

## 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:

Incident Being Reported	Procedure College Will Follow	Evidentiary Standard
<b>Sexual Assault</b>	<ol style="list-style-type: none"> <li>1. Depending on when reported (immediate vs. delayed report), college will provide complainant with access to medical care</li> <li>2. College will assess immediate safety needs of complainant</li> <li>3. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact</li> </ol>	Sexual assault cases are referred to the Title IX Coordinator and are adjudicated by the college's Sexual Misconduct Board using the <i>preponderance of the evidence</i> standard.

	<p>information for local police department</p> <p>4. College will provide complainant with referrals to on and off campus mental health providers</p> <p>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</p> <p>6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</p> <p>7. College will provide written instructions on how to apply for Protective Order</p> <p>8. College will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution</p> <p>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</p> <p>10. College will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against</p>	
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	a person for complaining of sex-based discrimination	
<b>Stalking</b>	<ol style="list-style-type: none"> <li>1. College will assess immediate safety needs of complainant</li> <li>2. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. College will provide written instructions on how to apply for Protective Order</li> <li>4. College will provide written information to complainant on how to preserve evidence</li> <li>5. College will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</li> </ol>	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.
<b>Dating Violence</b>	<ol style="list-style-type: none"> <li>1. College will assess immediate safety needs of complainant</li> <li>2. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> </ol>	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

	<ol style="list-style-type: none"> <li>3. College will provide written instructions on how to apply for Protective Order</li> <li>4. College will provide written information to complainant on how to preserve evidence</li> <li>5. College will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. College will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</li> </ol>	<p>referred to the Title IX Coordinator and adjudicated under the college’s Sexual Misconduct Board using the preponderance of the evidence standard.</p>
<p><b>Domestic Violence</b></p>	<ol style="list-style-type: none"> <li>1. College will assess immediate safety needs of complainant</li> <li>2. College will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. College will provide written instructions on how to apply for Protective Order</li> <li>4. College will provide written information to complainant on how to preserve evidence</li> <li>5. College will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. College will provide a “No</li> </ol>	<p>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.</p>

	trespass” (PNG) directive to accused party if deemed appropriate	
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**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