and ensure the continued operations of Albany State University through the means of preparedness, education, and individual readiness. The Albany State University Emergency Operations Plan is a resource for the campus community that provides guidelines for responding in a crisis.

Albany State University Police Department is responsible for maintaining the Emergency Operations Plan, conducting at least one annual test of the plan, and maintaining detailed documentation of each test. The annual emergency response and evacuation exercises may be announced or unannounced. These exercises may include tabletop drills or full-scale emergency response, tests of the emergency notification systems, and evacuation exercises. Additionally, the mass notification system, which distributes email, text, and voice notifications to all faculty, students and staff, is tested weekly. Evacuation training sessions are scheduled throughout the year and are available upon request.

Albany State University Police Department will notify the campus community of training sessions, remind the community of the University's publicly available Emergency Operations Plan, and conduct after-action reviews of all exercises. Reviews of exercises and actual events include plan revisions to improve the readiness of the campus community.

Emergency Action is required whenever safety is threatened. In order to be prepared, you should:

- Familiarize yourself with the emergency procedures and evacuation routes.
- Discuss an emergency communication plan with your family.
- Keep a printed list of phone numbers for family and friends.
- Evacuate in an orderly manner when directed to do so by emergency personnel or at the sound of an alarm.
- Designate an out of town emergency contact person that can be called so that family and friends can check in and relay messages.



The Emergency Operations Plan can be reviewed at <https://www.asurams.edu/docs/asu-police/EOP%202020%2010-7-20.pdf>

## Albany State University Policies

A policy is a governing principle that establishes a standard for action. Our policies enhance Albany State University's mission statement reduce risks and promote operational efficiency and compliance with any applicable laws and regulations. A policy may direct functions in a specific operating unit and/or have institution-wide application. Below you will find links to several Albany State University Policies.

Family Education Rights and Privacy Act Policy: The Family Educational Rights and Privacy Act is a federal law that protects the privacy of student education records. Under FERPA, the University may identify certain student information that may be released to a third party without a student's consent unless the student restricts disclosure of such information. The policy can be reviewed at [https://www.asurams.edu/docs/legal-affairs/policies/FERPA\\_Policy\\_-\\_Sep\\_2019.pdf](https://www.asurams.edu/docs/legal-affairs/policies/FERPA_Policy_-_Sep_2019.pdf)

Non-Discrimination and Anti-Harassment: Albany State University adheres to the Board of Regents policy prohibiting unlawful discrimination, harassment, and retaliation based on any characteristic protected by law. The policy can be reviewed at [https://www.asurams.edu/docs/legal-affairs/policies/Non-Discrimination\\_and\\_Anti-Harrassment\\_-\\_Nov\\_2019.pdf](https://www.asurams.edu/docs/legal-affairs/policies/Non-Discrimination_and_Anti-Harrassment_-_Nov_2019.pdf)

Parental Notification Policy: The Office of Student Support and Student Conduct will notify parents or legal guardians of students under the age of twenty-one who are found responsible for violating the alcohol and/or drug policy. The policy can be reviewed under the special note tab at <https://www.asurams.edu/student-affairs/osscc/student-conduct/alcohol-and-other-drugs.php>

Hazing Policy: Albany State University seeks to foster a safe and healthy environment built on mutual respect and trust. Hazing is a serious violation of these principles. The policy can be reviewed at <https://www.asurams.edu/student-affairs/hazingdisclosure.php>. To report an incident of hazing call ASU PD at 229-430-4711 or dial 911. An on-line report may be filed here [https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout\\_id=103](https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout_id=103).

Confidential Reporting: Albany State University does not currently have a policy regarding voluntary, confidential reporting of crimes by complainants or witnesses for inclusion in crime statistics, nor does Albany State University currently have a policy or procedures that encourage pastoral and professional counselors, at their professional discretion, to inform the persons they are counseling of any such procedures to report crimes on a voluntary, confidential basis for inclusion in crime statistics.

The Federal Campus Sex Crimes Prevention Act: The Federal Campus Sex Crimes Prevention Act requires registered sex offenders to provide notice of their enrollment or employment at any institution of higher learning in the state where they reside. Members of the campus community may access the Georgia Sex Offender Registry maintained by the Georgia Bureau of Investigation at <https://www.gbi.georgia.gov/georgia-sex-offender-registry>.

Sexual Misconduct Policy: Albany State University is committed to the safety of our campus community. The institution expressly prohibits sexual misconduct, including dating violence, domestic violence, sexual assault, and stalking consistent with the requirements of Title IX of the Education Amendments of 1972, the Jeanne Clery Disclosure of Campus Crime Statistics Act, and University System of Georgia policy. The Albany State University Sexual Misconduct Policy can be reviewed on-line at <https://www.asurams.edu/docs/legal-affairs/policies/ASU%20Sexual%20Misconduct%20Policy%20rev%208.13.20.pdf>. The Albany State University Sexual Misconduct Incident Report Form is located on-line at [https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout\\_id=8](https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout_id=8)

Freedom of Expression Policy: The rights guaranteed by the First Amendment, including the right to free speech, free expression, free exercise of religion, and the right to assemble peaceably are of the utmost importance. Albany State University is committed to protecting those rights. As a public institution of higher education, Albany State University promotes open ideas and academic freedom on our campuses. Albany State University maintains and enforces reasonable time, place, and manner restrictions narrowly tailored to serve a significant institutional interest. The policy can be reviewed at <https://www.asurams.edu/docs/legal-affairs/policies/Freedom-of-Expression-Policy.pdf#search=freedom%20of%20speech%20>.

To accommodate the need for immediate and spontaneous demonstration and to better facilitate the free exchange of ideas, ASU has designated the following areas on campus as Public Forum Areas:

East Campus (Pedestrian Mall and the Student Center Amphitheater)  
West Campus (The brick paved area in front of the Student Center)  
Cordele Center (The far right section of the parking lot adjacent to the railroad tracks)

## Protection of Non-Student Minors Policy



Albany State University and USG institutions offer a variety of athletic camps, science camps, clinics, after-school programs, enrichment classes, and activities which bring non-student minors onto campus. The programs and activities offered by Albany State University are of great educational value and serve to benefit both the institution and the community by providing Albany State University with an opportunity to challenge, educate, and mentor young people and introduce them to the campus in a positive and meaningful way.

The safety and well-being of the visitors to our campus is of the highest concern. Albany State University is committed to best practices that will provide a safe and healthy environment for all who participate, volunteer or work in these activities. Employees and volunteers associated with these programs who are reasonably anticipated to have direct contact or interaction with minor participants must be appropriately screened and trained.

- Read the ASU Protection of Non-student Minors on Campus Policy at [https://www.asurams.edu/docs/legal-affairs/policies/Programs\\_Serving\\_Minors\\_policy\\_-\\_revised\\_March\\_2023.pdf](https://www.asurams.edu/docs/legal-affairs/policies/Programs_Serving_Minors_policy_-_revised_March_2023.pdf)
- Complete the ASU Protection of Non-student Minors Youth Protection Training.
- Complete The Mandated Reporters: Critical Links in Protecting Children in Georgia course. The course is made available for free by the University System of Georgia through Foundry here.
- Submit a State of Georgia Background Release Form.
- Upon completion of the required training components, Authorized Adults or Program Staff are required to provide the Mandated Reporters Certificate of Completion to the ASU Program Sponsor each calendar year. It is suggested that they also retain a copy for their personal records.

Any authorized adult or person deemed a mandatory reporter under Georgia law who has reasonable cause to believe that suspected child abuse has occurred shall immediately report the suspected abuse to the Albany State University Police Department by calling 229-430-4711 and report to the appropriate supervisor or program administrator who is able to take immediate action. The institution must ensure that the Division of Family and Children Services is notified of the suspected abuse immediately and in no case later than 24 hours after the authorized adult or program staff (or other reporter) first had reasonable cause to suspect the abuse.

**Sex Offender Registry:** Registered sex offenders are required under Georgia state law to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides. The State of Georgia Sex Offender Registry is located at <https://www.gbi.georgia.gov/georgia-sex-offender-registry>

## Missing Person Policy



The Missing Person Policy contains the official notification procedures of Albany State University concerning missing persons who reside on campus and/or participants in an ASU sponsored activity, in accordance with the requirements of the Higher Education Opportunity Act of 2008. This policy should be adhered to by all members of the campus community, faculty, staff, and students.

When a student who resides in on-campus student housing has been missing for 24 hours students, employees, and others should make a report to the Albany State University Police Department at 229-430-4711. Reports may also be made to the Office of Student Affairs & Success at 229-500-3553 and/or Residence Life & Housing at 229-500-2025. If you have reason to believe that a student living off campus is missing, immediately notify local law enforcement by calling 9-1-1. Any report of a missing student not made to the Albany State University Police Department must be referred to them immediately for the purposes of conducting an investigation.

There is no waiting period for reporting a missing person. Regardless of whether a person is a minor or emancipated, the same procedures are followed. Albany State University Police Department will exercise particular care in instances involving individuals who may be mentally or physically impaired, missing or unidentified children, and others who are insufficiently prepared to take care of themselves.

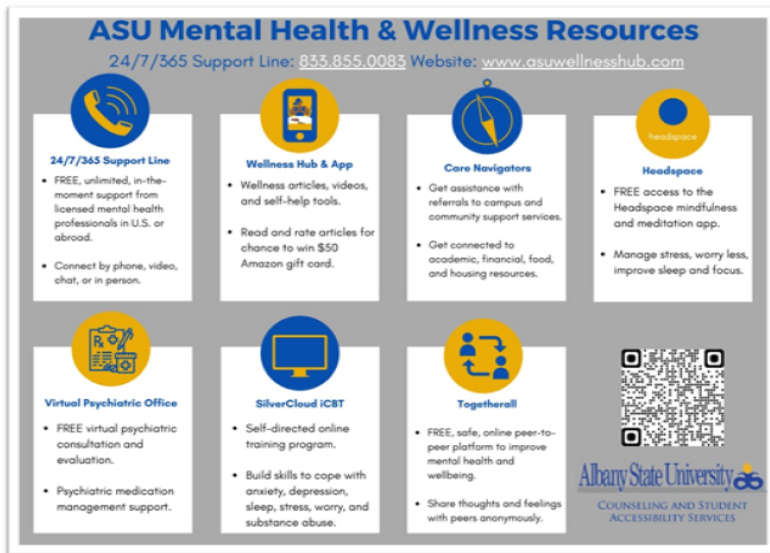
All students who reside in on-campus student housing can identify a “*confidential contact*” to be notified by the within 24 hours in the event they are determined by a law enforcement investigation to be missing and have not returned to the campus. This person may or may not be the same as their *emergency contact*. Albany State University provides each student with the means and opportunity to register their confidential contact information by logging into the Banner Web System and filling out the contact information form. This information is only accessible to authorized campus officials and will not be disclosed to others with the exception to law enforcement personnel in the furtherance of a missing student investigation

In addition to the confidential contact, if a student is under 18 years of age and not emancipated the Albany State University Police Department will notify their custodial parent or guardian within 24 hours of the determination that they are missing.

The Albany State University Police Department will notify the local law enforcement agency with primary jurisdiction for the surrounding community within 24 hours of when a residential student is determined to be missing unless that agency made the determination.

To register your confidential contact and emergency contact information visit the Albany State University Banner web located at [https://asuramspc.gabest.usg.edu/pls/B522/twbkwbis.P\\_GenMenu?name=homepage](https://asuramspc.gabest.usg.edu/pls/B522/twbkwbis.P_GenMenu?name=homepage)

# Crisis Response Policy



**ASU Mental Health & Wellness Resources**  
24/7/365 Support Line: 855.855.0083 Website: www.asuwellnesshub.com

- 24/7/365 Support Line**
  - FREE, unlimited, in-the-moment support from licensed mental health professionals in U.S. or abroad.
  - Connect by phone, video, chat, or in person.
- Wellness Hub & App**
  - Wellness articles, videos, and self-help tools.
  - Read and rate articles for chance to win \$50 Amazon gift card.
- Care Navigators**
  - Get assistance with referrals to campus and community support services.
  - Get connected to academic, financial, food, and housing resources.
- Headspace**
  - FREE access to the Headspace mindfulness and meditation app.
  - Manage stress, worry less, improve sleep and focus.
- Virtual Psychiatric Office**
  - FREE virtual psychiatric consultation and evaluation.
  - Psychiatric medication management support.
- SilverCloud iCBT**
  - Self-directed online training program.
  - Build skills to cope with anxiety, depression, sleep, stress, worry, and substance abuse.
- Togetherall**
  - FREE, safe, online peer-to-peer platform to improve mental health and wellbeing.
  - Share thoughts and feelings with peers anonymously.

Albany State University  
COUNSELING AND STUDENT ACCESSIBILITY SERVICES

The Department of Counseling and Student Accessibility Services provide counseling services by licensed counselors. to currently enrolled students. The scope of services that Counseling and Student Accessibility Services provides includes individual, couple, and group counseling, crisis intervention, outreach workshops, referrals to off-campus resources when appropriate, and reasonable academic accommodations for students with documented disabilities.

Counseling Services are available to currently enrolled students and are provided by licensed counselors. All services are free and confidential for students experiencing academic difficulties, anxiety, depression, family and relationship issues, emotional, identity issues, physical, and/or sexual abuse, stress, substance use/abuse, or any other concerns.

The options include individual, couple, family, and group therapy. If you are in contact with a student who appears to be an immediate threat to his or her own safety or that of others, please call Albany State University Police Department at 229-430-4711 or call 911.

Albany State University has extended its efforts on emergency preparedness and prevention with the establishment of the RAM ROC Behavior Threat Management Team. The objective of the team is to implement a structured process for evaluating potentially threatening situations that occur at Albany State University; and extend our efforts on emergency preparedness and prevention. The multidisciplinary team is comprised of members from around the Albany State University campus community, including the Chief of Police, Counseling Services, Student Health Services, and the VP of Student Affairs and Success.

More information on the RAM ROC can be found at [https://ww.asurams.edu/docs/asu-police/ASU\\_SuicideProtocol\\_2017.pdf#search=ram%20roc](https://ww.asurams.edu/docs/asu-police/ASU_SuicideProtocol_2017.pdf#search=ram%20roc)



ASU First Responders Health & Wellness Expo



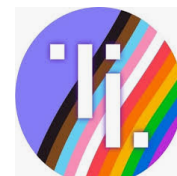
## Crisis Response Resources

If you are in contact with a student who appears to be an immediate threat to his or her own safety or that of others, please call Albany State University Police Department at 229-430-4711 or call 911.

Crisis situations include:

- Stated intention to commit suicide or inflict serious harm to self.
- Stated intention or obvious behavior indicating an imminent threat to others.

Crisis Resources:



## House Bill 280

House Bill 280, commonly known as the “Campus Carry” legislation, is effective as of July 1, 2017. Following are guidelines developed by the Office of Legal Affairs for the implementation of House Bill 280 which must be followed on all University System campuses on and after that date. The purpose of this policy is to maintain a safe and orderly environment while honoring the rights of individuals to lawfully possess weapons, within designated areas as articulated herein, on campus. This policy applies to every employee, student, guest, and visitor while in any building or on any real property owned or leased by ASU unless excluded by state law. The possession, transportation, and use of weapons on campus is prohibited except as otherwise stated in this policy or as otherwise provided by Georgia law.

Concealed handguns may be possessed on campus but only in accordance with Georgia law. In accordance with state law, it is the right of a licensee to carry a concealed handgun while on the property leased or owned by Albany State University in the State of Georgia. This policy will not allow any other type of gun to be carried on campus property not owned or leased by a ASU with exception as indicated by state law. The guidelines developed by the USG Office of Legal Affairs for the implementation of House Bill 280 that must be followed on all University System.

- Albany State University will not attempt to interfere with the ability of license-holders to lawfully carry concealed handguns on campus. However, Albany State University Police will investigate and enforce policy with regards to any party that is suspected of or is in violation of possessing, using or transporting dangerous weapons as it relates to this policy, university/USG policies and/or state law.
- Only law enforcement personnel will be responsible for enforcement.
- Violation of this policy may result in criminal penalties based on the police investigation and may constitute violation of the Student Code of Conduct and personnel policies. It is a felony for non-licensed person(s) to carry a gun on campus.

Albany State University and the University System of Georgia prohibits all weapons on property owned or leased by the USG and its institutions, except as specifically provided herein or as provided in federal or state law.

### Exceptions:

- Prohibited weapons do not include sporting equipment possessed for legitimate use in formal or informal athletic or exercise activities
- Law enforcement officers, active military personnel, and other similar personnel may possess weapons as authorized by federal or state law to do so.
- Any person who is 18 years of age or older or currently enrolled in classes in a USG institution may possess an electroshock weapon on the campus(es) of that institution but may only make use of such electroshock weapon in defense of self or others.

## House Bill 280

A lawful weapons carrier may possess weapons while under the lawful weapons carrier's physical control in a motor vehicle, in a locked compartment in a motor vehicle, in a locked container in a motor vehicle, or in a locked firearms rack in a motor vehicle. A lawful weapons carrier may carry a handgun in any building or on any real property owned or leased by the USG and its institutions; provided, however, that such exception shall:

- Not apply to buildings or property used for athletic sporting events or student housing, including, but not limited to, fraternity or sorority houses;
- Not apply to any preschool or childcare space located within such buildings or real property;
- Not apply to any room or space being used for classes related to college and career academy or other specialized school as provided for under Georgia Code Section;
- Not apply to any room or space being used for classes in which high school students are enrolled through a dual enrollment program;
- Not apply to faculty, staff or administrative offices or rooms where disciplinary proceedings are conducted; and only applies to the carrying of handguns which are concealed.

### Definitions:

Weapon: means and includes any pistol, revolver, or any instrument designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any instrument of like kind, and any stun gun or taser as defined in subsection (a) of Georgia Code Section 16-11-106. This paragraph excludes any of these instruments used for classroom work authorized by the faculty member.

Handgun: means a firearm of any description, loaded or unloaded, from which any shot, bullet, or other missile can be discharged by an action of an explosive where the length of the barrel, not including any revolving, detachable, or magazine breech, does not exceed 12 inches; provided, however, that the term "handgun" shall not include a gun which discharges a single shot of .46 centimeters or less in diameter.

Electroshock weapon: means a stun gun or taser or similar commercially available device that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge.

Licensee: Individual (21 years and older properly licensed to carry in the State of Georgia pursuant to subsection of Code Section 16-11-126 and pursuant to Code Section 16-11-129 and applies to the carrying of handguns which are concealed.

Concealed: means carried in such a fashion that does not actively solicit the attention of others and is not prominently, openly, and intentionally displayed except for purposes of defense of self or others. Such term shall include, but not be limited to, carrying on one's person while such handgun is substantially, but not necessarily completely, covered by an article of clothing which is worn by such person, carrying within a bag of a nondescript nature which is being carried about by such person, or carrying in any other fashion as to not be clearly discernible by the passive observation of others.

## Smoking and Tobacco Policy

In accordance with the Georgia Smoke Free Air Act of 2005, the use of all forms of Tobacco Products on USG Properties is expressly prohibited. Further, the advertising, sale, or free sampling of Tobacco Products on USG Properties is prohibited unless specifically stated for research purposes. All events hosted by a USG entity and by outside groups on behalf of the USG shall be tobacco-free.

The use of any tobacco product is prohibited on all 28 universities and colleges in the University System of Georgia. "Tobacco Products" are defined as cigarettes, cigars, pipes, all forms of smokeless tobacco, clove cigarettes and any other smoking devices that use tobacco, such as hookahs, or simulate the use of tobacco, such as electronic cigarettes.

Albany State University reserves the right to initiate disciplinary procedures against any individual found to be in continuous violation of this policy; however, all faculty, staff, and students have a collective responsibility to promote the safety and health of the campus community and therefore share in the responsibility of enforcement. Individuals observed smoking/using tobacco are to be reminded in a professional and courteous manner of this policy.

Resources for Tobacco Cessation:



BeTobaccoFree.gov



Talk to a smoking cessation counselor Call 1-800-QUIT-NOW (1-800-784-8669)

## Alcohol and Illegal Drugs Policy

Albany State University remains in compliance with all federal, state, and local laws including policies mandated by the Board of Regents of the University System of Georgia. Albany State University is committed to providing a safe environment for each member of the campus community. To further Albany State University's commitment to provide a healthy and safe educational environment, and in compliance with the Drug-Free Schools and Communities Act of 1989, the University has established the following policy on alcohol and other drugs:

Albany State University prohibits the unlawful possession, use, and/or distribution of illicit drugs and/or alcohol by students and employees on Albany State University property or as part of any of its activities on or off campus.

Possession or consumption of alcohol, tobacco, and illegal drugs in university housing is prohibited. Pursuant to federal law, cannabis (marijuana) use is prohibited on ASU property and in university housing. The Albany State University Police Department issues citations and performs custodial arrests in accordance with state law.

In compliance with the Drug-Free School and Communities Act Amendments of 1989, Albany State University has established this policy on student alcohol and illegal drug use. The policy can be found at <https://www.asurams.edu/docs/legal-affairs/policies/student-code-of-conduct.pdf>.

Albany State University has a vital interest in maintaining safe and healthy working conditions for its employees. Being under the influence of a drug or alcohol on the job may pose serious safety and health risks not only to the user and to those who work with the user, but also to the students and public we serve.

In compliance with the federal Drug-Free Workplace Act of 1988 and Drug-Free School and Communities Act Amendments of 1989, Albany State University has established this policy on employee alcohol and illegal drug use. The policy can be found at: [https://www.asurams.edu/docs/legal-affairs/policies/Employee\\_Handbook\\_v6.26.19.pdf#search=employee%20handbook](https://www.asurams.edu/docs/legal-affairs/policies/Employee_Handbook_v6.26.19.pdf#search=employee%20handbook).

Albany State University continuously promotes and requires an alcohol and drug free campus. The University actively encourages students and employees who feel they have a substance abuse problem to seek counseling and treatment. The Student Counseling Department will help students, faculty, and staff seeking assistance with a substance abuse related problem. Those seeking such assistance are assured that professional standards of confidentiality will be upheld.

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, Albany State University creates and distributes the Biennial Review to all students and employees to inform them of Albany State University's comprehensive programs to prevent the use of illicit drugs and the abuse of alcohol. The report can be found here <https://www.asurams.edu/docs/student-affairs/20182020%20%20DAAPP.pdf#search=biennial>

## Alcohol and Illegal Drugs Definitions

Possession of alcohol or drugs: Refers to, but is not limited to, holding, no matter the duration, alcohol or illegal drugs/ controlled substances in hand or, having them in one's clothing, purse or book bag (or similar item), automobile, residence, or other personal belonging.

Consumption of alcohol: Refers to the act of drinking or ingesting any amount of an alcoholic beverage.

Use of drugs: Refers to the act of ingesting, inhaling, drinking, eating, and/or any other method of introducing an illegal drug or controlled substance into one's body.

Distribution of drugs: refers to the sharing of illegal drugs/controlled substances with or giving them to others.

Sale of drugs: Refers to the exchange of illegal drugs/controlled substances for money or other forms of compensation.

Facilitating the possession/use of alcohol or drugs: Refers to the act of allowing others to possess, consume, or use alcohol or illegal drugs/controlled substances in one's residence or automobile.

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.

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.

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.

## Alcohol and Illegal Drugs Definitions

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.

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.

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.

## The Office of Student Support and Student Conduct

The Office of Student Support and Student Conduct has developed the Student Code of Conduct to provide students with expectations for behavior that upholds the Albany State University Mission Statement.

In addition to outlining regulations for behavior, the Code of Conduct provides useful information to students and student organizations regarding alleged violations of conduct regulations. It includes procedures for responding to possible violations of conduct regulations, including specifics of the conduct process, a listing of possible sanctions, the interim suspension policy, and the appeals procedures that are included in the Code of Conduct. These procedures have been established to ensure due process and fundamental fairness to all involved in the University's judicial processes. The goal is to find balance between upholding our community standards and fostering educational opportunities for each individual student.

Information for parents who have students interacting with the University Student Conduct System can be found at <https://www.asurams.edu/student-affairs/osssc/student-conduct/parents-faqs.php>.

Information for students interacting with the University Student Conduct System can be found at <https://www.asurams.edu/student-affairs/osssc/student-conduct/faqs.php>.

Reports of Student Misconduct: The Office of Student Support and Student Conduct supports Albany State University's educational mission by enforcing regulations designed to promote an environment in which students can develop intellectually, morally and socially while exercising a balance of partnership and autonomy within the campus community.

The mission of the Office of Student Support and Student Conduct is to promote concepts of fairness and due process in student conduct settings. The Office of Student Support and Student Conduct serves as a resource to the entire university community; and essential in the student conduct process is the commitment to serve all involved parties, equally, in an unbiased and fair manner while striking a balance between upholding our community standards and fostering educational opportunities for each individual student. Albany State University has provided a clear method for students and other campus community members to file complaints of misconduct.

Complaints to the appropriate department and/or person(s) should include as much information as possible such as:

- The type of misconduct alleged
- The name and contact information of the individual(s) accused of misconduct
- The date(s), time(s), and place(s) of the misconduct
- The name(s) and contact information of any individual(s) with knowledge of the incident
- Whether any tangible evidence has been preserved
- Whether a criminal complaint has been made.

The Student Code of Conduct is located at <https://www.asurams.edu/docs/legal-affairs/policies/student-code-of-conduct.pdf>



## The Office of Student Support and Student Conduct Non-Title IX Investigation and Disciplinary Proceedings

The purpose of this Policy is to ensure uniformity in the quality of investigations while providing for due process that affords fairness and equity in all student conduct investigations. This Policy is not intended to infringe or restrict rights guaranteed by the United States Constitution including free speech under the First Amendment, or the due process clauses of Fifth and Fourteenth Amendments.

These procedures apply to matters relating to student misconduct, except matters relating to academic dishonesty, which may be covered under separate institutional policies. Albany State University cannot guarantee confidentiality and that even granting requests for confidentiality shall not prevent the institution from reporting information or statistical data as required by law, including the Clery Act.

Depending on the type of case, the following University Hearing Panels may convene for formal hearing proceedings:

University Disciplinary Committee: is composed of students, faculty, and staff selected by the Office of Student Support and Student Conduct. Students not in good standing with the University may not serve. Appointments to University Disciplinary Committee will be made as needed to keep the University Disciplinary Committee staffed to adjudicate cases in a prompt manner. These appointments may constitute permanent or temporary replacements as the Office of Student Support and Student Conduct deems necessary. There must be at least three panel members (two full-time faculty or staff and one full-time student), present to hear a case. A majority vote is required for findings and sanction recommendations. Academic Honor Code Committee: for formal hearings involving alleged violations of any violation of the Academic Honor Code Policy identified within the Student Code of Conduct. Please refer to Chapter Eight, Value VIII, Academic Honor Code, Procedures and Sanctions of the Student Code of Conduct for more information.

Sexual Misconduct Committee: for formal hearings involving alleged violations of any regulation within the University System of Georgia Sexual Misconduct Policy and the Student Code of Conduct. This committee will consist of at least panel members who are full-time faculty and/or staff only. There must be at least three (3) panel members present to hear a case. A majority vote is required for findings and sanction directive.

Housing Review Board: for formal hearings involving alleged violations of any Institutional Housing Regulations identified within the Student Code of Conduct. There must be at least three panel members (two full time Residence Life staff and one Resident Assistant), present to hear a case. A majority vote is required for findings and sanction recommendations.

Student Organization Hearing Panel: for formal hearings involving alleged violations of student organization misconduct. There must be at least three panel members (two full-time students and one full-time faculty/staff). At least one (1) representative from the respective council will serve as one of the student representatives. When a student organization is charged, a student will be requested to serve from the respective council to serve on the panel. The student may not be a member of the organization which is charging or being charged in the case. A majority vote is required for findings and sanction recommendations.

## The Office of Student Support and Student Conduct Non-Title IX Investigation and Disciplinary Proceedings

Review: The Office of Judicial Affairs will review the complaint to determine whether the allegation(s) describe conduct which may be in violation of Albany State University's policies.

- 1) If the reported conduct would not be in violation, the report will be dismissed or followed up with appropriately.
- 2) If the reported conduct would be a violation, a review will be conducted to determine whether charges against the respondent (accused) should be brought.

Notice: The respondent will receive notice of the alleged misconduct that will include:

- 1) The possible charges,
- 2) Notice of a right to an advisor, and
- 3) A link to the Student Conduct Investigation and Disciplinary Proceedings. This notice will be delivered via Albany State University email. Additionally, the respondent will be given the opportunity to meet with the Coordinator for Student Ethics & Integrity to discuss all procedures.

Informal Process: If the respondent admits responsibility to the violation(s), the respondent may choose to participate in an informal process, which includes:

- 1) The student being given notice of the alleged violations(s),
- 2) an explanation of the charges,
- 3) and an opportunity to be heard by an appropriate Hearing Officer who will assign an appropriate sanction(s).
- 4) In certain student misconduct cases where they mutually agree, the alleged victim (where applicable) and respondent may have the option of selecting mediation as a possible resolution, except where deemed inappropriate by the Office of Judicial Affairs.

Hearing Standards: If the respondent indicates that they contests the charges, the case will be set for hearing. The following standards will apply to any hearing:

- 1) The respondent will have the option of having the charges heard either by an administrator (Hearing Officer) or a student conduct panel.
- 2) Notice of the date, time, and location of the hearing will be provided to the respondent and alleged victim (where applicable) at least five (5) business days prior to the hearing via Albany State University email.
- 3) The respondent and alleged victim (where applicable), shall have the right to use an advisor (including an attorney) of their choosing with the purpose of providing advice and counsel.
- 4) The respondent will have the right to present witnesses and evidence to the Hearing Officer or panel, as well as to ask questions to any witnesses.
- 5) The standard of review will be a preponderance of the evidence, which means that it was more likely than not to have occurred. However, any decision to suspend or to expel a student must also be supported by substantial evidence at the hearing.
- 6) The University will maintain documentation of the proceedings, which may include written findings of fact, transcripts, audio recordings and/or video recordings.
- 7) Following a hearing, both the respondent and alleged victim (where applicable) will be provided a written decision with a summarization of the evidence in support of the sanction, via Albany State University's email.
- 8) The decision will include details on how to appeal the decision.

## The Office of Student Support and Student Conduct Non-Title IX Investigation and Disciplinary Proceedings

Formal Process: If the potential sanctions for the alleged misconduct may involve suspension or expulsion from the University, a formal process will be followed, which includes the following steps:

- 1) The respondent will be provided with written notice of: (a) the complaint/allegations, pending investigation, (b) possible charges, (c) possible sanctions, (d) identity of any investigator(s) involved, and (e) available support services. Where applicable, a copy will also be provided to the alleged victim.
- 2) Upon receipt of the written notice, the respondent will be given three (3) business days to respond in writing. In that response, the respondent will have the right to admit to or deny the allegations and to set forth a defense with facts, witnesses, and documents — whether written or electronic — in support. A non-response will be considered a general denial of the alleged misconduct.
- 3) Based on this response, the investigation will consist of interviews of the respondent, the alleged victim (where applicable) and witnesses, and the collection and review of documents or other physical or electronic information, as well as other steps as appropriate. The investigator will retain written notes and/or obtain written or recorded statements from each interview.
- 4) The investigation will be summarized in writing in an initial investigation report and provided to the respondent and the alleged victim (where applicable) in person or via email. This summary will 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.
- 5) If the respondent is ultimately charged with any violation, they will again have the opportunity to respond in writing. The respondent's written response to the charge(s) will be due three (3) business days following the date of the delivery of the initial investigation report. The respondent's written response should outline their plea in response to the charge(s), and where applicable, their defense(s), the facts, witnesses, and documents — whether written or electronic — in support. A nonresponse to the charge(s) by the respondent will be interpreted as a denial of the charge(s).
- 6) The investigator will conduct further investigation and update the investigative report as warranted by the respondent's response.
- 7) The final investigative report will be provided to the student misconduct panel or hearing officer for consideration in adjudicating the charges brought against the respondent. A copy will 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 will otherwise have no part in the hearing process.

Sanctions: In determining the severity of sanctions or corrective actions the student conduct panel or hearing officer will consider the following:

- 1) The frequency, severity, and/or nature of the offense,
- 2) History of past conduct,
- 3) Offender's willingness to accept responsibility,
- 4) Previous institutional response to similar conduct, and
- 5) The institution's interests

## The Office of Student Support and Student Conduct Non-Title IX Investigation and Disciplinary Proceedings

Sanctions: The broad range of sanctions include:

- Expulsion – permanent forced withdrawal from the University,
- Suspension - for an identified time frame and/or until the satisfaction of certain conditions,
- 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 orders,
- Required participation in sensitivity training/awareness education programs.
- Required participation in alcohol and other drug awareness and abuse prevention programs,
- Assessment Fees,
- Referral, such as but not limited to counseling, evaluation, treatment, or mentoring;
- Volunteering/community service,
- 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,
- Forced withdrawal from a course and/or department within which the offense occurred, either with or without credit for the course, as may be adjudged,
- Financial restitution or fees, which may be associated with specific violations
- Fine (\$50.00 - \$500.00)
- Reprimand, a written admonition which would be placed in an individual's file
- An appropriate grade change
- Revocation of privileges, loss of right or denial of privileges to participate in campus functions or have access to campus or University facilities including parking or housing. This may include revoking the charter or official recognition of an official organization.
- Any other discretionary sanctions directly related to the violation or conduct.

Appeals: The University will entertain appeals from students that have been suspended or expelled from the University, removed from housing, removed from class, or forced to withdraw from a course and/or department. Other cases may be reviewed in regard to policy and procedural accuracy upon the request from the student. Appeals should be submitted at [https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout\\_id=5](https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout_id=5), within five (5) business days of the date of the final written decision.

The alleged offender will have the right to appeal the outcome on any of the following grounds:

- 1) To consider new information, sufficient enough 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

## Sexual Misconduct Policy and Reporting

Albany State University is committed to providing a safe learning and working environment for all members of our campus community. The institution expressly prohibits sex-based discrimination, sexual misconduct, including dating violence, domestic violence, sexual assault, and stalking consistent with the requirements of Title IX of the Education Amendments of 1972, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, and University System of Georgia policy.

Albany State University will provide a student or employee who reports they have been the victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, with a written explanation of their rights and options as described in this report.

Reporting Sexual Misconduct: When Sexual Misconduct does occur, all members of the campus community are strongly encouraged to report it promptly through the procedures outlined in the sexual misconduct policy. The purpose of the policy is to ensure uniformity in reporting and addressing sexual misconduct. It applies to all members of the Albany State University campus community. This Policy is not intended to infringe or restrict rights guaranteed by the United States Constitution including free speech under the First Amendment, or the due process clauses of Fifth and Fourteenth Amendments.

The Sexual Misconduct Policy can be found at <https://www.asurams.edu/docs/legal-affairs/policies/ASU%20Sexual%20Misconduct%20Policy%20rev%208.13.20.pdf>.

The Title IX Coordinator is responsible for providing parties with supportive and protective measures, advice regarding rights and responsibilities, as well as options for pursuing disciplinary proceedings. Reports made to the Title IX Coordinator will not automatically initiate a law enforcement investigation. Students and employees have the option to notify law enforcement authorities, including University and local law enforcement, with jurisdiction where any crime occurred. The Title IX Coordinator will assist parties in making reports to law enforcement if the Complainant so chooses. Parties also have the option to decline to notify law enforcement authorities. To Contact the Title IX Coordinator Kimberly Carter call 229-500-3304 or email [Kimberly.Carter@asurams.edu](mailto:Kimberly.Carter@asurams.edu).

Additionally, reports of sexual misconduct can be made to the following departments:

Office	Campus and Location	Phone Number
Title IX Office	West Campus B.R. Tilley Academic Services K Building Room #320	229-500-3304
Human Resources	West Campus B.R. Tilley Academic Services K Building Room #111	229-500-2026
Student Affairs	East Campus C.W. Grant Student Union	229-500-3528
Student Life	East Campus C.W. Grant Student Union	229-500-2039
Student Health Services	East Campus Billy C. Black Room #138	229-500-3544
Student Health Services	West Campus C Building Room #100	229-500-3545
Athletics	West Campus E Building Arena	229-500-2863
International Students	West Campus C Building RAM Central	229-500-2946
Clery Coordinator	East Campus Police Department	229-500-3267
Housing and Residence Life	East Campus Hall 3	229-500-2025
Office of Student Support & Student Conduct	East Campus C.W. Grant Student Union Green Zone	229-500-2052

## Sexual Misconduct

Preserving Evidence: If you are a victim of sexual assault, domestic violence, dating violence, or stalking, it can be helpful to preserve evidence that may be useful in documenting the criminal activity. Document any physical injuries you may have.

To preserve evidence refrain from:

- 1) bathing,
- 2) douching,
- 3) smoking,
- 4) changing clothes, and
- 5) cleaning the bedding (sheets, blankets, pillowcases) or area where an assault occurred.

If you have changed clothes or bedding do not wash them until you have met with a law enforcement agency and/or health care provider. Seeking medical care does not mean you must report to law enforcement, so be sure to prioritize your health and safety when making decisions. A local hospital can complete a forensic examination for collecting evidence that helps preserve your options should you choose to notify law enforcement. Photos, text messages, social media posts, instant messages, and any other communications or documents may provide information useful for university hearings or investigations, so save those, too.

Common Experiences and Responses to Trauma: Sexual violence can lead to trouble regulating emotions, a loss of sense of self, dissociation, post-traumatic stress disorder and other mental health conditions. The trauma of sexual misconduct can have profound effects on the brain and body. This may look like emotional, behavioral, and cognitive responses. Some of the common emotional responses to trauma include anxiety, shame, depression, grief, guilt, and anger. Changes in behavior are often the most obvious responses to sexual violence. Some typical behavioral responses may be hyper-vigilance, avoidance, isolation, sleep changes, changes in eating habits, self-injury, or substance abuse. Some of the cognitive responses may include shock, disbelief, feelings of stigma, disturbances in memory, difficulty concentrating, or intrusive thoughts. If you identify with some of these reactions, you may find therapy or counseling beneficial.

Confidentiality: Albany State University strictly protects Complainant confidentiality to the highest degree possible. All publicly available records, including Clery Act reporting and disclosures, exclude personally identifying information about Complainants. If the Complainant reports to the Albany State University Police Department that information is subject to the Georgia Open Records Act and confidentiality cannot be guaranteed in that situation.

No Contact Directives: The Title IX Coordinator is responsible for administering supportive measures, which may include no contact directives, on campus. A no contact directive restricts contact between parties and may prohibit verbal, digital, and physical presence, extending into the classroom and residence halls. No contact directives are outlined on a case-by-case basis with additional sanctions for violating no contact orders.

Survivor's Brochure: Students or employees who report they are a victim of sexual assault, domestic violence, dating violence, or stalking, on or off campus, will receive a brochure with helpful information regarding supportive and/or protective measures and access to disciplinary proceedings whether or not you report to law enforcement for a formal investigation. <https://www.asurams.edu/fiscal-affairs/police/Survivors%20Brochure%202023.pdf>

## Sexual Misconduct Supportive Measures

If you have reported being the victim of sexual misconduct, Albany State University offers confidential options to ensure your continued safety and equal access to educational opportunities. The services are available regardless of whether the Complainant chooses to report the crime to Albany State University police or local law enforcement. The services are made available to the Complainant and Respondent before or after the filing of a complaint or where no complaint has been filed.

When the Title IX Coordinator has received information regarding an allegation of sexual misconduct, the involved individuals will be provided written information about support services. Support services are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without charge. Support services include counseling, advocacy, housing assistance, academic support, disability services, health and mental services, changing workplace arrangements, and other services. Albany State University will maintain as confidential any supportive measures provided to the Complainant, to the extent that maintaining such confidentiality would not impair the ability of the university to provide the supportive measures.

Available support services options can be reviewed at <https://www.asurams.edu/Title%20IX%20Emergency%20and%20Support%20Resources.pdf>.

<p>Liberty House of Albany: 24-hour crisis line 1-800-334-2836</p>	<p>Legal advocacy, shelter, and outreach services for victims of domestic violence. Liberty House provides comprehensive services for domestic violence victims, their children, families, and friends. More information can be found at (<a href="http://www.libertyhouseofalbany.com/services.html">http://www.libertyhouseofalbany.com/services.html</a>)</p>
<p>Open Arms Albany: 229-431-1121</p>	<p>Counseling for children and adults in crisis. The Bridge accommodates children from birth to 18 years of age. During their time at the Bridges all of their necessities are provided: food, clothing, shelter, recreation, job training, advocacy, education, as well as counseling by a staff therapist. More information can be found at (<a href="https://openarmsinc.org/programs/">https://openarmsinc.org/programs/</a>)</p>
<p>The Lily Pad SANE Center: 24-hour crisis line 229-435-0074</p>	<p>The Lily Pad SANE Center is an umbrella organization that houses the Boren Center for Sexual Violence. The Boren Center also encompasses the Rape Crisis Program which offers a 24-hour crisis hot-line for all victims of sexual assault. More information can be found at (<a href="http://www.lilypadcenter.com/divisions-of-the-lily-pad/bob-boren-sane-center/">http://www.lilypadcenter.com/divisions-of-the-lily-pad/bob-boren-sane-center/</a>)</p>
<p>Aspire Behavioral Health &amp; Developmental Disability Services 229-430-4140</p>	<p>The Crisis Service Center operates 24 hours a day providing outpatient crisis stabilization for adults facing an acute mental health or substance use crisis. The Crisis Services Center unit receives walk-ins, transfers from emergency rooms, and involuntary referrals for evaluation. The Crisis Service Center serves as an important alternative to waiting for care or a trip to the emergency room. More information can be found at (<a href="https://aspirebhdd.org/">https://aspirebhdd.org/</a>)</p>
<p>The Federal Victim-Witness Assistance and Protection Program 1-877-537-3811</p>	<p>The victim-witness assistance and protection laws and guidelines apply to all victims and witnesses of federal crimes who have suffered physical, financial, or emotional trauma. In compliance with these mandates, we provide a variety of notification and assistance services to victims of and witnesses to federal crimes. More information can be found at (<a href="https://www.justice.gov/usao-mdga/victim-witness-assistance">https://www.justice.gov/usao-mdga/victim-witness-assistance</a>)</p>
<p>RAINN National Sexual Assault Hotline Confidential. 1-800-656-4673</p>	<p>RAINN (Rape, Abuse &amp; Incest National Network) is the nation's largest anti-sexual violence organization. We work closely with more than 1,000 local sexual assault service providers to offer confidential support services to survivors regardless of where they are in their recovery. More information can be found at (<a href="https://www.rainn.org/">https://www.rainn.org/</a>)</p>

Immigration and Visa assistance can be obtained by contacting  
 Lenita A. Swan West Campus Ram Central 229-500-2946  
 Lakesia N. Barge West Campus Ram Central 229-500-2970

## Reports of Sexual Misconduct

Upon notice of the alleged Sexual Misconduct the Albany State University Title IX Coordinator will assess whether a formal investigation, informal resolution, or dismissal would be appropriate. In making this determination, the Title IX Coordinator will assess whether the allegation(s), if true, would rise to the level of prohibited conduct, whether a Formal Complaint must be filed, whether an investigation is appropriate in light of the circumstances, whether the parties prefer an informal resolution, and whether any safety concerns exist for the campus community. The need to issue a broader warning to the community in compliance with the Clery Act shall be assessed in compliance with federal law.

Confidentiality: Where a Complainant requests that their identity be withheld or the allegation(s) not be investigated, the Coordinator should consider whether or not such request(s) can be honored in a manner consistent with Albany State University's obligations to promote a safe and nondiscriminatory environment. Albany State University strictly protects all parties' confidentiality to the highest degree possible. Albany State University does not make assumptions as to whether it is safe to disclose any information about incidents to unrelated parties. Such information is protected with the least level of access under Albany State University's Enterprise Information Security Policy. All publicly available records, including Clery Act reporting and disclosures, exclude personally identifying information. All reported information is subject to the Georgia Open Records Act and confidentiality cannot be guaranteed if requested under that regulation.

Retaliation: Anyone who has made a report or complaint, provided information, assisted, participated, or refused to participate in any manner in the Sexual Misconduct process, shall not be subjected to retaliation. Anyone who believes that they have been subjected to retaliation should immediately contact the Title IX Coordinator or their designee. Any person found to have engaged in retaliation shall be subject to disciplinary action.

False Complaints/Statements: Individuals are prohibited from knowingly making false statements or knowingly submitting false information to a system or Albany State University official. Any person found to have knowingly submitted false complaints, accusations, or statements, including during a hearing, shall be subject to appropriate disciplinary action (up to and including suspension or expulsion) under the appropriate institutional process.

Amnesty: Students should be encouraged to come forward and to report Sexual Misconduct notwithstanding their choice to consume alcohol or to use drugs. Information reported by a student during the Sexual Misconduct process concerning the consumption of drugs or alcohol will not be used against the particular student in a disciplinary proceeding or voluntarily reported to law enforcement; however, students may be provided with resources on drug and alcohol counseling and/or education, as appropriate. Nevertheless, these students may be required to meet with staff members regarding the incident and may be required to participate in appropriate educational program(s). The required participation in an educational program under this amnesty procedure will not be considered a sanction. Nothing in this amnesty provision shall prevent an institution staff member who is otherwise obligated by law (the Clery Act) to report information or statistical data as required.

Jurisdiction: Albany State University shall take necessary and appropriate action to promote the safety and well-being of its campus community. Accordingly, Sexual Misconduct should be addressed when such acts occur on Albany State University property, any Albany State University sponsored or affiliated events, or otherwise violates the Albany State University's student conduct policies, regardless as to where such conduct occurs.



## Sexual Misconduct Disciplinary Proceedings

Albany State University processes complaints against student respondents using the Student Code of Conduct and against employee respondents using the Employee Handbook. Pursuant to U.S. Department of Education regulations, effective August 14, 2020, implementing Title IX of the Education Amendments of 1972 (Title IX which govern the handling of complaints of sexual harassment, as defined by the U.S. Department of Education, the University provides specialized handling of these matters as explained by this statement of policy.

A report may be made by any member of the University Community. The Albany State University Police Department can issue no trespass orders against third-parties.

The Title IX Coordinator, together with the parties, is responsible for determining which type of proceeding will be used for each complaint. Case-by-case determinations will be made based on the criteria in this statement of policy including the nature of the reported incident, who is involved, and the context of and/or where it occurred. The Title IX Coordinator will provide simultaneous notification, in writing, of their determination to both the Complainant and Respondent.

Standard of Evidence: All University disciplinary proceedings involving dating violence, domestic violence, sexual assault, and stalking are resolved using the preponderance of the evidence standard. This standard requires that it is determined to be more likely than not that the incident, act, or behavior alleged did occur. Formal judicial rules of evidence do not apply to the investigation process.

Rules Governing Sexual Misconduct Proceedings: Albany State University disciplinary proceedings involving reports of dating violence, domestic violence, sexual assault, and stalking shall be conducted in a prompt, fair, and impartial manner, from the initial investigation through resolution.

Timing: Efforts will be made to complete the investigation and resolution within 120 business days. Temporary delays and limited extensions may be granted by the University for good cause throughout the investigation and resolution process. The parties will be simultaneously informed in writing of any extension or delay and the applicable reason. Albany State University shall keep the parties informed of the status of the investigation. The Title IX Coordinator will provide parties with timely notice of meetings. Parties are entitled to have an advisor of their choosing present at all meetings and interviews.

Access to Advisors for Formal Title IX Complaints: Both the Complainant and the Respondent, as parties to the matter, shall have the opportunity to use an advisor (who may or may not be an attorney) of the party's choosing. The advisor may accompany the party to all meetings and may provide advice and counsel to their respective party throughout the Sexual Misconduct process, including providing questions, suggestions and guidance to the party, but may not actively participate in the process except to conduct cross-examination at the hearing as outlined in the Resolution/Hearing section below. If a party chooses not to use an advisor during the investigation, the institution will provide an advisor for the purpose of conducting cross-examination on behalf of the relevant party. All communication during the Sexual Misconduct process will be between the institution and the party and not the advisor. The institution will copy the party's advisor prior to the finalization of the investigation report when the institution provides the parties the right to inspect and review directly related information gathered during the investigation. With the party's permission, the advisor may be copied on all communications.

Access to Advisors for Non-Title IX Sexual Misconduct Complaints: Both the Complainant and the Respondent, as parties to the matter, shall have the opportunity to use an advisor (who may or may not be an attorney) of the party's choosing at the party's own expense. The advisor may accompany the party to all meetings and may provide advice and counsel to their respective party throughout the Sexual Misconduct process but may not actively participate in the process. All communication during the Sexual Misconduct process will be between the institution and the party and not the advisor. With the party's permission, the advisor may be copied on all communications.

## Sexual Misconduct Interim Protective Measures

Under the Clery Act, Albany State University must provide victims of dating violence, domestic violence, sexual assault, and stalking with information in writing about options for, available assistance in, and how to request changes to academic, living, transportation, and working accommodations, as well as other protective measures. These options must be provided if requested and reasonably available, regardless of whether or not the person chooses to report to campus police or local law enforcement.

**Interim Protective Measures:** The Title IX Coordinator, or his/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.

Interim Protective Measures may be implemented by the institution at any point after the institution becomes aware of the alleged sexual misconduct and should be designed to protect any student or other individual in the Albany State University campus community. To the extent interim measures are imposed, they should minimize the burden on both the Complaint, where applicable, and the Respondent, where feasible.

- 1) Interim measures may include, but are not limited to:
- 2) Change of housing assignment;
- 3) Transportation;
- 4) Issuance of a "no contact" directive;
- 5) Restrictions or bars to entering certain institution property;
- 6) Changes to academic or employment arrangements, schedules, or supervision;
- 7) Interim suspension; and
- 8) Other measures designed to promote the safety and well-being of the parties and the campus community.

These measures are designed to restore or preserve equal access to the education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the campus community, or deter sexual misconduct and retaliation. Protective Measures include counseling, advocacy, housing assistance, academic support, disability services, health and mental services, changing workplace arrangements, mutual no contact orders, and other services. Interim measures must be provided consistent with the provisions in applicable University System of Georgia and University policies and procedures.

**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 Albany State University policy. Albany State University 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. No officer, employee or agent of Albany State University may retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act.

## Sexual Misconduct Investigation

Investigation: Throughout any investigation and resolution proceeding, a party shall receive written notice of the alleged misconduct, shall be provided an opportunity to respond, and shall be allowed the right 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. Timely and equal access to information that will be used during the investigation will be provided to the Complainant (where applicable) and Respondent.

Until a final determination of responsibility, the Respondent is presumed to have not violated the Sexual Misconduct Policy. Prior to the finalization of the investigation report, timely and equal access to information directly related to the allegations that has been gathered during the investigation and may be used at the hearing will be provided to the Complainant, the Respondent, their advisors, and appropriate officials.

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.

Formal judicial rules of evidence do not apply to the investigation process, additionally the standard of review throughout the Sexual Misconduct process is a preponderance of the evidence.

- 1) The Complainant (where applicable) 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 Complainant (where applicable) 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.

## Sexual Misconduct Investigation and Resolution

An investigator shall conduct a thorough investigation and 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 the why the witnesses were not interviewed.

- 1) An investigator shall not access, consider, disclose, or otherwise use a party's records made or maintained by a physician, psychiatrist, psychologist, or other recognized professional made in connection with the party's treatment unless the party has provided voluntary written consent. This also applies to information protected by recognized legal privilege.
- 2) The initial investigation report shall be provided to the Complainant, the Respondent, and a party's advisor (if applicable). This report should fairly summarize the relevant evidence gathered during the investigation and clearly indicate any resulting charges or alternatively, a determination of no charges. For purposes of this Policy, a charge is not a finding of responsibility.
- 3) The Complainant and the Respondent shall have at least 10 calendar days to review and respond in writing to the initial investigation report and directly related information gathered during the investigation. The investigator will review the Complainant's and the Respondent's written responses, if any, to determine whether further investigation or changes to the investigation report are necessary.
- 4) The final investigation report should be provided to the Complainant, the Respondent, and a party's advisor, if applicable, at least 10 calendar days prior to the Hearing. The final investigation report should also be provided to all Hearing Panel members for consideration during the adjudication process.

All University disciplinary proceedings involving reports of dating violence, domestic violence, sexual assault, and stalking shall be conducted in a prompt, fair, and impartial manner, from the initial investigation through resolution.

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

Resolution: The Respondent and the Complainant, as parties to the matter, shall have the option of selecting informal resolution as a possible resolution in certain cases where the parties agree, and it is deemed appropriate by Albany State University. The Respondent and Complainant have the option to end informal resolution discussions and request the formal resolution process at any time before the terms of an information resolution are reached. Matters resolved informally may not be appealed. Where a matter is not resolved through informal resolution, a hearing will be set.

## The Hearing Process

All Sexual Misconduct cases shall be heard by a panel of faculty and/or staff. All institutional participants in the sexual misconduct resolution process shall receive appropriate annual training as directed by the Title IX Coordinator and as required by Title IX and the Clery Act.

In no case shall a hearing to resolve a Sexual Misconduct allegation take place before the investigation report has been finalized.

Student Respondent: 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.

Employee Respondent: Albany State University is committed to ensuring the highest ethical conduct of the members of its community by promoting a safe learning and working environment. Employees accused of behavior in violation of this Policy shall be afforded procedural due process as established within this and other USG and institutional policies and procedures. Those who are found to have engaged in such behavior shall be subject to disciplinary action, including dismissal, as appropriate. Allegations of discrimination and harassment prohibited by this Policy, except as prohibited under the Sexual Misconduct Policy, should be addressed using applicable institutional policies and procedures. All Sexual Misconduct proceedings involving an employee Respondent, shall be addressed utilizing Board and institutional employment policies and procedures including Human Resources Administrative Practice Manual, Prohibit Discrimination & Harassment. This information can be reviewed at [https://www.usg.edu/hr/assets/hr/hrap\\_manual/HRAP\\_Prohibit\\_Discrimination\\_Harassment\\_Employee\\_Relations.pdf](https://www.usg.edu/hr/assets/hr/hrap_manual/HRAP_Prohibit_Discrimination_Harassment_Employee_Relations.pdf)

## Sexual Misconduct The Hearing Process

The respondent and Complainant (where applicable) 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 Complainant (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 relied on in support of the outcome and the rationale for the resulting sanction. The same form will be completed, regardless of whether the student opts for a hearing panel or an administrative proceeding.

The University shall also notify the parties of their right to appeal. Both the Complainant and the Respondent have the right to appeal the findings.

## Title IX Proceedings Sexual Harassment

In the same manner as other forms of discrimination prohibited by law, sexual harassment, that is, verbal or physical conduct of a sexual nature which creates an unproductive offensive learning or working environment and has a detrimental effect on an individual, is prohibited. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment. Albany State University embraces and fully adheres to the Board of Regents' Policy on Sexual Harassment. This policy is available for review at [http://www.usg.edu/policymanual/section8/C224/#p8.2.16\\_sexual\\_harassment](http://www.usg.edu/policymanual/section8/C224/#p8.2.16_sexual_harassment).

When the Title IX Coordinator has determined a complaint meets the Title IX definition of sexual harassment, including both the nature of the alleged misconduct and context where it is alleged to have occurred, federal regulations require the University to apply specialized handling of these matters that may differ from the handling of other Sexual Misconduct.

Alleged misconduct is addressed by Title IX when the misconduct occurs against a person in the United States on University property, or at University-sponsored or affiliated events where the University exercises substantial control over both the Respondent and the context, or in buildings owned or controlled by a student organization that is officially recognized by the University.

Unwanted Pressures: Unwanted pressures are considered sexual harassment; those pressures from people in authority are judged more frequently to be sexual harassment than those same pressures from peers.

Sexual Harassment (Student on Student): Unwelcome verbal, nonverbal, or physical conduct based on sex (including gender stereotypes), determined by a Reasonable Person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to participate in or to benefit from an institutional education program or activity.

Sexual Harassment (Other Than Student on Student): Unwelcome verbal, nonverbal, or physical conduct, based on sex (including gender stereotypes), that may be any of the following:

- 1) Implicitly or explicitly a term or condition of employment or status in a course, program, or activity;
- 2) A basis for employment or educational decisions; or
- 3) 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.

Definition of Title IX Sexual Exploitation: Taking 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. Examples of sexual exploitation may include, but are not limited to, the following:

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

## Title IX Proceedings

Formal Complaint: is a written document filed by the Complainant or signed by the Title IX Coordinator alleging sexual harassment, as defined by Title IX and its implementing regulations, against a Respondent and requesting that the University open an investigation. To file a Formal Complaint, the Complainant must be participating in or attempting to participate in the education program or activity of the University occurring within the United States at the time of the filing.

Informal Resolution: Formal Complaints may be resolved informally, except in the instance of an allegation by a student against a University employee. The following must be met to proceed with the informal resolution process:

- 1) The parties have received written notice of the allegations
- 2) The parties have received written explanation of the informal process to include, but not limited to:
  - a) Written agreement of the parties to initiate the informal resolution process;
  - b) Written notice that the parties may withdraw from the process at any time prior to the agreement of the terms of the resolution;
  - c) Written notice that the final resolution precludes any further university actions on the allegations.
- 3) The University has agreed to engage in the informal resolution process.

Advisors: Both the Complainant and the Respondent, as parties to the matter, shall have the opportunity to use an advisor (who may or may not be an attorney) of the party's choosing. The advisor may accompany the party to all meetings and may provide advice and counsel to their respective party throughout the sexual misconduct process but may not actively participate in the process except to conduct cross-examination at the hearing. If a party chooses not to use an advisor during the investigation, the University will provide an advisor for the purpose of conducting cross examination on behalf of the relevant party.

All communication during the sexual misconduct process will be between Albany State University and the party and not the advisor. Albany State University will copy the party's advisors prior to the finalization of the investigation report when the University provides the parties the right to inspect and review directly related information gathered during the investigation. With the party's permission, the advisor may be copied on all communications.

Record-keeping: For a period of seven (7) years, the University will maintain records of:

- 1) Each investigation conducted under this policy, including any determination regarding responsibility and any audio or audio-visual recording or transcript, any disciplinary sanctions imposed on the Respondent, and any remedies provided to the Complainant designed to restore or preserve equal access to University programs or activities;
- 2) Any appeal and the result therefrom;
- 3) Any informal resolution and the result therefrom;
- 4) Any supportive measures or actions taken in response to a report or formal complaint under this policy and the rationale for the measure/response; and
- 5) All materials used to train Title IX Coordinators, investigators, decision-makers who facilitate an informal resolution process. These training materials will be available on the University website, as allowed by intellectual property law.



## Sexual Misconduct Proceedings

Title IX Hearings: Where a party or a witness is unavailable, unable, or otherwise unwilling to participate in the hearing, including being subject to cross-examination, the hearing panel shall not draw an adverse inference against the party or witness based solely on their absence from the hearing or refusal to subject to cross-examination. The parties shall have the right to present witnesses and evidence at the hearing. The parties shall have the right to confront any witness, including the other party, by having their advisor ask relevant questions directly to the witness. The Hearing Officer shall limit questions raised by the advisor when they are irrelevant to determining the veracity of the allegations against the Respondent(s). In any such event, the Hearing Officer shall err on the side of permitting all the raised questions and must document the reason for not permitting any particular questions to be raised. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior, shall be deemed irrelevant, unless such questions and evidence are offered to prove that someone other than the Respondent committed the alleged conduct or consent between the parties during the alleged incident. The hearing panel shall not access, consider, disclose, or otherwise use a party's records made or maintained by a physician, psychiatrist, psychologist, or other recognized professional made in connection with the party's treatment unless the party has provided voluntary written consent. This also applies to information protected by recognized legal privilege. Formal judicial rules of evidence do not apply to the resolution process and the standard of evidence shall be a preponderance of the evidence. Following a hearing, the parties shall be simultaneously provided a written decision via institution email of the hearing outcome and any resulting sanctions or administrative actions. The decision must include the allegations, procedural steps taken through the investigation and resolution process, findings of facts supporting the determination(s), determination(s) regarding responsibility, and the evidence relied upon and rationale for any sanction or other administrative action. The institution shall also notify the parties of their right to appeal.

Non Title IX Hearing: The parties shall have the right to present witnesses and evidence at the hearing. Witness testimony, if provided, shall pertain to knowledge and facts directly associated with the case being heard. The 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 Hearing Officer shall ask the questions as written and will limit questions only if they are irrelevant to determining the veracity of the allegations against the Respondent(s). In any such event, the Hearing Officer shall err on the side of asking all submitted questions and must document the reason for not asking any particular questions. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior, shall be deemed irrelevant, unless such questions and evidence are offered to prove that someone other than the Respondent committed the alleged conduct or consent between the parties during the alleged incident. The hearing panel shall not access, consider, disclose, or otherwise use a party's records made or maintained by a physician, psychiatrist, psychologist, or other recognized professional made in connection with the party's treatment unless the party has provided voluntary written consent. This also applies to information protected by recognized legal privilege. Formal judicial rules of evidence do not apply to the resolution process and the standard of evidence shall be a preponderance of the evidence. Following a hearing, the parties shall be simultaneously provided a written decision via institution email of the hearing outcome and any resulting sanctions or administrative actions. The decision must include the allegations, procedural steps taken through the investigation and resolution process, findings of facts supporting the determination(s), determination(s) regarding responsibility, and the evidence relied upon and rationale for any sanction or other administrative action. The institution shall also notify the parties of their right to appeal.

## Sexual Misconduct Sanctions

Albany State University will take necessary and appropriate action to protect the safety and well-being of the campus community. 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.

**Student Sanctions:** Albany State University may impose any of the following broad range of sanctions on students found responsible for sexual misconduct:

- 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 university privileges;
- Delays in obtaining administrative services and benefits from the university (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.

**Employee Sanctions:** Albany State University may impose the following broad range of sanctions on employees found responsible for sexual misconduct:

- 1) verbal warning;
- 2) coaching;
- 3) documentation of warning;
- 4) unpaid suspension;
- 5) demotion; or
- 6) termination



## Sexual Misconduct Appeals

Student Appeals: Appeals may be made in any cases where sanctions are issued, even when such sanctions are held “in abeyance,” such as probation or expulsion. Where the sanction imposed includes a suspension or expulsion (even for one held in abeyance), the following appellate procedures must be provided. Both parties 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 (or appeal), because such information was not known or knowable to the person appealing during the time of the hearing (or appeal);
- 2) to allege a procedural error within the hearing process that may have substantially impacted the fairness of the hearing (or appeal), including, but not limited to, whether any hearing questions were improperly excluded or whether the decision was tainted by a conflict of interest or bias by the Title IX Coordinator, Conduct Officer, investigator(s), decision makers(s); or
- 3) to allege that the finding was inconsistent with the weight of the information.

The appeal must be made in writing, must set forth one or more of the bases outlined above, and must be submitted within five (5) business days of the date of the final written decision. The appeal should be made to the University President or their designee. The appeal shall be a review of the record only, and no new meeting with the Respondent or any Complainant is required. The President or their designee 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 any lower 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 or their designee’s decision shall be rendered within 10 days. Notice shall be disseminated simultaneously by the Title IX Coordinator in writing to the parties within a reasonable time period. The President or their designee’s decision shall be the final decision of the university.

Should the Respondent or Complainant (where applicable) wish to appeal the final University decision, they may request review by the USG Board of Regents. Applications for Discretionary Review of the President’s decision by the University System of Georgia may be made pursuant to BOR Policy 6.26 and must be submitted in writing to the University System Office within 20 calendar days following the final University decision. Appeals received after the designated deadlines above will not be considered unless the University or Board of Regents has granted an extension prior to the deadline. If an appeal is not received by the deadline, the last decision on the matter will become final.

Employee Appeals: As stated in the Albany State University Grievance Procedure Policy, the final decision made by the applicable divisional Vice President may be appealed to the President in writing within 20 days following the decision of the Vice President. The President’s decision will be rendered within 10 working days. Applications for Discretionary Review of the President’s decision by the University System of Georgia may be made pursuant to BOR Policy 6.26 and must be submitted in writing to the University System Office within 20 calendar days following the final University decision. Appeal applications from employees are limited to instances in which an employee is terminated, demoted, or otherwise disciplined in a manner that results in a loss of pay. An application may be reviewed if

- (1) the record suggest that a miscarriage of justice might reasonably occur if the application is not reviewed; or,
- (2) the record suggests that the university’s decision, if not reviewed, might reasonably have detrimental and system-wide significance.

## Sexual Misconduct Bias Prohibition

Bias Prohibition for Student Respondents: Any party may challenge the participation of any university official, employee or student panel member in the process on the grounds of personal bias by submitting a written statement to the Dean of Student 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.

Bias Prohibition for Employee Respondents: As stated in the Albany State University Grievance Procedure Policy, the Complainant and Respondent may each strike three names from the list of Grievance Board members to establish the Grievance Hearing Panel. The Grievance Board Chairperson may excuse members of the Hearing Panel upon request if there is a bona fide conflict of interest between the Hearing Panel member and either the Complainant or Respondent. More information can be found at [https://www.asurams.edu/docs/legal-affairs/policies/Employee\\_Handbook\\_v6.26.19.pdf](https://www.asurams.edu/docs/legal-affairs/policies/Employee_Handbook_v6.26.19.pdf).

Initial Evaluation of Student Conduct Reports: Regardless of how Albany State University becomes aware of alleged misconduct, the institution shall ensure a prompt, fair, and impartial review and resolution of complaints alleging student misconduct. Where a report of student misconduct has been made to the appropriate department and/or person, the institution shall review the complaint to determine whether the allegation(s) describes conduct in violation of the institution's policies and/or code of conduct. If the reported conduct would not be a violation of the institution's policies and/or code of conduct, even if true, then the report should be dismissed. Otherwise, a prompt, thorough, and impartial investigation, and review shall be conducted into each complaint received to determine whether charges against the Respondent should be brought.

Any report that involves allegation(s) of conduct that could lead to the suspension or expulsion of the Respondent(s) in an initial violation must be promptly reported to the System Director of Equity & Investigations by the institution. The System Director will work with the institution to determine whether any interim measure(s) are necessary, to assign an investigator and may collaboratively supervise the investigation with the appropriate institution professional (e.g., the Title IX Coordinator, Dean of Students). If an allegation is not initially identified as one that could lead to suspension or expulsion of the Respondent(s), but facts arise during the course of the investigation that would require notice to the System Director, then the institution shall report that case to the System Director or their designee prior to proceeding.

## Education and Prevention Programs



All students and employees within our campus community deserve to feel safe and supported. Albany State University prohibits the crimes of sexual assault, domestic violence, dating violence, and stalking.

Albany State University works year-round to provide the campus community with tools and resources to recognize concerning or harmful behaviors and learn strategies for intervening or helping others get the support they need.

Education Programs: are programs that increase your knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration. Our awareness programs may address primary prevention specifically, but may also raise your own knowledge about these types of crimes and how they can impact a campus community.

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.

Bystander Intervention: involves safe and positive options that might be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Intervening can be difficult, but every member of the campus community has a role in preventing violence or responding to it after it happens.

Bystander Intervention includes:

- 1) Recognizing situations of potential harm;
- 2) Overcoming barriers to intervening,
- 3) Identifying safe and effective intervention options,
- 4) Taking action to intervene, and
- 5) Understanding institutional structures and cultural conditions that facilitate violence.

Albany State University Police Department encourages members of the campus community to help prevent and reduce acts of violence by:

- 1) Being vigilant and aware of your surroundings,
- 2) Stepping in when you see signs of potential or escalating violence, and
- 3) Using one or more of the actions of bystander intervention to step in and distract, direct, delay, document, or delegate to someone to intervene



## E-5 Initiative



Engage, Educate, Empower and Enhance the student experience and create a culture of Excellence.

The E-5 Initiative grant funds are used to support activities and programming related to dating and domestic violence, stalking, and sexual assault. The E-5 Initiative grant is focused on prevention and raising awareness of sexual violence on campus through outreach, events, and campaigns. Prevention and Awareness Programs & Annual events include:



- Walk a Mile in Her Shoes
- Denim Day
- Let's Talk About Stalking
- Spoken Words
- Essay Contest
- Cover the Cruiser
- Panel Sessions
- Movie Screening
- Awareness Fairs



**Community Efforts:** The Coordinated Community Response Team (CCRT) will work towards building a campus community that is free from Dating and Domestic Violence, Sexual Assault and Stalking through the implementation that drives awareness prevention and intervention campaigns. This would be achieved by engaging men as allies rather than perpetrators. There will also be continuous training for our Campus Law Enforcement on effective response to incidences on Stalking, Dating, and Domestic Violence, and Sexual Assault. The target population will be first-year & transfer students, athletes, residential, LGBTQI, student leaders. Sororities and fraternities, males, faculty, staff, and students.



**STALKING: KNOW IT. NAME IT. STOP IT.**

**IF YOU THINK YOU ARE BEING STALKED:**

- 1) Call 911 if you are in immediate danger
- 2) Report to Albany State University Police Department by calling 229-430-4711.
- 3) Take each threat seriously. Call for help.!
- 4) Do not communicate or respond to the stalker.
- 5) Keep records of every phone call, text, photograph or email. Note dates, times and places

## Security and Safety Education and Prevention Programs

Albany State University offers various programs each year that encourage students and employees to be responsible for their own security and safety, as well as that of others. There are multiple programs offered each semester to students and employees to include: Women's Empowerment, Hazing Awareness, Rape Aggression Defense (RAD), CPR and AED (Automated External Defibrillator) Training, as well as Stop the Bleed (emergency medical response training for bystanders).

In addition to these resources, students, faculty, and staff should report any situation that seems unsafe or disruptive to the learning environment. Make these reports to the Office of Student Affairs by completing the Student Concern Form located at [https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout\\_id=17](https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout_id=17).

When there is an active or immediate threat to safety, please call Albany State University Police at 229-430-4711.

**If you See Something, Say Something.**

Ongoing prevention and awareness campaigns are also offered throughout the year via:

- 1) New Student Orientation
- 2) Multi Department Collaboration Training
- 3) AlcoholEdu and Sexual Assault Prevention Mandatory Trainings
- 4) Human Resource Office
- 5) Title IX Office
- 6) ASU Police Department

You can take precautions to protect yourself; follow these Risk Reduction Strategies:

- ✓ Add ASU PD to your phone contacts 229-430-4711
- ✓ Lock your doors, even when you're home.
- ✓ Close your blinds or curtains after dark.
- ✓ Do not dress in front of a window.
- ✓ Do not leave your debit card, bank information, RAM ID out unattended.
- ✓ Do not leave notes on your door announcing that you are not home.
- ✓ Always Lock your door when you are sleeping.
- ✓ Do not lend your keys, RAM ID, or driver's license to anyone.
- ✓ Do not leave clothing in the laundry room unattended.
- ✓ Do not hide the key to your room or apartment outside.
- ✓ Lock your door each time you leave; Do not prop the door open.
- ✓ Lock your car door; Do not leave the keys in the ignition.
- ✓ If walking after dark use the "buddy system" and stay in well-lit areas.
- ✓ Know where the emergency phone are located around campus.
- ✓ Make sure a friend knows your whereabouts when you go out.
- ✓ If you are out alone and feel unsafe call ASU PD 229-430-4711
- ✓ Do not listen to music full blast while walking, make sure you can still hear what is happening around you.

## Education and Prevention Programming Alcohol and Illegal Drugs

Albany State University is committed to promoting the health and safety of the campus community through alcohol and drug education programs and the enforcement of policies and Georgia state law. Albany State University offers a number of events, services and programs in support of its goals of maintaining a drug and alcohol-free campus.



Among the prevention and intervention strategies implemented by Albany State University:

AlcoholEdu: ASU continues to offer educational modules related to alcohol use and abuse through AlcoholEdu. The modules are designed to assess and increase awareness of the students' knowledge of the effects of alcohol use, behavioral patterns, bystander intervention as well as healthy and responsible decision making. AlcoholEdu is a part of the University's mandatory Freshman Orientation course curriculum.

TIPS (Training for Intervention Procedures): TIPS for the University is a 2.5-hour classroom program designed to teach students to prevent intoxication, drunk driving and underage drinking among their peers. This program applies to students in residence halls, fraternities and sororities, athletics, or any student organization. All sessions are taught by certified TIPS trainers, using video and printed materials to facilitate discussion of the course content.

"Know the Code Tour": Golden RAMS in Student Conduct is offered through a collaboration between the Office of Student Support and Student Conduct, Housing & Residence Life, Student Government Association and the Title IX Office this program addressed alcohol and drug use as well as other "need to know" topics.

eCHECKUP TO GO: Among the many sanctions that may be issued for a drug and/or alcohol offense is eCHECKUP TO GO. The eCHECKUP TO GO (Alcohol and Marijuana) is an evidence-based, personalized on-line alcohol intervention designed by university counseling center psychologists. At ASU, this program is used as a clinical tool to aid the counseling professional in determining the level of awareness, patterns of use and need for resources.

The University actively encourages students and employees who feel they have a substance abuse problem to seek counseling and treatment. The Student Counseling Department will help students, faculty, and staff seeking assistance with a substance abuse related problem. Those seeking such assistance are assured that professional standards of confidentiality will be upheld.

Employee Assistance Program: One USG Acentra Health. Employees are offered services through the university's Employee Assistance Program (EAP). Services are offered free of charge to all university employees and anyone who lives in the employee's household.



## Substance Abuse Education and Risk Reduction Strategies

Albany State University is committed to the eradication of alcohol and substance abuse within the University community by taking a proactive approach of prevention through education. Substance abuse is a major concern across college campuses. Albany State University promotes a drug free campus and actively encourages students and employees who feel they have a substance abuse problem to seek counseling and treatment.

The Department of Counseling and Student Accessibility Services provides alcohol risk reduction programs for students who have been issued sanctions from student conduct. The Department of Counseling and Student Accessibility Services will aid students, faculty, and staff seeking treatment with a substance abuse related problem. Those seeking such assistance are assured that professional standards of confidentiality will be upheld. It should be clearly understood that violations of the alcohol and drug policy will result in disciplinary sanctions being issued by the University.

Albany State University requires all new, transfer, and dual enrolled students to complete an on-line AlcoholEdu program about alcohol and drug abuse awareness and risk reduction.



- eCHECKUP TO GO will provide you with accurate and personalized feedback about your risk patterns, your individual pattern of alcohol or marijuana use, your aspirations and goals, and helpful resources at ASU and in your community.



- Tips for the University is a unique training that gives students the skills and, more importantly, the confidence they need to prevent alcohol-related tragedies.

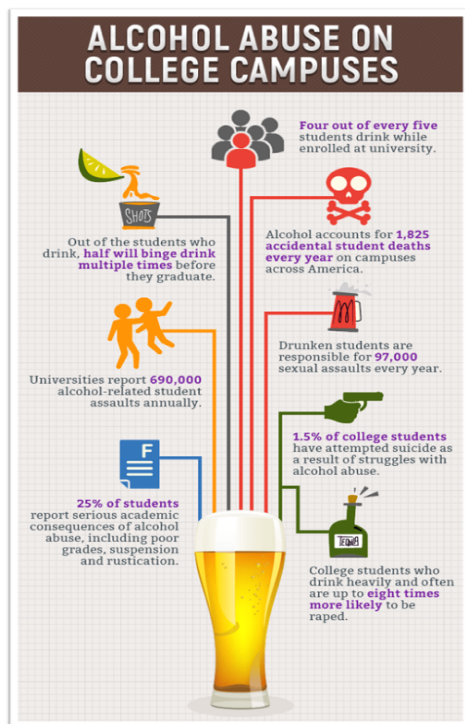
Albany State University Police Department will enforce all local, state, and federal laws regulating illegal drugs and the unlawful possession, use, and sale of drugs. The Office of Student Support and Student Conduct will notify parents or legal guardians of students under the age of twenty-one who are found responsible for violating the alcohol and/or drug policy.

ASU employees can visit counseling services for assistance with the aid in alcohol or drug abuse prevention.

The ASU Employee Handbook is located here at [https://www.asurams.edu/docs/legal-affairs/policies/Employee\\_Handbook\\_v6.26.19.pdf#search=employee%20%20handbook](https://www.asurams.edu/docs/legal-affairs/policies/Employee_Handbook_v6.26.19.pdf#search=employee%20%20handbook)

The Office of Human Resource Management provides EAP assessment, counseling and referral services for employees and their families to address a myriad of issues including alcohol and drug abuse.

## Alcohol Education and Risk Reduction Strategies



Signs and Symptoms of Alcohol Poisoning: The person may be unresponsive, vomiting while passed out, have slowed breathing, have a lowered heart rate, appear bluish, have clammy and/or cold skin. If any one of these symptoms exists, Call Albany State University Police Department at 229-430-4711 or call 911 for help.

**While waiting with the person until medical help arrives:**

- Do not leave them alone.
- Gently turn them onto their side to prevent choking on vomit.
- Do not throw water on the individual, and do not try to arouse them by moving them to a cold shower this may cause them to go into shock.

Binge drinking is a serious but preventable public health problem and is defined as consuming 5 or more drinks on an occasion for men or 4 or more drinks on an occasion for women.. Binge drinking is the most common, costly, and deadly pattern of excessive alcohol use in the United States. Most people who binge drink do not have a severe alcohol use disorder. More information on Binge Drinking is located at <https://www.cdc.gov/alcohol/fact-sheets/binge-drinking.htm>

Underage alcohol consumption is common in the United States and can have harmful outcomes. A comprehensive approach that includes effective policy strategies can prevent underage drinking and the harmful effects.

More information on Underage Drinking is located at <https://www.cdc.gov/alcohol/fact-sheets/underage-drinking.htm>.

Driving while impaired by any substance can be deadly. Impaired driving happens when someone operates a vehicle while impaired by a substance like marijuana, other illicit drugs, some prescribed or over the counter medicines, or alcohol. Working together, we can help keep people safe on the road, every day.

More information on Impaired Driving is located at [https://www.cdc.gov/transportationsafety/impaired\\_driving/impaired-drv\\_factsheet.html](https://www.cdc.gov/transportationsafety/impaired_driving/impaired-drv_factsheet.html).

When alcohol is mixed with caffeine, the caffeine can mask the depressant effects of alcohol, making drinkers feel more alert than they would otherwise. As a result, they may drink more alcohol and become more impaired than they realize, increasing the risk of alcohol-attributable harms. More information on Alcohol and Caffeine is located at <https://www.cdc.gov/alcohol/fact-sheets/caffeine-and-alcohol.htm>

## Alcohol and Sexual Misconduct

Albany State University requires all new, transfer and dual enrolled students and new employees to complete population-specific on-line Sexual Assault Prevention training, via Vector (previously known as EverFi) targeted at prevention and risk reduction of dating violence, domestic violence, sexual assault, and stalking, while creating a safe environment for those who may have been victims of these crimes.

What is sexual assault? The simplest way of describing it is any unwanted sexual touching or activity. Sexual assault is a broader term than rape. Examples include when someone tries to rape, forces someone to do a sexual act, or touches someone in a sexual way when they don't want to be touched. Sexual assault is a crime and an act of violence, not a sexual misunderstanding. It can happen to anyone regardless of gender, age, race, or sexual orientation. No one deserves to be sexually assaulted. When an alcohol-involved sexual assault happens, it is never the survivor's fault. The only person responsible for a sexual assault is the perpetrator.

How common is sexual assault, and how often is alcohol involved? During their time in college, 1 in 5 women and 1 in 16 men are sexually assaulted. Alcohol is the number one drug used to facilitate sexual assault. About half of all college sexual assaults are alcohol-involved. Survivors of alcohol-involved sexual assault often do not seek help because they fear being blamed. When anyone experiences a sexual assault, it is important not to judge or blame them for what happened.

- 1) Most survivors of alcohol-involved sexual assault knew their perpetrator before the incident. Most of the time, alcohol-involved sexual assault happens between people who know each other casually.
- 2) Parties and bars are common places for being assaulted.
- 3) Perpetrators often go to these places to find people who seem vulnerable.
- 4) Perpetrators use alcohol as a tool to make it easier to assault someone.
- 5) Less than 5% of sexual assaults among college students are reported to authorities.
- 6) Alcohol-involved sexual assaults are even less likely to be reported.
- 7) Survivors of sexual assault who were drinking before the assault often feel upset and blame themselves. They also worry about being judged by others. Feeling this way can prevent survivors from reporting the incident or getting help. Sexual Assault is never the victim's fault.



# Albany State University Clery Geography

For the purpose of collecting statistics for the crimes reported in the Annual Security and Fire Safety Report, Albany State University reports crimes that occur in any of these geographic areas:

- 1) On Campus
- 2) On Campus Residential
- 3) Non-Campus Property
- 4) Public Property

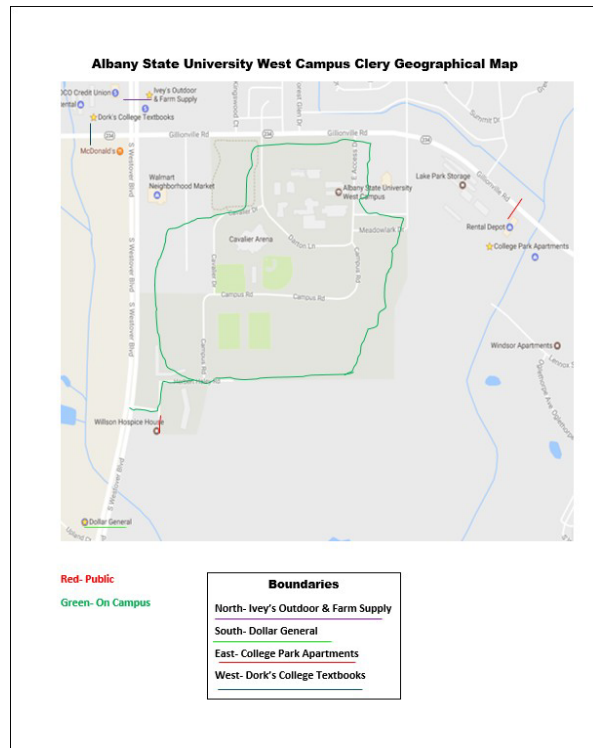
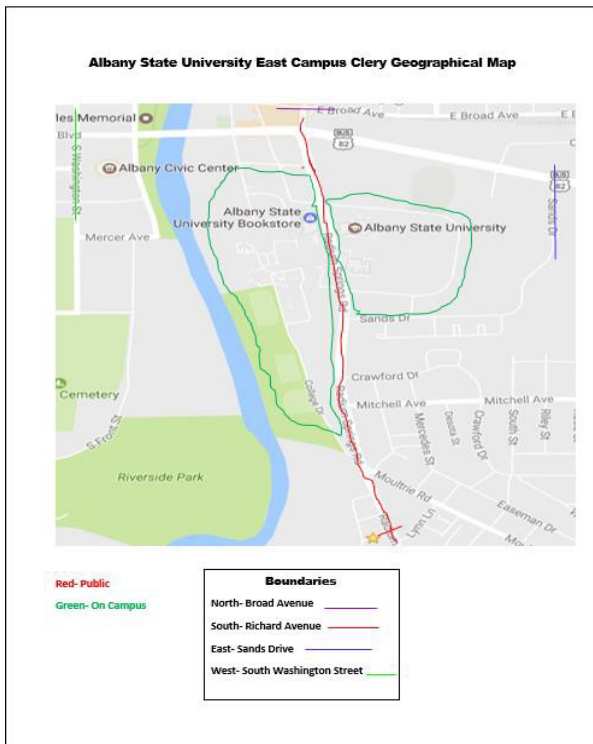
On Campus is defined as any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. Also, any building or property that is within or reasonably contiguous to the area identified in the first part 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.

On-Campus Residential is defined as any 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 the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility

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

Public Property is defined as property immediately adjacent to and accessible from campus, including thoroughfares, streets, sidewalks, and parking facilities.

For the purposes of collecting statistics on the crimes reported in the Annual Security and Fire Safety Report Albany State University Clery Geography Maps are located below.



## Clery Geography Maps for Albany State University Cordele Campus

For the purposes of collecting statistics on the crimes reported in the Annual Security and Fire Safety Report Albany State University Cordele Campus Clery Geography Maps is located below.



The Albany State University Cordele Campus includes the building, sidewalk, and parking area indicated in green. The Public Property includes the street and sidewalk indicated in red.

## 2022 Albany State University East Campus Crime Statistics Information

Annual Total 2022 Clery Crime Stats East Campus					
Criminal Offense	On-Campus Total	On Campus	On Campus- Residential	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0	0
Manslaughter by Negligence:	0	0	0	0	0
Rape:	0	0	0	0	0
Fondling:	1	1	1	0	0
Statutory Rape:	1	1	1	0	0
Incest:	0	0	0	0	0
Robbery:	3	3	1	0	1
Aggravated Assault:	1	1	0	0	3
Burglary:	7	7	7	0	1
Motor Vehicle Theft:	1	1	0	0	0
Arson:	0	0	0	0	0
Hate Crime:	0	0	0	0	0
<b>Disciplinary Actions:</b>					
Referrals:	On-Campus Total	On-Campus	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	73	73	68	1	0
Drug Abuse Violation:	47	47	41	1	0
Illegal Weapons Violation:	2	2	2	0	0
Arrests:	On-Campus Total	On-Campus	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	0	0	0	0	0
Drug Abuse Violation:	8	8	8	0	1
Illegal Weapons Violation:	1	1	1	0	0
<b>VAWA Amendments:</b>					
Dating Violence:	8	8	6	0	0
Domestic Violence:	0	0	0	0	0
Stalking:	3	3	2	0	0
<b>Fire Related Calls:</b>					
Fire Related Calls	10	10	7	0	0

## 2021 Albany State University East Campus Crime Statistics Information

2021 Annual Clery Crime Statistics East Campus					
Criminal Offense	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0	0
Manslaughter by Negligence:	0	0	0	0	0
Rape:	1	0	1	0	0
Fondling:	3	3	0	0	0
Statutory Rape:	0	0	0	0	0
Incest:	0	0	0	0	0
Robbery:	2	2	0	0	0
Aggravated Assault:	0	0	0	0	0
Burglary:	5	2	3	0	0
Motor Vehicle Theft:	0	0	0	0	0
Arson:	0	0	0	0	0
Hate Crime:	0	0	0	0	0
<b>Disciplinary Actions:</b>					
Referrals:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	39	0	39	0	0
Drug Abuse Violation:	22	0	22	0	0
Illegal Weapons Violation:	0	0	0	0	0
Arrests:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	5	0	5	0	0
Drug Abuse Violation:	31	11	20	0	2
Illegal Weapons Violation:	5	2	3	0	0
<b>VAWA Amendments:</b>					
Dating Violence:	7	0	7	0	0
Domestic Violence:	0	0	0	0	0
Stalking:	3	0	3	0	0

## 2020 Albany State University East Campus Crime Statistics Information

2020 Annual Clery Crime Statistics Totals East Campus					
Criminal Offense	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0	0
Manslaughter by Negligence:	0	0	0	0	0
Rape:	3	0	3	0	0
Fondling:	0	0	0	0	0
Statutory Rape:	0	0	0	0	0
Incest:	0	0	0	0	0
Robbery:	0	0	0	0	0
Aggravated Assault:	1	0	1	0	0
Burglary:	0	0	0	0	0
Motor Vehicle Theft:	1	1	0	0	0
Arson:	0	0	0	0	0
Hate Crime:	0	0	0	0	0
Disciplinary Actions:					
Referrals:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	23	0	23	0	0
Drug Abuse Violation:	19	0	19	0	0
Illegal Weapons Violation:	8	1	7	0	0
Arrests:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	2	0	2	0	0
Drug Abuse Violation:	9	3	6	0	0
Illegal Weapons Violation:	8	0	8	0	1
Dating Violence:	6	0	6	0	0
Domestic Violence:	0	0	0	0	0
Stalking:	1	1	0	0	0

Unfounded Crimes Albany State University East Campus		
2022	2021	2020
0	0	0



## 2022 Albany State University West Campus Crime Statistics Information

Annual Total 2022 Clery Crime Stats West Campus					
Criminal Offense	On-Campus Total	On Campus	On Campus- Residential	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0	0
Manslaughter by Negligence:	0	0	0	0	0
Rape:	0	0	0	0	0
Fondling:	0	0	0	0	0
Statutory Rape:	0	0	0	0	0
Incest:	0	0	0	0	0
Robbery:	0	0	0	0	0
Aggravated Assault:	0	0	0	0	2
Burglary:	0	0	0	0	0
Motor Vehicle Theft:	0	0	0	0	0
Arson:	0	0	0	0	0
Hate Crime:	0	0	0	0	0
<b>Disciplinary Actions:</b>					
Referrals:	On-Campus Total	On-Campus	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	6	6	6	0	0
Drug Abuse Violation:	15	15	15	0	0
Illegal Weapons Violation:	2	2	2	0	0
Arrests:	On-Campus Total	On-Campus	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	0	0	0	0	0
Drug Abuse Violation:	2	2	2	0	0
Illegal Weapons Violation:	0	0	0	0	0
<b>VAWA Amendments:</b>					
Dating Violence:	1	1	1	0	0
Domestic Violence:	0	0	0	0	1
Stalking:	1	1	0	0	0
<b>Fire Related Calls:</b>					
Fire Related Calls	0	0	0	0	0

## 2021 Albany State University West Campus Crime Statistics Information

2021 Annual Clery Crime Statistics West Campus					
Criminal Offense	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0	0
Manslaughter by Negligence:	0	0	0	0	0
Rape:	0	0	0	0	0
Fondling:	0	0	0	0	0
Statutory Rape:	0	0	0	0	0
Incest:	0	0	0	0	0
Robbery:	1	1	0	0	0
Aggravated Assault:	0	0	0	0	0
Burglary:	2	1	1	0	0
Motor Vehicle Theft:	0	0	0	0	0
Arson:	0	0	0	0	0
Hate Crime:	0	0	0	0	0
<b>Disciplinary Actions:</b>					
Referrals:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	5	0	5	0	0
Drug Abuse Violation:	2	0	2	0	0
Illegal Weapons Violation:	0	0	0	0	0
Arrests:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	5	0	5	0	0
Drug Abuse Violation:	2	0	2	0	0
Illegal Weapons Violation:	0	0	0	0	0
<b>VAWA</b>					
Dating Violence:	2	0	2	0	0
Domestic Violence:	0	0	0	0	0
Stalking:	0	0	0	0	0



## 2020 Albany State University West Campus Crime Statistics Information

2020 Annual Clery Crime Statistics West Campus					
Criminal Offense	On-Campus Total	On-Campus Other	On Campus- Residential	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0	0
Manslaughter by Negligence:	0	0	0	0	0
Rape:	2	2	0	0	0
Fondling:	0	0	0	0	0
Statutory Rape:	0	0	0	0	0
Incest:	0	0	0	0	0
Robbery:	1	1	0	0	0
Aggravated Assault:	0	0	0	0	0
Burglary:	0	0	0	0	0
Motor Vehicle Theft:	3	3	0	0	0
Arson:	0	0	0	0	0
Hate Crime:	0	0	0	0	0
Disciplinary Actions:					
Referrals:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	1	0	1	0	0
Drug Abuse Violation:	2	0	2	0	0
Illegal Weapons Violation:	2	1	1	0	0
Arrests:	On-Campus Total	On-Campus Other	On-Campus Residential	Non-Campus	Public Property
Liquor Law Violation:	0	0	0	0	0
Drug Abuse Violation:	4	0	4	0	0
Illegal Weapons Violation:	2	1	1	0	0
Dating Violence:	2	1	1	0	0
Domestic Violence:	0	0	0	0	0
Stalking:	0	0	0	0	0

Unfounded Crimes Albany State University West Campus		
2022	2021	2020
0	0	0



## 2022 Albany State University Cordele Campus Crime Statistics

2022 Annual Clery Crime Statistics Cordele				
Criminal Offense	On-Campus Total	On Campus	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0
Manslaughter by Negligence:	0	0	0	0
Rape:	0	0	0	0
Fondling:	0	0	0	0
Statutory Rape:	0	0	0	0
Incest:	0	0	0	0
Robbery:	0	0	0	0
Aggravated Assault:	0	0	0	0
Burglary:	0	0	0	0
Motor Vehicle Theft:	0	0	0	0
Arson:	0	0	0	0
Hate Crime:	0	0	0	0

## 2021 Albany State University Cordele Campus Crime Statistics

2021 Annual Clery Crime Statistics Cordele				
Criminal Offense	On-Campus Total	On Campus	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0
Manslaughter by Negligence:	0	0	0	0
Rape:	0	0	0	0
Fondling:	0	0	0	0
Statutory Rape:	0	0	0	0
Incest:	0	0	0	0
Robbery:	0	0	0	0
Aggravated Assault:	0	0	0	0
Burglary:	0	0	0	0
Motor Vehicle Theft:	0	0	0	0
Arson:	0	0	0	0
Hate Crime:	0	0	0	0

## 2020 Albany State University Cordele Campus Crime Statistics

2020 Annual Clery Crime Statistics Cordele				
Criminal Offense	On-Campus Total	On Campus	Non-Campus	Public Property
Murder and Nonnegligent Manslaughter:	0	0	0	0
Manslaughter by Negligence:	0	0	0	0
Rape:	0	0	0	0
Fondling:	0	0	0	0
Statutory Rape:	0	0	0	0
Incest:	0	0	0	0
Robbery:	0	0	0	0
Aggravated Assault:	0	0	0	0
Burglary:	0	0	0	0
Motor Vehicle Theft:	0	0	0	0
Arson:	0	0	0	0
Hate Crime:	0	0	0	0

Unfounded Crimes Albany State University Cordele Campus		
2022	2021	2020
0	0	0

Albany State University Cordele Campus does not offer On-Campus Residential Student Housing.

# Albany State University Fire Safety Report



Intentionally Left Blank

# The Albany State University Annual Fire Safety Report

Beginning October 1, 2010, an institution that maintains on-campus student housing facilities must prepare and publish an annual fire safety report that contains the following information:

- 1) Fire statistics for each on campus student housing facility, for the three most recent calendar years concerning the number of fires and the cause of each fire, the number of persons who received fire related injuries that resulted in treatment at a medical facility, the number of deaths related to a fire, and the value of property damage caused by a fire.
- 2) A description of each on campus student housing facility fire safety system,
- 3) The number of fire drills held during the previous calendar year,
- 4) The institution's procedures for student housing evacuation in the case of a fire,
- 5) The policies regarding fire safety education and training programs provided to the students and employees. In these policies the institution must describe the procedures that students and employees should follow in the case of a fire.
- 6) A list of the titles of each person or organization to which students and employees should report that a fire occurred,
- 7) Plans for future improvements in fire safety, if determined necessary by the institution.

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.

Residence Hall Fire Drills: 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; Conducted by the Resident Coordinators, Residence Assistants, Community Assistance, Housing Management and University Police.

Fire Equipment: Equipment provided to monitor fire safety conditions. Misuse of these items or other emergency equipment constitutes a danger to the safety of the community. Tampering with, vandalizing, or misusing fire safety equipment is prohibited. Fire equipment is located throughout the corridors and includes, but is not limited to, alarms, extinguishers, smoke detectors, door closures, alarmed doors, and sprinklers.

Fire Safety: 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.

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

# Fire Safety

Albany State University has adopted and developed numerous safety policies and guidelines to help promote a safe environment at all university locations. Albany State University is a tobacco free/smoke-free campus. Smoking is prohibited on property owned, leased, rented or in the possession or control of the University System of Georgia. This includes all on-campus housing and grounds as well as all other areas on the Albany State University campus.

Prohibited tobacco use includes traditional cigarettes, clove cigarettes, pipes, chewing tobacco as well as use of electronic nicotine delivery systems such as e-cigarettes, vapes, hookah pens, mods, and tank systems. The goal of this policy is to protect and improve the health, comfort, and the environment of students, employees and the campus community.

Residence Life & Housing's list of prohibited items includes: electrical devices, open flames, portable electrical appliances, flammables, and cleaning supplies. If prohibited items are found in your possession, you may be subject to a health and safety fine. Prohibited items will be confiscated and an incident report will be written.

All residence halls on both campuses have emergency evacuation plans posted and conduct fire drills during the school year to train and familiarize residents with the evacuation process.

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 ensure the safety of all students, faculty and staff.

The Housing Standard Operating Procedures can be reviewed at [https://www.asurams.edu/student-affairs/campus-housing/\\_docs/Albany%20State%20University%20HRL%20Standard%20Operating%20Procedures%202.5.2021.pdf](https://www.asurams.edu/student-affairs/campus-housing/_docs/Albany%20State%20University%20HRL%20Standard%20Operating%20Procedures%202.5.2021.pdf)

## Prohibited Items:

### Electrical Devices:

Musical Instruments equipped with amplified devices  
Amplifier  
Wireless Fidelity (Wi-Fi) Printers  
Extension Cord  
Plasma TVs (Please note there is a difference between Plasma and Flat Screen)  
Routers  
Hoverboard/self-balancing scooter (Due to high risk of electrical fire)

### Cleaning Supplies:

Mops (String Cloth)  
Gel-Based Toilet Cleaner  
Powder Laundry Detergent

### Appliances:

Hot Plate  
Deep Fryer  
Coffee Maker  
Electric space heater

### Barbecues

Crock Pot  
Air Fryers  
George Foreman Grill  
Toaster ovens

### Flammables:

Fire arms or other weapons  
Drugs  
Fireworks  
Burning of incense/candles  
Gasoline or other flammable materials and devices

### General: Applies to ALL Halls

Pets (except guide dog)  
Extra furniture  
Waterbeds or other water filled furniture  
Weightlifting Equipment



All incidents of unintentional/non-control burn fires should be reported to Albany State University Police Department who will immediately determine whether Fire Department response is required. Residential fire alarms are monitored by Johnson Control. In case of an emergency, call Albany State University Police Department at 229-430-4711 or dial 9-1-1.

## Procedures for Student Housing Evacuation

All fire safety concerns, such as the smell of smoke or fire, should immediately be reported to the Albany State University Police at 229-430-4711 or call 9-1-1. If a resident discovers a fire, they should activate the fire alarm system by pulling one of the pull stations while evacuating and should immediately report it to University Police by calling 229-430-4711.

Residence Hall Evacuation Procedures: All residents are required to evacuate the residence hall if a fire alarm sounds. Residents are to evacuate, then proceed to the outside meeting area designated for the building they are in. Do not use the elevators. Do not reenter a building until Albany State University Police Department gives an all clear. Resident Assistants will take attendance and report to first responders if a resident of their building is unaccounted for.

Failure to evacuate may result in disciplinary action. Residents are to use the nearest exit to evacuate. Evacuation procedures are posted in each residential building. Additional information may be found in the Emergency Operations Plan located at <https://www.asurams.edu/docs/asu-police/EOP%202020%2010-7-20.pdf>

Fire Safety Education and Training Programming: Lab Fire Safety Training is held annually with Albany Fire Department. Environmental Health and Safety works in coordination with Residence Life and Housing to provide annual training to Resident Assistants, Graduate Assistants and Area Coordinators in areas of:

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



Mandatory Supervised Fire Drills: East and West Campus residential buildings held fire drills during Spring Semester 2022. Campus-wide fire drills were conducted with Albany Fire Department in December of 2022. Each of these were supervised and timed.



In case of a fire the following will be notified:

- 1) ASU PD Captain, Major, Chief of Police
- 2) VP of Student Affairs
- 3) Director of Facilities
- 4) Director of Housing and Residence Life

All incidents of unintentional/non-control burn fires should be reported to Albany State University Police Department who will immediately determine whether Fire Department response is required. Residential fire alarms are monitored by Johnson Control. In case of an emergency, call Albany State University Police Department at 229-430-4711 or dial 9-1-1.

## 2022 Fire Statistics for Albany State University Student Housing

2022 Fire Statistics for Albany State University Student Housing:								
Residential Facility Name and Location	On Campus Address	Number of Fires	Date	Time	Cause of Fire	Injuries Requiring Treatment at Medical Facility	Deaths Related to Fire	Property Damage Amount
Commons West Campus	260 Foundation Lane Albany Ga 31707	0	N/A	N/A	N/A	0	0	0
Village South West Campus	2657 Herbert Haley Rd. Albany Ga 31707	0	N/A	N/A	N/A	0	0	0
Hall 1 East Campus	105 Billy Black Drive Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 2 East Campus	103 Billy Black Drive Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 3 East Campus	303 Old Radium Springs Road Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 4 East Campus	301 Old Radium Springs Road Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 5 East Campus	124 Joseph Holley Circle Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 6 East Campus	122 Joseph Holley Circle Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
North Hall East Campus	101 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
East Hall East Campus	103 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
South Hall East Campus	105 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0

## 2021 Fire Statistics for Albany State University Student Housing

2021 Fire Statistics for Albany State University Student Housing:								
Residential Facility Name and Location	On Campus Address	Number of Fires	Date	Time	Cause of Fire	Injuries Requiring Treatment at Medical Facility	Deaths Related to Fire	Property Damage Amount
Commons West Campus	260 Foundation Lane Albany Ga 31707	0	N/A	N/A	N/A	0	0	0
Village South West Campus	2657 Herbert Haley Rd. Albany Ga 31707	0	N/A	N/A	N/A	0	0	0
Hall 1 East Campus	105 Billy Black Drive Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 2 East Campus	103 Billy Black Drive Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 3 East Campus	303 Old Radium Springs Road Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 4 East Campus	301 Old Radium Springs Road Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 5 East Campus	124 Joseph Holley Circle Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 6 East Campus	122 Joseph Holley Circle Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
North Hall East Campus	101 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
East Hall East Campus	103 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
South Hall East Campus	105 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0

Albany State University Cordele Campus does not offer On-Campus Residential Student Housing.



## 2020 Fire Statistics for Albany State University Student Housing

### 2020 Fire Statistics for Albany State University Student Housing:

Residential Facility Name and Location	On Campus Address	Number of Fires	Date	Time	Cause of Fire	Injuries Requiring Treatment at Medical Facility	Deaths Related to Fire	Property Damage Amount
Commons West Campus	260 Foundation Lane Albany Ga 31707	0	N/A	N/A	N/A	0	0	0
Village South West Campus	2657 Herbert Haley Rd. Albany Ga 31707	0	N/A	N/A	N/A	0	0	0
Hall 1 East Campus	105 Billy Black Drive Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 2 East Campus	103 Billy Black Drive Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 3 East Campus	303 Old Radium Springs Road Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 4 East Campus	301 Old Radium Springs Road Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 5 East Campus	124 Joseph Holley Circle Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
Hall 6 East Campus	122 Joseph Holley Circle Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
North Hall East Campus	101 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
East Hall East Campus	103 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0
South Hall East Campus	105 College Hill Lane Albany Ga 31705	0	N/A	N/A	N/A	0	0	0

Albany State University Cordele Campus does not offer On-Campus Residential Student Housing.

## Fire Safety and Prevention Information

### Fire Safety Systems in Albany State University Residential Facilities

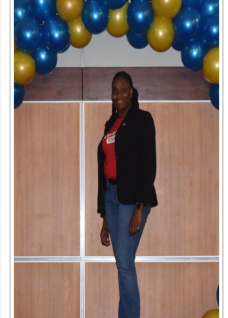
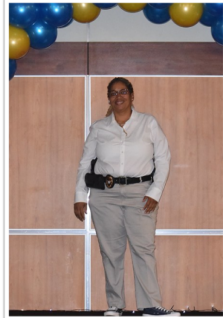
Residential Facility and Campus Location	Address for Residential Facility	Number of Floors	Alarm Monitoring Company	Full Sprinkler System	Strobing Lights	Smoke Detection Devices	Heat Detection Devices	Fire Extinguisher Devices	Fire Doors	Evacuation Plans and Placards
Hall 1 East	105 Billy Black Drive	4	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Hall 2 East	103 Billy Black Drive	4	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Hall 3 East	303 Old Radium Springs Rd	4	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Hall 4 East	301 Old Radium Springs Rd	4	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Hall 5 East	124 Joseph Holley Circle	3	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Hall 6 East	122 Joseph Holley Circle	3	Johnson Control	Y	Y	Y	Y	Y	Y	Y
North Hall East	101 College Hill Lane	3	Johnson Control	Y	Y	Y	Y	Y	Y	Y
East Hall East	103 College Hill Lane	4	Johnson Control	Y	Y	Y	Y	Y	Y	Y
South Hall East	105 College Hill Lane	3	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Village South West	2657 Herbert Haley Rd	3	Johnson Control	Y	Y	Y	Y	Y	Y	Y
Commons West	260 Foundation Lane	3	Johnson Control	Y	Y	Y	Y	Y	Y	Y

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 ensure the safety of all students, faculty and staff.

Intentionally Left Blank

## 2022 Year in Review Campus Events

Albany State University Police Department hosted Women's Empowerment Camp.



Albany State University Student Affairs hosted a Luau Welcome Fest for students.



Albany State University hosted The Ties That Bind Event.



## Women in Leadership Induction Ceremony



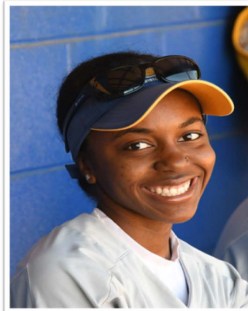
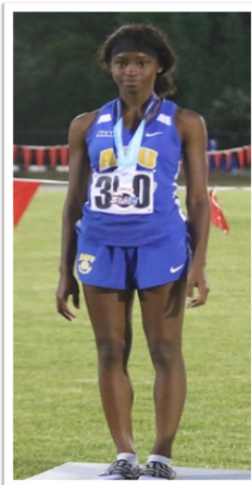
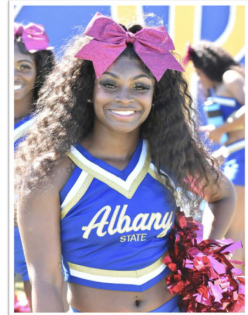
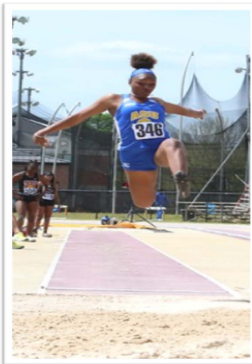
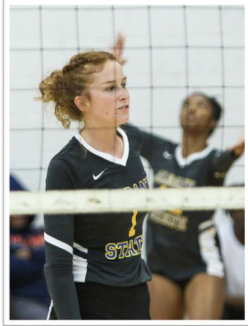
## Men In Leadership Induction Ceremony



## Albany State University's Annual Ram Raid



# Albany State University Athletics



# Albany State University Athletics

