GEORGIA PIEDMONT TECHNICAL COLLEGE

ANNUAL SAFETY
AND
SECURITY REPORT 2017

- DEKALB CAMPUS
- NEWTON CAMPUS
- NEWTON BUILDING D & CONFERENCE CENTER
- REGIONAL TRANSPORTATION TRAINING CENTER
- SOUTH DEKALB CAMPUS

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Georgia Piedmont Technical College
2017 Annual Right to Know Security Report

CLERY ACT

This information is supplied in compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This Act contains safety and security related laws and regulations from the Higher Education Opportunity Act as amended (2009). The Act requires colleges and universities across the United States to disclose information about crime on and around their campuses. Because the law is tied to participation in federal student financial aid programs it applies to most institutions of higher education both public and private. It is enforced by the U.S. Department of Education. The "Clery Act" is named in memory of Jeanne Ann Clery who was murdered while asleep in her residence hall room on April 5, 1986 at Lehigh University, Pennsylvania.

This report contains information on:

- The Georgia Piedmont Technical College Campus Police Department Clery Act Requirements
- How to Report Criminal Activities Individual Responsibility
- Crime Prevention Programs
- Georgia Piedmont Technical College Campus Crime Statistics Sexual Assault Policy
- Violence Against Women Reauthorization Act Reducing the Risk of Sexual Assault
- Reporting Sexual Assault
- College Responses to Reports Involving Sexual Assault
- The Campus Safety Officer and/or college official should ensure the following ...
- Victims of a Sexual Assault should...
- Sex Offender Registry and Access to Related Information Rape Awareness
- Outside Agencies Available to Render Assistance
- Sex Offender Registry and Access to Related Information Crime Alert Bulletins
- Drug Free School and Workplace Policy Violence-Free College Policy
- Policy Prohibiting Deadly Weapons and Dangerous Instruments Access to Campus Facilities

Note: Georgia Piedmont Technical College does not have or officially recognize any student campus housing on or off campus

This document was revised on: 1/31/2018 4:01 PM
Dear Community Member:

We at Georgia Piedmont Technical college are committed to providing a safe environment, and we ask that everyone takes ownership of this goal.

This report is prepared by a comprehensive team representing various campus sectors: Georgia Piedmont Technical College Campus Police Department, Equal Employment Opportunity/Affirmative Action, Title IX, Academic Affairs, Student Affairs, Vice President of Institutional Effectiveness & Technology, and the Office of the Executive Vice President.

Not only does this report comply with the Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act, it is part of our ongoing effort to inform you of the safety programs and services available and the steps you can take to maintain your safety and the security of others.

Please know that the safety and well-being of our students, faculty, staff, and visitors are our foremost concern. The best protections against campus crime are: a strong law enforcement presence; an aware, informed, alert campus community; and a commitment to reporting suspicious activities and using common sense when carrying out daily activities.

Georgia Piedmont Technical College works diligently to reduce risk and the potential for crime. Safety and security is a shared responsibility, and we expect all current and prospective community members to contribute to the safety and security of our campus. Thank you for attention to this very important mission.

Best wishes,

Jabari Simama, Ed.D.
President

Accessibility to Information and Non-Discrimination Policy

Georgia Piedmont Technical College is an equal opportunity employer and offers career and technical education programs for all regardless of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member of citizenship status (except in those special circumstances permitted or mandated by law). This non-discrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Investment Act of 1998 (WIA) Title I financed programs, educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services. Contact Lisa Peters, the ADA Coordinator, at 404/297-9522, ext. 1154, ADA504Coordinator@gptc.edu or at the main DeKalb campus, 495 N. Indian Creek Drive, Clarkston, GA 30021 Room A-170; or Dr. Debra Gordon, the Title IX Coordinator, at 404/297-9522, ext. 1176, TitleIXCoordinator@gptc.edu or at the main DeKalb campus, 495 N. Indian Creek Drive, Clarkston, GA 30021 Room A-103 for assistance.
The Georgia Piedmont Technical College Campus Police Department

The Georgia Piedmont Technical College Police Department administrates the police and security needs for all campus sites. The sites include the DeKalb Campus, Newton Campus Buildings A-C, Newton Campus-building D and Conference Center, and Paul M. Starnes Center.

The Georgia Piedmont Technical College Police Department is a recognized police department within the State of Georgia comprised of – Chief, Assistant Chief, Police Officers and Security Guards. Police Officers are authorized to make arrest if necessary within their jurisdiction. Security Guards are for visibility purposes and patrol and do not have arrest powers. All department personnel can enforce College policy as well as parking regulations. Each campus works effectively with the local law enforcement agencies in providing police response to calls for services.

For more information contact the Police Department or send an email to: (404) 297-9522 ext. 1700 or security@gptc.edu.

Clery Act Requirements

How to Report Criminal Activities

Georgia Piedmont Technical College encourages each member of the campus community to report any crimes and criminal activity to the Campus Security Department or to 911 for immediate action. Other areas of concern you might have about safety or security should be reported to the Campus Security Department so they can be addressed.

Reporting to Other Campus Security Authorities

In addition to College Police, crimes and emergencies may be reported to certain college officials who are deemed Campus Security Authorities by Federal Law. These include the Associate Vice President of Enrollment Management and Student Affairs, Associate Vice President for Academic Affairs/the Title IX Coordinator, the Director of Human Resources. and advisors to student organizations. If a crime is reported to any of these individuals, basic information about the type of crime and the location where it occurred will be shared with college police for the purposes of investigation, Timely Warnings and inclusion in the Annual Security Report.

Local Police Departments

The GPTC Police Department has a verbal agreement with local police agencies as it relates to jurisdiction and for violations out of the scope of our expertise. This includes agreements,
between the institution and such agencies for the investigation of alleged criminal offenses. We are in the process of working toward a written and signed Memorandum of Understanding with local agencies. If student or staff needs to report a crime that occurred off campus, the GPTC Police department will ensure that the responsible jurisdiction is apprised of the reporting crime.

**Additional Resources for Crime Victims**

Crime victims have a number of offices at GPTC available to them that are here to offer support and provide information about programs and services available. Some of the offices a student crime victim may contact for information and assistance include:

Main Number: (404) 297-9522

Chief of Police………………………………………………………………….Ext. 1569

Associate VP Enrollment Management & Student Affairs ………………..Ext.1752

Director of Human Resources………………………………………………..Ext.1210

Associate VP Academic Affairs/Title IX Coordinator………………………..Ext. 1176

Student Activities Director/Coordinator ………………………………………..Ext. 1220

Dean of Student Affairs…………………………………………………………….Ext. 1111

You can report Criminal Activities by contacting your Campus Security Department at:

**DeKalb Campus, Clarkston**

404-297-9522 Ext. 1700

security@gptc.edu

**Newton Campus Buildings A, B,&C, Covington**

404-297-9522 Ext. 3100 or 1700

security@gptc.edu

**Newton Bldg. D & Conf. Center, Covington**

404-297-9522 Ext. 5000 or 1700

security@gptc.edu

**South DeKalb Campus, Decatur**

678-628-6257

security@gptc.edu

**Regional Transportation Center, Lithonia**

678-526-7384/404-297-9522 Ext. 1700

security@gptc.edu

Georgia Piedmont Technical College encourages everyone to become an active participant in his/her personal safety. This can be achieved in part by reporting crimes that occur on college property. On the rare occasion that criminal activity occurs on campus, it should be reported in a timely manner. Every member of the campus community has an obligation to make a report of the crime or criminal activity to Campus Police for investigation. Remember, safety is everyone’s responsibility. It is college policy that criminal offenses occurring on college property will be reported to the police for investigation. All reports will be investigated. The college can refer students to a third party contracted Life Balance Program/Counseling services and has
procedures for voluntary, confidential reporting of crime statistics.

Counselors Confidential Reporting Procedures

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 [f], clarification was given to those considered to be campus security authorities. Campus “Professional Counselors,” when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, counselors are encouraged; if they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. Georgia Piedmont Technical College does not offer on campus counseling at this time.

Individual Responsibility

Personal safety while on campus is the result of a partnership between the Campus Police Department and each individual on campus. Georgia Piedmont Technical College strives to ensure the safety of all individuals within its community. Students and employees, collectively and individually, must take responsibility for their own safety and that of their personal belongings. Simple precautions are the most effective means of maintaining personal security. Each campus of Georgia Piedmont Technical College provides well-lit parking areas and walkways for your use. Safety escorts are available upon request. Unattended cars should always be locked. When you leave items of value in your car, they should be locked in the trunk. Students should notify Campus Police or a college employee of any unusual events or individuals present on campus.

Crime Prevention Programs

Your Campus Security Department's Crime Prevention Programs are intended to provide you with information to reduce the possibility of anyone becoming the victim of a crime. "YOU" are the key element in crime prevention. Each person is responsible for his or her personal safety. If you develop good safety and security habits, you can assist us in assuring a safe environment here at Georgia Piedmont Technical College. The Campus Security Officers and Police Officers are available to participate in faculty and staff in-service programs as well as Student Affairs activities. Crime Prevention activities include:

Student programs

- Presentation at New Student Orientations (campus wide)
  - Campus Safety & Crime Prevention PowerPoint Slide in overall Orientation Program
  - Frequency: Three to four times a week, per academic year
- Ongoing reminders of “See Something, Say Something” Program
  - Frequency: Reminders are sent at the beginning of each term via campus email

Faculty programs

- Presentation at New Faculty/Adjunct Orientations (DeKalb Campus)
  - Guest Speaker from GPTC Police Department
  - PowerPoint Presentation
  - Frequency: Beginning of New Term
• Information available on the GPTC Portal for Faculty and Staff
• Ongoing reminders of “See Something, Say Something” Program
  o Frequency: Reminders are sent at the beginning of each term via campus email
• Email reminders to employees regarding the need for accurate reporting and how to utilize our Maxient System
  o Frequency: Reminders are sent three times per term via campus email to Faculty & Staff

Georgia Piedmont Technical College Campus Crime Statistics

In compliance with the requirements of the Clery Act, the Campus Police Department collects and compiles crime statistics which are disclosed to the public. Information is collected from sources on and off campus. This includes crimes reported directly to the Campus Police Department, reports of crimes made to those campus officials described below, and crimes reported to law enforcement agencies for publication on an annual basis.

Campus Safety Authority

The function of a campus safety authority is to report to the appropriate law enforcement allegations of Clery Act crimes that he or she concludes are made in good faith. A campus security authority is not responsible for determining authoritatively whether a crime took place—that is the function of law enforcement. Crimes that should be reported are: Murder/non-negligent manslaughter, negligent manslaughter, forcible sex offenses, non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, all hate crimes involving bodily harm, theft or intimidation and all liquor, drug or weapons law violations, domestic violence, dating violence and stalking.

The “campus safety authorities” with significant responsibility for student and campus activities for Georgia Piedmont Technical College are: Police Chief; Associate Vice President of Academic Affairs, Associate Vice President of Student Affairs, Dean of Student Affairs; Evening & Weekend Deans, and Academic and Campus Deans.

CRIME LOGS

The Campus Police Department provides a daily crime log as maintained by the Police Chief. The log is available to the public in Building A Room 168 DeKalb campus; Building B Room 123; Newton Campus; and, Room 101 South DeKalb Campus. Crime log entries include all crimes reported to the Police Department. Information includes the nature of the crime, date and time of the incident, general location of the crime and disposition of the complaint, if known. The campus log is accessible to anyone by request.

Individuals that would like to request a daily crime log that aren’t available on the website by e-mailing the Chief of Police at Maddoxm@gptc.edu. Additionally, the Daily Crime Log is also made available, in hard-copy format, to walk-in customers in our Campus Police Office, which is located in Room A-166 on the DeKalb campus.

GPTC’s crime log covers the most recent 60-day period and is open for public inspection during
normal business hours. Crime log information dating back more than 60 days will be made available for inspection within two business days of a written request.

SEXUAL ASSAULT POLICY

Georgia Piedmont Technical College is committed to providing a safe, secure educational and work environment where individuals are free from the threat of sexual assault or other crimes involving force or intimidation.

Reducing the Risk of Sexual Assault

Adopting a sense of personal responsibility for one’s safety and common sense can provide a degree of protection from assault. Following is a list of safety tips:

Find strength in numbers; attend social gatherings with a friend; stick together and arrange a pre-planned signal to alert one another when it’s time to go or if either needs help. Avoid walking or jogging alone at night and stick to lighted areas whenever possible; each campus provides escort services during evening hours; contact the relevant campus Safety Office to arrange for an escort.

Keep doors and windows locked and remain aware of your surroundings; never hitchhike

Each campus has informational brochures available describing how one may reduce the risk of sexual assault; campus programs designed to provide instruction on defensive skills are conducted upon request. Check Campus Safety WebPages and the College Campus Safety Web page for details. [http://www.gptc.edu/content.cfm?PageCode=security](http://www.gptc.edu/content.cfm?PageCode=security)

Reporting Sexual Assault

Persons who believe they have been sexually assaulted or been subjected to any sexual offense on campus should immediately report the incident to a local law enforcement office by calling 911 and the Campus Security Office or to any College employee who has been identified as a Campus Security Authority. College personnel to whom a report is made will assist the student in contacting local law enforcement. Campus Security officers will assist the student through the process of reporting, but are not authorized to conduct a criminal investigation. If you are unsure of how to respond, you may wish to call the DeKalb Rape Crisis 24-hour hotline at 404-377-1428.

Georgia Piedmont Technical College is committed to treating victims of sexual assault with respect and will keep reports of such assaults confidential to the extent required by the victim. Victims always have the option to forgo prosecution after an assault is reported.

Following is a list of resources that may be used in the event of a sexual assault or other emergency:

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact Number</th>
</tr>
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<tbody>
<tr>
<td>Emergency Assistance</td>
<td>404-297-9522 ext. 1700</td>
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College Responses to Reports Involving Sexual Assault (all forcible or non-forcible sex offenses)

In addition to criminal prosecution, any Georgia Piedmont Technical College student or employee who is reported to be the perpetrator of a sexual offense (including rape, acquaintance rape or any other forcible or non-forcible sex offense) in connection with any College sponsored activity is subject to College processes and procedures pertaining to disciplinary action. College disciplinary action can be initiated even if criminal charges are not pursued. Allegations brought against a student will be processed according to the complaint procedures identified in the Student Handbook. Sanctions may include suspension or expulsion. Where desired by the victim, the College will make reasonable accommodations to the parties’ academic schedules so as to avoid contact between the victim and the accused.

Allegations brought against an employee will be processed according to the procedures identified in the Employee Policy Manual. Sanctions may include suspension or termination of employment. Reasonable accommodations designed to prevent contact between the victim and the accused will be arranged by the college.

Both the accused and the accuser are entitled to the same opportunities to have others present during a disciplinary proceeding. Both the accused and the accuser will be informed of the outcome (final determination and sanction) of any institutional disciplinary proceeding that is brought alleging a sex offense.

The Campus Police Officer and/or college official should ensure the following:

All college personnel will treat victims of any crime with respect. Victims are entitled to privacy during every aspect of the reporting process and any ensuing investigation.
All information obtained will be confidential. Victims have the right to receive medical treatment and counseling services.

The college official and/or Campus Security Officer will inform victims that they have the option to report their case through the college judicial system and/or have the appropriate police agency respond and conduct a full investigation. Victims have the right to refuse these sanctions or any assistance.

Victims will be made aware of appropriate student services and counseling available through
community-based counseling services. Georgia Piedmont Technical College will notify victims of a sexual assault of the options to adjust the academic schedule whenever reasonably possible. Victims also have the right to decline any schedule adjustments. Reporting the crime does not obligate victims to follow through with prosecution.

**Victims of a Sexual Assault should:**

- Always go to a safe place.
- Contact Campus Police if the assault occurred on campus.
- Preserve evidence: Whenever possible the victim should not shower, bathe, or douche, change clothing, or otherwise clean up. If at all possible, do not urinate. Important evidence could be destroyed or lost. Evidence found by investigators will help police conduct the investigation.
- Do not smoke, drink liquids, or brush their teeth if oral contact has been made.
- Keep clothing that was worn at the time of the offense; if clothes are changed, place clothing in a paper bag. (Note: evidence deteriorates in plastic.)
- Get prompt medical attention.
- Write down all details remembered as soon as possible.

Georgia Piedmont Technical College strives to make your educational environment safe. The college recognizes that individual conduct while on campus significantly impacts the quality of campus life. Georgia Piedmont Technical College recognizes sexual misconduct of any kind as a socially irresponsible behavior that violates the rights of other individuals. Student Affairs provides informational brochures and Community Resource information fairs as part of a program to enlighten everyone on how to avoid or prevent a sexual assault and also what to do should one occur.

**Violence Against Women Reauthorization Act**

Georgia Piedmont Technical College (GPTC) is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state laws, the Technical College System of Georgia (TCSG) policy, and college policy, the College prohibits harassment of or discrimination against any person because of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, gender expression, ethnicity or national origin, religion, age, genetic information, disability, or veteran status by any member of the GPTC Community on campus, in connection with a College program or activity, or in a manner that creates a hostile environment for members of the GPTC community. Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal, expulsion, or termination from GPTC.

Every member of the GPTC community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. All members of the faculty, staff, and student body are expected to ensure that nondiscriminatory practices are followed at the College. Any student, faculty, staff, visitor or third party with a complaint or
Georgia Piedmont Technical College does not discriminate on the basis of sex in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. As a result, Georgia Piedmont Technical College issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a college official. In this context, Georgia Piedmont Technical College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the college community.

For a complete copy of Georgia Piedmont Technical College policy governing sexual misconduct, visit:

http://www.gptc.edu/docs/about/empmanual/HR/III.A.2.1.SexualMisconduct.htm

Behavioral Intervention Team (BIT)

The purpose of the Behavioral Intervention Team (BIT) is to provide a cross-functional, multidisciplinary review of student behaviors perceived as aberrant, threatening or dangerous. Our goal is to confidentially address behaviors of concern, while demonstrating due diligence for the safety of our students, faculty and staff. BIT meetings maximize the opportunity to effectively resolve the issue and minimizes the likelihood that problematic behavior will escalate.

A. Definitions

Definitions of sexual assault, domestic violence, dating violence, and stalking, colleges must use definitions provided by Violence Against Women Act and Georgia law.

Consent as defined in Sexual activity requires voluntary, positive agreement between the participants to engage in specific sexual activity.

Communicating consent:

Consent to sexual activity can be communicated in a variety of ways, but one should presume that consent has not been given in the absence of clear, positive agreement.

While verbal consent is not an absolute requirement for consensual sexual activity, verbal communication prior to engaging in sex helps to clarify consent. Communicating verbally
before engaging in sexual activity is imperative. However potentially awkward it may seem, talking about your own and your partner's sexual desires, needs, and limitations provide a basis for a positive experience.

Consent must be clear and unambiguous for each participant at every stage of a sexual encounter. The absence of "no" should not be understood to mean there is consent. A prior relationship does not indicate consent to future activity.

**Alcohol and drugs:**

A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, is not capable of giving valid consent.

The use of alcohol or drugs may seriously interfere with the participants' judgment about whether consent has been sought and given.

**Sexual Assault:**

In Georgia, Sexual Assault is defined under OCGA 16-6-5. As “sexual contact” is that is perpetrated by “a person who has a supervisory or disciplinary authority over another individual.”

Forcible Rape is the carnal knowledge of a 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 because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.

Forcible Sodomy is oral or anal sexual intercourse with 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 because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with an Object is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of 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 because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. An object or instrument is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.

Forcible Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, 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 because of his/her
youth or because of his/her temporary or permanent mental incapacity

**Domestic Violence:**

In Georgia, the term Domestic Violence is not defined but Family Violence is defined under OCGA § 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, simply battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass”.

**Dating Violence:** violence committed by a person—

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

**Stalking:**

In Georgia, Stalking is defined under OCGA § 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 by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received.

For the purpose of this article, the term 'place or places' shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term 'harassing and intimidating' means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made.

(2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent
injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person’s consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others."

B. Education and Prevention Programs

The College engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and faculty that:

Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct; Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking; defines what behavior and actions constitute consent to sexual activity in the State of Georgia; Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;

- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks.

- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The College has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation; participating in the Spring and Fall Faculty/Staff orientation program; presenting programs throughout the year on at least a quarterly basis, and web-based training programs regarding issues students face with relationships and alcohol.

HAVEN TRAINING
The primary prevention and awareness course for all incoming students and new
employees is Haven for Faculty and Staff. Georgia Piedmont Technical College has partnered with EverFi, whose mission is to help students address critical life skills such as alcohol abuse prevention, sexual assault prevention, and financial literacy in higher education institutions across the country. Each year over 1,500,000 students and employees complete these courses.

As part of our comprehensive prevention program, Georgia Piedmont Technical College expects all credit students (new and continuing) and employees to complete HAVENPlus training. This online education will empowers faculty & staff as well as students to make well-informed decisions about issues that affect your years at Georgia Piedmont Technical College and beyond.

Each campus has collateral and brochures on how to access the HAVEN Training as well as information regarding Sexual Assault Violence. There are several offices on campus that provide training programs that promote the awareness of rape, and other sex offenses. At least one program per semester is offered and advertised through The Office of Student Activities, as well as through blast email. For Faculty and Staff, this is information is included in the onboarding process.

Reducing the Risk of Sexual Assault & Dating Violence, Domestic Violence, and Stalking

Adopting a sense of personal responsibility for one’s safety and common sense can provide a degree of protection from assault. Following is a list of safety tips:

- Find strength in numbers; attend social gatherings with a friend; stick together and arrange a pre-planned signal to alert one another when it’s time to go or if either needs help
- Avoid walking or jogging alone at night and stick to lighted areas whenever possible; each campus provides escort services during evening hours; contact the relevant campus Security Office to arrange for an escort.
- Keep doors and windows locked and remain aware of your surroundings; never hitchhike

Each campus has informational brochures available describing how one may reduce the risk of sexual assault; campus programs designed to provide instruction on defensive skills are conducted upon request; check Campus Safety Web Pages and the College Campus Safety Web page for detail.

Procedures for Reporting a Complaint

The College has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of medical, counseling and
support services, and additional remedies to prevent contact between a complainant and an accused party, such as, academic, transportation and working accommodations, if reasonably available. Students and employees should contact the Vice President of Student Affairs or Title IX Coordinator. College personnel are not authorized to conduct criminal investigations. College staff will contact specially trained counselors at the DeKalb Rape Crisis Center for professional assistance to guide a victim through the process.

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible at the local Rape Crisis Center. In Georgia, evidence may be collected even if you chose not to make a report to law enforcement. Evidence may be stored at the DeKalb Rape Crisis Center up to one year.

Victims of a Sexual Assault should:

- Always go to a safe place. Contact a trusted friend.
- Contact Campus Security if the assault occurred on campus or contact DeKalb Rape Crisis Resource Center, Law Enforcement, or local Medical Center.
- Preserve evidence: Whenever possible the victim should not shower, bathe, or douche, change clothing, or otherwise clean up. If at all possible, do not urinate. Important evidence could be destroyed or lost. Evidence found by investigators will help police conduct the investigation.
- Do not smoke, drink liquids, or brush their teeth if oral contact has been made.
- Keep clothing that was worn at the time of the offense; if clothes are changed, place clothing in a paper bag. (Note: evidence deteriorates in plastic.)
- Get prompt medical attention.
- Write down all details remembered as soon as possible.

In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards/investigators or police. Although the College strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim’s choice whether or not to make such a report and victims have the right to decline involvement with the police. The College Security or Chief of Police will assist any victim with notifying local police if they so desire.

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Associate Vice President of Academic Affairs, DeKalb Campus Building Room A-103, phone 404-297-9522 x 1176;
email gordond@gptc.edu and Campus Police (if the victim so desires.) The College will provide resources to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with the DeKalb Rape Crisis Center or law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

CONFIDENTIALITY
The college will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

DISCIPLINARY PROCESS
If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, the below are the procedures that the College will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:

<table>
<thead>
<tr>
<th>Incident Being Reported</th>
<th>Procedure College Will Follow</th>
<th>Evidentiary Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault</td>
<td>1. Depending on when reported (immediate vs. delayed report), college will provide complainant with access to medical care 2. College will assess immediate safety needs of complainant 3. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact</td>
<td>Sexual assault cases are referred to the Title IX Coordinator and are adjudicated by the college’s Sexual Misconduct Board using the <em>preponderance of the evidence</em> standard.</td>
</tr>
</tbody>
</table>
information for local police department
4. College will provide complainant with referrals to on and off campus mental health providers
5. College will assess need to implement interim or long-term protective measures, such as, change in class schedule, “No Contact” directive between both parties
6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate
7. College will provide written instructions on how to apply for Protective Order
8. College will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution
9. College will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is
10. College will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against
<table>
<thead>
<tr>
<th><strong>Stalking</strong></th>
<th><strong>Dating Violence</strong></th>
<th><strong>Stalking cases are referred to the Chief Conduct Officer and adjudicated using the clear and convincing evidentiary standard. If the stalking is sexually based, it may fall under the college’s Sexual Misconduct Policy and if so, would be referred to the Title IX Coordinator and adjudicated under the college’s Sexual Misconduct Board using the preponderance of the evidence standard.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. College will assess immediate safety needs of complainant 2. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department 3. College will provide written instructions on how to apply for Protective Order 4. College will provide written information to complainant on how to preserve evidence 5. College will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</td>
<td>1. College will assess immediate safety needs of complainant 2. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</td>
<td><strong>Dating Violence cases are referred to the Chief Conduct Officer and adjudicated using the clear and convincing evidentiary standard. If the dating violence incident is sexually based, it may fall under the college’s Sexual Misconduct Policy and if so, would be</strong></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>3. College will provide written instructions on how to apply for Protective Order</td>
<td>referred to the Title IX Coordinator and adjudicated under the college’s Sexual Misconduct Board using the preponderance of the evidence standard.</td>
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<tr>
<td>-------------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>4. College will provide written information to complainant on how to preserve evidence</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. College will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</td>
<td></td>
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<tr>
<td></td>
<td>6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Domestic Violence Cases are referred to the Chief Conduct Officer and adjudicated using the clear and convincing evidentiary standard. If the act of domestic violence is sexually based, it may fall under the college’s Sexual Misconduct Policy and if so, would be referred to the Title IX Coordinator and adjudicated under the college’s Sexual Misconduct Board using the preponderance of the evidence standard.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. College will assess immediate safety needs of complainant</td>
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<td></td>
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<tr>
<td></td>
<td>6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</td>
<td></td>
</tr>
</tbody>
</table>
C. Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights. In Georgia, a victim of domestic violence, dating violence, sexual assault or stalking has the following rights: http://www.djj.state.ga.us/Victims/PDF/GeorgiaCrimeVictimBillRights.pdf

- The College will assist victims of sexual assault, domestic violence, dating violence, and stalking upon request for incidents occurring off campus and will provide each victim with information on local resources and prevention materials.
- Victims may call the local Rape Crisis Center for assistance and help in filing for a protective order. Any person who obtains an order of protection should provide a copy to Campus Security and the Office of the Title IX Coordinator.
- A complainant may then meet with the Associate Vice President for Student Affairs and Campus Security to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus.
- This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc.

To the extent of the victim's cooperation and consent, College offices, including Academic Affairs, Student Services, Title IX and Campus Police will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal College investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic or working situations in addition to counseling, health services and assistance in notifying local law enforcement. The Title IX Coordinator and DeKalb Rape Crisis Center serve as the student's point of contact for services. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. The College does not publish the name of crime victims nor house identifiable information regarding victims in the campus Daily Crime Log or online. Victims may request that directory information on file be removed from public sources by request by filing the appropriate form with Student Affairs.

GPTC upon written request will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against
a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

**Resources for victims of Domestic Violence, Dating Violence, Sexual Assault & Stalking**

<table>
<thead>
<tr>
<th>Title IX Coordinator</th>
<th>Dr. Debra Gordon</th>
<th>404-297-9522 x 1176</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Affairs</td>
<td>Candice Jones</td>
<td>404-297-9522 x 1111</td>
</tr>
<tr>
<td>Campus Security/Police</td>
<td>Chief Melody Maddox</td>
<td>404-297-9522 x 1569</td>
</tr>
<tr>
<td>DeKalb Rape Crisis Center</td>
<td></td>
<td>404-377-1428</td>
</tr>
</tbody>
</table>

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

**Employee Assistance Program (EAP)**
Cameron and Associates Inc. provide counseling to employees and their families in the areas of: Marital, Adolescence, Family, Grief, Stress, Alcohol and Drugs, Emotional, Financial, Legal or any personal trouble. (1-800-334-6014) http://www.caiquality.com/

http://www.gnesa.org - STATE Coalition Against Rape

http://gcadv.org- STATE Coalition Against Domestic Violence

http://www.rainn.org – Rape, Abuse and Incest National Network http://www.ovw.usdoj.gov/sexassault.htm -

Department of Justice

http://www2.ed.gov/about/offices/list/ocr/index.html Department of Education, Office of Civil Rights

**D. Adjudication of Violations**

Whether or not criminal charges are filed, the College or a person may file a complaint under the Student Code of Conduct or Sexual Harassment/Discrimination policy alleging that a student or employee violated College policy. For employee complaints:
Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Security will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

The College’s student disciplinary process will include a prompt, fair, and impartial investigation and resolution process. Investigators and hearing board members are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The policy provides that:

The accuser and the accused each have the opportunity to attend a hearing before a properly trained hearing board;

The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or hearing. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing;

A student conduct decision is based on the preponderance of evidence standard, i.e. “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused student violated the College’s Student Conduct Code?”

The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and

The accuser and the accused each have the right to appeal the outcome of the hearing.

Information on the appeals process is located on the college web page and Students will be notified simultaneously in writing of the final outcome after the appeal is resolved.

A person alleging sexual assault, domestic violence, dating violence, or stalking may also utilize the complaint and investigatory procedures set forth in the College’s policy against Sexual Harassment in order to remedy any hostile environment.

All conduct proceedings against students, however, will be resolved through:

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the College’s ability to respond to the complaint may be limited.

**Confidentiality**

The College will protect the identity of persons who report having been victims of sexual
assault, domestic violence, dating violence, or stalking to the fullest extent of the law.

**Sanctions and Protective Measures**

In all cases, investigations that result in a finding of more likely than not that a violation of the POLICY occurred will lead to the initiation of disciplinary procedures against the accused individual. College sanctions including, probation, suspension or expulsion, may be imposed upon those determined to have violated this policy. The College may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

**Levels of Sanctions & Violations**

**Level I Violations**

*The following are examples of the most common Level I violations and possible outcomes for offenses:*

Informally resolved Indecent Conduct, Improper Disposal of Trash, Violation of Professionalism/personal appearance policy, Violation of Posting Policy, Parking Violation

**Sanctions for Level I violations are:**

Letter of Warning, Counseling, Education Project, Reprimand.

**Level II Violations**

*The following are examples of the most common Level II violations and possible outcomes for offenses:*

Use/Abuse of Student ID, Indecent Behavior, Disruption, Security Violations, Violation of Tobacco free campus policy, Failure to comply, Solicitation and Sales on Campus, Aiding and Abetting, Falsification of Documentation, Technology Misuse or Abuse, Second “Level I” Violation within a 12-month period, Violation or conviction of local, state, and/or federal law.

**Sanctions for Level II violations are:**

Counseling, Education Project, Special Assignment, Restitution, Restricted Access,
Disciplinary Probation, No contact order.

**Level III Violations**

*The following are examples of the most common Level III violations and possible outcomes for offenses:*

Violation of Drug and Alcohol & Other substances Policy, Harassment, Violence, Electronic Copyright Infringement Policy, Disorderly Conduct, Disorderly Intoxication, Fire Safety - Minor (candles, halogen lamps/bulbs, coil appliances, incenses), Failure to Appear before a Student Conduct Officer or Hearing Board, Furnishing False Identification and/or Information, Gambling Policy, Violations of Weapons policy, Hazing, Illegal Entry/Trespassing, No Contact Order, Intimidation, Second “Level II” Violation within a 12-month period, Sexual Misconduct, Theft, Attempted Theft, Possession of Stolen Property (under $150.00), Third “Level I” Violation within a 12-month period, Violation or conviction of local, state, and/or federal law.

**Sanctions for Level III violations are:**

Education Project, Monetary Fine, Restitution, Restricted Access, Disciplinary Probation, Disciplinary Probation with Restrictions, Alcohol/Drug/Anger Assessment, Suspension.

**Level IV Violations**

*The following are examples of the most common Level IV violations and possible outcomes for offenses:*

Assault, Concealed Weapons, Drugs-Possession, Use, Sale and Drug Paraphernalia, Failure to comply with a student conduct administrative or hearing board decision, Failure to comply with College official/law enforcement, Firearms/Firecrackers, Fire Safety (creating false fire alarms, failure to evacuate a structure, tampering with fire equipment), Fourth “Level I” Violation within a 12-month period, Harassment, Malicious Destruction of Property, Second “Level III” Violation within a 12-month period, Sexual Assault and Sexual Violence, Theft, Attempted Theft, Possession of Stolen Property ($150.00 or more), Third “Level II” Violation within a 12-month period, Violations committed while on living unit or disciplinary probation, Violation or conviction of local, state, and/or federal law.

**Sanctions for Level IV violations are:**

Monetary Fine, Restitution, No Contact Order, Restricted Access, Loss of Privileges, Disciplinary Probation, Disciplinary Probation with Restrictions, Alcohol/Drug/Anger Assessment, Suspension, Dismissal.
Sanctions for Level V violations can include:

The following are examples of the most common Level V violations and possible outcomes for offenses:

Two level IV violations within one-year, any offense or series of offenses that poses a threat to the health, safety, and well-being of a student, to the College, or to the community, a violation or conviction of local, state, and/or federal law can also be considered a Level V violation.

Sanctions for Level V violations can include:

Suspension, Dismissal.

Definitions:

Counseling - The student may be required to attend counseling sessions with a member of the Counseling Staff or referred to a professional off campus.

Educational Project - The student is required to conduct research or a project in an area relevant to the offense

No Contact Order - A No Contact Order may be imposed in instances where it is determined that a student poses a potential threat to another person. The student will be asked to refrain from making contact in person, via phone, cell phone, text message, instant message, communication via friends or other third parties, etc.

Probation - Probation is a sanction permitting a student to remain enrolled under prescribed conditions. The Probation may be imposed for a specified period of time, or through graduation. During the Probation, the student must demonstrate that his/her behavior conforms to College’s Student Code of Conduct. Student conduct violations are cumulative. Therefore, all subsequent violations of the Student Code of Conduct will be subject to suspension or dismissal.

Restitution - The student is required to pay for repair or replacement of damaged or stolen property. The payment required may not exceed the cost of repair or replacement of the damaged or stolen item, but a lesser amount may be specified.

Suspension - Students will be removed from the College within 24 hours of notification of the disciplinary action. While a student is suspended, he/she is not to return to the campus, programs, facilities and activities of the college without written permission from the Vice President for Student Affairs or Dean of Students. If a student is suspended from the College, a letter will be sent to the email address and mailing address on file for
notification of the suspension. *President’s Approval

**Dismissal/Expulsion**- Dismissal requires that the student completely sever any and all connection with Georgia Piedmont Technical College within 24 hours of notification. *President’s Approval

The Title IX Coordinator will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: an order of no contact, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Georgia Piedmont Technical College.

**Bystander Intervention**

The College encourages all community members to educate themselves about interpersonal violence and share this info with friends. Confront friends who make excuses for other peoples abusive behavior, speak up against racist, sexist, and homophobic jokes or remarks. A good bystander is someone who models pro-social behaviors and intervenes when a potentially dangerous situation occurs.

To combat sexual assault on campus, the most powerful tool is your conveying your concern. The best way bystanders can assist in creating an empowering climate free of interpersonal violence is to diffuse the problem behaviors before they escalate.

Often people don't intervene because they may assume the situation isn't a problem, or feel it is none of their business. They may assume that someone else will do something, or believe that other people weren't bothered by the problem. In some cases, a person might feel their personal safety is at risk.

When people do intervene in a situation, they often say that it was the right thing to do, and that they would want someone to intervene if the roles were reversed.

**Bystander Intervention Keys**

**Notice the Incident.** Bystanders first must notice the incident taking place. Obviously, if they don't take note of the situation there is no reason to help.

**Interpret Incident as Emergency.** Bystanders also need to evaluate the situation and determine whether it is an emergency, or at least one in which someone needs assistance. Again, if people do not interpret a situation as one in which someone needs assistance, then there is no need to provide help.
Assume Responsibility. Another decision bystanders make is whether they should assume responsibility for giving help. One repeated finding in research studies on helping is that a bystander is less likely to help if there are other bystanders present. When other bystanders are present responsibility for helping is diffused. If a lone bystander is present he or she is more likely to assume responsibility.

Attempt to Help. Whether this is to help the person leave the situation, confront a behavior, diffuse a situation, or call for other support/security.

Tips for Intervening
In a situation potentially involving sexual assault, relationship violence, or stalking:
- Do not be antagonistic
- Avoid using violence
- Be honest and direct whenever possible
- Recruit help if necessary
- Keep yourself safe
- Keep your phone handy, call for help or document when you can safely do so.
- If things get out of hand or become too serious, contact Campus Security or the police.

Rape Awareness
Georgia Piedmont Technical College strives to make your educational environment safe. The college recognizes that individual conduct while on campus significantly impacts the quality of campus life. Georgia Piedmont Technical College recognizes sexual misconduct of any kind as a socially irresponsible behavior that violates the rights of other individuals. Student Affairs provides informational brochures as part of a program to enlighten everyone on how to avoid or prevent a sexual assault and also what to do should one occur.

All reports of sexual assault will initiate an internal mechanism for employees and students to resolve the complaint through the college's Procedure for the Resolution of Sexual Harassment Complaints.

The following outside agencies are also available to render assistance:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Reporting Agency</td>
<td>911</td>
</tr>
<tr>
<td>Clarkston Police Department</td>
<td>404-292-9465</td>
</tr>
<tr>
<td>Covington Police Department</td>
<td>770-784-2100</td>
</tr>
</tbody>
</table>
Sex Offender Registry and Access to Related Information

In accordance to the federal Campus Sex Crimes Prevention Act of 2000, GPTC provides a link to the Georgia Bureau of Investigation Sex Offender Registry web site. The Act also requires sex offenders already required to register in a State to provide notice to each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. The sex offender registry is maintained by the Georgia Bureau of Investigations (GBI). You can view the GBI Sex Offender Central Registry at http://gbi.georgia.gov/00/channel_modifieddate/0,2096,67862954_87983024,00.html

Additional information and questions can be referred to the local Sheriff’s department.

Crime Alert Bulletins (Timely Warnings)

The Police Department is primarily responsible for determining the content and distributing a timely warning notice to the community, and such notifications are distributed via official GPTC email or phone alert.

A timely warning notice is considered for distribution to the GPTC community for all Clery Act crimes that are (1) reported to campus security authorities or local police and (2) determined by the institution to represent a serious or continuing threat to students and employees. Such reports shall be provided to students and employees in a manner that is timely, that withholds as confidential the names and other identifying information of victims, and will provide protective advice that will aid in the prevention of similar occurrences.

The decision to issue a timely warning shall be decided on a case-by-case basis. The decision is made by the Chief of Police or his designee considering all available facts, including whether the crime is considered to be a serious or continuing threat to students or employees. Certain specific information may be withheld from a warning if there is a possible risk of compromising law enforcement efforts. But if a crime occurs that would pose a serious or continuing threat to the GPTC community, a timely warning notice would be distributed to the campus community. Timely warning notices are typically distributed to the GPTC community via blast email.
The University Police Chief or designee reviews all college police reports to determine if there is an ongoing threat to the community and if the distribution of a timely warning notice is warranted. Timely warning notices may also be posted for other crime classifications, as deemed necessary.

The Police Department is primarily responsible for determining the content and distributing a timely warning notice to the community, and such notifications are distributed via official GPTC email.

Additionally, in support of crime prevention efforts, each Georgia Piedmont Technical College campus provides reports (Timely Warnings) to its College Communities concerning the occurrence of any Reportable Offense reported to either a local law enforcement agency or to a Campus Security Authority where the occurrence of such an offense is deemed by the President, after consultation with the Vice President or Campus Manager, to constitute a threat to students or employees.

Warnings are designed based on the severity of the crime, the continuing threat to the College Community and the population most likely to be at risk. Warnings will provide a description of the incident, where and when it occurred, a physical description of the perpetrator, any connection to previous reported incidents, category of individuals who may be at risk and the date and time the warning was issued. Dissemination of warnings will depend on similar factors and will consist of posting on the college Web page, GPTC Alert phone notification, bulletin board postings or electronic mail. Similar mechanisms may be used in the event of other emergency circumstances that, while not criminal in nature, nevertheless threaten the safety of members of the College Community. Crime Alert Warnings will be issued by the college President.

**Emergency Planning and Response**

Georgia Piedmont Technical College has developed an emergency response and provides facility-specific planning assistance. We encourage all community members to become familiar with their building plans and campus plan. The college Emergency Response Plan may be viewed by employees on the GPTC intranet. The College utilizes a layered approach to emergency notification. GPTC Regroup is one layer that sends mass communications to those subscribed. To opt in, GPTC students and staff would text ‘emergency’ to 30890. This system is supported by emails, phone trees, mass media, and other localized systems. We also utilize the ALERTUS system for desktop computers.

The college will publicize emergency response and evacuation procedures at least annually in conjunction with a practice drill. Any test or drill will be documented by date, time, announced or unannounced and general description.

**Notification to the GPTC Community about an Immediate Threat**

The President’s Office, including Campus Police, receives information from various
offices/departments on campus and local 911 public safety agencies. When the President or
designee (Administrator in Charge or “Notifier”) confirms that there is an emergency or
dangerous situation that poses an immediate threat to the health or safety of some or all
members of the GPTC community, the Notifier is authorized by the President to determine
the content of the message and to use some or all of the systems described below to
immediately communicate the threat to the GPTC community or to the appropriate segment
of the community, if the threat is limited to a particular building or segment of the population.
The Notifier will delay the notification only if issuing a notification will, in the judgment of the
first responders or the on-duty police officer, compromise the efforts to assist a victim or to
contain, respond to, or otherwise mitigate the emergency. In the event of a serious incident
that poses an immediate threat to members of the GPTC community, the College 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 immediate threat to the
GPTC campus community. These methods of communication include network emails,
emergency text messages that can be sent to a phone or PDA (individuals can sign up for
this service on the Campus website), fire alarms, public address and emergency messages
on the campus website. The College will post updates during a significant emergency on the
GPTC Campus website. Significant emergencies include: fire, tornado, and gas leak, nearby
chemical or hazardous waste spill, earthquake, terrorist incident, armed intruder, bomb
threat, civil unrest, explosion, outbreak of serious illness.

The following personnel are authorized by the President to request and activate an
emergency notification message at their discretion based on information and good faith
judgment: Chief of Police, Evening Administrators, Dean of Industrial Technologies,
Director of Research and Planning, Facilities Supervisor, Student Affairs Assistant,
Human Resources Director.

The Director of Public Relations and the President will develop information to be disclosed
to the broader community and will disseminate the information through media outlets,
newspapers, web sites, radio and television. Georgia Piedmont Technical College does not
have any student housing or dormitories.

**GPTC Emergency Opt-in Enrollment**

To provide GPTC faculty, staff and students with timely emergency and weather closing
notifications, the college utilizes an emergency alert system through Regroup. Regroup
delivers messages via **SMS (text message to your cell phone), e-mail, and voice phone
calls**, and when you enroll you may enter any number of contact numbers/email addresses
where you wish to receive notifications. To opt in, text ‘emergency’ to 30890.

Sign up is quick and easy, and GPTC pledges that your information is confidential and
used ONLY for notification via GPTC Alert! You will not be spammed, and GPTC will NOT
use this system for “routine reminders” (such as registration deadlines, etc.) GPTC”s
regroup will be used exclusively for emergency and weather/campus closing messages. To receive notifications via SMS text messages to your mobile phone, you must have text messaging enabled on that, but if you do not have text messaging enabled.

<table>
<thead>
<tr>
<th>Established Warning Point</th>
<th>Hazard</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Weather Service</td>
<td>Warnings for weather events, flood events, and wild land fires</td>
</tr>
<tr>
<td>C.D.C</td>
<td>Communicable disease/public health emergencies</td>
</tr>
<tr>
<td>Local Fire Department</td>
<td>Structure fire and hazardous material events</td>
</tr>
</tbody>
</table>

**Drug Free School and Workplace Policy**

**Georgia Piedmont Technical College** believes that illegal drugs and abuse of alcohol have no place in the college environment. The unauthorized manufacture, distribution, dispensing, possession, or use of a controlled substance or alcohol is strictly prohibited in all facilities of the college, in all places where employees/students work/attend, including all state-owned vehicles, and as any part of the college's activities. As a condition of employment/enrollment, all employees/students shall abide by this prohibition and notify the college of any criminal drug or alcohol use. Violation of such prohibition shall result in action against the employee/student, which shall include action up to and including termination/expulsion, and/or satisfactory participation in an approved drug or alcohol abuse assistance or rehabilitation program. Participation in such a program shall not be paid for by the college, but may be covered by a(n) employee's/student's health insurance policy.

All violations of the above policy shall be reported to the college president, or his/her designee, who shall report the violation to the appropriate police authority. Action shall be taken in all cases of chargeable offense under the provisions of the applicable state law or comparable federal law; however, a conviction of the charged offense shall not be necessary to take action against the employee/student for a violation of the policy. The employee/student against whom such action is taken shall be entitled to due process through the rules and regulations of Georgia Piedmont Technical College.

All employees/students shall notify the college president in writing of any criminal drug or alcohol statute conviction for a violation occurring in any facility or on the property of the college, or in any college activity, no longer then (5) days after such conviction. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of
alcohol also increase the incidence of a variety of aggressive acts, including spousal and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn/remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effect described.

Note: Employees/students may seek drug or alcohol counseling, treatment, or rehabilitation from appropriate facilities or agencies. Additionally, employees may seek help through the State Employees Assistance Program. Employees may contact the college's Human Resources Office.

**Resources**

GPTC believes the health and wellbeing of all our students is critically important. In recognition of this, we are pleased to announce that comprehensive Student Assistance Program (SAP) services will be available to enrolled students. We have partnered with ESPYR to provide the SAP services including:

- Free and confidential in-person professional counseling
- 24/7/365 telephonic access to counselors
- Free consultation and referrals for financial, legal, childcare and other personal matters.
- On-line self-help resources and programs

The SAP program is free and confidential, with your right to privacy protected within the bounds of the law. The SAP will not disclose to us who uses the program, so we will not be aware you are using the services unless you choose to inform us.

Among the many services provided by the SAP are assessment, short-term counseling and referral, if needed, for personal and emotional issues, such as stress, drug and alcohol abuse counseling, depression, relationships, family matters, academic difficulties and other problems. Students and their dependent family members may receive up to (4) counseling sessions per issue.

**Alcohol Edu for College** — an interactive online program designed to reduce the negative consequences of alcohol amongst students.

**Violence-Free College Policy**

**POLICY STATEMENT | PROHIBITED CONDUCT**

No type of violence will be tolerated on College property or in any place where College students or employees are engaged in College-related activity or in connection with any College-sponsored activity. College employees, students (including persons participating in any activity sponsored by the College) and visitors to the college are directed not to engage in threatening or violent conduct or activities.
The conduct described below constitutes actions that are expressly prohibited on College property or in connection with College-sponsored activities. The list of prohibited activities is designed to provide examples and is not exclusive of other conduct that may constitute a violation of this Policy:

- Causing or threatening to cause physical injury to another person Making threatening, abusive or harassing remarks
- Disorderly, aggressive or hostile behavior that creates a reasonable fear in another of injury or subjects another person to emotional distress; such conduct may include shouting, throwing or pushing objects, punching walls or slamming doors
- Intentionally causing damage to College property or to the property of an employee, student or visitor to the College while on College property or in connection with a College-sponsored activity
- Possession of a weapon or dangerous instrument or engaging in any other conduct in violation of the College Policy Prohibiting the Possession of Deadly Weapons, Dangerous Instruments or Devices
- Committing violent or hostile acts motivated by, or related to, race, age, color, national origin, sexual orientation, sex, disability, marital status, sexual harassment or domestic relationships.

Procedures

I. Reporting Procedures

A. Immediate Threat Procedures

Members of the College Community who encounter an armed or otherwise dangerous person should not challenge or attempt to disarm the individual. In such an event, a person confronted by such an individual should proceed as follows:

- If possible, remove yourself from danger otherwise, remain calm
- Maintain eye contact
- Talk to the individual
- Cooperate as much as feasible
- Notify law enforcement authorities first and then the Campus Safety Office as soon as possible.

B. Potentially Dangerous Threat Procedures

Any potentially dangerous situation of which a member of the College Community becomes aware should immediately be reported to a Campus Security Authority. All reported incidents will be investigated. In compliance with the Georgia Piedmont Technical College Crisis Emergency Manual, College officials will actively intervene at any indication of a possibly hostile or violent situation.
While it is not expected that members of the College Community be skilled at identifying potentially dangerous persons, it is expected that, through the exercise of good judgment, persons observing behavior that could signal a potentially dangerous situation or evidence a potentially violent person will report such an observation to the Campus Security Office.

In addition to the conduct identified in this Policy as prohibited conduct, potentially dangerous behavior or warning signs of a potentially violent person may include:

- Discussion of weapons or bringing weapons onto College property or property used for College-sponsored activities
- Displaying overt signs of extreme stress, resentment, hostility, paranoia or anger; Intimidating, belligerent, harassing, bullying or threatening conduct;
- Sudden or significant deterioration in performance; displaying irrational or disproportionately inappropriate behavior

All members of the College Community are responsible for notifying the Campus Security Office of any threats, witnessed or received. Even if no actual threat has been made, members of the College Community should report any conduct witnessed which, in the exercise of reasonable judgment, appears threatening or violent, when the behavior is connected to or may be carried out in the College environment.

C. Domestic Violence Procedures

Domestic violence is a serious threat to affected individuals and the place where such individuals work or are engaged in other activities.

Members of the College Community who obtain a protective or restraining order that lists College or College-related property as an area to be protected by such order are asked to provide the relevant Campus Security Office with a copy of the order.

II. Enforcement Procedures

Threats, threatening conduct, or any acts of aggression or violence will not be tolerated in the College environment. Any College employee or student who is determined to have committed an act prohibited by this Policy will be subject to disciplinary action, up to and including termination of employment or expulsion and may be reported to law enforcement authorities.

Disciplinary action shall be taken in cases of chargeable offenses under the provisions of applicable state law or comparable federal law; however, a conviction of the charged offense shall not be necessary to take action against the employee/student for violation of this Policy. The employee/student against whom such action is taken shall be entitled to the benefits of the procedures identified in the College Personnel Policy or Student Code of Conduct/College Policy for Student Rights & Student Responsibilities. Persons not subject
to the College Personnel Policy or Student Code of Conduct/College Policy for Student Rights and Student Responsibilities who violate this Policy will be directed to leave the premises and may be reported to law enforcement authorities for criminal prosecution. Other legal remedies may also be invoked.

“The institution will, upon written request, disclose to the alleged victim of any crime of violence (as that term is defined in Section 16 of title 18, United States Code), or a nonforcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.”

**Policy Prohibiting Deadly Weapons and Dangerous Instruments or Devices**

**POLICY STATEMENT**

This Policy applies to the possession or use of any prohibited weapon, dangerous instrument or device and to any prohibited conduct (see Violence-Free College Policy) on any property owned, leased, or otherwise controlled by the College or in any place where College students or employees are engaged in College-related activity or College-sponsored activity ("College Property"). This Policy also applies to any College employee or student (including persons participating in any activity sponsored by the College) and to visitors to the College (collectively the "College Community").

**GEORGIA WEAPONS LAWS (POLICY)**

The Technical College System of Georgia is committed to providing all employees, students, volunteers, visitors, vendors and contractors a safe and secure workplace and/or academic setting. The possession, carrying, or transportation of a firearm, weapon, or explosive compound/material in or on college buildings or property shall be governed by Georgia State Law. All individuals are expected to comply with the related laws. Failure to follow laws pertaining to weapons is considered a violation of the Student Code of Conduct.

Relevant Georgia laws to be aware of and compliant with include but may not be limited to:

- O.C.G.A.§ 16-8-12(a)(6)(A)(iii)
- O.C.G.A.§ 16-7-80
- O.C.G.A.§ 16-7-81
- O.C.G.A.§ 16-7-85
- O.C.G.A.§ 16-11-121
- O.C.G.A.§ 16-11-125.1
- O.C.G.A.§ 16-11-126
- O.C.G.A.§ 16-11-127
Any violation of a federal, state, or local law or ordinance pertaining to the possession, use, attempt or threat to use a deadly weapon, dangerous instrument, or device, committed on College property, shall constitute a violation of this Policy. Copies of Georgia and local law may be obtained from the Campus Security Office.

Georgia law defines dangerous instrument as: "any instrument, article or substance which, under the circumstances in which it is used, attempted to be used or threatened to be used, is readily capable of causing death or serious physical injury, or any disabling chemical spray . . ." "Chemical spray*" includes: mace, tear gas, pepper spray or any other mixture containing quantities thereof, or any other aerosol spray or any liquid, gaseous or solid substance capable of producing temporary physical discomfort, disability or injury through being vaporized or otherwise dispersed in the air, or any canister, container or device designed or intended to carry, store, or disperse such aerosol spray or such as gas or solid.

Georgia law defines a deadly weapon as: a firearm (any weapon from which a shot, projectile, or other object may be discharged by force of combustion, explosive, gas and/or mechanical means, whether operable or inoperable, loaded or unloaded but does not include a BB gun (which is considered a "device" under this Policy) a knife of any sort (other than an ordinary pocket knife, i.e., a folding knife have a blade not more than 2 inches in length, carried in a closed position), switchblade knife, billyclub, blackjack, bludgeon, metal knuckles, slingshot, razor, bicycle chain or ice pick or any dangerous instrument as defined above, which is used, or attempted to be used, to cause death or serious physical injury.

In addition to dangerous instruments and deadly weapons, members of the College Community while on college property are prohibited from possessing, using, attempting or threatening to use any of the following or similar devices: BB guns, pellet guns, paint ball guns, decorative or functional swords, machetes, air rifles, martial arts devices such as throwing stars, garrotes, fireworks, explosives or substances possessed and/or prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation, chemical or biological agents possessed and/or used with the purpose of causing death, serious bodily injury or property damage or otherwise in violation of federal, state, or local law or ordinance.

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, if 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 in regard to 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 Section 16-11-106.

This Policy is not intended to prohibit the possession or use of instruments or devices authorized for the pursuit of the mission of the College. Questions regarding the authorization of such instruments or devices should be directed to the President.

*Chemical sprays kept about the person for personal protection are not prohibited unless used offensively in a malicious or reckless manner.

Reporting Procedures

Members of the College Community who encounter an armed or otherwise dangerous person should notify law enforcement 911 authorities first and then the Campus Security Office as soon as possible.

GA 20-2-1184. Reporting of students committing prohibited acts (a) Any teacher or other person employed at any public or private elementary or secondary school or any dean or public safety officer employed by a college or university who has reasonable cause to believe that a student at that school has committed any act upon school property or at any school function, which act is prohibited by any of the following:

- Code Section 16-5-21, relating to aggravated assault if a firearm is involved;
- Code Section 16-5-24, relating to aggravated battery;
- Chapter 6 of Title 16, relating to sexual offenses;
- Code Section 16-11-127, relating to carrying a weapon or long gun in an unauthorized location;
- Code Section 16-11-127.1, relating to carrying weapons at school functions or on school property or within school safety zones;
- Code Section 16-11-132, relating to the illegal possession of a handgun by a person under 18 years of age; or
- Code Section 16-13-30, relating to possession and other activities regarding marijuana and controlled substances, shall immediately report the act and the name
of the student to the principal or president of that school or the principal's or president's designee. (b) The principal or designee who receives a report made pursuant to subsection (a) of this Code section who has reasonable cause to believe that the report is valid shall make an oral report thereof immediately by telephone or otherwise to the appropriate school system superintendent and to the appropriate police authority and district attorney. (c) Any person participating in the making of a report or causing a report to be made as authorized or required pursuant to this Code section or participating in any judicial proceeding or any other proceeding resulting therefrom shall in so doing be immune from any civil or criminal liability that might otherwise be incurred or imposed, providing such participation pursuant to this Code section is made in good faith. (d) Any person required to make a report pursuant to this Code section who knowingly and willfully fails to do so shall be guilty of a misdemeanor.

**Enforcement Procedures**

Possession or use of any prohibited weapon, dangerous instrument, or device will not be tolerated in the College environment. Any College employee or student who is determined to have committed an act prohibited by this Policy will be subject to disciplinary action, up to and including termination of employment or expulsion depending on the severity of the violation and will be reported to law enforcement authorities. Action shall be taken in all cases of a chargeable offense under the provisions of the applicable state law or comparable federal law; however, a conviction of the charged offense shall not be necessary to take action against the employee/student for a violation of this Policy. The employee/student against whom such action is taken shall be entitled to the benefits of the procedures identified in the College Personnel Policy or Student Handbook. Persons not subject to the College Personnel Policy or Student Code of Conduct who are suspected of violating or determined to have violated this Policy will be directed to leave the premises and may be reported to law enforcement authorities for criminal prosecution, as appropriate. Other legal remedies may also be invoked.

**Exception Procedures**

A member of any law enforcement agency present on college property who is in compliance with any applicable departmental Policy pertaining to the possession of a weapon is excluded from the prohibitions contained in this Policy.

Any member of the College Community who believes he or she has good cause to be excluded from the terms of this Policy may direct a request for an exception to the College President. Exceptions may be granted in the sole discretion of the College President. If an exception is granted, such exception will be identified in writing and include the terms, conditions, and duration of the exception. A copy of the document authorizing an exception
to this Policy will be sent to the Campus Security Office and to any other College official deemed appropriate under the circumstances at least 24 hours in advance of the effective date of the exception.

Access to Campus Facilities

The use of any property or facility owned by Georgia Piedmont Technical College, or upon which College activities are conducted, is limited to registered students, authorized visitors, and employees.

The Associate Vice President of Enrollment Management and Student Affairs and Chief of Police shall have authority to designate certain campus areas or facilities as public areas or facilities, which shall be open to members of the general public without prior registration with the Campus Security Office, or certain events as public events for which prior registration with the Campus Security Office shall not be required. In addition, the Associate Vice President of Enrollment Management and Student Affairs and Chief of Police shall have the authority to adopt different procedures for registering visitors for designated events.

All students, faculty, and staff shall conspicuously display an identification badge issued by the College at all times while on campus. All students shall be required to possess a valid identification card at all times while on campus, and shall present the same to faculty or staff when requested.

Most campus facilities are unlocked during normal business hours. Labs that contain computers and related equipment are only open for use when an instructor or other authorized staff member is present. Employees, students, or visitors needing access to any facilities that are closed or locked must contact the Campus Security Office or Facilities Maintenance and must have a valid reason for entering a closed or restricted area. Proper identification will be required from any person seeking access to a locked area. Students will not be allowed access to locked areas without an instructor or other authorized staff member present. Students will be denied general access to closed facilities during breaks and holidays in which the campus is officially closed.

Access control is a very important part of security. Facilities Maintenance personnel supervise the locking and unlocking of buildings. The Director of Facilities approves and issues keys. All buildings on the GPTC campuses are alarmed and monitored while closed. Only staff with keys and an access code can enter after hours. Students may not remain in the buildings without an instructor present.

Outdoor lighting is maintained for access to buildings and in parking areas. Maintenance reports for broken locks or lights should be made immediately to the Director of Facilities. The college maintains agreements with public utilities and contractors for routine maintenance and replacement of exterior lighting.

Video surveillance cameras are in use at campus. Campus grounds, lawns, trees and
shrubbery are maintained in a manner to increase visibility and to deter criminal activity.

**Preparation and Distribution of Annual Report**

The Director of Police and Security prepares the annual report and statistics. Correspondence is sent to the head of each law enforcement agency with primary response jurisdiction for crime analysis and statistics on college property, adjoining public property and off campus locations. Each year, an e-mail notification is sent to all enrolled students that provides the web site to access this report. Faculty and staff receive a similar notification on the college email service. Copies of the report may also be obtained at the Campus Police Office, which is in A-166 on the DeKalb Campus.

**GPTC Property Addresses:**

<table>
<thead>
<tr>
<th>Campus</th>
<th>Address</th>
<th>City, State  Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>DeKalb Campus</td>
<td>495 North Indian Creek Drive</td>
<td>Clarkston, GA 30021</td>
</tr>
<tr>
<td>Newton A,B,C Campus</td>
<td>16200 Alcovy Road</td>
<td>Covington, GA 30014</td>
</tr>
<tr>
<td>Newton Bldg. D &amp; Conf. Ctr.</td>
<td>8100 Bob Williams Parkway</td>
<td>Covington, GA 30014</td>
</tr>
<tr>
<td>South DeKalb Campus</td>
<td>2460 Wesley Chapel Road</td>
<td>Decatur, GA 30032</td>
</tr>
<tr>
<td>Regional Transportation</td>
<td>6720 Marbut Road</td>
<td>Lithonia, GA 30058</td>
</tr>
<tr>
<td>Training Center</td>
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</tr>
</tbody>
</table>

**GPTC does not own or operate any residence facilities for students.**

**DEFINITIONS OF REPORTABLE CRIMES UNDER THE CLERY ACT**

**Murder/Manslaughter:** the willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence:** the killing of another person through gross negligence.

**Sex Offenses—Forcible:** 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.

**Forcible Rape** - carnal knowledge of a person, forcibly and/or against the person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). The offense includes the rape of males and females.
**Forcible Sodomy** - oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly and/or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sexual Assault With An Object** - use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly and/or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent.

**Forcible Fondling** - touching of the private parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will or, not forcibly and/or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sex Offenses—Non-Forcible:** unlawful, non-forcible sexual intercourse (limited to incest and statutory rape).

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

**Statutory Rape** - non-forcible sexual intercourse with a person who is under the age of consent.

**Robbery:** 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:** unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. Usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary:** unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle. There are three classes of motor vehicles: (1) autos, (2) trucks and buses, (3) and other vehicles.

**Larceny Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**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, or personal property of another, etc.
Vandalism: To willfully or maliciously destroy, injure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

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 Abuse Violations: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in the preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or the importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Weapon 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 deadly weapons.

Hate Crime: A criminal offense committed against a person, property, or society which is motivated, in whole or part, by the offender’s bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as a bias crime. Hate crimes are defined as criminal offenses that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.

CLERY ACT HATE CRIME DEFINITIONS

Hate Crime: A criminal offense committed against a person, property, or society which is motivated, in whole or part, by the offender’s bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as a bias crime.

Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black’s Law Dictionary, 6th ed. as “where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.”)

Pocket-picking: The theft of articles from another person’s physical possession by stealth where the victim usually does not become immediately aware of the theft.

Purse-snatching: The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.

Shoplifting: The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.

Theft from Building: A theft from within a building which is either open to the general
public or where the offender has legal access.

Theft from Coin Operated Machine or Device: A theft from a machine or device which is operated or activated by the use of coins.

Theft from Motor Vehicle (Except “Theft of Motor Vehicle Parts or Accessories”): The theft of articles from a motor vehicle, whether locked or unlocked.

Theft of Motor Vehicle Parts or Accessories: The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.

All Other Larceny: All thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** Means violence committed by a person—

Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

Where the existence of such a relationship will be determined based on a consideration of the following factors:

- The length of the relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.

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

a) fear for his or her safety or the safety of others; or b) suffer substantial emotional distress

*Source: Uniform Crime Reporting Handbook, 2004; U.S. Department of Justice*

**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 (Except “Arson”): To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Source: Hate Crime Data Collection Guidelines, October 1999; U.S. Department of Justice

Georgia Piedmont Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097 or call (404) 679-4500 for questions about the accreditation of Georgia Piedmont Technical College. The Commission should be contacted only if there is evidence that appears to support the college’s significant non-compliance with a requirement or standard. Inquiries such as admission requirements, financial aid, educational programs, etc., should be addressed directly to Georgia Piedmont Technical College (495 N. Indian Creek Drive, Clarkston, GA 30078, Phone 404-297-9522) and not to the Commission’s office.

Georgia Piedmont Technical College is a Unit of the Technical College System of Georgia. As set forth in GPTC’s student catalog, GPTC does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following individuals are responsible for coordinating the college’s implementation of Title VI, Title IX, Section 504, and the ADA: Title VI & IX Coordinator: Dr. Debra Gordon, 404-297-9522 x 1176 and Section 504 and ADA Coordinator: Lisa Peters, 404-297-9522 x 1154.

CAMPUS CRIME STATISTICS

Furthermore, Georgia Piedmont Technical College must provide the following geographic breakdown of the crime statistics:

- On campus
- In a non-campus building or on non-campus property
- On non-campus public property including thoroughfares, streets, sidewalks, or parking facilities that are within the campus or immediately adjacent to and accessible from the campus

The number of crimes determined to be unfounded and removed from crime statistics must be reported. Georgia Piedmont Technical College does not maintain non-campus properties.

Georgia Piedmont Technical College DeKalb Campus

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2014 HATE CRIMES – DeKalb Campus

No reportable occurrences of Hate Crimes either on campus or public property for the criminal offenses of: Murder/Non-Negligent Manslaughter, Rape, Fondling, Incest, Statutory Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Simple Assault, Larceny-Theft, Intimidation, and Destruction/Damage/Vandalism of Property, which includes all categories of Bias of: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin.

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2016 HATE CRIMES – DeKalb Campus

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### CAMPUS CRIME STATISTICS
Georgia Piedmont Technical College Newton A,B,C Campus

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<tr>
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</table>

### 2014 HATE CRIMES – Newton A,B,C

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2016 HATE CRIMES – Newton A,B,C

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2016 HATE CRIMES – Newton Building D & Conference Center

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<th>On-Campus Criminal Offenses</th>
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<td>Murder/Non-Negligent Manslaughter</td>
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CAMPUS CRIME STATISTICS
Georgia Piedmont Technical College South DeKalb Campus

*Please note that South DeKalb Campus opened in the Fall of 2015*

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CAMPUS CRIME STATISTICS
Georgia Piedmont Technical College Regional Transportation Training Center

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</tr>
<tr>
<td>Weapon Possessions</td>
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Disciplinary Actions: | 0 | 0 | 0 | 0 | 0 | 0
---|---|---|---|---|---|---
Liquor Law Violations | 0 | 0 | 0 | 0 | 0 | 0
Drug Abuse Violations | 0 | 0 | 0 | 0 | 0 | 0
Weapon Possessions | 0 | 0 | 0 | 0 | 0 | 0
Domestic Violence | 0 | 0 | 0 | 0 | 0 | 0
Dating Violence | 0 | 0 | 0 | 0 | 0 | 0
Stalking | 0 | 0 | 0 | 0 | 0 | 0
Hate Crimes | 0 | 0 | 0 | 0 | 0 | 0

2014 HATE CRIMES – Regional Transportation Training Center

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CAMPUS MAPS
Georgia Piedmont Technical College DeKalb Campus
495 North Indian Creek Drive, Clarkston, Georgia 30021
Georgia Piedmont Technical College Newton Campus (A, B, C, D)
8100 Bob Williams Parkway, Covington, GA 30014

**Newton Campus Map**

- **Building A**
  - (Upper Level)
  - Cashier's Office
  - Information Desk
  - Office of Admissions
  - Office of Financial Aid
  - Office of the Registrar
  - MUR
  - Newton Auditorium
  - Patio
  - Student Hub

- **Building C**
  - Advanced EMT
  - Cosmetology
  - Fire Science
  - Paramedic

  **Buildings A, B, & C Address:**
  16200 Alcovy Road
  Covington, Georgia 30014

- **Building B**
  - (Upper Level)
  - Room 206, Assessment Center
  - Room 210, Academic Advising
  - Room 216, Student Success Center
  - Business Information Systems Courses
  - General Studies Courses

- **Building D**
  - (Lower Level)
  - Room 105, College Bookstore
  - Room 109, Learning Resource Center (Library)
  - Room 123, Campus Police
  - Adult Education Classes
  - Patio
  - Student Lounge

  **Building D & Conference Center**

  **Building D Address:**
  8100 Bob (Bobby) Williams Parkway
  Covington, GA 30014

  *Please note: Building D is 3 minutes away.
  (2.1 miles away from Buildings A – C)*