



2023

# Annual Security Report and Annual Fire Safety Report



Georgia Gwinnett  
COLLEGE

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## From the President

To the Georgia Gwinnett College community,

It is up to each one of us to help foster a secure and supportive environment at Georgia Gwinnett College – an environment where individuals can feel safe to visit, learn, work and live. Primary to this goal are the principles of responsibility and respect. These values are essential to any community and serve as the foundation for the success and productivity of our students, faculty, and staff. Safety on campus is one of the highest concerns. A truly safe campus can only be achieved through the cooperation of everyone. This publication contains information about campus safety measures and reports statistics about crime in our college community. It also describes our efforts to combat alcohol and drug abuse. Please take the time to read it and help foster a more caring and safer environment.

**Dr. Jann L. Joseph**

*President of Georgia Gwinnett College*



## From the Chief of Police/Public Safety

To the Georgia Gwinnett College community,

On behalf of the members of the Office of Public Safety, I want to thank you for your interest in our Annual Security and Annual Fire Safety Report. We publish this report because it contains valuable information for our campus community. We also published the report to comply with the important provisions of the Clery Act. Campus safety and security and compliance with the Clery Act and Violence Against Women Act (VAWA) provisions should be a part of everyone's responsibility at GGC. We encourage you to review the information we have made available to you in this document. You will find information about our organization including descriptions of certain services that we provide. You will also become familiar with our strong commitment to victims of crime and the specific, extensive services we make available to crime victims. Lastly, you will find valuable information about security policies and procedures on our campus, crime data, and crime prevention information. We join President Joseph in the commitment to foster a secure and supportive environment at GGC. We are proud to be an integral part of GGC's tradition of excellence. Campus safety and security is a collaborative effort at GGC. We partner with the many departments at Georgia Gwinnett College that have a critical role in fostering campus safety, including Student Affairs, Health and Safety, and other college offices. It has always been our goal to provide the highest quality of public safety services to the Georgia Gwinnett College community and we are honored to collaborate with the entire campus community. The staff members of the Office of Public Safety are committed to making GGC a safe place in which to live, work and study.

**Terrance W. Schneider**

*Associate Vice President of Operations/Chief of Police*

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# Accessibility to Information and Non-Discrimination Statement

It continues to be the policy of Georgia Gwinnett College (GGC) to implement affirmative action and equal opportunity for all employees, students and applicants for employment or admission without regard to race, color, creed, religion, national origin, sex, age, sexual orientation, gender expression, gender identity, ethnicity, genetic information, veteran status, or disability.

The college's affirmative action program and related policies are developed in compliance with Executive Orders 1124, as amended; Title VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; the Age Discrimination in Employment Act of 1967; the Vietnam Era Veterans Readjustment Assistance Act of 1974, as it amends 38 U.S.C. 4212; the Rehabilitation Act of 1973 (Sections 503 & 504); Genetic Information Nondiscrimination Act of 2008 (GINA); the Pregnancy Discrimination Act of 1978; the Americans with Disabilities Act of 1990 (Title II) and their implementing regulations.

In conformance with the federal regulations listed above, Georgia Gwinnett College does not discriminate against any employee or applicant for employment or against any student or applicant for admission regarding any opportunity for which the employee or student is qualified.

Georgia Gwinnett College will provide reasonable accommodation to employees, applicants for employment, students, and patrons who have physical and/or mental disabilities, in accordance with applicable statutes. Georgia Gwinnett College will take affirmative action to employ and advance in employment persons who are qualified disabled veterans, veterans of the Vietnam Era, or other covered veterans.

Every member of this college community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. The policy has the unequivocal support of the Office of the President. All members of the staff, faculty, and student body are expected to ensure that nondiscriminatory practices are followed at Georgia Gwinnett College.



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# Annual Security and Annual Fire Safety Report

## Reporting Crimes and Other Emergencies

Georgia Gwinnett College (GGC) has several ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate college officials. Due to the high usage and availability of cell phones on the campus by students, staff, and faculty, GGC does not utilize dedicated emergency phones.

Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire college community that you immediately report all incidents to the Campus Police at (678) 407-5333 to ensure an effective investigation and appropriate follow-up actions, including issuing a Crime Alert or emergency notification.

## Voluntary, Confidential Reporting

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage our campus community members to report crimes promptly and to participate in and support crime prevention efforts. The campus community will be much safer when all our members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within Georgia Gwinnett College or the criminal justice

system, you may consider filing a voluntary, confidential report as an option. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. A confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow Georgia Gwinnett College to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Annual Fire Safety Report. In limited circumstances, the department may not be able to assure confidentiality and will inform you in those cases.

## Reporting to Campus Police

We encourage all members of the campus community to report all crimes and other emergencies to Campus Police promptly. Campus Police have a dispatch center that is available by phone at (678) 407-5333 or in person 24 hours a day at Building D, 20 Collins Industrial Way, Lawrenceville, Ga 30043. Though there are many resources available, campus police or local police should be notified of any crime when a victim elects to report or is unable, whether an investigation continues, to assure Georgia Gwinnett College can assess all security concerns and inform the campus community if there is a significant threat to the campus community.

**Anyone may call the Campus Police at (678) 407-5333 to report concerning information. Callers may remain anonymous.**



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## Other Security Authorities

Georgia Gwinnett College has many uniformed security employees throughout the Georgia Gwinnett College campus. There are uniformed security employees in housing, the library, and Building D, and student patrols in the remaining buildings. Uniformed security personnel provide direct communications to the Campus Police Communications Center. Please visit the GGC Public Safety website, [Reporting Emergencies](#).

## Anonymous Reporting

As an option, you can submit anonymous tips through the GGC Public Safety website, [Reporting Emergencies](#). By policy, we do not attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety. Persons may also report crimes through the National Crime Stoppers at 1 (800) 222-TIPS or via the [Crime Stoppers website](#). You can also submit tips through State Crime Stoppers at 1 (404) 577-TIPS or via the Greater Atlanta Crime Stoppers website.

## Reporting to Other Campus Security Authorities

While Georgia Gwinnett College prefers that community members promptly report all crimes and other emergencies directly to the Campus Police at (678) 407-5333 or 911, we also recognize that some may prefer to report to other individuals or college offices. The Clery Act recognizes certain college officials and offices as “Campus Security Authorities (CSA).” The Act defines these individuals as an “official of an institution who has significant responsibility for student and campus activities, including, but not

limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to act or respond to issues on behalf of the institution.”

**While GGC has identified a significant number of CSAs, we officially designate the following offices as places where campus community members should report crimes:**

### **Campus Police**

20 Collins Hill Industrial Way  
(678) 407-5333

### **Dean of Students**

Student Center, Suite E-3140  
(678) 407-5882

### **Office of Student Integrity**

Student Center, Suite E-2150  
(678) 407-5661

### **Equal Opportunity and Title IX Compliance**

B-Building, Suite B-3700  
(678) 407-5010  
Title IX Coordinator

### **Student Housing**

Building 1000  
(678) 407-5501  
Director of Student Housing



## Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Georgia Gwinnett College to serve in counseling roles are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, Georgia Gwinnett College encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

## It is Up to Each of Us

Georgia Gwinnett College takes immense pride in its community and offers students, faculty, and staff many advantages. This campus community is a wonderful place to live, learn, work and study; however, this does not mean that it is immune from all the other unfortunate circumstances that arise in other

communities. With that in mind, Georgia Gwinnett College has taken progressive measures to create and maintain a safe environment on campus.

Though Georgia Gwinnett College is progressive with its policies, programs, and education, it is up to each one of us to live with a sense of awareness and use reasonable judgment.







## Preparation of the Annual Security and Annual Fire Safety Report and Disclosure of Crime Statistics

The Office of Public Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using the information collected and reported by the Campus Police, and information provided by other college offices such as Equal Opportunity and Title IX Compliance, Student Affairs, Student Housing and other Campus Security Authorities, and the information requested from local law enforcement agencies surrounding the main campus. Each of these offices provides updated policy information and crime data. Detailed information on the responsibilities for collection, analyzing and reporting of required Clery information can be found at the following link: [9.12.65 Georgia Gwinnett College Campus Security Compliance Act Policy](#).

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings, or property owned, leased, or controlled by Georgia Gwinnett College. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol, and other drugs.

Georgia Gwinnett College distributes a notice of the availability of this Annual Security and Annual Fire Safety Report by October 1 of each year to every member of the campus community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Campus Police at (678) 407-5710 or by visiting online: [Crime/Fire Statistics and Reports](#).

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## Recordkeeping

As required by the federal Clery Act, Georgia Gwinnett College retains for at least seven (7) years all records documenting reports of Clery crimes made to the Georgia Gwinnett College Police, other campus security authorities, and local law enforcement. This will include the timely warning determination for each report, and if a timely warning was made a copy of that warning. Also retained are records of all crime prevention and educational programming offered, including but not limited to security procedures, alcohol and other drugs, and sexual violence, across the institution.

The Georgia Gwinnett College Police Department retains all entries made in the daily crime and fire log for at least seven (7) years. Copies of these archived entries will be made available for public inspection within two business days of a request. For a period of seven (7) years, the college will maintain records of:

- Each investigation conducted involving reported sexual misconduct, including any determination regarding responsibility and any audio or audio-visual recording or transcript, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to college programs or activities;
- Any appeal and the result therefrom;
- Any informal resolution and the result therefrom; and
- Any supportive measures or actions taken in response to a report or formal complaint under this policy and the rationale for the measure/response.

## About the Office of Public Safety

The Department of Public Safety is a fully certified, state police agency. All officers employed by the college are equivalent to the police or law enforcement officers employed in your hometown. College police officers are authorized to make arrests for violations of state law and local ordinances, obtain and execute search warrants, and enforce the traffic laws. The authority of the GGC police, as defined by Georgia law, is public or private property under the control of the Board of Regents plus 500 yards. Officers may operate beyond the 500 yards if they are in pursuit of an individual; assistance is requested from a surrounding agency with whom the college has a mutual aid agreement and; or on any campus under the control of the Board of Regents.

### The department is comprised of:

**25** Sworn police officers

**3** Security officers

**6** Communications officers (state-certified)

**12** Contract housing security guards







## Sworn Police Officers at Georgia Gwinnett College

### Before hiring, sworn police officers at GGC:

- Receive a complete background investigation and must submit and pass a polygraph exam
- Must have a high school diploma or higher
- Undergo a psychological evaluation and be recommended for hiring

### Upon and after hiring, sworn police officers at GGC:

- Complete a state-certified academy course (750 hours) required of all state-certified peace officers in the State of Georgia
- Receive 20 hours annually of in-service training certified by the Georgia Peace Officers Standards and Training Council to include the areas of Firearms Requalification and Use-of-Force and state mandated de-escalation training, and focused Clery Act training for Law Enforcement
- Are authorized under Georgia O.C.G.A. 20-3-72 to make arrests on, and within 500 yards of any property owned and/or controlled by the University System of Georgia Board of Regents within the State of Georgia

- Investigate all criminal incidents at Georgia Gwinnett College and receive reports of crimes that occur on campus or GGC property
- The GGC Campus Police mission statement is: "Protecting our community through professional service, education, diversity and ethical accountability by promoting safety and security."

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

The Campus Police maintains cooperative relationship agreements with the Georgia State Police, local police agencies, federal law enforcement agencies, and other first-responder agencies. This includes interoperative capabilities and a joint police records computer system (City of Lawrenceville), training programs, special events coordination, and investigation of serious incidents and crimes.

Georgia Gwinnett College participates in an Inter-municipal County Mutual Aid Agreement that authorizes police officers and supervisors of the participating agencies to request mutual aid for incidents based upon a reasonable belief that such aid will enhance the public's and/or officer safety and efficiency.

Local agencies participating in the written mutual aid agreement include local law enforcement and emergency response agencies in Gwinnett County who have signed a written agreement form (written memoranda of understanding) that ensures local police support during critical events on campus including the investigation of alleged criminal offenses. The written agreement also allows for joint training and cooperation on other matters, such as pre-planned large-scale special events, amongst the participating agencies.

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# Crimes Involving Student Organizations at Off-Campus Locations

Georgia Gwinnett College relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Georgia Gwinnett College students and registered student organizations, on and off campus. In coordination with local law enforcement agencies, the Campus Police will actively investigate certain crimes occurring on or near campus. If the Campus Police learn of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about the situation to the Office of Student Integrity, as appropriate.

Georgia Gwinnett College requires all registered student organizations to abide by federal, state, and local laws, policies, and regulations. Georgia Gwinnett College may become involved in the off-campus conduct of registered student organizations when such conduct is determined to affect a substantial college interest, as defined in Georgia Gwinnett College Off-Campus Misconduct Policy at [Student Integrity](#).



## Timely Warning Reports – Crime Alerts

To provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Campus Police give timely warnings by issuing “Crime Alerts.” The Campus Police will generally issue Crime Alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sexual assaults, dating violence, domestic violence, stalking, hate crimes, liquor, drug, and weapons law violations. Campus Police will post these warnings in a variety of ways, including but not limited to posters, emails, and media.

**Georgia Gwinnett College also has the ability to send text message alerts to those who register in the RAVE app ([Get RAVE](#)) using their cell phone numbers. Text messaging can be a very effective way to send important information to the campus community.**

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The purpose of these Crime Alerts is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. Tests of the emergency response system may be announced or unannounced.

Additionally, the Campus Police may, in some circumstances, issue Crime Alerts when there is a pattern of crimes against persons or property. GGC issues Timely Warnings to alert the campus community of Clery crimes occurring on campus or in other Clery Geography considered by the college to represent an ongoing threat to students and/or employees. Timely warnings are issued without delay as soon as the pertinent information is available. The Department of Public Safety evaluates reports made to them, other CSAs, and local law enforcement to determine if a warning must be disseminated. Timely Warnings are issued by the Department of Public Safety with determination made by department personnel that receive the report of the incident. Timely Warnings are issued via the RAVE app, college email, phone calls, text messages and/or other electric and outdoor audio warning systems. Timely warnings will not include the names and other identifying information of complainants. Victim names or identifying information will be withheld from timely warnings.

For incidents involving off-campus crimes, Georgia Gwinnett College may issue a Crime Alert if the crime occurred in a location used and frequented by the college population. Crime Alerts will be placed on the GGC Public Safety website, emailed, and posted in campus housing and at building entrances.

## Emergency Response and Evacuation Procedures

GGC's Office of Emergency Management is responsible for the Emergency Operations Plan (EOP). This plan is designed to be an all-hazard disaster response and emergency management plan that complies with FEMA (Federal Emergency Management Agency) guidelines for higher education includes planning, mitigation, response, and recovery actions.

### Priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with building managers and college departments to write, maintain, test, and exercise the EOP
- Cooperation, integration, and mutual aid with local, state, and federal planning, response, and public safety agencies and their EOPs (Emergency Operations Plan)

## General Evacuation Procedures

Evacuation from buildings may be required due to emergencies such as fire, chemical spill, bomb or other threats, terrorism, or during other immediate safety and health crisis. Supervisors, faculty, department heads, managers, and other staff must advise their employees, visitors, and students on evacuation procedures.

Be familiar with all exit locations of buildings you frequent prior to an emergency.

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Never ignore an evacuation alarm. To do so puts your and responding emergency personnel's lives in extreme danger. It is your responsibility to evacuate and is also required by Georgia law. Violators can be fined.

## Response

In the event of a fire or other event (e.g., chemical spill) requiring evacuation:

1. Pull the fire alarm and leave the building. Alert others to the nature and location of emergency on your way out. Remain calm and do not panic, proceed calmly to the exterior, and never push others. If the exit is blocked or crowded, use a secondary exit.
2. If time permits, shut down any hazardous equipment or processes.
3. Evacuate the building using stairs and closest exit. Do not use the elevator during fires.
4. If you observe staff or students not taking an alarm seriously, please encourage them to do so. It may save their lives and will reduce the risks to responding emergency personnel.
5. From a safe location and distance, dial 9-1-1 and call Campus Police at (678) 407-5333 with information about the emergency and its location.
6. Once evacuated, move away from the building upwind a minimum of 100 yards (or to your designated upwind meeting location if applicable) unless otherwise instructed by emergency personnel. Ensure you are accounted for by your Supervisor, Resident Assistant, Resident Director, or Housing Staff, or Faculty. Follow directions of fire and police. If you are aware of an individual unable to self-evacuate or in need of medical care, immediately call 9-1-1 and tell the dispatcher the exact location of the

person(s). Advise responding emergency personnel if anyone requires medical treatment. Expanded evacuation may be required depending on the hazards present.

7. The individual who pulled the alarm and persons with information regarding stranded occupants or emergency details must notify responding emergency personnel.

8. Do not reenter the building until authorized by emergency personnel.

## Types of Emergency Response Tests

### Drills

Drills are one of the most common types of emergency management exercises that are operations-based. These types of exercises are common for businesses, schools, government buildings, and more. Fire drills are the most frequently used exercise in this category.

With drills, the goal is to test the effectiveness of a given policy in a controlled and isolated environment. It provides instant feedback and requires minimum amounts of effort in preparation. Though drills are planned in advance, unannounced drills can be used to provide even more effective feedback as well.



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## Functional Exercises

With functional exercises, the primary goal is to learn how effective an organization is at responding to a disaster even in each area. Where it differs from other emergency management exercise types is that it focuses on the command structure for a given organization.

For this reason, functional exercises are much more common in strategic environments like military organizations and certain key civic centers. They differ from drills in the sense that they often involve multiple functions at once and that they do not actually result in the deployment of any resources or personnel. Due to their nature, functional exercises are also called command post exercises.

## Full-scale Exercises

Out of all the types of emergency management exercises, full-scale exercises are the most difficult to perform. These types of exercises are reserved for large-scale use by the military and other high-security sectors. With full-scale exercises, multiple agencies work together in a high-stress environment to respond to a simulated emergency or disaster event.

These exercises involve the actual mobilization of personnel and equipment to the simulated area to gauge their effectiveness and response times. Depending on the scenario being practiced, the period can vary from days to weeks. The scenario itself is often fine-tuned and is fully scripted in advance to practice in a controlled manner.

A summary of the college's emergency response procedures is located at the [GGC Public Safety Website – Emergency Management](#) and [GGC Public Safety Website – Emergency Communications](#).

Included in these web pages is detailed information regarding GGC's emergency notification policy, including how to enroll in the emergency notification system to ensure everyone receives emergency notices on their cell phone.



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## **Drills, Exercises, and Training**

Annually, Georgia Gwinnett College conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year-to-year and include several departments from across the campus.

To ensure the GGC's emergency management plans remain current and actionable, the college will conduct an emergency management exercise once a year at a minimum. These exercises may include tabletop drills, functional exercises, or full-scale, multi-agency emergency response exercises. Georgia Gwinnett College conducts after-action reviews of all emergency management exercises. After-action reviews will document a description of each exercise, the time and date, and whether it was an announced or unannounced test.

In conjunction with at least one emergency management exercise each year, Georgia Gwinnett College will notify the community of the exercise and remind the community of the information included in the college's publicly available information regarding emergency response procedures on the Public Safety website.

## **Emergency Notification**

Georgia Gwinnett College is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation that poses an immediate threat to the health or safety of students or employees on campus. Georgia Gwinnett College will, without delay, and considering the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional

judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Georgia Gwinnett College uses a multi-leveled emergency notification system. GGC has partnered with Rave Mobile Safety, to offer an alert notification system, Rave Alert, capable of sending users text, recorded voice, social media, and email messages.

Any GGC student, staff, faculty member (mandatory for employees), or campus partner can subscribe to the Rave Alert service. RAVE is an emergency notification service available to students, staff, and anyone in the Georgia Gwinnett College community who wants to subscribe. RAVE can be used to send emergency messages within minutes of an incident. Alerts sent by RAVE are simulcast to the Georgia Gwinnett College community via the GGC website, GGC's Facebook page, X (formerly known as Twitter), or at the subscriber's choice, their email account.

Georgia Gwinnett College performs a college wide annual test of the alert system. The following procedures outline the process the college uses when issuing emergency notifications.

## **Procedures Used to Notify the Campus Community**

In the event of a situation that poses an immediate threat to members of the campus community, Georgia Gwinnett 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 emergency notification to all or a segment of the campus community. These methods of communication include the mass notification system RAVE, the college's email system, verbal announcements within a building,

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and a public address system on police cars. Georgia Gwinnett College will post updates during a critical incident on the homepage. If the situation warrants, Georgia Gwinnett College will establish a telephone call-in center to communicate with the campus community during an emergency.

## **Confirming a Significant Emergency or Dangerous Situation**

The Office of Public Safety and/or other campus first responders may become aware of a critical incident or other emergency that potentially affects the health and/or safety of the campus community. Campus first responders become aware of these situations when they are reported to the Public Safety Communications Center or upon discovery during a patrol or other assignments.

First responders will confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community. First responders will then notify supervisors in the Office of Public Safety or other authorized college officials to issue an emergency notification.

The college's authorized representatives will immediately initiate all or some portions of the college's emergency notification system. If in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim(s) or to contain, respond to, or otherwise mitigate the emergency, Georgia Gwinnett College may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, Georgia Gwinnett College will issue an emergency notification to the campus community.



## **Determining Who Receives an Emergency Notification**

College and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the campus community should receive the notification.

Campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. Georgia Gwinnett College may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the Georgia Gwinnett College mass notification system, GGC will also post applicable messages about the dangerous condition on the college's homepage to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a sizable portion of the entire campus, college officials will distribute the notification to the entire campus community.





## Determining the Contents of the Emergency Notification

Public Safety is responsible for issuing the initial emergency notification (usually Campus Police communications officers) will, in concert with college and local first responders, determine the contents of the notification. Georgia Gwinnett College has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety. The Office of Public Relations will normally issue additional emergency messages as directed by the Executive Management Team.

## Procedures for Disseminating Emergency Information to the Greater Community

Public Relations is responsible for preparing and disseminating all external media communications for Georgia Gwinnett College. All communications will contain as much information as is necessary for the local community and public safety agencies to take appropriate safety measures to protect their citizens. Public Relations will coordinate and inform local media outlets through telephone, email, and text communications. The Office of External Affairs will provide critical incident information to local elected officials.

## Enrolling in the College's Emergency Notification System

We encourage members of the campus community to enroll in the RAVE system by visiting the [GGC Public Safety Website – Emergency Communications](#). We encourage college community members to regularly update their information at the same site.





## Security of and Access to Campus Facilities

The Georgia Gwinnett College campus administrative buildings' normal business hours are open from 7 a.m.-11 p.m., Monday through Friday, and academic buildings are open from 7 a.m.-11 p.m., Monday through Saturday while classes are in session. See complete listing at: <https://www.ggc.edu/about-ggc/ggc-hours>. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise have authorized access.

Many cultural and athletic events held in Georgia Gwinnett College facilities are open to the public. Other facilities such as the bookstore, library, and the Athletic Complex are likewise open to the public. Only those who have demonstrated a need are issued keys to a building. All master key requests must be approved by the vice president of Operations.

## Special Considerations for Residence Hall Access

At Georgia Gwinnett College, all residence halls operate under a computerized access control and security monitoring system. Identification cards are coded so that only students who are residents in a particular hall are authorized electronic access entry to that hall; the system denies entry to all unauthorized persons. When any exterior side door is opened, an audible alarm is activated.

Contract security officers are responsible for checking and securing doors, when needed. When a door is malfunctioning, personnel are summoned for immediate repair.

All residents should remember to lock their doors and windows. All residence hall and apartment exterior doors are equipped with locks and with crash bars to ensure a quick emergency exit. Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident's responsibility to ensure that his/her guest is aware of Georgia Gwinnett College and residence hall policies. Guests are not provided with room keys or door

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access cards. All guests must be escorted by a resident (host) of the building.

All exterior doors are locked 24 hours a day. Residents are responsible for checking in at the security desk each time they enter and leave the building. Residents are required to have their guests check in at the security desk.

It is the responsibility of the residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. When Campus Police receive a report of an unescorted person in a residence hall, a police officer is dispatched to identify that person.

Campus Police assign the largest number of its officers between the hours of 11 p.m.- 7 a.m. Most of these officers spend much of their time patrolling in and around the residence hall complexes. Contract security officers are assigned to patrol the residence hall areas 24 hours a day, seven days a week or any time there are residents present in the building.

During low-occupancy periods such as holidays and scheduled breaks, students may be consolidated into designated buildings and gain access via the college's electronic access control system. During the summer when groups, such as summer camps, which are not regularly associated with Georgia Gwinnett College are using GGC's residence halls, exterior doors are locked 24 hours a day. Each guest is issued an identification card that allows them to gain access to their assigned building via the electronic access control system. Residence halls are staffed 24 hours a day by contract security guards. Campus Police personnel also conduct regular checks of residence hall areas.



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

Georgia Gwinnett College is committed to campus safety and security. At the college, locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings and from building to building.

Public Safety conducts surveys of college property twice each year to evaluate campus lighting. At night, building walkways, parking lots, and roadway lighting provide most of the pedestrian illumination on campus. Temporary parking lot lighting is in most of the gravel lots.

We encourage community members to promptly report any security concerns, including concerns about locking mechanisms, security lighting, or landscaping to Campus Police.



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# Campus Security Policies, Crime Prevention and Safety Awareness Programs

In addition to the many programs offered by Campus Police and other college offices, Georgia Gwinnett College has established several policies and procedures related to ensuring a safe campus community. These policies include the following.

## Grizzly Care Team

To extend our efforts on emergency preparedness and prevention, Georgia Gwinnett College has established a Behavioral Threat Management Team, known on campus as the Grizzly Care Team (GCT), per the guidelines suggested by the National Center for Higher Education Risk Management.

The objective of the Grizzly Care Team is to put in place a structured process for evaluating potentially threatening situations that occur at the college. The multi-disciplinary team is comprised of members from around the GGC community. If you want more information about the GCT, go to the Public Safety website [Student Crisis](#).

## GGC Student Handbook

### Weapons Policy

Georgia Gwinnett College conforms to current Georgia law regarding the

possession, carrying and use of weapons, ammunition, or explosives on college-owned or -controlled property. (See O.C.G.A. § 16-11-127). Please contact the Office of Public Safety for more information.

Authorized law enforcement officers and others specifically authorized by Georgia statutes and or federal law are allowed to carry firearms on campus. Campus Police do not provide storage facilities for any personal weapons for members of the Georgia Gwinnett College community. Failure to comply with Georgia law may result in legal and disciplinary action against violators.

## Crime Prevention and Safety Awareness Programs

To promote safety awareness, the Office of Public Safety maintains a strong working relationship with the campus community. This relationship includes offering various safety and security programs, services, and crime prevention programming. If you or your organization would like to request a specific program, please contact the community outreach coordinator at (678) 407-5333. Below are some of the programs and services available.



## Types of Training Programs

Campus Police conduct group training for students, staff, and faculty. Training is also available upon demand. For more information, please contact the community outreach coordinator at (678) 407-5333.

- Campus Emergency Operations, New Staff and Faculty Orientation – Twice annually
- Personal Safety – New Student Orientation – Twice annually
- RADD – Students, Staff, and Faculty – Once annually
- Active Shooter – Civilian Response to Active Shooter Incident – Annually

## The Office of Student Integrity

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

## The Student Code of Conduct

Student Integrity is responsible for administering the Code of Conduct for Students, which articulates the behavioral standards and the equitable procedures

employed by Georgia Gwinnett College to respond to allegations of student misconduct.

The Code of Conduct for Students is enforced at all college locations and may also address off-campus student misconduct when a student's behavior affects a Substantial College Interest.

Students found responsible for violations may be subject to sanctions ranging from disciplinary warning or disciplinary probation, up to suspension or expulsion from the college. Students residing in campus housing may also lose the privilege of living on campus for violating college rules and regulations or conditions of the housing contract.

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

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of themselves or other persons or property or is an immediate threat to disrupt essential campus operations, the Office of Student Integrity will ensure actions are taken that are designed to protect the health or safety of the community and members therein.

Any individual or entity may submit reports alleging student misconduct to the Office of Student Integrity.

The Office of Student Integrity also provides outreach programming designed to inform and educate students and to promote Georgia Gwinnett College principles. Please visit Student Integrity where you will find the Student Code of Conduct, and procedural guidelines related to the Student Conduct process.



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## **Additional Information Regarding the Student Code of Conduct**

Georgia Gwinnett College is obligated to provide all students with its regulations, policies, and procedures governing student conduct. GGC policies and procedures, including the Code of Conduct for Students and the Off-campus Misconduct Policy, can be found in the Student Handbook.

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact GGC's Office of Student Integrity.

This publication, college regulations, policies, and procedures governing student conduct, are available in the GGC Student Handbook.

## **Parental Notification**

Georgia Gwinnett College reserves the right to report student discipline information to the parents or legal guardians of students. Federal legislation authorizes Georgia Gwinnett College to disclose disciplinary records concerning violations of the college's rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21 regardless of whether the student is a dependent. Georgia Gwinnett College may also report non-alcohol or drug-related incidents to parents or legal guardians of dependent students under circumstances described in the Student Handbook. See the following website for the Georgia Gwinnett College Code of Conduct and additional information concerning parental notification: [The Student Code of Conduct](#).

# **Georgia Gwinnett College's Response to Sexual and Gender Violence**

## **Policy Statement**

In compliance with federal law, Georgia Gwinnett College has adopted policies and procedures to prevent and respond to incidents of sexual violence including sexual assault, intimate partner violence, and stalking. These guidelines apply to all students, faculty, staff, contractors, and visitors. Georgia Gwinnett College does not discriminate on the basis of sex in its educational programs nor tolerate sexual violence, which is a type of sex discrimination. Other acts can also be forms of sex-based discrimination and are prohibited, whether gender-based or not, and include intimate partner violence, and stalking. Georgia Gwinnett 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, intimate partner violence (dating violence and domestic violence), and stalking, regardless of whether the incident occurs on or off campus, and regardless of how these events are reported to a college official. The Georgia Gwinnett College Equal Opportunity and Title IX Compliance website also provides additional information.

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# Georgia VAWA Definitions

## Dating Violence GA Code 19-13A-1

1. "Dating relationship" means a committed romantic relationship characterized by a level of intimacy that is not associated with mere friendship or between persons in an ordinary business, social, or educational context; provided, however, that such term shall not require sexual involvement.

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

A. Any felony; or

B. Commission of the offenses of simple battery, battery, simple assault, or stalking.

## Family Violence Title 19-13-1

As used in this article, the term "family violence" means the occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or other persons living or formerly living in the same household:

3. Any felony; or

4. Commission of offenses of battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass.

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

## Sexual Battery Title 16-6-22.1

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

b. A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.

c. Except as otherwise provided in this Code section, a person convicted of the offense of sexual battery shall be punished as for a misdemeanor of a high and aggravated nature.

d. A person convicted of the offense of sexual battery against any child under the age of 16 years shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one nor more than five years.

e. Upon a second or subsequent conviction under subsection (b) of this Code section, a person shall be guilty of a felony and, upon conviction thereof, shall be imprisoned for not less than one nor more than five years and, in addition, shall be subject to the sentencing and punishment provisions of Code Section 17-10-6.2.

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## **Stalking**

### **Title 16-5-90**

A person commits the offense of stalking when they follow, places under surveillance, or contacts another person at or about a place or places without the other person's consent to harass and intimidate them. For the purpose of this section, 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 this section's purpose, the term "place or places" shall include any public or private property occupied by the victim other than the defendant's residence. For the purposes of this section, 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.

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.

## **Georgia Consent Laws**

### **Title 16-6-3**

Georgia recognizes 16 as the age at which a person can legally consent and engage in sexual activity. Section 16-6-3 of the Georgia Code states that a person commits statutory rape when they engage in sexual intercourse with anyone 15 or below who is not their spouse.

Georgia will charge a person with statutory rape if they violate Georgia consent laws, regardless of if they were aware of the victim's age. Even if the victim lied about their real age, the offender would still be guilty of statutory rape.

## **Bystander Intervention**

A bystander is an individual who observes or witnesses a situation of discrimination or violence committed by a perpetrator towards a victim, and has the opportunity to either condone, intervene, or do nothing.

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Effective bystander interventions during a bullying incident may include the following.

- Defending the target of the bullying
- Intervening as a group
- Changing the subject
- Questioning the bullying behavior
- Using humor to lighten up a serious situation
- Openly stating an objection to bullying
- Stating approval of the victim and validating his or her social status

Alternatively, there are five methods that can be used to intervene in a bullying incident: distract, delegate, document, delay and direct.

## Sexual or Gender-Based Harassment

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

Sexual harassment (other than student on student): Unwelcome verbal, nonverbal, or physical conduct, based on sex (including gender stereotypes), that may be any of the following.

- Sexual assault as defined in the Clery Act, dating violence, domestic violence, or stalking as defined in VAWA may constitute sexual or gender-based harassment,

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

A hostile environment can be created by anyone involved in a college program or activity (e.g., administrators, faculty members, students, and even campus guests). Mere offensiveness is not enough to create a hostile environment. In evaluating whether a hostile environment exists, the college will consider the totality of known circumstances, including, but not limited to, the following.

- The frequency, nature, and severity of the conduct,
- Whether the conduct was physically threatening,
- The effect of the conduct on the reported victim's mental or emotional state,
- Whether the conduct was directed at more than one person,
- Whether the conduct arose in the context of other discriminatory conduct,
- Whether the conduct unreasonably interfered with the reported victim's educational or work performance and/or college programs or activities, and
- Whether the conduct implicates concerns related to academic freedom or protected speech.





## Sexual Exploitation

Sexual exploitation is taking non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or for the benefit or advantage of anyone other than the one being exploited. Examples of sexual exploitation may include the following.

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

## Sexual Misconduct

Sexual misconduct includes, but is not limited to, such unwanted behavior as dating violence, domestic violence, sexual assault, sexual exploitation, sexual harassment, and stalking.

## Stalking

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

*Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with person's property.

*A reasonable person* means an individual who is objectively reasonable under similar circumstances and with similar identities to the person being evaluated by the institution.

*Substantial emotional distress* means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.





## Reporting an Incident

If a student, employee, or visitor has been the victim of an incident of sexual violence, including dating violence, domestic violence, sexual assault, sexual exploitation, sexual harassment or stalking, they may immediately report it to the Equal Opportunity and Title IX Compliance office located in Building B, Suite 3700, 1000 University Center Lane, Lawrenceville, Georgia, 30043, or by calling (678) 407-5085 or emailing [TitleIX@ggc.edu](mailto:TitleIX@ggc.edu). An incident may also be reported to GGC Public Safety/Campus Police located in Building D, 20 Collins Industrial Way, or by calling (678) 407-5333.

In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident to local police by calling 911.

Additionally, students may also report incidents to the Office of Student Integrity at (678) 407-5661, Student Center, Building E, Suite 2150, 1000 University Center Lane, Lawrenceville, GA, 30043.

Employees may also report incidents to the Human Resources Office at Building B, Suite 2500, 1000 University Center Lane, Lawrenceville, GA, 30043, or by calling (678) 407-5070.

Any GGC office such as Student Integrity, Student Housing, Counseling and Psychological Services, Athletics, and the Dean of Students will assist any victim of sexual assault, domestic violence, dating violence, and stalking in notifying law enforcement, including local police, if requested by the victim to do so.

GGC officers will respond to campus incidents at locations with a campus affiliation. The reasons for reporting to the GGC Public Safety are:

- To take action that may prevent further victimization, including issuing a Timely Warning to the campus community regarding a continuing threat to safety,
- To apprehend the assailant; and
- To have the incident recorded to report statistics about incidents on campus.

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When the victim files a report with GGC Public Safety, they will be given the option of having a friend present as a source of support and information. If the victim requires medical attention, the officers will summon an emergency medical service. The officers will also preserve evidence and conduct initial interviews. They will recommend a medical and rape examination to support the well-being of the victim and to further collect evidence that may be needed for a criminal case. The victim will have the choice to consent to all or only certain parts of the medical and rape examination and evidence collection. The victim and her or his supporter will be safely escorted to the hospital for the examination.

If there is a reasonable suspicion that date rape drugs may have been administered, the officers will encourage the victim to share this concern with the Sexual Assault Nurse Examiner (SANE), so that testing can be part of the examination.

The officers will include the Gwinnett County Police Department and the agency responsible for the area where the crime occurred, for a cooperative investigation. Police agencies have access to valuable forensic expertise and equipment to process on-the-scene evidence. The victim may decline this option.

Individuals may also report instances of dating violence, domestic violence, sexual assault, sexual exploitation, sexual harassment or stalking to GGC's Title IX coordinator, who is responsible for coordinating the institution's compliance with Title IX. The Title IX coordinator can be reached at (678) 407-5085, at [titleIX@ggc.edu](mailto:titleIX@ggc.edu), or in person in Suite 3700, Building B, Lawrenceville, Georgia 30043.

College officials will assist complainants in notifying law enforcement, including local police, if they elect to do so. Complainants are also entitled to choose not to report to law enforcement. Students or employees, who report an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and

options. This written explanation identifies existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for complainants, both within the institution and in the community; and describes options for available assistance in; and how to request changes to academic, living, transportation, and working situations or other supportive measures. GGC will make such accommodations or provide such supportive measures if the complainant requests them and if they are available, regardless of whether the complainant chooses to report the crime to campus police or local law enforcement.

## **Procedures Victims May Choose to Follow**

If an incident of sexual assault, sexual harassment, sexual exploitation, dating violence, domestic violence, or stalking occurs, it is important to preserve evidence to aid in the possibility of a successful criminal prosecution or obtaining a protection order. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam.

Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries on the complainant should be photographed and documented.

Following domestic or dating violence, all evidence should be documented, including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voicemail, or other social and electronic communications should be saved and not altered in any way. GGC can provide transportation and accompany a complainant to the hospital for an examination and evidence collection.



## On- and Off-campus Resources

Both the Georgia Gwinnett College and Gwinnett County community offer important resources to the complainants of sexual violence including medical treatment, counseling, and advocacy they may wish to utilize. Some victim services provided by these offices include referrals for medical, counseling, legal assistance, emergency housing, and academic support.

A complainant need not make a formal report to law enforcement or Georgia Gwinnett College to access the resources that include the following. [Visit the Georgia Gwinnett College Title IX webpage for additional information.](#)

## Accommodations, Supportive Measures

Whether or not a student or employee reports to law enforcement and/or pursues any formal action, if they report an incident of sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, or stalking, Georgia Gwinnett College is committed to providing them as safe a learning or working environment as possible. Upon request, the college will make any available change to a complainant's academic, living, transportation, and/or working situation. Individuals may contact the Title IX coordinator at (678) 407-5085, TitleIX@ggc.edu, Building B, Suite 3700, 1000 University Center Lane, Lawrenceville, GA, 30043 for assistance, if a complainant reports to law enforcement, they may assist them in obtaining a Temporary Protection/Restraining Order from a criminal court. Georgia Gwinnett College is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. GGC is also committed to protecting complainants from any further

### On-Campus Resources

#### Equal Opportunity and Title IX Compliance

(678) 407-5085

Investigations of sexual violence involving faculty, staff and/or students.

#### Georgia Gwinnett College Public Safety/Campus Police

(678) 407-5333

#### Counseling and Psychological Services

(678) 407-5592

#### Health Services

(678) 407-5675

#### Dean of Students

(678) 407-5882

#### Office of Student Integrity

(678) 407-5661

#### Student Success Advising Center

(678) 407-5645

### Off-campus Resources

The following resources assist with support and safe shelter for people experiencing aggression from a friend, relative or intimate partner. These services are for all members of the public.

#### Mosaic Georgia: Sexual Assault Center and Children's Advocacy Center

Crisis hotline – 1 (866) 900-6019

Office phone – (770) 497-9122

#### RAINN.org: National sexual assault hotline

1(800) 656-HOPE

#### Thehotline.org: National Domestic Violence Hotline

1(800) 799-7233



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harm, and the provost or Campus Police may issue an institutional no-contact order. These services are made available to the complainant and respondent before or after the filing of a complaint or where no complaint has been filed.

## **Complainant Confidentiality**

Georgia Gwinnett College recognizes the sensitive nature of sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, and stalking incidents. Reports made to college officials will be kept as confidential as possible and identifying information about the complainant shall not be made public (except as otherwise required by federal or state law). Georgia Gwinnett College will disclose to the complainant of a crime of violence 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 complainant is deceased because of such crime or offense, the next of kin of such complainant shall be treated as the complainant for purposes of this policy. For more information about the student conduct/adjudication process or to obtain a copy of the Code of Student Conduct, contact the Office of Student Integrity at (678) 407-5661.

Georgia Gwinnett College will not release names in the issuance of Timely Warning or Emergency Notifications, or in the Daily Crime Log, each of which are required by the Clery Act, and any accommodation or protective measure will be kept as confidential as possible unless it interferes with the protective measure's implementation, state or federal law.

Confidential resources for the reporting

of sexual assault within the college are Counseling and Psychological Services and the Student Health Center. Conversations with these resources will not be shared with anyone else except in rare, extreme circumstances.

Private resources within the college for the reporting of sexual assault include the offices of Public Safety, Dean of Students and Equal Opportunity and Title IX Compliance. Conversations with these groups are kept as confidential as possible, but information about incidents of sexual assault may be shared with key staff members so the college can offer resources and accommodation and act if necessary for reasons of safety. In planning any response, the wishes of the complainant are given full consideration by the college. Contacting one of these private resources may initiate an internal investigation by the college.

Every effort will be made to limit the scope of information shared to keep it to a minimum of detail, and only when necessary. Reports made to medical professionals, licensed mental health counselors and pastoral counselors will not be shared with any third parties except in cases of imminent danger to the victim or a third party or as required by law.





## Sexual Assault Prevention/Education Programs

Georgia Gwinnett College is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches; that includes a clear statement that Georgia Gwinnett College prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and GGC's policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include, but are not limited to:

- Alcohol Edu and Haven for incoming students.
- Sex Signals, Performance for all students.
- The Hook Up, Performance for incoming students.

- Online and/or in-person training for faculty and staff on the topic of sexual assault, sexual exploitation, sexual, dating violence, domestic violence, stalking and sexual harassment by the Title IX coordinator.
- Rape Aggression Defense (RAD) for any member of the GGC community.
- For resident assistants, the Title IX Coordinator or his/her designee provides training on the college reporting process, how to provide support to reporting students, and the disciplinary process.

Georgia Gwinnett College engages in wide-ranging educational programming to identify and prevent sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence, and stalking. Educational programming opportunities consist of primary prevention and awareness programs and ongoing awareness and prevention campaigns for the campus community that:

- Identify sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence, and stalking as prohibited conduct.
- Define what behavior constitutes sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence, and stalking under the Georgia Gwinnett College Sexual Misconduct Policy.
- Define what actions and behaviors constitute consent to sexual activity under the Georgia Gwinnett College Sexual Misconduct Policy.
- Provide 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 sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence, and stalking against another person other than the bystander.

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# College Disciplinary Procedures in Sexual Misconduct Incidents

## On-Campus Investigation and Adjudication

GGC's response to sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence, and stalking incidents may involve several individuals and agencies (e.g., GGC Public Safety, the Title IX coordinator, Equal Opportunity and Title IX Compliance, Office of Student Integrity, etc.) In all cases, only those individuals with a need to know are involved in the college's response.

For cases involving campus community members as respondents, there is a timely, campus-based investigation that takes place. If the respondent is a student, the Georgia Gwinnett College Code of Student Conduct guides this process under the leadership of both the offices of Equal Opportunity and Title IX Compliance and Student Integrity.

If the respondent is a faculty or staff member or college contractor, the investigation process is led by the Equal Opportunity and Title IX Compliance office applying the college's Sexual Misconduct/Title IX Policy or the Non-Discrimination and Anti-Harassment Policy. Investigators in the Equal Opportunity and Title IX Compliance office receive annual training on Title IX investigations and related issues.

## Burden of Proof and Standard of Evidence

In all campus disciplinary proceedings, the standard of proof that is applied is a preponderance of the evidence – i.e., more likely than not that the event(s) occurred. The rules of evidence that apply in a court of law do not apply during campus disciplinary proceedings.

## Possible Sanctions

After determining of responsibility or violation, the college has a range of sanctions available for consideration. The variety of sanction differs on the basis of the individual's status at Georgia Gwinnett College. Below are sanctions that may be considered in cases when the respondent has been found responsible for or in-violation of the college policy.

### Sanctions for Students

- **Expulsion:** Permanent severance of the student's relationship with the college.
- **Suspension:** Temporary severance of the student's relationship with the college for a specific period of time. The period of time and any requirements that must be satisfied prior to readmission are to be specified in the decision of the hearing panel or the hearing officer.
- **Conduct probation:** Student is not in good conduct standing with the college. Notice that further finding of responsibility for the violation of any college conduct regulation(s) as specified in the decision of the hearing panel or hearing officer will likely result in suspension or expulsion from the college. The period of probation shall be specified in the decision letter.



- Reprimand: Stated disapproval or a warning issued to the student.
- Restitution: Reimbursement for a loss caused by the student's actions.
- Community service hours: Assignment to community service/volunteer hours to be determined by the hearing panel and/or the hearing officer.
- Restrictions: Terms of probation or reprimand restricting privileges. Such restrictions may include, but are not limited to, identification card privileges and/or parking privileges.
- Other educational sanctions: Projects or assignments designed to educate a student in connection with the effect of his/her behavior. Educational assignments include, but are not limited to, papers, letters of apology, and/or alcohol education (DUI School, etc.).
- Recommendation to suspend student employment within the college.
- Housing restrictions: Loss of privilege to live in college housing.
- No contact order: Directed to refrain from any intentional contact, direct or indirect, with one or more designated persons through any means, including personal contact, email, telephone, or third parties.
- Fines: Required to pay a specified fine/fee for violation.
- And/or other sanctions: Other sanctions as deemed appropriate based on the student's actions.

### **Faculty/Staff Sanctions**

- Warning or reprimand: Verbal or written
- Performance improvement/management process

- Required counseling
- Required training or education
- Probation
- Workplace restrictions
- Reassignment
- Suspension
- Termination
- Other actions may include but are not limited to:
  - Restriction from college premises;
  - Temporary or permanent separation of the parties (limiting geography where parties may go on campus) with additional sanctions for violating orders;
  - Removal from leadership/supervisory positions within the college community; or
  - Any other discretionary sanctions that are directly related to the violation or conduct and that are aimed at eliminating discriminatory misconduct, preventing its recurrence, and addressing its effects on the complainant and, if applicable, the GGC community.

## **Disciplinary Proceedings**

Disciplinary proceedings will be prompt, fair and impartial. Proceedings will be completed within prompt periods. If an extension is needed, the complainant and the respondent will receive written notice explaining the delay and the reason for the delay. The disciplinary proceedings will be conducted in a manner that is consistent with Georgia Gwinnett College's policy and will be transparent to the complainant and respondent. Timely notices of meetings will be given at which both the complainant and

respondent may be present. GGC will provide timely and equal access to the complainant, the respondent and appropriate officials to any information used during the informal and formal disciplinary meetings and hearings. The disciplinary proceedings will be conducted by officials who do not have a conflict of interest or bias for or against the complainant or the respondent.

For purposes of this policy, an advisor means any individual who provides the complainant or respondent support, guidance, or advice. A proceeding under this policy means all activities related to a non-criminal resolution of a disciplinary complaint, including fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and complainants concerning supportive measures to be provided to a complainant or respondent. Results means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within GGC. The result includes any sanctions imposed by GGC.

Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C p [United States Code] 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the result and the sanctions. Compliance with the above policy and procedures does not constitute a violation of FERPA.

## **Prohibition on Retaliation**

Georgia Gwinnett College prohibits any retaliation, intimidation, threat, coercion, or otherwise discriminatory act by any college official, employee, staff or faculty member, or student against any individual for exercising their rights or responsibilities under this policy.

## **Personal Safety**

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

One of the more serious crimes that too often is unreported is sexual assault. It is important to know what these crimes are, because in many cases, victims do not realize they have been victimized. Additionally, crimes of this nature are very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those help who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of the situation to prevent such serious crimes. Such as:

- Know your surroundings
- Be alert
- Call for help
- Report any suspicious people and/or activity immediately

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## Written Notification of Rights and Options

Any student or employee who reports an incident of sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, or stalking, whether the incident occurred on or off campus, shall receive a written explanation of their options and rights as provided for under this policy.

## Missing Student Notification Policy

Contact us immediately at (678) 407-5333, if you believe that a GGC student is missing.

If we believe a person is missing, we will generate a missing person report and investigate.

The Clery Act requires institutions that maintain on-campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008).

When it is determined that a residential student is missing from the college, staff at Georgia Gwinnett College, in collaboration with local law enforcement, will be guided by this Missing Student Notification Policy and related procedures.

## Provisions

In accordance with general institutional emergency notification procedures, when a college student is thought to be missing from the campus, staff in Georgia Gwinnett College's administration should be immediately notified. Specifically, staff members in the Student Affairs area, including the senior student affairs officer and the offices of the Dean of Students

and Public Safety, should be contacted so that they can coordinate efforts to locate the student. The designated senior Student Affairs officer and/or the Dean of Students are to be notified immediately of all students thought to be missing. He/she has the authority and the responsibility for coordinating the efforts made by the college to assist the student and the student's family.

The appropriate Student Affairs representative, or other individual learning that a student is missing, will file a formal missing student report with Campus Police, who will coordinate with local law enforcement agencies.

It will be made clear to all students annually, that each residential student at Georgia Gwinnett College should designate an emergency contact individual to be contacted by the college administration no later than 24 hours after the time that GGC determines the student is missing. Georgia Gwinnett College provides each student with the means and opportunity to register their confidential missing student contact information by logging into Grizzly Den within Banner and filling out the Address and Contact Information form. This information is only accessible to college employees who are authorized campus officials, and it will not be disclosed to others except law enforcement personnel in handling a missing student investigation.

In accordance with the Georgia Gwinnett College's Missing Student Policy, it should be noted that GGC notifies each student who is under 18 years of age (and is not an emancipated individual), that the college is required to contact the student's parents or guardian in addition to the person identified as the missing student contact person. This contact will be made no later than 24 hours after the time that the student is determined to be missing.



In accordance with Georgia Gwinnett College procedures, it should be noted that GGC will inform each residential student that notification will be made to the appropriate local law enforcement agency or campus security department, when a student has gone missing, unless the local law enforcement agency was the entity that made the determination that the student was missing. This notification will be made no later than 24 hours after the student is determined missing.

If Campus Police has been notified that a student has gone missing and decides that a student who is the subject of a missing person report has been missing for more than 24 hours, Georgia Gwinnett College staff will initiate emergency contact procedures as outlined in the college's policy and protocol.

Georgia Gwinnett College's missing student investigative procedures include the following:

- Communication procedures for official notification of appropriate individuals at Georgia Gwinnett College that a student has been missing for more than 24 hours.
- Require an official Missing Person Report relating to a college residential student to be referred immediately to Campus Police.



- If through investigation of an official report, Campus Police determines a student has been missing for more than 24 hours, they will:
  - Notify the local off-campus police.
  - Contact those individuals provided by the student as their missing student contact person.
  - If a student is under 18 years of age, and not an emancipated individual, immediately contact the student's custodial parent(s) or legal guardian(s), in addition to the student's missing student contact person.

## Defining Rape and Sexual Assault

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

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

While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, or fear of getting in trouble with law enforcement.

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Despite these concerns, it is vital to report such incidents to get help. The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until he or she has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical examination and/or police department. Advocates from [Mosaic \(Gwinnett County Sexual Assault Center\)](#) can be available to the victim to provide support.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring because of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours (about four days). Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Contact the police – Sexual assault is a crime; GGC Public Safety encourages the complainant to report it. It is important to remember reporting a crime is not the same as prosecuting the crime. The

decision to prosecute may be made at another time. The final decision to prosecute is determined by the district attorney.

- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

## **Our Commitment to Addressing Sexual Assault/Rape**

Georgia Gwinnett College does not tolerate sexual misconduct or abuse, such as sexual assault, rape, or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct and college policies and may violate federal and state laws. Violations of this policy are subject to disciplinary sanctions through the offices of Equal Opportunity and Title IX Compliance, and/or Human Resources for employees as outlined in applicable college policies. Please visit to review procedures, policies and protocols for reporting and addressing allegations of student, employee, or visitor sexual misconduct.

### **Georgia Gwinnett College provides the following rights to all sexual assault victims:**

- Complainants have the right to report the incident to GGC and are encouraged to report to the offices designated to receive complaints: the office of Equal Opportunity and Title IX Compliance, Public Safety, and the Dean of Students.
- Complainants have the right to report to law enforcement and be assisted by GGC campus authorities. Filing a police report does not mean the complainant

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must pursue criminal charges. The complainant maintains his/her rights throughout the process.

- Complainants have the right to decline reporting to law enforcement.
- Complainants have the right to request assistance with changing academic, living, transportation, and working situations or protective measures, if such accommodations are available, regardless of whether the complainants choose to report the crime to Campus Police or local law enforcement.
- Complainants have the right to request confidentiality from the accused.
- Complainants have a right to amnesty. Information reported by an individual during an investigation concerning use of drugs or alcohol will not be used against the individual in a disciplinary proceeding or voluntarily reported to law enforcement.

**Georgia Gwinnett College provides the following rights to all sexual misconduct complainant(s) and respondent(s) for GGC Title IX complaints:**

- Parties have the right to be notified in writing of existing resources for counseling, mental health, health, victim advocacy, legal assistance, student financial aid, and other services available both on campus and in the community.
- Parties have the right to be interviewed and provide evidence, review, and respond to the collected evidence, during applicable administrative proceedings.
- Parties have the right to be free from retaliation for filing an institutional complaint/report.

- Parties have the right to use an advisor of their choice, including an attorney, at their expense, in addition to having up to two family members present during any proceedings.
- Parties have the right to file a complaint with the U.S. Department of Justice and/or the U.S. Department of Education Office for Civil Rights.
- Parties have the right to pursue criminal action in addition to the Title IX complaint.

## College Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor or an adviser in Counseling and Psychological Services. Campus Police are always available to assist a complainant with getting the support she/he requests.





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The college's student conduct process is designed to afford a complainant (the person bringing a charge) and a respondent (the person answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help people who need support as they address these incidents.

Student Integrity assists the resolution proceeding in which a student is the alleged perpetrator. The full text of the protocol for how GGC responds to sexual assault complaints through the campus conduct process can be found under Student Integrity in the Student Handbook.

Human Resources assists the resolution proceedings for those cases in which an employee is the respondent.

In determining whether the alleged conduct constitutes sexual harassment, sexual exploitation or sexual assault, the full context in which the alleged incident occurred must be considered. In any case, both the complainant and the respondent are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the complainant and the respondent will be told of any proceeding's outcome.

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

GGC engages in comprehensive educational programming to prevent and bring awareness about sexual misconduct, which includes sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence and stalking.

### **Programs to Prevent**

The term "programs to prevent" refers to comprehensive educational and training programs intended to prevent violence that incorporate diverse approaches that

are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and consider risk and protective factors as they occur on the individual, relationship, community, and societal levels.

### **Primary Prevention**

The term "primary prevention" refers to programming, initiatives and strategies intended to stop domestic violence, dating violence, sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence or stalking before it occurs to prevent initial perpetration or victimization through the promotion of positive and healthy behaviors and beliefs. Efforts to change behavior and social norms, and promote healthy relationships, healthy sexual behaviors, and egalitarian gender roles, as well as efforts to understand risk factors and protective factors for bystander inaction and change social norms around bystander inaction are all examples of primary prevention.

### **Awareness Programs**

The term "awareness programs" refers to programs, campaigns, or initiatives that increase audience knowledge of the issues of sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence and stalking and share information and resources to prevent interpersonal violence, promote safety, and reduce perpetration. These efforts can include campus communitywide mobilizations and targeted audience-specific programming including students and employees. Awareness month campaigns, "Speak Outs," rallies or marches, informational poster campaigns or resource websites, and educational programming that focuses on sharing resources and information about these issues are examples of awareness programs.

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## Bystander Intervention

The term “bystander intervention” refers to safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene in situations of potential harm when there is a risk of domestic violence, dating violence, sexual assault, sexual harassment, sexual exploitation, or stalking against a person other than the individual. Effective bystander intervention training prepares participants to recognize situations of potential harm, overcome barriers to intervening, identify safe and effective intervention options and acts.

## Risk Reduction

The term “risk reduction” refers to approaches that seek to mitigate risk factors that may increase the likelihood of perpetration, victimization, or bystander inaction. Examples of risk reduction may include but are not limited to general crime prevention education, campus escort programs, programs on how to create individual and community safety plans and strategies, bystander intervention programs that educate the campus on how to recognize and interrupt situations of harm or implementing a communications system that can notify the entire campus community of immediate threats to security.



## Ongoing Awareness and Prevention Campaigns

The term “ongoing awareness and prevention campaigns” refers to campaigns that are sustained over time focusing on increasing awareness or understanding of topics relevant to sexual harassment, sexual exploitation, sexual assault, domestic violence, dating violence, and stalking prevention.

These programs will occur at different levels throughout the institution (i.e., faculty, athletics, and new students) and will utilize a range of strategies. Ongoing awareness and prevention campaigns may include information about what constitutes sexual assault, sexual harassment, sexual exploitation, dating violence, domestic violence, and stalking, changing social norms, promoting recognition of perpetrator tactics, enhancing understanding of consent, and advancing prosocial behaviors of individuals and communities. Effective ongoing awareness and prevention campaigns. It will include developmentally appropriate content for the specific audience and their knowledge and awareness level and provide positive and concrete ways for individuals to get involved.

The Equal Opportunity and Title IX Compliance office is primarily responsible for sexual assault education and awareness in collaboration with many offices at GGC. Together, these offices offer a variety of programming focusing on sexual misconduct and gender harassment.

## AlcoholEdu for College and Sexual Assault Prevention for Undergraduates

AlcoholEdu for College and Sexual Assault Prevention for Undergraduates are two interactive, online program designed to educate students around these two important topics related to college students

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and affecting their collegiate journeys. These mandatory trainings of all new students each semester address alcohol and substance use risks and sexual assault, sexual harassment, sexual exploitation, dating violence, domestic violence, and stalking. These courses identify these offenses as prohibited conduct, define what behavior constitutes sexual assault, sexual harassment, sexual exploitation, dating violence, domestic violence, and stalking under state and federal law, defines what behavior and actions constitute consent to sexual activity under state law and Georgia Gwinnett College's Student Conduct Code, and provide information on safe and positive options for bystander intervention. This program is co-sponsored by the Equal Opportunity and Title IX Compliance and the Student Affairs offices.

### **Interpersonal Violence Prevention Database**

Public Safety maintains a comprehensive website regarding interpersonal violence prevention (IVP). Students can obtain information on services for, and educational opportunities regarding, sexual assault, sexual exploitation, sexual harassment, dating violence, domestic violence and stalking upon request.

### **Rape Aggression Defense (RAD) Training**

RAD is a personal self-defense weekend class for all students presented by training officers with GGC Public Safety. The course focuses on risk reduction for sexual assaults, robbery, and assaults. This course is available to students through course registration. This program is advertised and sponsored by GGC Public Safety.

### **Sexual Assault Awareness Month**

Every April, Georgia Gwinnett College recognizes Sexual Assault Awareness Month with a variety of events that focus on violence prevention and aim to create a safer

college. This is sponsored by GGC's Sexual Violence Prevention and Education Coalition, which includes members of various campus offices and community organizations.

### **Primary Prevention Programs**

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students, faculty, and staff that:

- Identify sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, and stalking as prohibited conduct by GGC policies and state criminal law;
- Define what behavior constitutes sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, and stalking pursuant to GGC policies and state criminal law;
- Define what behavior and actions constitute consent to sexual activity pursuant to GGC policies and state criminal law;
- Provide 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 sexual assault, sexual harassment, sexual exploitation, domestic violence, dating violence, or stalking against a person other than the individual;
- Provide information on risk reduction so students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks; and,
- Provide an overview of Georgia Gwinnett College's Sexual Misconduct/Title IX Policy and GGC's Non-Discrimination and Anti-Harassment Policy.



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## Ongoing Prevention and Awareness Campaigns

### New Student Orientation and New Hire Programming

GGC 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 faculty orientation program; and presenting educational programs throughout the year. Specifically, GGC requires all incoming students to participate in orientation programs. GGC also requires faculty, staff and student employees to complete discrimination and harassment training annually. The Equal Opportunity and Title IX Compliance office can provide a current training schedule upon request for both employees and students.

### Ongoing Programs

All employees, including student employees, must complete discrimination and harassment training annually. The Equal Opportunity and Title IX Compliance office offers specialized departmental training for faculty, supervisors, and other employee groups upon request.

## Sex Offender Registration - Campus Sex Crimes Prevention Act

Information about registered sex offenders carrying on a vocation and/or enrolled at Georgia Gwinnett College may be found at: <https://gbi.georgia.gov/services/georgia-sex-offender-registry>.



### Megan's Law

Members of the public may request community notification flyers for information concerning sexually violent predators in a particular community by visiting the chief of law enforcement in that community. In Gwinnett County, the sheriff maintains the local sex offender list and it may be accessed at [Sex Offender Registry - Gwinnett | Gwinnett County](#). At the state level, the Georgia Bureau of Investigation maintains the sex offender list and it may be accessed at Georgia Sex Offender List: [Georgia Sex Offender Registry \(ga.gov\)](#). The federal list is available at [National Sex Offender Registry](#).



## On-Campus Student Housing Fire Safety Systems - Residence Halls/ Apartments

Georgia Gwinnett College's student housing is comprised of three buildings of three to four stories each with identical fire detection and protection systems in all buildings. All were completed as new facilities in August 2010 and fully comply with all federal and state fire safety requirements.

Building 1000 contains 581 beds in 237,799 square feet (about twice the area of a Manhattan city block). Building 2000 has 226 beds in 89,444 square feet (about the area of a Manhattan city block) and Building

3000 has 222 beds in 89,527 square feet (about the area of a Manhattan city block). Each student housing building has sprinkler systems, covering both the public areas and the private suite and bedroom areas.

Fire extinguishers are provided in each hall of the buildings and are also included inside the suites. Each bedroom suite and each hallway have smoke detectors which notify persons that there is an emergency event such as a fire.

Each building is accessible by fire department personnel and their vehicles along a driveway/sidewalk which is specially constructed to receive the loads of all vehicle types needed to respond to emergencies.

The building incorporates fire alarm pull stations and automatic smoke detection sensors and is outfitted with a fire alarm system to alert the building occupants if an evacuation is necessary. The alarm system is monitored 24/7 by an off-campus vendor who notifies the Fire Department and the Office of Public Safety of alarm activations.

The college has installed an outdoor protective warning siren on the roof of Building W, outside of Building D and on the athletic field, which can be used as a campus public address system notifying the residents, as well as all others within the Georgia Gwinnett College community, that there is a fire or other emergency on the campus.

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

Public Safety, in coordination with Student Housing and Food Service, provides annual training for resident assistants (RA).

Topics addressed during this training include:

- Fire prevention in the residence halls
- What you should do in the event of a fire
- How to report a fire or other emergency
- How resident building fire safety systems operate

Resident Assistants coordinate additional fire safety training and education programs for residence hall students.

Other general safety and fire safety information is available to students, faculty, and staff at [GGC's Public Safety Website](#).

## Fire Incident Reporting

Students, faculty, and staff are instructed to call 911 or Campus Police at (678) 407-5333 to report a fire emergency.

Non-emergency notifications (e.g., evidence that something burned) are made to Campus Police at (678) 407-5333.



## Plans for Future Improvements in Fire Safety

Georgia Gwinnett College continues to monitor trends related to residence hall fire incidents and alarms to provide a fire-safe living environment for all students. The latest programs and policies are developed as needed to help ensure the safety of all students, faculty, and staff. If additional funding were available, it would be used to upgrade the fire notification system so alarm monitoring would be an on-campus function.

## Important Phone Numbers and Other Contact information

**911** Emergency number for any emergency

### Public Safety at Georgia Gwinnett College

Location: Building D

Address: 20 Collins Industrial Way,  
Lawrenceville, Georgia 30043

Phone: (678) 407-5333



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# Crime Prevention Tips

While the Georgia Gwinnett College campus is a safe environment, crimes do occur. In addition to the Clery Act crimes statistics below, other common crimes that occur on campus are outlined below.

## Theft

Theft is a common occurrence on college campuses. Often, this is because theft is a crime of opportunity. Confined living arrangements, recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities. Occupants of the residence halls often feel a sense of security and home atmosphere and become too trusting of their peers, while others leave classrooms and laboratories unlocked when not occupied for short periods of time.

It is important to be very vigilant when it comes to suspicious people. Never leave items and valuables lying around unsecured. Doors should always be locked. The following is a list of suggestions to help you not fall victim to theft:

- Keep doors to residence halls, labs, and classrooms locked when not occupied.
- Do not provide access to unauthorized persons in the buildings or classrooms.
- Do not keep substantial amounts of money with you.
- Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer.

- Keep a list of all valuable possessions including the makes, models, and serial numbers.
- Take advantage of engraving programs to have all valuables engraved with specific identifying marks.
- Do not leave laptop computers or textbooks unattended in labs or libraries, even if it is for a brief period.
- Do not lend credit cards or identification cards to anyone,
- Report loitering persons or suspicious persons to the police immediately; do not take any chances.

## Daily Crime and Fire Log

Campus Police generates [the Public Crime Log](#) and a [Public Fire Log](#) from related incidents reported through the central dispatch office, from Campus Security Authorities, and local law enforcement agencies. Crime logs are publicly available for inspection on the college's website, and in person at the Department of Public Safety during regular business hours.

The most current entries are archived from the website on a monthly basis, with the most current 60 days publicly available, and retained electronically for seven years. Archived copies will be available for public inspection within two business days of a request.

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## Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involve fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account or credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them. There are measures you can take to prevent this from happening to you:

- Do not give anyone your personal information unless there is a reason to trust them, and the release is for good reason.
- Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.
- Examine financial information often to ensure all transactions are authorized and accounted for.
- Use of computer security software on computers and installation of firewalls are good.

## Drug and Alcohol Abuse Prevention

### Drug and Alcohol Information

In support of the college's mission and vision, the GGC CLAW (Creating Lives Active and Well) Committee, composed of student, faculty, and staff representation, promotes programs and services which contribute to "...a state of physical, social, and mental well-being."



## Standard of Conduct

Georgia law prohibits possession or consumption of alcoholic beverages by those under the legal drinking age and prohibits making alcoholic beverages available to persons under the legal drinking age. Georgia Gwinnett College expects those who choose to use alcohol do so responsibly.

Alcohol and Other Drug Related Misconduct: Student Handbook APM (Administrative Policy Manual) 8.2.98 Drug-free Workplace Policy (requires MyGGC login).

## Applicable Legal Sanctions

Under Georgia and federal law, it is a crime to possess, manufacture, sell, or distribute illegal drugs. For a full description of federal laws, see [Federal Trafficking Penalties](#).

In Georgia, spirits and liquor must be purchased in retail package stores. For more information on state alcohol laws, including Georgia Zero Tolerance, see [Georgia Code](#).

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## Health Risks

### Physical signs of abuse and addiction

Alcohol and drug abuse directly affect the brain and one's physiology. Alcohol and drugs affect the entire body, from the brain to various organs. Signs of abuse and addiction can include:

- Tremors and/or delayed motor skills, coupled with delayed speech or reaction times
- Rapid weight loss or weight gain, and a deterioration of physical appearance
- Cycles of increased or diminished energy, restlessness, and inability to sleep
- Bloodshot eyes, pupils larger or smaller than usual
- Unusual smells on breath, body, or clothing

Source: Helpguide.org Lawrence Robinson, Melinda Smith, M.A., and Joanna Saisan, contributed to this article. Last updated: January 2012.

### Effects of Drug Use and Abuse

- Tachycardia – elevated heart rate
- Bradycardia – depressed heart rate
- Elevated blood pressure
- General anxiety
- Depression
- Distorted vision
- Tremors
- Seizures
- Delusions

## Effects of Alcohol Abuse

- Nervous system and brain cell damage
- Cirrhosis of the liver
- Infection and chronic inflammation
- Malnutrition
- Cardiovascular problems
- Sexual problems
- Cancer
- Diabetes

Source: A Primer of Drug Action, 2001, by Robert M. Julien, M.D., Ph.D. and in Brief Alcohol Screening and Intervention for College Students: A Harm Reduction Approach, 1999, by Linda A. Dimeff, John S. Baer, Daniel R. Kivlahan, and G. Alan Marlatt.

### Drug or alcohol counseling, treatment, or rehabilitation

Alcohol, substance abuse, anxiety, stress, depression and/or related emotions are common given the everyday pressures of life. If you are struggling with any of these feelings, rest assured that you don't have to face these challenges alone. The following resources are available to you:

**The Georgia Crisis and Access Line:**  
1(800) 715-4225

**Georgia Gwinnett College  
Counseling and Psychological  
Services:** 24 hours/7 days a week,  
insurance is not required. To make an  
appointment at the Counseling and  
Psychological Services call  
(678) 407-5592.



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# Georgia Gwinnett College Alcohol and Drug Policy

## Standard of Conduct

It is the policy of Georgia Gwinnett College to provide students and employees with the following information in compliance with the U.S. Department of Education requirement under Part 86, the Drug and Alcohol Abuse Prevention Regulations (Education Department General Administrative Regulations [EDGAR 86]).

Georgia Gwinnett College has adopted and implemented a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities. GGC will annually notify employees and students by issuance of the policy for drugs and alcohol via publication in the Administrative Policy Manual (APM). Additionally, GGC will conduct a biennial review on the effectiveness of its Alcohol and Other Drugs (AOD) programs and the consistency of sanctioned enforcement and will maintain its biennial review material on file.

The college supports all federal, state, and local laws relating to the use of alcoholic beverages. The college also endorses the continual development of educational materials which emphasize the problems related to alcohol abuse. The legal age for possession and consumption of alcoholic beverages in Georgia is 21. The college expects this law to be strictly followed. The use, consumption, distribution, or sale of alcoholic beverages on any property owned or leased by the college is prohibited. Exceptions may be made only by the president or a designee. No college funds or student activity fees may be used for the purchase of alcoholic beverages.



## Standards of Conduct for Students

All students are prohibited from the following:

- Possession and/or consumption of alcohol on campus. Exceptions must be approved by the college president.
- Use and/or possession of marijuana and/or other illegal drugs.
- Possession of alcohol beverage containers, including decorative collections.
- Use, possession, and/or distribution of narcotic or other controlled substances except as permitted by law.
- Possession of drug paraphernalia, including bongs, glass pipes, or hookahs.
- Providing or facilitating the use, possession, and/or distribution of alcoholic beverages.
- Providing or facilitating the use, possession, and/or distribution of narcotics or other controlled substances except as permitted by law.

- Appearing at a college activity or on college property in a state of intoxication and/or under the influence of alcohol and/or other drugs.
- Disruptive or disorderly conduct caused by the influence of alcohol and/or other drugs.
- Driving under the influence of alcohol or other controlled substances.
- Use and/or possession of a prescription drug if the prescription was not issued to the student or the distribution or sale of a prescription drug to a person to whom the prescription was not originally issued.

For more information on student conduct: [Student Integrity](#), see also [APM 8.2.98 Drug-free Workplace Policy](#)

## Standards of Conduct for Employees

The use, consumption, or possession of any narcotic, dangerous drug, or controlled substance by any student or employee of the college for which said student or employee does not have legal license or valid prescription is prohibited. The unlicensed distribution, manufacture, or sale of any narcotic, dangerous drug or controlled substance by any student or employee of the college is prohibited.

The college supports all federal, state, and local laws relating to the use of alcoholic beverages. The college also endorses the continual development of educational materials which emphasize the problems related to alcohol abuse. The legal age for possession and consumption of alcoholic beverages in Georgia is 21. The college expects this law to be strictly followed. The use, consumption, distribution, or sale of alcoholic beverages on any property owned or leased by the college is prohibited. Exceptions may be made only by the president or a designee. No college funds or student activity fees may be used for the purchase of alcoholic beverages.

## Applicable Sanctions

Georgia Gwinnett College will impose disciplinary sanctions on students and employees, consistent with federal, state, or local law, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

Where applicable, a referral for prosecution may be warranted under the law.

## GGC Sanctions for Employees

Georgia Gwinnett College is committed to establishing and maintaining a drug-free workplace, in compliance with the Drug-Free Workplace Act of 1988. For further details on the Drug-Free Workplace Policy, consult the [8.2.98 Drug Free Workplace Policy](#) and [8.2.99.1 Policy on Arrests and Dispositions](#) as well as the [Board of Regents Policy Manual 4.6.4](#).

## Applicable Legal Sanctions

Under Georgia and Federal law, it is a crime to possess, manufacture, sell, or distribute illegal drugs. For a full description of federal laws, see [The Controlled Substances Act \(dea.gov\)](#).



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In Georgia, spirits and liquor must be purchased in retail package stores. For more information on state alcohol laws, including Georgia Department of Public Safety Operation [Zero Tolerance](#), visit the [Department of Revenue's Alcohol and Tobacco Division Law Enforcement webpage](#).

## Areas Open to the Public

Georgia Gwinnett College prohibits the possession and use of alcoholic beverages in areas open to the public including areas of buildings open to the public. However, the use of alcoholic beverages, may be permitted at college-sponsored activities in areas designated by, and with the prior approval of, the president of Georgia Gwinnett College.

## Private or Closed Areas

The possession and use of alcoholic beverages are prohibited in conference rooms, offices, office reception rooms, closed buildings, and areas of buildings that are not open to the public or from which the public has been excluded, except that the use of alcoholic beverages, subject to the laws of Georgia, may be permitted in specific private or closed areas designated by, and with the prior approval of the president of Georgia Gwinnett College.

## Education and Research Areas



Georgia Gwinnett College specifically prohibits the use, possession and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings, arenas, or areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not be granted to use or possess alcoholic beverages in a facility being used for one of the above functions.

## Policies Specific to Students

Any student who violates this policy is subject to disciplinary action including sanctions as outlined in the Student Code of Conduct in addition to any penalties resulting from violating local, state and or federal law. Disciplinary sanctions may include students who are found responsible for violations and may be subject to sanctions ranging from disciplinary warning, disciplinary probation, up to suspension or expulsion from the college. Students residing in campus housing may also lose the privilege of living on campus for violating college rules and regulations or conditions of the housing contract. In most cases, the Office of Student Integrity will also assign developmental and educational interventions designed to promote greater awareness and improved decision-making for students and to further deter future misconduct.

## Alcohol and Illegal Substances

### Alcohol Policy

The possession of and use of alcoholic beverages is prohibited in all college on-campus residence hall buildings.

It is a violation of state law and college policy for a student under 21 years of age to attempt to purchase, consume, possess, or transport alcoholic beverages. It is unlawful to sell, furnish, and give alcoholic beverages



or to permit alcoholic beverages to be sold, furnished, or given to any minor.

Residents will be held responsible for activities that occur in their rooms and will be referred to the Office of Student Integrity if guests are violating the on-campus alcohol policies listed above.

Failure to comply with the direction or to present identification to college officials acting in the performance of their duties is a violation of the Student Code of Conduct and will result in a referral to the Office of Student Integrity.

It is against the Student Code of Conduct to supply false information, such as name, age, etc. to college officials who are acting in the performance of their duties.

### **Illegal Substances (Drugs)**

It is a violation of state law and college policy to illegally possess, use, distribute, manufacture, sell or be under the influence of other drugs. Students who violate this policy will be referred to Student Integrity and/or Campus Police.

It is against residence hall policy for a student to be in a residential area – room, shared area, common building, building entryway, or outdoor area immediately adjacent to the residence halls – and in the presence of an illegal substance. Students with an illegal substance in these areas will be referred to Student Integrity and/or Campus Police.

### **Policies Specific to Faculty and Staff**

As a condition of college employment, every employee shall abide by this policy. Any employee who violates this policy is subject to college sanctions, including dismissal, as well as criminal sanctions provided by federal, state, or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program. An

## **Alcohol Poisoning**

### **Know the signs:**

- Passed out or difficult to awaken
- Cold, clammy, pale, or bluish skin
- Slowed breathing
- Vomiting either asleep or awake

### **Know how to help:**

- Turn a vomiting person on his/her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- NEVER leave the person unattended

employee must notify his or her supervisor of any criminal drug conviction for a violation occurring in Georgia Gwinnett College workplace no later than five days after such conviction. Please consult Section 8 - Personnel - Georgia Gwinnett College -Drug Free Workplace for more information.

## **Underage Drinking**

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

By law, the local police department and Campus Police are required to notify parents or guardians of all underage drinking violations.

Georgia Gwinnett College has a zero-tolerance policy associated with students

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consuming beverage alcohol under the age of 21. Not only is this against state law, but it also violates the student code of conduct.

### **Carrying False I.D. (Identification)**

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

### **Public Drunkenness**

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

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

Public drunkenness also leads to other behaviors and important health concerns. Often, public drunkenness contributes to too many criminal mischiefs and disorderly conduct on campus. Persons must be responsible for their own actions and know their limits and tolerance levels before consuming alcohol.

### **Driving Under the Influence (DUI)**

In Georgia, the illegal level for DUI is .08% blood alcohol content (BAC) and .02% BAC for persons under 21 years of age. If you are convicted of a first-time DUI in Georgia, you should expect to spend 24 hours in jail (or 48 hours (about two days) in some counties). In addition, expect a one-year license suspension. If you are over 21, you may be able to get your license back at

the end of 120 days (about four months) if you have completed an alcohol/drug risk reduction course and paid the appropriate reinstatement fee.

Also, drivers with any amount of a Schedule I, II, or III controlled substance not medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle.

It is illegal for anyone under 21 years of age to drive a vehicle with a blood alcohol content of .02 or higher.

### **Refusing a Chemical Test**

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

### **Open Container Law**

In Georgia, there is no state law allowing persons to carry open containers of alcohol in public, except in Savannah, Georgia.

## **Related Offenses**

### **Possession of a Small Amount of Marijuana**

A person is unlawful when he unknowingly, knowingly, or intentionally possesses a small amount of marijuana (hashish), a Schedule I substance and is not authorized by law to possess such substance, and is outlined under the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

Persons engaged in such activity will most likely face criminal charges and be charged with a violation of the GGC Student Code of Conduct.

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## Possession of Drug Paraphernalia

A person is unlawful when he possesses, with the intent to use, drug paraphernalia which is used for packaging, manufacturing, injecting, and ingesting, inhaling, or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

## Synthetic Marijuana

Effective March 1, 2011, the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. This drug may also be known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma. Individuals found responsible for manufacturing, possessing, importing/exporting, or distributing these substances will face criminal and civil penalties.

Students engaging in these activities will also be held responsible under GGC's illegal substances policy.

## Drugs Risks and Consequences

Alcohol and other drug use during pregnancy increases the risk of physical harm to the fetus. Additional risks of harm may occur from toxic impurities present in street drugs. Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed. Drugs taken by injection can increase the risk of infection (e.g., HIV, hepatitis, etc.) through needle contamination.

Resources for Drug and Alcohol Abuse Education Programs

For more information visit Federal Drug Abuse Programs and Federal Drug Abuse Education Programs.

## Drug or Alcohol Counseling, Treatment or Rehabilitation

Alcohol and other substance abuse are struggles that many individuals face. They may occur in response to stress, anxiety, depression, and other life stressors. If you are struggling with any of these feelings, rest assured that you do not have to face these challenges alone. There are several campus and community resources to aid you.

### On Campus:

- Counseling and Psychological Services is available to all actively enrolled GGC students. It provides consultations and individual counseling and referrals to community counseling and psychiatric resources. To make an appointment, call (678) 407-5592.

### Community:

- KEPRO, the USG (University System of Georgia) Employee Assistance Program, is available to all GGC employees and provides consultation 24/7. Call (844) 243-4440.
- Viewpoint Heath provides counseling and psychiatric services in Gwinnett County. Call (678) 209-2411.
- Georgia Crisis and Access Line (GCAL) is a 24/7 mental health hotline accessible anywhere in Georgia. Call 1 (800) 715-4225.
- The Crisis Text line provides 24/7 support for all mental health needs. Text "HOME" to 741741.





## Annual Disclosure of Crime Statistics

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. GGC's Campus Police maintain a close relationship with all police departments where Georgia Gwinnett College owns or controls property to ensure that crimes reported directly to these police departments that involve GGC are brought to the attention of Campus Police.

Campus Police collect crime statistics disclosed in the charts through several methods. Police dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated, computer-aided dispatch systems/records management system.

After an officer enters a report in the system, and a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI (Federal Bureau of Investigation) Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the Campus Police maintain, the statistics below also include crimes that are reported to various campus security authorizes, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the subcategories on liquor laws, drug laws and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

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## Definitions of Reportable Crimes

### Primary Crimes

- **Murder/manslaughter** – defined as the willful killing of one human being by another.
- **Manslaughter by negligence** – is defined as the killing of another person through gross negligence.
- **Sex offenses** – any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
- **Rape** – the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Fondling** – the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** – nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory rape** – nonforcible sexual intercourse with a person who is under the statutory age of consent.
- **Robbery** – is defined as taking or attempting to take anything of value from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated assault** – is defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by using a weapon or by means likely to produce death or great bodily harm.
- **Burglary** – is the unlawful entry of a structure to commit a felony or a theft.
- **Motor vehicle theft** – is the theft or attempted theft of a motor vehicle.
- **Arson** – any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, private property of another, etc.
- **Larceny/theft** – includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.
- **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 with 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 destroy willfully or maliciously, damage, deface or otherwise injure real or private property without the consent of the owner or the person having custody or control of it.

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## Hate Crimes

Hate crimes – includes all the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of prejudices listed below plus the following crimes. 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

## Categories of Prejudice

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

- **Gender** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender.
- **Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- **Sexual orientation** – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- **Ethnicity** – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- **National origin** – A preformed negative opinion or attitude toward a group of people based on their actual perceived country of birth.
- **Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age, or illness.
- **Gender identity** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity.

## Dating Violence, Domestic Violence, and Stalking

**Dating Violence** – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

**Domestic Violence** – A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim,
- By a person with whom the victim shares a child in common,
- By a person who is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner,
- By a person similarly situated to the spouse of the victim under the domestic or family violence laws of the district in which the crime of violence occurred, 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 district in which the crime of violence occurred.

**Stalking** – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.



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## Clery Crime Statistics Report

GGC is presenting a revised annual report of Clery-reportable crimes to update and correct previously reported data. The following information is presented based upon a full internal audit.

### Annual Disclosure of Crime Statistics

The Clery Act coordinator is responsible for collecting crime reports from campus security authorities (CSAs), as defined below, for the purposes of compiling annual crime statistics. Several databases are used to import data from Campus Police, Student Affairs (including Student Housing), Athletics, Title IX, and Human Resources to inform the tabulation and reporting of Clery Act crimes. CSAs may also submit information through an online form. The coordinator also requests and gathers reports from local law enforcement agencies for inclusion in the report.

Some statistics in this report for previous years include changes identified from a 2020 internal audit. In addition, the reporting format was changed this year to help clarify reporting.

The Clery Act coordinator leads the Clery Act Classification Committee in determining the classification and counting of crime statistics. The committee includes representatives from the offices of Campus Police, Title IX, Dean of Students, Student Housing (to create a highly engaging learning experience, inspiring students to make healthier decisions related to alcohol and other drugs), Internal Audit and General

Counsel. The committee meets monthly, in addition to maintaining ongoing individual collaborative communications.

CSAs are individuals who, because of their responsibilities at GGC, have an obligation to share information with the college about alleged Clery Crimes that are either reported to them and/or personally witnessed by them. At GGC, some common examples of CSAs include, but are not limited to, campus police, resident assistants and Student Housing personnel, student affairs personnel, coaches, and Title IX personnel.

# Tables of Clery Crime Offenses

## Criminal Offenses

Criminal Offenses	Year	Lawrenceville Campus - Clery Geography				
		On Campus			Non- campus Building or Property	Public Property
		Student Housing Facilities	Other	On-Campus Total		
Murder and Non-negligent Manslaughter	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Negligent Manslaughter	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Rape	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Fondling	2020	1	0	1	0	0
	2021	1	0	1	0	0
	2022	1	0	1	0	0
Incest	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Statutory Rape	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Robbery	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	1	1	0	0

Criminal Offenses	Year	Lawrenceville Campus - Clery Geography				
		On Campus			Non- campus Building or Property	Public Property
		Student Housing Facilities	Other	On-Campus Total		
Aggravated Assault	2020	0	0	0	0	0
	2021	1	0	1	0	0
	2022	0	0	0	0	0
Burglary	2020	0	0	0	0	0
	2021	0	1	1	0	0
	2022	0	0	0	0	0
Motor Vehicle Theft	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Arson	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0

## Violence Against Women Act (VAWA) Offenses

VAWA Offenses	Year	Lawrenceville Campus - Clery Geography				
		On Campus			Non- campus Building or Property	Public Property
		Student Housing Facilities	Other	On-Campus Total		
Domestic Violence	2020	0	1	1	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Dating Violence	2020	6	0	6	0	0
	2021	4	1	5	0	0
	2022	11	1	12	0	0
Stalking	2020	1	3	4	0	0
	2021	4	8	12	0	0
	2022	1	7	8	0	0



## Arrests

Arrests	Year	Lawrenceville Campus - Clery Geography				
		On Campus			Non- campus Building or Property	Public Property
		Student Housing Facilities	Other	On-Campus Total		
Weapon Violations	2020	1	0	1	0	1
	2021	1	1	2	0	0
	2022	0	2	2	0	0
Drug Abuse Violations	2020	1	0	1	0	0
	2021	1	0	1	0	2
	2022	0	1	1	0	1
Liquor Law Violations	2020	2	0	2	0	2
	2021	0	0	0	0	2
	2022	1	1	2	0	0

## Disciplinary Actions

Disciplinary Actions	Year	Lawrenceville Campus - Clery Geography				
		On Campus			Non- campus Building or Property	Public Property
		Student Housing Facilities	Other	On-Campus Total		
Weapons: Carrying, Possessing, etc.	2020	1	0	1	0	0
	2021	3	1	4	0	0
	2022	1	0	1	0	0
Drug Abuse Violations	2020	14	0	14	0	2
	2021	49	2	51	0	0
	2022	13	0	13	0	0
Liquor Law Violations	2020	26	0	26	0	2
	2021	26	0	26	0	0
	2022	33	0	33	0	0

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## Hate Crimes

- No hate crimes were reported for 2020, 2021, 2022

## Crimes Reported to College Officials (Unfounded)

	2020	2021	2022
Total Unfounded Crimes	0	1	0



# Annual Fire Safety Report

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Georgia Gwinnett College.

## Definitions

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act:

**On-campus student housing** – A student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution

and is within a reasonably contiguous area that makes up the campus.

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

## Residence Hall Fire Drills

Each semester, fire drills are conducted in all on-campus residence halls to allow occupants to become familiar with and practice their evacuation skills. The drills are conducted by the resident directors, residence assistants, community assistance, housing management, GGC Emergency Management, Public Safety, and evaluated by the Gwinnett County Fire Department.

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## Resident Hall Fire Drills Dates

- 2020 - 2 Completed - Unannounced
- 2021 - 2 Completed - Announced
- 2022 - 2 Completed - Announced

## Fire Safety

Georgia Gwinnett College takes fire safety very seriously and continues to enhance its programs to the campus community through education, engineering, and enforcement. Educational programs are presented throughout the year to faculty, staff, and students so they are aware of the rules and safe practices. These programs, which are available at all campus locations, include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

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

Georgia Gwinnett College has been a leader in ensuring the safety of students, faculty, staff, and visitors who live and work in college-operated residences. Automatic sprinkler systems and fire alarm systems are recognized, engineered building features that help to provide for a fire-safe living environment. All college-operated residence halls and apartments are provided with automatic sprinkler systems, smoke detectors and building fire alarm systems to provide early detection and warning of a fire emergency. Additionally, food service staff members are trained annually in hands-on use of fire extinguishers and emergency procedures in the event of a fire.

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

Georgia Gwinnett College has adopted and developed numerous safety policies and guidelines to help promote a safe living and work environment at all college locations. These policies, guidelines and other fire safety information can be accessed on the internet at [GGC Public Safety](#).

Additional protection is provided by Campus Police officers who are trained for initial response to fire incidents occurring at college facilities. Officers aid in building evacuation and extinguishment and confinement of small fires.

[View the full Fire Safety in Residential Housing policy.](#)





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## Fire Safety Policies

**Air conditioners/heaters** – Persons may not install air conditioners or ceiling fans in their rooms. AC units and electric space heaters are not permitted. Other appliances/items may not be plugged into outlets designed specifically for AC use.

**Barbeque grills** – Persons are not permitted to use or store barbeque grills in the residence halls.

**Candles and incense** – Possession or use of all candles and incense for any purpose is prohibited in the residence halls.

**Cooking** – Persons should not leave their food items unattended in the microwave.

Persons are responsible for the proper use of approved cooking appliances and attention to food items while using the appliances.

**Kitchen appliances** – The only kitchen appliances permitted in the residence hall are blenders, coffee makers (with no exposed heating elements), popcorn poppers, toasters, crock pots and rice cookers. Appliances in use must be supervised. When not in use, appliances must be unplugged; failure to unplug or properly supervise appliances may result in a Student Integrity/Student Conduct violation. Appliances cannot have a detachable plug, must be in good condition, and must meet all code requirements. Any collected grease from approved appliances must be disposed of in solid form in the trash, not in a drain. Mini refrigerators less than four cubic feet and with Energy Star certification are permitted.

**Extension cords/multi-plus adaptors** – Extension cords may be used under the following conditions:

- Multiple-outlet adapter “strips” with built-in circuit breakers are recommended

when the desired number of outlets exceeds the available number of outlets in student rooms.

- Only one extension cord is permitted to connect an appliance with an electrical outlet.
- Extension cords may not be connected in a series.
- Only properly grounded, three-pronged extension cords may be used with appliances that require grounding (appliances with cords having three prongs).
- Extension cords may not be placed under carpet, furniture, or other materials.

**Evacuation** – Immediate evacuation when an alarm sounds, and/or emergency flashing lights have been activated and/or when instructed to do so by appropriate Student Housing staff are mandatory. Re-entry into a building before receiving confirmation from appropriate GGC staff, police officer, the fire department, or other emergency personnel is prohibited. Re-entry is not allowed when the alarm sounds. For safety reasons, using an elevator to evacuate a building is not permitted. The college will not be responsible for any harm caused by reentry into the building before permitted. Residents may be charged a minimum fine of \$150 for failing to immediately evacuate.

**Fire hazard** – The reckless obstruction of a fire exit in a residence hall or at a residence hall-sponsored activity is prohibited. Stairwell and other fire doors may not be propped open unless supported by a magnetic fire door closer. No combustibles or debris may be kept in corridors or stairwells.

**Fire safety equipment** – Tampering with, vandalizing or misusing fire safety equipment is prohibited. Fire safety equipment includes, but is not limited to

alarms, extinguishers, smoke detectors, door closures, alarmed doors, and sprinklers.

**Fireworks** – The possession and/or use of fireworks on campus is prohibited.

**Halogen lamps** – All “floor style” halogen lamps are prohibited in residence halls. Halogen lamps designed and marketed as desk lamps with a fully unexposed bulb behind a solid glass casing that cannot be tampered with and is at 50 watts or less are acceptable.

**Personal care electrical devices** – Hair/blow dryers, curling irons, straightening irons, and other personal care electric devices must be plugged directly into the outlets.

**Sprinklers** – Persons are not permitted to hang items from, cover, or otherwise tamper with fire sprinkler devices.

## Fire Reporting Procedures for inclusion in Annual Fire Safety Report

Report all fires to GGC’s deputy chief of police at (678) 407-5333 for inclusion in the annual fire safety report. To access evacuation maps and fire safety tips visit the [Public Safety Website](#).

## Housing Building Addresses:

Building 1000, 1000 University Center Lane,  
Lawrenceville, Georgia, 30043

Building 2000, 1000 University Center Lane,  
Lawrenceville, Georgia, 30043

Building 3000, 1000 University Center Lane,  
Lawrenceville, Georgia, 30043

## Fire - Immediate Actions

Activate the nearest fire alarm and call Public Safety at (678) 407-5333 or 911.

Knock on doors and yell “Fire” as you exit the building.

Evacuate the building.

Help others who need assistance to move to a safe area or designated assembly area.

Do not use elevators.

Close doors as you leave. DO NOT lock doors.

If you must open a door to exit, feel the door with the back of your hand. Do not open the door if it is hot.

Once outside, get far away from the building and report to your designated assembly area. If you do not know your assembly area, look for where people are gathering and join them.

Notify emergency response personnel of any persons injured within the building or needing assistance.

Assist the building manager with accounting for personnel.

Re-enter the building when advised by emergency personnel.

## Higher Education Act Residential Fire Safety

Building	Building Number	Smoke Detector	Fire Alarm System	Sprinkler System	Standpipe System	Hood System/ Stoves and Ovens (Stoves and Ovens are not provided in On-campus Housing)	ABC Type Fire Extinguishers placed in Hallways and Common Area
1000	Yes	Yes	Addressable	Yes	Yes	No	Yes
2000	Yes	Yes	Addressable	Yes	Yes	No	Yes
3000	Yes	Yes	Addressable	Yes	Yes	No	Yes

## Fire Statistics for Student Housing Fires

2020				
Building	Category of Fire	Cause of Fire	Injury/Death	Property Damage
1000	None			
2000	None			
3000	None			
2021				
Building	Category of Fire	Cause of Fire	Injury/Death	Property Damage
1000	None			
2000	None			
3000	None			
2022				
Building	Category of Fire	Cause of Fire	Injury/Death	Property Damage
1000	None			
2000	None			
3000	None			



# Georgia Gwinnett College Clery Map

