



Albany State  
University 

2017-2018  
Annual Safety and Fire Report

# Table of Contents



## Timely Warnings 13



## Sexual Assault 23



## Drug/Alcohol Policy 28



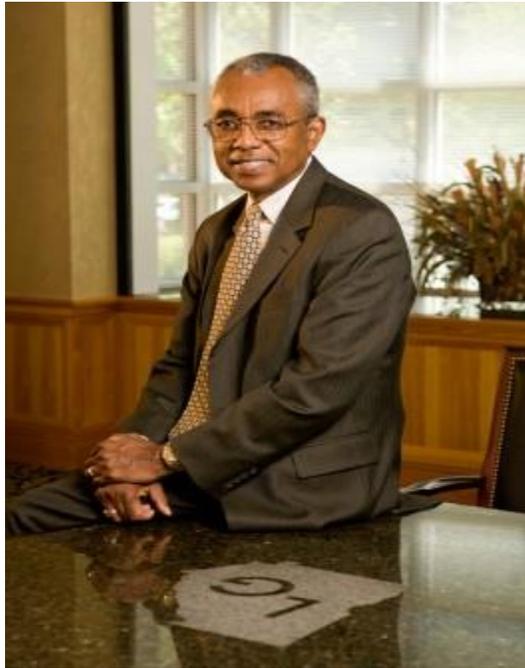
## Crime Statistics 34



## Fire Safety 40

|  |    |
|--|----|
| <i>Greetings from the President</i>  | 3  |
| <i>Greetings from the Chief of Police</i>  | 4  |
| <i>Preparation of the Annual Security Report and Disclosure of Crime Statistics</i>      | 5  |
| <i>About the Albany State University Police Department</i>                               | 6  |
| <i>Albany State University Campuses</i>  | 7  |
| <i>Annual Security Report/Reporting crimes and other emergencies</i>                     | 10 |
| <i>Reporting to Campus Security Authorities</i>  | 11 |
| <i>Counselors and Confidential Reporting</i>   | 11 |
| <i>Emergency Phones</i>  | 12 |
| <i>Emergency Notification System/Timely Warnings</i>                                     | 13 |
| <i>Security and Access to Facilities</i>   | 14 |
| <i>Campus Security Policies, Crime Prevention, and Safety Awareness Programs</i>         | 15 |
| <i>Faculty, Staff, and Students Crisis Response</i>                                      | 17 |
| <i>Suicide Protocol and Procedures</i>   | 17 |
| <i>Missing Person Protocol</i>   | 18 |
| <i>Weapons Policy</i>  | 20 |
| <i>The Office of Student Ethics and Integrity/Student code of Conduct/Zero tolerance</i> | 21 |
| <i>Sexual Assault, Domestic Violence, Dating Violence, and Stalking Prevention</i>       | 23 |
| <i>Title IX</i>  | 24 |
| <i>Educations and Prevention programs</i>  | 26 |
| <i>On and off campus resources</i>   | 27 |
| <i>Policies specific to Faculty, Staff, and Students</i>                                 | 28 |
| <i>Alcohol and Drug Policy</i>   | 28 |
| <i>Georgia Law Codes Reference</i>   | 29 |
| <i>Sources for Crime Statistics/Offense Definitions</i>                                  | 32 |
| <i>Albany State University Crime Stat Information</i>                                    | 34 |
| <i>ASU Clery Geographical Maps</i>   | 38 |
| <i>Albany State University Annual Fire Safety Report</i>                                 | 40 |
| <i>Fire Safety Education and Training Programs for Student, Faculty, and Staff</i>       | 41 |
| <i>Fire Statistics for ASU Student Housing</i>   | 42 |
| <i>ASU building Evacuation and Shelter in place plan</i>                                 | 44 |

## GREETINGS FROM THE PRESIDENT



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

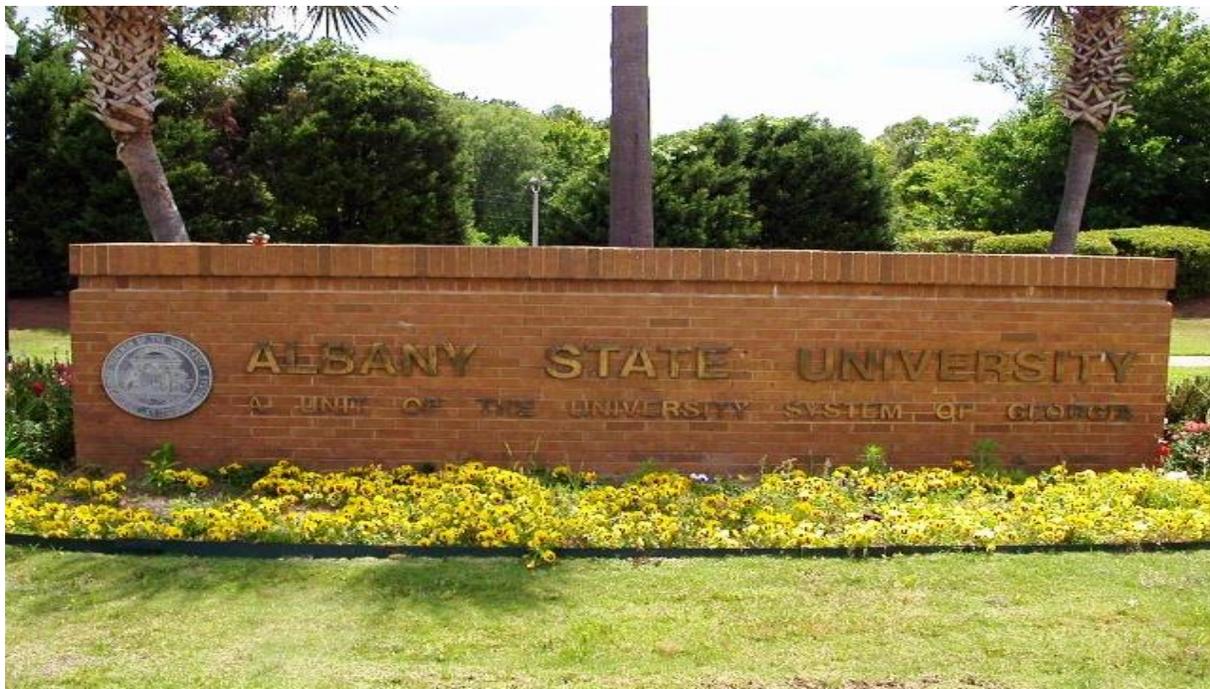
I'm extremely proud of the proactive measures continuously taken by our campus police in support of the overall academic achievement and development of our students.

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

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

*Dr. Art Dunning*

Dr. Arthur N. Dunning  
President



## GREETINGS FROM THE CHIEF OF POLICE



**John Fields, Jr.**  
Chief of Police

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

The Albany State University Police Department is committed to maintaining the highest standards of professional ethics and integrity with a spirit of excellence. We are committed to the philosophy of, "it takes the entire campus

community's involvement for effective crime prevention methods." We build partnerships and coalitions with faculty, staff, and students to identify and recommend solutions to problems with the goal of improving the quality of life. The Annual Safety and Fire Report is provided to the campus community every year on October 1st.

It is the responsibility of everyone at Albany State University to comply with the Clery Act. We strongly encourage you to review the information published. This information will help you familiarize yourself with victim's rights and other rights provided through the institution for victims of crimes.

Lastly, you will find information about security policies and procedures on our campus, crime data, and crime prevention information. Campus safety is a collaborative effort at Albany State University, therefore we partner with the many departments at the institution that have a critical role in fostering campus safety, including the Division of Student Affairs, Title IX, and other University Offices.

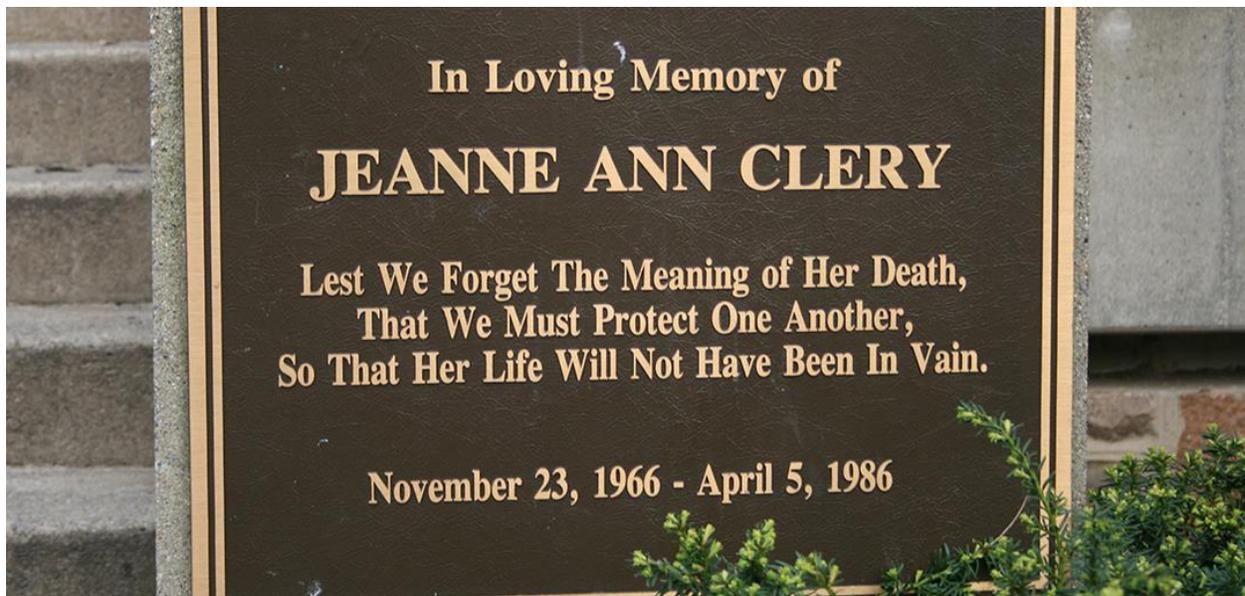


## **Preparation of the Annual Security Report and Disclosure of Crime Statistics**

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

Crime statistics are collected for crimes that occurred on-campus; in certain off-campus building or property owned or controlled by Albany State University; and on public property within, or immediately adjacent to and accessible from, the campus. Campus crime, arrest and referral statistics include those reported to the Police Department, local law enforcement agencies and designated campus officials (including but not limited to directors, deans, department heads, staff, judicial affairs, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. Each year, an e-mail notification is made to all enrolled students that provide the website to access this report. Copies of the report may also be obtained at any ASU Police Department building or by calling **(229) 430-4711**. All prospective employees may obtain a copy from Human Resources located in Billy C. Black room 382 or by calling **(229) 430-4623**. A description of this report is also located in the Student Handbook.

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



# About the Albany State University Police Department

## Authority and Jurisdiction

The powers of authority for The ASU Police Department are assigned from the Georgia Code annotated, section: **Georgia O.C.G.A. 20-3-72**. The authority of ASU Police and other security personnel to make arrests on and within 500 yards of any property owned or controlled by the Board of Regents within the State of Georgia. (Acts 1968.p.370; 1974, p.611). The Albany State Police officers are empowered to make ethical and sound police decisions on both Albany State University East and West campus as well as the Cordele campus. The police department can use other public safety agencies under current MOU'S to ensure best safety practices are conducted.

## Facts about Albany State University Police Department:

The department is comprised of

- Police Officers
- Security Officers
- Dispatchers
- Parking Services Coordinator
- Office Manager
- Work Study and Student Assistants

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

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

## Officer Training:

The officers of the ASU Police Department come with varied backgrounds, in not only law enforcement, but military experience as well. The majority of the departmental personnel are college graduates holding academic degrees in areas of Management, Criminal Justice, Sociology, and Education, or are currently pursuing an education at Albany State University.

All members of the ASU Police Department attend specialized training beyond the state-mandated 20-hour requirements for their continued certification. These areas of training include but are not limited to campus law enforcement training, community-oriented policing, criminal investigation, crime prevention, bicycle patrol, first aid and C.P.R, cultural diversity, and emergency management training. The departmental standard is for every officer to obtain over 80 hours of training per year that vary between in-house and other outside training sources.

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

As stated in the mission statement "The Albany State University Police Department will maintain the highest standards of professional ethics and integrity with a spirit of excellence. We are committed to the philosophy of involving the entire campus community in policing. We will build partnerships and coalitions with staff, faculty and students to identify and recommend solutions to the problems with the goal of improving the quality of life on campus."

## Albany State University Campuses:



The Main Campus is located at 504 College Drive. Albany, Ga 31705. 229-430-4600



The West Campus is located at 2400 Gillionville Road. Albany, Ga 31707. 229-317-6000



The Cordele Campus is located at 134 11<sup>th</sup> Avenue West. Cordele, Ga 31015. 229-317-6553

## The Cordele Campus:



**Wendy Wilson**  
Executive Director

*As the executive director of the Albany State University, Cordele Campus I'm honored to serve our students as well as engage and educate the Crisp county region and beyond about the academic disciplines and programs offered at ASU. To prospective students, I look forward to introducing and showcasing the very best this great institution has to offer in support of your academic and degree attainment*

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

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

The Campus Coordinator, Traci Griffen, can be reached at 229-317-6520.



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

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

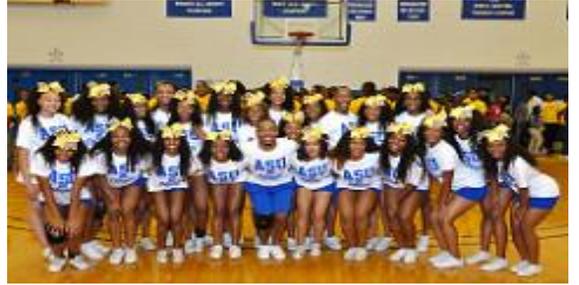
Albany State University also has (MOU's) Mutual Aids of Understanding with local law enforcement agencies that are in place for crisis and/or the need for additional assistance. Such agencies include Albany Police Department, Albany Technical College Dougherty County Sheriff's Office, Dougherty County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

## **Crimes Involving Student Organizations at Off Campus Events/Locations**

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

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

[https://issuu.com/asuonline/docs/asu\\_student\\_code\\_of\\_conduct\\_fy16-17?e=25561142/37003787](https://issuu.com/asuonline/docs/asu_student_code_of_conduct_fy16-17?e=25561142/37003787)



# ANNUAL SECURITY REPORT

## Reporting Crimes and Other Emergencies

### Reporting to Albany State University Police

**We encourage the college community to report** all crimes that occur on the campuses of Albany State University along with all suspicious activities to the Albany State University (ASU) Police Department. The ASU Police Department has a command center housed with dispatchers 24 hours a day for emergency and informational purposes. The **Albany State University Police emergency and non-emergency number is (229) 430-4711**. During regular business days and hours, you can also contact the ASU police at **(229) 430-4712** or **(229) 430-2728**. On the Albany State University East campus, the police department is located in the Central Plant location on Joseph Holley Drive across from the Billy C. Black Building. On the West campus, the police department is located in the Technology Building (A) Room 133.

### Voluntary and Confidential Reporting

If crimes go unreported, it limits the possibility of helping other members of the community from also becoming victims. We encourage the campus community to report crimes promptly and to participate in and support crime prevention efforts. If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action with the institution or criminal justice system, we ask that you consider filing a voluntary report while maintaining your confidentiality.

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

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

### Anonymous Reporting

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



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

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

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

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

## Reporting to Other Campus Security Authorities

While the institutions prefer that community members promptly report all crimes and other emergencies directly to the Albany State University Police at **(229) 430-4711 or 911**, we also recognize that some may prefer to report to other individuals or institution offices. The Clery Act recognizes certain institution officials and offices as "Campus Security Authorities (CSA). "The Act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, campus judicial proceedings, and faculty advisors to student groups. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

While both campuses have identified several hundred CSAs, we officially designate the following offices as places where campus community members should report crimes:

| Official  | Campus Address   | Phone Number               |
|---|--|----------------------------|
| Student Affairs and Success                               | East Campus Student Center 2-122                             | 229-903-3607               |
| Student Activities/Office of Student Ethics and Integrity | East Campus Student Center<br>Red Zone 2 <sup>nd</sup> floor | 229-430-3601, 229-430-7030 |
| Human Resources   | East Campus BCB rm. 382                                      | 229-430-4623               |
| The Office of Residence Life including RA's, GA's, RLC's  | East Campus, Hall 3  | 229-430-4741, 229-430-4742 |
| The Office of Judicial Affairs                            | East Campus, Student Center<br>West Campus, Building K       | 229-420-7030, 229-903-3606 |
| Title IX  | East Campus BCB rm. 383G                                     | 229-430-0538               |
| Student Health Services                                   | East Campus  | 229-430-4764               |
| Athletics   | East Campus Hyper Gym  | 229-430-4754               |
| Clery Coordinator   | East Campus, Reese Hall rm. 228                              | 229-430-1381, 229-894-0606 |

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

## Counselors and Confidential Reporting

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



## Emergency Phones

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

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

## It's up to Each of Us

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

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

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

## Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an emergency to all or a segment of campus community. These methods of communication include the mass notification system Black Board Connect 5, the University email system, verbal announcements within a building, indoor and outdoor sirens, and the public address system on police cars. The institution will also post updates during a critical incident on their homepage at [www.asurams.edu](http://www.asurams.edu) and if the situation warrants, the institutions may activate portions of the Emergency Operations Center.

## Emergency Notification System

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

## Timely Warnings and Emergency Notifications

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

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

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

## Steps to Ensure Notification

- Update your information via the ASU Blackboard portal often to receive Connect 5 ASU Emergency Alerts and Timely Warnings.
- If your contact information has changed since your enrollment or hire date, please log in to the Campus Alert System Portal using the link below and either sign up (if you don't already have an account) or log in.
- The Connect 5 system utilizes severe warning sounds that chime and has voice notification options.
- If you experience any problems while logging on to the portal call 229-430-4711 for additional assistance.

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



## **Access to University Facilities**

On the Albany State University campuses, administrative buildings generally are open from 8:00 a.m. until 5:00 p.m. The campus buildings may have additional hours pending approval for building usage from the building coordinators. Access to individual classrooms and laboratories are limited to those enrolled in the courses meetings there. Many cultural and athletic events held in the University Facilities are open to the public. ***All building key control requests shall go through the facilities management department.***

## **Consideration for Residence Hall Access:**

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

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

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

## **Security Considerations for the Maintenance of Campus Facilities**

Albany State University is committed to campus safety and security. At all campuses locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Maps showing the best-lit and most traveled routes across the campuses are available by contacting **Albany State University Police Department at (229) 430-4711.**

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



## **Campus Security Policies, Crime Prevention, and Safety Awareness Programs**

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

### **RAM ROC (Risk Observation Council)**

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

### **Crime Prevention and Safety Awareness Programs**

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

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

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

## Safety Programs:

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

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

In our efforts to promote safety awareness, the ASU Police maintain a strong working relationship with the community. This relationship includes offering a variety of safety and security programs.

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



## Safety tips for students:

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

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

## Faculty, Staff, and Students Crisis Response

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

### Suicide Protocol and Procedures

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

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

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

**Take any threat of self-harm seriously.**

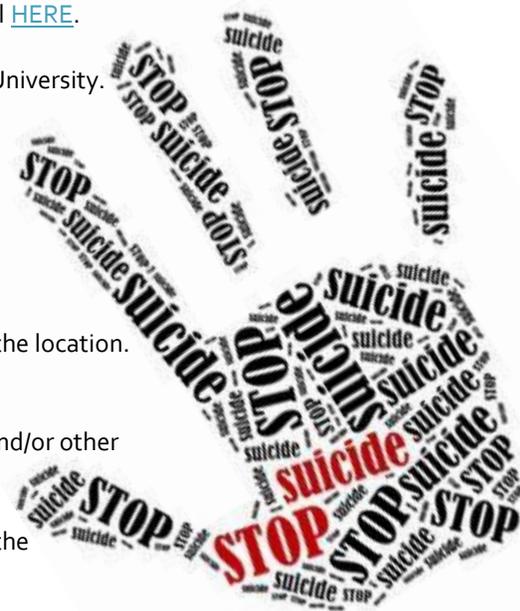
2. Please **remain calm and call/send for help.**
3. Please remain with the student until proper authorities arrive to secure the location.  
**Do Not Leave Person Alone.**
4. ASU PD will contact the Counseling Director, and/or Housing Director and/or other resource persons at Albany State University.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

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

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

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

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





## Missing Person Protocol

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

### Procedures:

The report of a missing person is a serious matter. If you have reason to believe that person is missing from Albany State University Campus, immediately notify ASU Police. All calls regarding missing persons on campus will be dispatched and assigned to an officer for initial investigation. An individual will be considered missing if a roommate, classmate, faculty/staff member, family member, or other campus person has not seen the person in a reasonable amount of time (24 hours is the norm). A reasonable amount of time may vary depending upon, time of day, information available regarding the missing person's daily schedule, habits, punctuality, and reliability.

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

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

### How to Report a Missing Person

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

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

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

See full Missing Person Protocol [HERE](#).



## Weapons Policy

### Possession or Use of Firearm or Lethal Weapons:

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

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

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

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

### HB280

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

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

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

To read the full text of HB280 at: <http://www.legis.ga.gov/Legislation/en-US/display/20172018/HB/280>.



## The Office of Student Ethics and Integrity

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

### The Student Code of Conduct

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

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

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

The Zero Tolerance Policy also governs this office.

### Zero Tolerance Policy:

A Zero Tolerance Policy is one, which requires a severe penalty to be imposed, which is unbending in its imposition, and often does not give allowance for extenuating circumstances. It is, as it states, completely intolerant of the behavior for which it requires consequences, no matter what. As part of "Zero Tolerance Policy", Albany State University will take disciplinary action for any and every alcohol, drug, weapon, sexual misconduct, hazing, and gang related activity violation on campus. ASU will also take disciplinary action for many of the violations reported off campus, provided these violations have a connection to the campus. This would include violations that endanger students or may cause harm to the campus community.

### Formal hearing cases are completed:

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

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

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

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

The Office of Student Ethics and Integrity along with Student Activities provides outreach programming designed to inform and educate students and to promote Albany State University principles. Please visit the Offices on the [Student Affairs and Success](#) home page where you may find the Student Code of Conduct, Parental Notification Policy, Student Records Policy and links to all policy and procedural guidelines related to the Student Conduct process.

### **Parental Notification policy**

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

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

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

### **Personal Safety**

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

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

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

Albany State University does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other form of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, institutional policies, and may also violate Federal and State Laws. Violations of this policy are subject disciplinary sanctions through the Office of Student Ethics and Integrity and/or those outlined in applicable institutional policies. Albany State University has protective measures in place to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking. Students and employees should contact Human Resources (229) 430-4623 to file a disciplinary complaint or to seek accommodations.

### **What is Consent?**

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

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

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

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

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

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

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

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

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

**Stalking** is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

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

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

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

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

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

**Interim Protective measures (Board of Regents policy 4.1.7.3)**

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

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

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

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

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

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

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

### **Victim Confidentiality**

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

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

### **Conduct Proceeding**

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

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

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

Efforts will be made to complete the investigation within a reasonable timeframe, which will be determined based upon the allegations, availability of witnesses and/or evidence, etc. in a particular case. When the timeframe will extend past the reasonable timeframe, the parties will be informed of the delay and the reason for the delay. The investigator shall keep parties informed of the status of the investigation. In all proceedings, including any related meetings or hearings, both the accused and accuser are entitled to the same opportunities to have others present. This includes the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome of the proceeding, of procedures, and timeframe.

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

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

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

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

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

## Education and Prevention Programs

Albany State University is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, non-consensual sexual contact, domestic violence, dating violence, and stalking before it occurs. The approach used includes a clear statement that Albany State University prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year.

### These programs include but are not limited to:

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

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

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

**Primary Prevention programs** aim to prevent a situation before it ever occurs. This is done by preventing exposures that cause injury, altering unhealthy or unsafe behaviors that can lead to situations and increasing knowledge on resistance to situations. The focus is on the potential perpetrator.

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

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

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

### Reporting an Incident

If a student, faculty, staff, or visitor has been the victim of an incident of non-consensual sexual contact, domestic violence, dating violence or stalking they should immediately report to the Albany State University Police Department, or other recommended points of authority such as the Title IX Coordinator. The ASU Police can be contacted at **229-430-4711**. On the Albany State University East campus, the Police Department is located at 111 Joseph Holley Drive, Albany GA. On the Albany State University West campus, the Police Department is located at 2400 Gillionville Road, Albany Ga in Building A – Technology Building, Room 133. The Title IX Coordinator, CaDedria D. Hill can be reached at **229-430-0538**, and is located in the President’s Office, in the Billy C. Black building room 383G. In case of an emergency or ongoing threat, please get to a safe location and call 911. Local police may be contacted at 229-431-2100/2132 and are located at 201 W. Oglethorpe Blvd. Albany, GA.

## Procedures Victims Should Follow

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

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

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

## On and Off Campus Resources

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



**CaDedria Hill**  
Title IX Coordinator

| Position/ Titles             | Phone numbers                              |
|------------------------------|--|
| Chief of Police              | 229-288-3351                               |
| Anonymous Tip Line           | 229-430-7963                               |
| Title IX Coordinator         | 229-430-0538                               |
| Disability/Counseling Center | 229-903-3610 (East)<br>229-317-6734 (West) |
| Student Health Services      | 229-430-4764 (East)<br>229-317-6584 (West) |
| Residence Hall Staff         | 229-430-7849 (East)<br>229-869-3119 (West) |
| Student Affairs/Success      | 229-903-3607 (East)<br>229-317-6865        |
| Phoebe Putney Hospital       | 229-312-1000                               |

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

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

### **LIBERTY HOUSE \*24 Hour Crisis Line\* 229-439-7065**

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

### **OPEN ARMS 229-431-1121**

Counseling for children & adults in crisis/The Bridge House

### **LILYPAD \*24 Hour Crisis Line\* 229-435-0074**

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

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

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

Alcohol & Substance Abuse Program/Anger Management Program

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

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

### **MAGISTRATE COURT 229-431-3216**

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

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

## Sex offender Registry

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

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

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

## Policies Specific to Faculty, Staff, and Students

As an institution of higher education, Albany State University is committed to supporting and complying with the Drug Free Schools and Communities amendment act of 1989. The law under this act covers both drugs and alcohol, and relates to faculty, staff, and students therefore the entire campus community is mandated to comply. Albany State University prohibits the possession and use of alcoholic beverages in areas open to the public including areas of building open to the public. However, the use of alcoholic beverages, subject to the laws of Commonwealth may be permitted at institution-sponsored activities in areas designated by, and with the prior approval of, the President's Office. This includes private, closed and education and research areas.

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

**University Disciplinary Sanction for students** include sanctions and disciplinary actions outline in the Student Code of Conduct in addition to penalties resulting from violating local, state, or federal laws. These sanctions are as follows: disciplinary warning, disciplinary probation, suspension, or expulsion. Students residing in campus housing may also lose the privilege of the housing contract. In most cases, the Office of Student Ethics and Integrity will also assign developmental and educational interventions. This is designed to promote greater awareness, improved decision-making for students, and further deter future misconduct.

### Alcohol Policy

Albany State University will comply will all federal, state, and local laws including policies mandated by the Board of Regents of the University System of Georgia. The legal drinking age in the state of Georgia is 21. The possession of use alcoholic beverages is prohibited in all University on-campus undergraduate residence hall buildings. It is a violation of state law and university policy for a student under 21 years of age to attempt to purchase, consume, possess, or transport alcoholic beverages. It is unlawful to sell, furnish, and give alcoholic beverages or to permit alcohol to be sold, furnished or given to any minor. It is against residence hall policy for there to be any tailgating activities in the residential quad areas or residence hall parking lots where alcoholic beverages are being served on any football game/event weekend including all home football games. Violators can be charged under the uniformed code of GA Law. It is against residence hall policy for a student to be in a

residential area (room, common room, common building, building entryway, or quad area immediately adjacent to the residence halls) and in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Office of Residence Life, the Office of Judicial Affairs and/or University Police.

### Drug Policy

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

## Georgia Law Codes Reference

### Underage Drinking

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

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

### Carrying False I.D.

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

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

### Public Drunkenness

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

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

In accordance with O.C.G.A. 16-11-41 (a) A person who shall be and appear in an intoxicated condition in any public place or within the curtilage of any private residence not his own other than by invitation of the owner or lawful occupant, which

condition is made manifest by boisterousness, by indecent condition or act, or by vulgar, profane, loud, or unbecoming language, is guilty of a misdemeanor.

### Driving Under the Influence (DUI)

In Georgia, the legal level for DUI is .08% Blood Alcohol Content (BAC) and .02% BAC and prior for minors. The law emphasizes treatment and a three-tier penalty system based on BAC and prior offenses 1) general impairment (.08-.099%), 2) high rate of alcohol (.10-.159%) and 3) highest rate of alcohol (.16% and above). In addition, drivers with any amount of a Schedule I, II, or III controlled substance not medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle.

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

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

(1) Under the influence of alcohol to the extent that it is less safe for the person to drive;

(2) Under the influence of any drug to the extent that it is less safe for the person to drive;

(3) Under the intentional influence of any glue, aerosol, or other toxic vapor to the extent that it is less safe for the person to drive;

(4) Under the combined influence of any two or more of the substances specified in paragraphs (1) through (3) of this subsection to the extent that it is less safe for the person to drive;

(5) The person's alcohol concentration is 0.08 grams or more at any time within three hours after such driving or being in actual physical control from alcohol consumed before such driving or being in actual physical control ended.

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

Offender Program design for persons needed assistance.

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

### **Refusing a Chemical Test**

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

In accordance with O.C.G.A. 40-5-55 Implied consent to chemical tests (a) The State of Georgia considers that any person who drives or is in actual physical control of any moving vehicle in violation of any provision of Code Section 40-6-391 constitutes a direct and immediate threat to the welfare and safety of the general public. Therefore, any person who operates a motor vehicle upon the highways or elsewhere throughout this state shall be deemed to have given consent, subject to Code Section 40-6-392, to a chemical test or tests of his or her blood, breath, urine, or other bodily substances for the purpose of determining the presence of alcohol or any other drug, if arrested for any offense arising out of acts alleged to have been committed in violation of Code Section 40-6-391 or if such person is involved in any traffic accident resulting in serious injuries or fatalities.

### **Open Container**

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

(2) "Open alcoholic beverage container", means any bottle, can, or other receptacle that:

(A) Contains any amount of alcoholic beverage; and

(B) (i) Is open or has a broken seal; or (ii) The contents of which are partially removed.

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

### **Possession, manufacturing, etc., of certain controlled substances**

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

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

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

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

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

### **Possession of Drug Paraphernalia**

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

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

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

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

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

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

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

## Sources for Crime Statistics

Albany State University Police Department maintains a combined Daily Crime and Fire Log of all crime and fire incidents reported to the Department. The University Police publishes the Daily Crime and Fire Log Monday-Friday, when the campuses are open. The log is available 24 hours per day to members of public. The log identifies the type, location and time of each criminal incident reported to University Police. The local newspaper and the local television and radio stations contact University Police to acquire information from this log. Information deemed newsworthy is published in both newspapers and is broadcast by the local radio and television stations. The most current 60 days of information is available in the lobby of the Main ASU Police Department building at 111 Joseph Holley Drive, Albany GA. On Darton State College campus, the information will be available at 2400 Gillionville Road, Building A, room 133 Albany, GA. Upon request, a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within 48 hours of notice.

## offense definitions

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

### **Murder and Non-Negligent Manslaughter**

the willful (non-negligent) killing of one human being by another.

### **Manslaughter by Negligence**

the killing of another person through gross negligence.

### **Sexual Assault (Sex Offenses)**

an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system.

A sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is non-forcible sexual intercourse with a person who is under the statutory age of consent.

### **Robbery**

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

### **Aggravated Assault**

an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault

usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

### **Burglary**

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

### **Motor Vehicle Theft**

the theft or attempted theft of a motor vehicle.

### **Arson**

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

### **Larceny-Theft**

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

### **Simple Assault**

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

### **Intimidation**

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

**Destruction/Damage/Vandalism of Property**

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

**Hate Crimes**

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

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- **Gender Identity.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **Ethnicity.** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
- **National Origin.** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth..

**Domestic Violence**

- a felony or misdemeanor crime of violence committed by:
- a current or former spouse or intimate partner of the victim,
  - a person with whom the victim shares a child in common,
  - a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
  - a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA), or
  - any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence**

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

**Stalking**

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

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

**Liquor Law Violations**

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

**Drug Law Violations**

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

**Weapons Law Violations**

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

**Geographic Definitions****On Campus**

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

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

**Non-campus Building or Property**

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

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

**Public Property**

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

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

All policy statements in the Annual Security and Fire Safety Report apply to Albany State University East, West, and Cordele campuses.

## Albany State University East Campus Crime Stat Information

The ASU crime statistic chart shown below are also posted on the ASU PD website.

| Offense  | Year | On Campus | Residential Facility | Non Building Property | Campus or | Public Property |
|--|------|-----------|----------------------|-----------------------|-----------|-----------------|
| <b>Criminal Homicide</b>                             |      |           |                      |                       |           |                 |
| <i>Murder and Non Negligent Manslaughter</i>         | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <i>Manslaughter by Negligence</i>                    | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Sex Offenses</b>                                  |      |           |                      |                       |           |                 |
| Forcible Sex Offenses (Category used until 2014)     | 2014 |           |                      |                       |           |                 |
|  | 2015 |           |                      |                       |           |                 |
|  | 2016 |           |                      |                       |           |                 |
| Non Forcible Sex Offenses (Category used until 2014) | 2014 |           |                      |                       |           |                 |
|  | 2015 |           |                      |                       |           |                 |
|  | 2016 |           |                      |                       |           |                 |
| <i>Rape</i>  | 2014 | 2         | 2                    | 0                     |           | 0               |
|  | 2015 | 5         | 5                    | 0                     |           | 2               |
|  | 2016 | 2         | 2                    | 0                     |           | 0               |
| <i>Fondling</i>                                      | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 3         | 2                    | 0                     |           | 0               |
| <i>Statutory Rape</i>                                | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <i>Incest</i>  | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Robbery</b>                                       | 2014 | 1         | 1                    | 0                     |           | 0               |
|  | 2015 | 1         | 1                    | 0                     |           | 2               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Aggravated Assault</b>                            | 2014 | 1         | 1                    | 0                     |           | 0               |
|  | 2015 | 1         | 1                    | 0                     |           | 6               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Burglary</b>                                      | 2014 | 4         | 4                    | 0                     |           | 0               |
|  | 2015 | 2         | 2                    | 0                     |           | 0               |
|  | 2016 | 3         | 3                    | 0                     |           | 0               |
| <b>Motor Vehicle Theft</b>                           | 2014 | 2         | 0                    | 0                     |           | 0               |
|  | 2015 | 1         | 0                    | 0                     |           | 2               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Arson</b>   | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |

|                            |      | Arrest            |                      |                       |           |                 |
|----------------------------|------|-------------------|----------------------|-----------------------|-----------|-----------------|
| Other Offenses             | Year | On Campus         | Residential Facility | Non Building Property | Campus or | Public Property |
| Liquor Law Violations      | 2014 | 4                 | 4                    | 0                     |           | 0               |
|                            | 2015 | 20                | 20                   | 0                     |           | 6               |
|                            | 2016 | 1                 | 0                    | 0                     |           | 0               |
| Drug Abuse Violations      | 2014 | 20                | 20                   | 0                     |           | 0               |
|                            | 2015 | 29                | 29                   | 0                     |           | 7               |
|                            | 2016 | 23                | 20                   | 0                     |           | 0               |
| Illegal Weapons Possession | 2014 | 2                 | 2                    | 0                     |           | 0               |
|                            | 2015 | 1                 | 1                    | 0                     |           | 1               |
|                            | 2016 | 0                 | 0                    | 0                     |           | 0               |
|                            |      | Judicial Referral |                      |                       |           |                 |
| Other Offenses             | Year | On Campus         | Residential Facility | Non Building Property | Campus or | Public Property |
| Liquor Law Violations      | 2014 | 14                | 6                    | 0                     |           | 0               |
|                            | 2015 | 44                | 44                   | 0                     |           | 0               |
|                            | 2016 | 11                | 8                    | 0                     |           | 0               |
| Drug Abuse Violations      | 2014 | 33                | 0                    | 0                     |           | 0               |
|                            | 2015 | 26                | 26                   | 0                     |           | 0               |
|                            | 2016 | 3                 | 4                    | 0                     |           | 0               |
| Illegal Weapons Possession | 2014 | 2                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 0                 | 1                    | 2                     |           | 0               |
| VAWA Amendment Offenses    | Year | On Campus         | Residential Facility | Non Building Property | Campus or | Public Property |
| Dating Violence            | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 6                 | 6                    | 0                     |           | 0               |
|                            | 2016 | 16                | 11                   | 0                     |           | 1               |
| Domestic Violence          | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 1                 | 0                    | 0                     |           | 0               |
| Stalking                   | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 4                 | 2                    | 0                     |           | 0               |

**Hate Crimes:** 2014: No Hate Crimes reported.  
2015: No Hate Crimes reported.  
2016: No Hate Crimes reported.

**Unfounded Crimes:** 2014: One Unfounded Crime.  
2015: One Unfounded Crime.  
2016: One Unfounded Crime.

## Albany State University West Campus Crime Stat Information

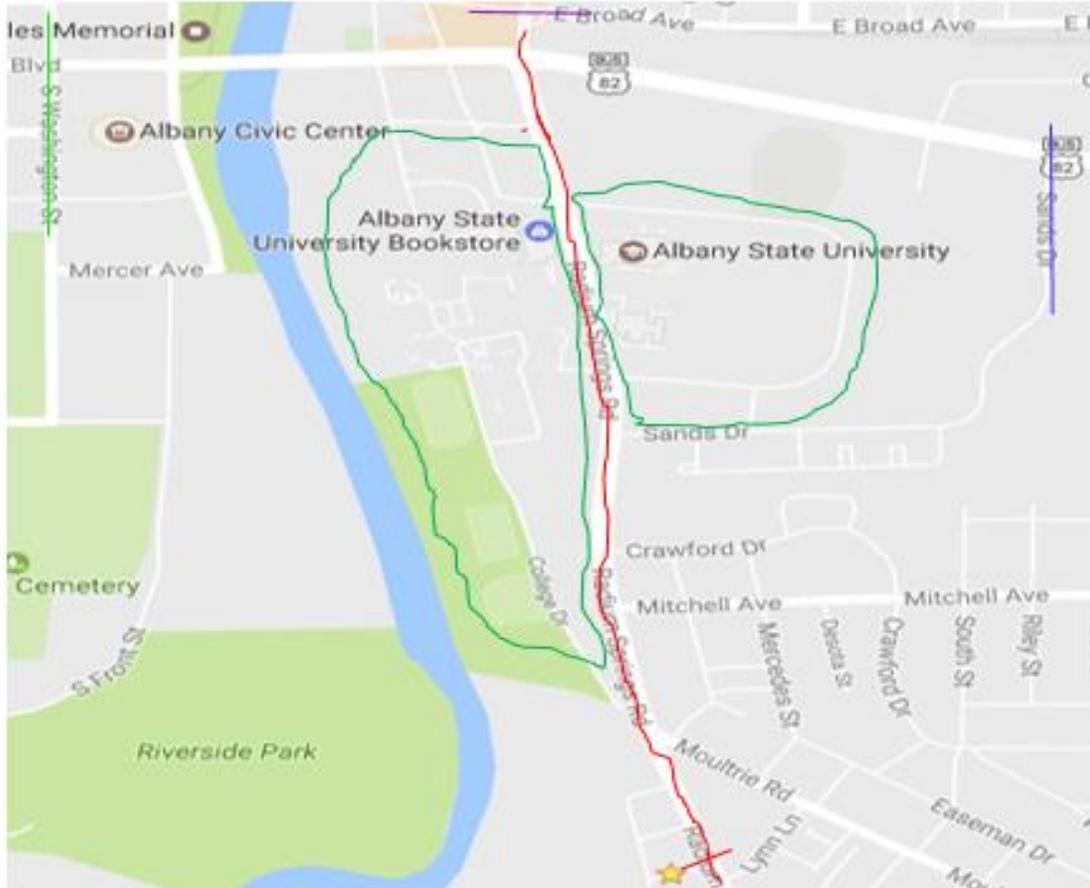
| Offense  | Year | On Campus | Residential Facility | Non Building Property | Campus or | Public Property |
|--|------|-----------|----------------------|-----------------------|-----------|-----------------|
| <b>Criminal Homicide</b>                             |      |           |                      |                       |           |                 |
| <i>Murder and Non Negligent Manslaughter</i>         | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <i>Manslaughter by Negligence</i>                    | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Sex Offenses</b>                                  |      |           |                      |                       |           |                 |
| Forcible Sex Offenses (Category used until 2014)     | 2014 |           |                      |                       |           |                 |
|  | 2015 |           |                      |                       |           |                 |
|  | 2016 |           |                      |                       |           |                 |
| Non Forcible Sex Offenses (Category used until 2014) | 2014 |           |                      |                       |           |                 |
|  | 2015 |           |                      |                       |           |                 |
|  | 2016 |           |                      |                       |           |                 |
| <i>Rape</i>  | 2014 | 0         | 0                    | 0                     |           | 1               |
|  | 2015 | 0         | 0                    | 0                     |           | 3               |
|  | 2016 | 1         | 0                    | 0                     |           | 0               |
| <i>Fondling</i>                                      | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 1               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <i>Statutory Rape</i>                                | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <i>Incest</i>  | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Robbery</b>                                       | 2014 | 0         | 0                    | 0                     |           | 1               |
|  | 2015 | 1         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Aggravated Assault</b>                            | 2014 | 0         | 0                    | 0                     |           | 4               |
|  | 2015 | 0         | 0                    | 0                     |           | 1               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Burglary</b>                                      | 2014 | 5         | 0                    | 0                     |           | 0               |
|  | 2015 | 1         | 1                    | 0                     |           | 0               |
|  | 2016 | 3         | 2                    | 0                     |           | 0               |
| <b>Motor Vehicle Theft</b>                           | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 1               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |
| <b>Arson</b>   | 2014 | 0         | 0                    | 0                     |           | 0               |
|  | 2015 | 0         | 0                    | 0                     |           | 0               |
|  | 2016 | 0         | 0                    | 0                     |           | 0               |

|                            |      | Arrest            |                      |                       |           |                 |
|----------------------------|------|-------------------|----------------------|-----------------------|-----------|-----------------|
| Other Offenses             | Year | On Campus         | Residential Facility | Non Building Property | Campus or | Public Property |
| Liquor Law Violations      | 2014 | 1                 | 1                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 15                | 26                   | 0                     |           | 0               |
| Drug Abuse Violations      | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    |                       |           | 2               |
|                            | 2016 | 5                 | 5                    | 0                     |           | 0               |
| Illegal Weapons Possession | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 1                 | 1                    | 0                     |           | 0               |
|                            |      | Judicial Referral |                      |                       |           |                 |
| Other Offenses             | Year | On Campus         | Residential Facility | Non Building Property | Campus or | Public Property |
| Liquor Law Violations      | 2014 | 2                 | 2                    | 0                     |           | 0               |
|                            | 2015 | 28                | 28                   | 0                     |           | 0               |
|                            | 2016 | 2                 | 0                    | 0                     |           | 0               |
| Drug Abuse Violations      | 2014 | 2                 | 2                    | 0                     |           | 0               |
|                            | 2015 | 3                 | 3                    |                       |           | 0               |
|                            | 2016 | 7                 | 5                    | 0                     |           | 0               |
| Illegal Weapons Possession | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 0                 | 0                    | 0                     |           | 0               |
| VAWA Amendment Offenses    | Year | On Campus         | Residential Facility | Non Building Property | Campus or | Public Property |
| Dating Violence            | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 6                 | 5                    | 0                     |           | 0               |
| Domestic Violence          | 2014 | 2                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 0                 | 0                    | 0                     |           | 0               |
| Stalking                   | 2014 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2015 | 0                 | 0                    | 0                     |           | 0               |
|                            | 2016 | 1                 | 1                    | 0                     |           | 0               |

**Hate Crimes:** 2014: No Hate Crimes reported.  
2015: No Hate Crimes reported.  
2016: No Hate Crimes reported.

**Unfounded Crimes:** 2014: One Unfounded Crime.  
2015: One Unfounded Crime.  
2016: No Unfounded Crimes.

### Albany State University East Campus Clery Geographical Map



Red- Public

Green- On Campus

#### Boundaries

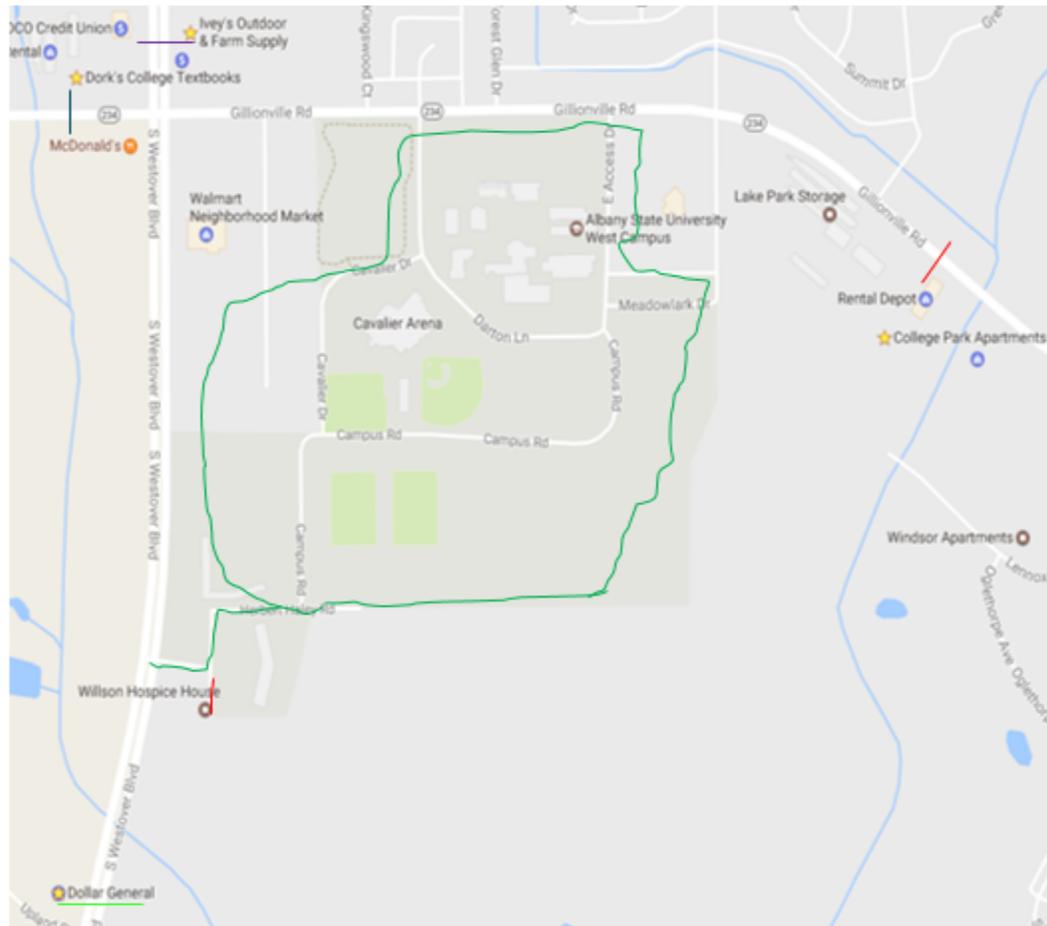
North- Broad Avenue \_\_\_\_\_

South- Richard Avenue \_\_\_\_\_

East- Sands Drive \_\_\_\_\_

West- South Washington Street \_\_\_\_\_

## Albany State University West Campus Clery Geographical Map



**Red- Public**

**Green- On Campus**

### Boundaries

North- Ivey's Outdoor & Farm Supply

South- Dollar General

East- College Park Apartments

West- Dork's College Textbooks

## Albany State University Annual Fire Safety Report

*The Higher Education Opportunity Act enacted on August 1, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information by this act for Albany State University and Darton State College. Due to pending consolidation to be finalized January 1, 2017, both institutions are included in this report.*

### Definitions

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

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

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

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

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

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

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

The University has adopted and developed numerous Safety Policies and Guidelines to help promote a safe living and work environment at all University locations.

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

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

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

### What to Bring and What not to Bring

#### (4.06) COMBUSTIBLES

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

#### (4.07) ELECTRICAL OUTLETS AND SMALL APPLIANCES

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

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

### Plans for Future Improvements in Fire Safety

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

Emergency calls and notifications regarding fires are made to:

- |  |              |
|--|--------------|
| 1. Albany State University Police Department | 229-430-4711 |
| 2. Albany Fire Department                    | 911          |
| 3. Albany Police Department                  | 229-431-2100 |
| 4. Housing Staff and Office                  | 229-430-4741 |

## Fire Statistics for Albany State University's Student Housing

| Residential Facilities                             | Year | # of Fires | Date       | Time  | Cause of Fire | # of Injuries that Required Treatment at a Medical Facility | # of Deaths Related to a Fire | Value of Property Damage Caused by Fire |
|--|------|------------|------------|-------|---------------|---|-------------------------------|---|
| South Hall 504 College Drive                       | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| East Hall 504 College Drive                        | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| North Hall 504 College Dr.                         | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Hall 1 504 College Dr.                             | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Hall 2 504 College Dr.                             | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Hall 3 504 College Dr.                             | 2014 | 1          | 02/22/2014 | 03:16 | Cooking       | 0   | 0                             | 0                                       |
|  | 2015 | 1          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Hall 4 504 College Drive                           | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Hall 5 504 College Drive                           | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Hall 6 504 College Drive                           | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
| Darton Commons 260 Foundation Ln. Albany, Ga 31707 | 2014 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A        | N/A   | N/A           | 0   | 0                             | 0                                       |

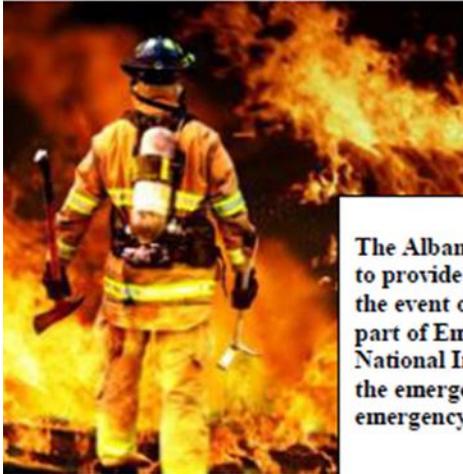
| Residential Facilities   | Year | # of Fires | Date | Time | Cause of Fire | # of Injuries that Required Treatment at a Medical Facility | # of Deaths Related to a Fire | Value of Property Damage Caused by Fire |
|--|------|------------|------|------|---------------|---|-------------------------------|---|
| Darton Village South<br>2657 Herbert Haley Rd.<br>Albany, Ga 31707 | 2014 | 0          | N/A  | N/A  | N/A           | 0   | 0                             | 0                                       |
|  | 2015 | 0          | N/A  | N/A  | N/A           | 0   | 0                             | 0                                       |
|  | 2016 | 0          | N/A  | N/A  | N/A           | 0   | 0                             | 0                                       |

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

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

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## **Albany State University Building Evacuation and Shelter in Place Plan**



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

**FIRE**

**TORNADO**

**HURRICANE**

**MAN-MADE DISASTER**



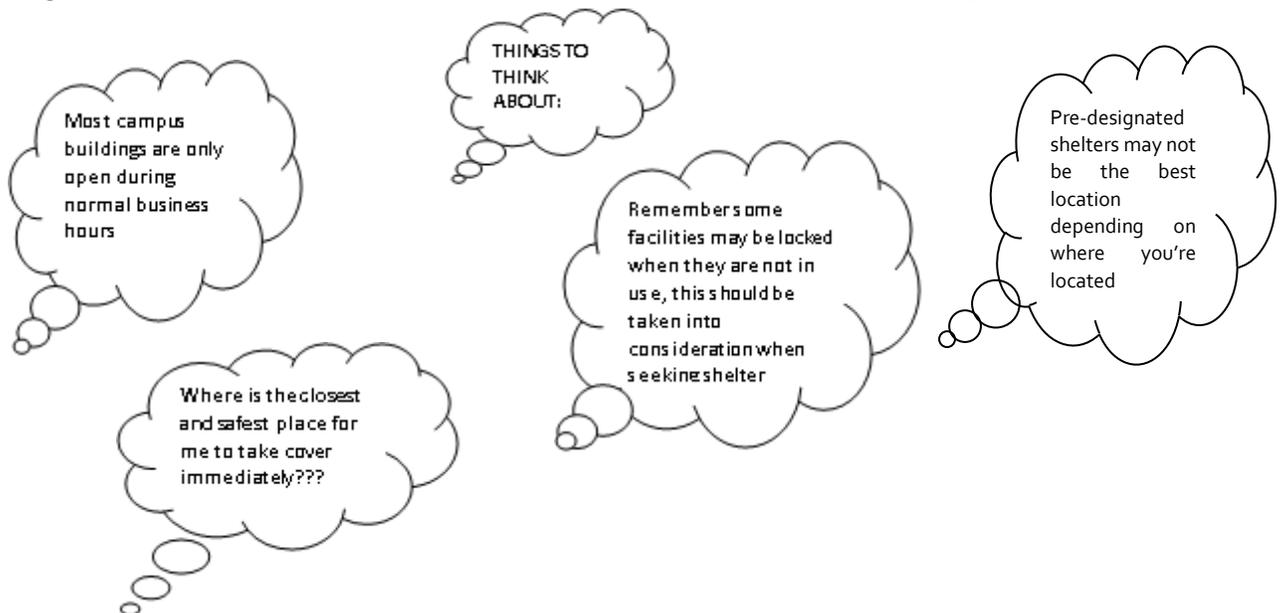
## Evacuation and Shelter

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

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

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

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



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

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

|              | Location              | Evacuation   | Shelter  |
|--------------|-----------------------|--|--|
| Lower Campus | Reese Building        | Occupants should exit the building and assemble in the parking lot area near the track.  | Occupants should assemble in <b>the post office located on the first floor</b> . The bathroom is also suitable for shelter   |
|              | Sanford Gym           | Occupants should exit the building and assemble in the parking lot area near the track.  | Occupants should assemble in the <b>meeting rooms located around the south entrance</b> .  |
| North Campus | Facilities Management | Occupants should exit the building and assemble in the large parking area located across from Simmons Hall.  | Occupants should assemble in the back <b>hallway bathrooms and office spaces rooms 104, 105, 106, 116 and 117</b> .  |
|              | Holley Hall           | Occupants should exit the building and assemble in the large parking area near the Pedestrian Mall.  | Occupants should assemble in the <b>band room or bathrooms located on the first floor of the building and also rooms 106 and 110</b> .   |
|              | New Student Center    | Occupants should exit the building and assemble in the Pedestrian Mall area if on the first floor. Occupants on the second floor should exit the building and assemble in the Residence Hall 3 parking area. | Occupants on the first floor should assemble in the restrooms. Occupants on the second floor should assemble in the following areas: <b>Dining Hall area room 123, 124, hallway area of the ballroom, hallway area 169, staging area 133,175,176 and formal meeting area</b> . |
|              | Old Presidents House  | Occupants should proceed to the rear parking area of the facility.   | Occupants should assemble in the <b>kitchen and/or bathroom</b> of the facility.   |
|              | Simmons Hall          | Occupants should exit the building and assemble in the large Simmons parking area in front of the building.  | Occupants should assemble in the <b>auditorium located on the first floor if the building room 101 or rooms 103,111 and 112</b> .  |

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

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

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

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

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

|                           | Location    | Evacuation   | Shelter  |
|---------------------------|-------------|--|--|
| <b>Cordele<br/>Campus</b> | First Floor | Exits are located in each corner of the first floor. Proceed across the street into parking lot.                                   | Occupants should assemble in the <b>bathrooms</b> .  |
|                           | Third Floor | Take nearest exit down the stairs to the first floor then proceed to the nearest exit. Proceed across the street into parking lot. | Occupants should assemble in the <b>hallways of the first floor of the building</b> . Close all doors and windows. Do not remain in offices with exposed windows. Bathrooms also suitable for shelter. |