2026 ANNUAL SECURITY REPORT

JEANNE CLERY CAMPUS SAFETY ACT INCLUDING CRIME STATISTICS FOR 2023,2024 AND 2025

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FOREWARD

We at Oconee Fall Line Technical College are committed to providing a safe campus environment, and we ask that everyone takes ownership of this goal. We have undertaken many important institutional efforts to address safety and security issues, including this publication, and urge you to review the information about campus safety measures, reporting crimes and other emergencies, as well as the procedures and policies designed to protect our college community. We have no greater priority than the safety of our students, faculty, staff, and visitors, but a truly safe campus can only be achieved through the cooperation of everyone.

We strive to foster an environment in which individuals feel safe to attend, learn, and work. Our goals are principles of responsibility and respect. These values are essential to our community and serve as the foundation for productivity and success. A safe, supportive campus can be achieved with everyone's cooperation. This publication contains information about campus safety measures and reports crime statistics for our college.

Thank you for attention to this very important mission.

Rosemary Selby
Interim President

Billy Knowles
Chief of Police

NONDISCRIMINATION STATEMENT

Oconee Fall Line Technical College (OFTC) does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all educational programs and activities, including admissions policies, scholarship and loan programs, athletic and other Technical College System and College-administered programs, including any Workforce Investment Act of 1998 (WIA) Title I financed programs. It also encompasses the employment of personnel and contracting for goods and services.

Title IX Coordinator – Jennifer Todd
Office: North Campus 315
478-553-2098
jtodd@oftc.edu

ADA/504 Coordinator – Saketta Brown
Office: South Campus WRS 112
478-274-7643
sdbrown@oftc.edu

EEOC Officer – Rosemary Selby
Office: North Campus 205
478-553-2055
rselby@oftc.edu

OFTC shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

PREPARATION OF THE ANNUAL SECURITY REPORT DISCLOSURE OF CRIME STATISTICS

ANNUAL NOTICE COMPLIANCE - ACCESSIBILITY OF INFORMATION

This report is prepared to comply with the Jeanne Clery Campus Safety Act using information provided by various campus offices including Student Affairs and Campus Security Authorities, and information/crime statistics provided by local law enforcement agencies that have jurisdiction at our campuses.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, adjacent to campus, and in certain off-campus buildings or property owned, leased, or controlled by OFTC. This report also contains institutional practices pertaining to campus security, crime reporting, sexual assault, alcohol and drugs, victims' assistance programs, student discipline, campus resources, community safety alerts, crime prevention, access to campus facilities/properties, as well as personal safety tips. This document also encourages the reporting of all crime and includes how reports should be made and to whom.

OFTC distributes a notice of the availability of this Annual Security Report by October 1st of each year to every member of our college community. All currently enrolled students, employees, prospective students, and prospective employees may obtain a paper copy of this report by contacting the Office of the Vice President of Facilities, Planning, and Research at 478-274-7775 or the Chief of Police at 478-274-7871, by visiting the Office of the Chief of Police at the Dublin Campus in L. Livingston Hall, 1st floor, office 120, or online at the OFTC website at:

https://www.oftc.edu/services/safety-security/campus-security-act

The report may also be found online at the OFTC website, www.oftc.edu:

a. Go online to the OFTC website
b. Once on the OFTC webpage, choose and 'hover over' the **Student Resources** tab at the top of the page.
c. On the menu shown, choose the **Safety and Security** column on the right side of the page and click on the **Clery Act** link.
d. A new page will open where you can open the current **Annual Security Report**.

Once the report is open, you may read and print any portion of or the entire report.

CAMPUS LAW ENFORCEMENT AND SECURITY

Role

OFTC maintains an on-campus police department, and provides the following assets for campus security:

a. employs full time Georgia POST-certified law enforcement officers to perform campus safety and law enforcement functions on all campuses.
b. employs Georgia POST-certified law enforcement officers in a part-time status to assist campus police and perform campus security and law enforcement functions at South Campus (Dublin), North Campus (Sandersville), and Jefferson Center (Jefferson County).

Authority

OFTC law enforcement personnel have the authority and responsibility to enforce all college rules/ regulations on all OFTC owned, leased, and/or operated property, as well as enforcing state and local laws. Additional local law enforcement officers employed by OFTC have the same authority and responsibilities.

Criminal incidents are investigated by campus police officials and may be turned over to local law enforcement authorities. Violations of college rules/code of conduct are referred to Student Affairs personnel for review/action.

Mission Statement

The primary goal of our law enforcement and security efforts is to serve and protect a social and academic environment that sustains and encourages moral and intellectual growth while preserving the legal rights of individuals. We will facilitate this goal by being as proactive as possible, anticipating and preventing unsafe conditions, protecting facilities and property, and protecting the campus community from the imprudent or illegal acts of others.

Agreements / Memorandums of Understanding (MOU)

OFTC recognizes that laws and rules are necessary, and supports the enforcement of law by governmental agencies and rules by officials of the college. All persons on an OFTC campus are subject to these laws and rules at all times. OFTC is property of the State of Georgia; local law enforcement officers may enter the campus to conduct business as needed, with the understanding that they are expected to announce their presence with us when on campus. In addition, these officers are invited to patrol the campus to assist us in deterring crime. We enjoy a good relationship with all of the law enforcement agencies where OFTC is a part of the community. At the present time we do not have any MOU's with local agencies. Each OFTC facility/campus falls directly in the jurisdiction of a municipal and/or county law enforcement agency. If the need arises, OFTC will complete necessary agreements with other agencies.

Safety, Our Number One Priority

OFTC takes great pride in our campus community and has many advantages for students, faculty, and staff. This community is a great place to learn, work, and study; however, this does not mean that the campus community is immune from problems. With that in mind, we have taken progressive measures to create and maintain a safe environment on campus.

Though OFTC is progressive with its policies, programs, and education, it is up to each of us to live with a sense of awareness and use reasonable judgment when on campus.

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

OFTC maintains a cooperative relationship with all surrounding law enforcement agencies, local, state, and federal alike. At a minimum, each campus falls into at least one municipal and/or county jurisdiction. At the present time we do have any MOU's with these agencies as they each provide jurisdictional law enforcement services to our campuses. If the need arises, OFTC will complete necessary agreements with other agencies.

Crimes Involving Students or Student Organizations at Off-Campus Locations

OFTC does not have any officially recognized off-campus student organizations. We rely on our close working relationships with local law enforcement agencies to receive information about incidents involving our students, on and off campus. In coordination with local law enforcement agencies, our officers will actively investigate or coordinate investigation of certain crimes occurring on or near campus. If we learn of off-campus criminal activity involving students, we will coordinate with the appropriate law enforcement agency and forward information about the situation to the Office of Student Affairs, as appropriate.

REPORTING CRIMES AND OTHER EMERGENCIES

OFTC has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate officials. While reporting crimes or emergencies is voluntary, we encourage the prompt and accurate reporting of all crimes and emergencies to campus police officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire campus community that you immediately report all incidents so that security officials can investigate the situation and determine if follow-up actions are required, including issuing a 'timely warning' or emergency notification. Any crime reported to any campus official must be reported to campus police officials.

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 campus community members to report crimes promptly and to participate in and support crime prevention efforts. Our community will be much safer when all community 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 the criminal justice system, we ask that you consider filing a voluntary, confidential report with a 'campus security authority,' as defined on page 9 of this report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of 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 OFTC 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 Report. In limited circumstances, the college may not be able to assure confidentiality and will inform you in those cases.

Anyone may call campus law enforcement officers at 478-275-6634 (Dublin and Sandersville) or 478-625-1901 (Jefferson Center), or the Office of the Chief of Police at 478-274-7871 to report information. Callers may remain anonymous. Additional telephone numbers and contact information can be found at the OFTC website.

Anonymous Reporting

Anyone wanting to make a report anonymously may do so simply by contacting school officials at one of the phone numbers above, or by calling school officials at the appropriate campus (school telephone numbers can be found at the OFTC website). You do not have to provide your name or personal information in order to report a crime, situation, incident, or emergency. However, if you are the victim of a crime, and desire to pursue action in the criminal justice system, you cannot make an anonymous or confidential report of the crime to authorities, who are bound by state laws. Note that certain information provided may be protected by state open records laws.

Reporting to Security and Law Enforcement Services

We encourage all members of the OFTC community to report all crimes and other emergencies in a timely manner. If the incident/crime to be reported has already occurred, please contact campus law enforcement officers at 478-275-6634 (Dublin and (Sandersville), or 478-625-1901 (Jefferson Center), or the Office of the Chief of Police at 478-274-7871 during normal working hours, or in person at the appropriate campus police or security office.

If the incident/crime is occurring, and/or represents an emergency, contact 911 immediately. Although many resources are available, campus law enforcement should be notified of any crime, whether or not an investigation continues, to assure the college can assess any and all security concerns and inform the community if there is a significant threat to the campus community.

Whenever a crime is reported, a law enforcement officer will conduct the initial investigation, gather information, and seek physical evidence. The officer attempts to determine the basic facts by questioning all persons involved in the incident as well as any witnesses. Basic and necessary information, including home address, telephone number, and date of birth, are obtained during the investigation. Please bear in mind that the law enforcement officer, by asking detailed questions, is attempting to solve the crime and assist in the apprehension of the person(s) responsible. The crime scene (the area where the incident occurred) must not be disturbed, in order to preserve physical evidence. Each member of the campus community is asked to be observant and to pay attention to descriptions of persons, including clothing worn, and vehicles, including license plate numbers. Any suspicious person observed in or around a classroom, office or work area should be reported immediately.

Depending on the type of incident/crime, the investigation may be turned over to local law enforcement authorities for additional investigation and action. If additional information is needed after the initial inquiry, a law enforcement officer may contact the reporting person later to follow-up. OFTC is committed to doing everything possible to assist crime victims and witnesses.

Reporting to Other Campus Security Authorities

While OFTC prefers that community members promptly report all crimes and other emergencies directly to campus law enforcement authorities, we also recognize that some may prefer to report to other individuals or offices. The Clery Act recognizes certain college officials and offices as 'Campus Security Authorities (CSAs).' The act defines these individuals as:

- *A campus law enforcement unit;*
- *Any individual or individuals who have responsibility for campus security but who do not constitute a campus security force, such as an individual who is responsible for monitoring entrance into school property (e.g., an access monitor);*
- *An individual or organization specified in a school's campus security statement as the individual or organization to which students and employees should report criminal offenses;*
- *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 take action or respond to particular issues on behalf of the institution.*

Although we encourage the reporting of campus criminal activity directly to security officials or appropriate law enforcement authorities, in some instances members of the campus community may choose to file a report with a CSA. A crime reported to any CSA will be conveyed to the appropriate authorities. CSAs at OFTC are identified as follows:

President
Vice President of Student Affairs
Vice President of Academic Affairs
All Directors of Student Affairs
Human Resources Executive Director
LOIC Center Coordinator
All Campus Security Officials
Vice President of Facilities, Planning, & Research
All Academic Deans
Director of Student Affairs
Jefferson Center Director
All Law Enforcement Officers

If informed about a crime or an incident that may be a crime, CSAs will record any and all applicable information about the crime/incident, assist the person/victim to available options and resources, and then report it to campus security officials or appropriate law enforcement authorities. CSAs (with the exception of law enforcement officers) are not responsible for determining whether the crime took place, nor are they to perform any type of investigation or attempt to locate the perpetrator.

Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by colleges to serve in a counseling role are not considered CSAs when they are acting in the counseling role. OFTC does not employ professional or pastoral counselors. However, OFTC encourages any professional or pastoral counselor who may be counseling a student or employee to inform those they counsel of procedures for reporting crimes on a voluntary, confidential basis to any CSA for inclusion in the annual security report. By law professional and pastoral counselors are exempt from reporting requirements.

Disciplinary Referrals

Regardless of criminal prosecution decisions, all criminal cases involving students are referred to the Office of Student Affairs. When there is evidence that a student has committed a crime on campus, disciplinary action at OFTC may proceed whether or not criminal charges involving the same incident have been adjudicated or dropped. For more information, refer to the Student Code of Conduct in the Student Handbook.

Annual Clery Notice Compliance

In accordance with the Jeanne Clery Campus Safety Act, all currently enrolled students, employees, prospective students, and prospective employees are entitled to request and receive a copy of this report.

OFTC distributes a notice of the availability of this Annual Security Report by the 1st of October each year to every member of our college community. Copies of this report may be obtained by contacting the Office of the Chief of Police at 478-274-7871, by visiting the Office of the Chief of Police at the Dublin Campus, Livingston Hall, 1st floor, office 120, or online at the OFTC website. See page 5 for more information and access to the online report.

Daily Crime Log

OFTC maintains a daily log of all crimes/incidents reported to college officials. This written log is maintained on the OFTC computer system by the Chief of Police, is easily understood, and identifies pertinent information about each reported incident, including crimes reported within our Clery geography. This log includes:

- Nature, date, time, and general location of each crime/incident
- Date that crime/incident was reported
- Disposition of complaint, if known

Log entries (or additions to log entries) are made within 48 hours of receiving a complaint or information of a crime/incident, unless that disclosure is prohibited by law or would jeopardize the confidentiality of the victim.

OFTC may withhold information as described above if there is clear and convincing evidence that the release of the information would:

- Jeopardize an ongoing criminal investigation or the safety of an individual;
- Cause a suspect to flee or evade detection; or
- Result in the destruction of evidence

If this is the case, OFTC will disclose any information withheld once the adverse effect described in that paragraph is no longer likely to occur. Only that information that would cause the adverse effects described above may be withheld.

The daily log for the most recent 60-day period is open to public inspection. Anyone wishing to review the log or receive a copy of the log may do so my contacting the Office of the Chief of Police at 478-274-7871 during normal business hours. Logs older than 60 days will be made available within two business days of a request. Written requests may be sent to: Chief of Police, Oconee Fall Line Technical College, 560 Pinehill Road, Dublin, GA 31021.

It's Up to Each of Us

OFTC takes pride in the community and offers students and employees many advantages. It's a great place to learn and work; however it does not mean that the campus community is immune from all of the unfortunate circumstances that arise in other communities. With this in mind, OFTC has taken measures to create and maintain a reasonable safe environment on campus. Even with these measures in place, it's up to each one of us to always be aware of our surroundings and use reasonable judgment while on campus. It's also up to each of us to report any incident we may feel is against college policy or a threat to others.

TIMELY WARNING REPORTS

In an effort to provide timely notice to the campus community in the event of a crime that may pose a serious or ongoing threat to members of the community, OFTC will issue a campus alert, or 'timely warning' for / on the following crimes:

- Murder / manslaughter / homicide
- Sex offenses, including rape, fondling, incest, and statutory rape
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Arrests and disciplinary action referral for liquor law violations, drug law violations, and illegal weapon possession
- Violence Against Women Act (VAWA) crimes; dating violence, domestic violence, and stalking
- Hate crimes, including:
  - The number of each type of crime listed above determined to be hate crimes
  - The number of thefts/larcenies, simple assaults, acts of intimidation, and damage to property determined to be hate crimes
  - Dating violence, domestic violence and stalking
- Crimes listed above that are reported to campus security authorities (CSAs)
- Crimes that are considered by OFTC to represent a threat to students and employees
- Hazing Incidents

The purpose of these timely warning reports is to notify the campus community of an incident and to provide information that may enable you to take steps to protect yourself from similar incidents.

While such warnings must be 'timely,' they need not be immediate, and can await the results of investigation into the situation / incident at hand. The Vice President of Facilities, Planning, and Research and/or the Chief of Police is tasked with making the decision whether to issue a warning that will be distributed through the college's alert notification system, which is utilized by OFTC to connect with students and employees through voice, SMS text, email, and social media. Emergency messages will be transmitted via OFTC's alert notification systems.

Otherwise, warnings will be distributed through a variety of ways, including but not limited to email, text message, posters, and media. The circumstances of the particular situation will dictate the medium(s) used to distribute an alert or warning report. In addition, The Vice President of Facilities, Planning, and Research or the Chief of Police may issue timely warning reports when there is a pattern of crimes against persons or property, including off-campus locations used or frequented by the campus community.

In accordance with the Violence against Women Act of 1994 (VAWA), names and other identifying victim information will be withheld as confidential. OFTC is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

If there is an immediate threat to the health or safety of students or employees occurring on campus, OFTC will follow its emergency operations procedures which includes notification protocols. We will not issue timely warnings with respect to emergency operations, but will provide adequate follow-up information as the situation allows and as needed. Emergency response procedures are addressed in the next section.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at OFTC

The Vice President of Facilities, Planning, and Research is responsible for developing, maintaining, and implementing emergency planning for the college. This includes emergency planning, operations, and recovery; hazard and risk mitigation and education; building partnerships with external response agencies; as well as developing and conducting exercises/drills.

Emergency response information and procedure is developed and distributed to students and employees. These procedures include, but are not limited to emergency planning guides, fire escape plans, severe weather plans, emergency operation plans, hazardous communication plan, and exposure control plan. These are maintained and distributed in a variety of ways, primarily by being posted in hallways and classrooms, and/or provided on the OFTC website. Plans are updated annually.

Drills, Exercises, and Training

To ensure OFTCs emergency management plans remain current and actionable, we conduct training, exercises, and drills annually. These may include, but are not limited to active shooter training, earthquake exercises, fire alarm drills, 'lockdown' drills, and severe weather drills. In addition, some facet of each of the following plans are tested annually: emergency operation plan, hazardous communication plan, exposure control plan, and the business continuity plan. These plans are often tested in conjunction with a scheduled exercise or drill. Exercises and drills may be accomplished in one or more of the following methods: 'seminar,' 'workshop,' 'tabletop,' 'drill,' 'functional,' or 'full-scale.'

Training is provided to all participants prior to functional and higher level exercises, such as active shooter and earthquake exercises. Safety information is provided to students during student orientation and is included on each course syllabus. After-action reviews are conducted after all drills and exercises.

The Chief of Police is responsible for all drills and exercises, the development of exercise scenarios and schedules, and coordination for these events with the campus community as well as local, state, and federal response agencies and other stakeholders. In conjunction with at least one exercise each year, we will notify the campus community of the exercise and remind the community of the college's mass notification system and emergency response procedures.

Emergency Notification

OFTC is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. OFTC utilizes an alert notification system to connect with students and employees through voice, SMS text, email, and social media. It is OFTC's emergency alert and notification system; emergency messages will be transmitted via this system. The service is a closed, opt-out system; everyone in the campus community is automatically enrolled in the system. Emergency notifications will be made for all significant emergencies and dangerous situations, utilizing the process found in the following paragraphs. The Vice President of Facilities, Planning, and Research and/or Chief of Police are responsible for carrying out emergency notification procedures.

Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System

Once a critical incident or other emergency situation has occurred or is occurring, law enforcement and/or other college personnel will proceed to the scene to assess the situation. These first responders to that incident 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; the Chief of Police or the Vice President of Facilities, Planning, and Research will be contacted, who will, in turn, issue an emergency notification.

The Vice President of Facilities, Planning, and Research and/or the Chief of Police will immediately initiate all or some portions of the Emergency Operations Plan, Annex E, Communication and Notification. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, OFTC may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the emergency notification will be issued to the campus community without delay.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

Campus law enforcement 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 OFTC community should receive the notification. Generally, 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. Responsible campus authorities will continually evaluate the situation and assess the need to notify additional segments of the campus population.

Determining the Contents of the Emergency Notification

Speed and accuracy of the information are of utmost importance in issuing emergency notifications. To expedite this process and ensure each message contains essential information, the mass notification system contains pre-scripted templates for the most probable or highest impact emergencies based on analysis. These messages identify the situation, allow for input of the location, and identify the immediate protective action that should be taken. The individual authorizing the message will select the most appropriate template. In those cases where there are no predetermined templates in the system, the individual may use the “custom” template to craft a specific message. The goal is to ensure people are aware of the situation and they know the steps to take to stay safe.

Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, OFTC has various systems in place for communicating information quickly. These methods include the college’s alert notification system as well as the college’s email system, verbal announcements, use of public address systems, and/or use of existing alarm systems.

Procedures for Disseminating Emergency Information to the Larger Community (i.e., individuals and organizations outside the campus community)

If OFTC activates its emergency notification annex in response to a situation that poses an immediate threat to members of the campus community, appropriate campus offices will notify the

larger community about the situation and steps OFTC has taken to address the emergency. First, the Vice President of Facilities, Planning, and Research and/or Chief of Police will contact local authorities, including affected local police departments, sheriff's offices, and emergency management agencies. Second, the OFTC Executive Director of Marketing and Public Relations, in conjunction with the Vice President of Facilities, Planning, and Research, is responsible for crisis communications and for updating notices on social media platforms and for maintaining communications with news outlets, distribution of press releases, and scheduling of press conferences.

Enrolling in OFTC's Alert Notification System

As our alert notification system is an 'opt out' system, enrollment is automatic for students and employees. If you find or think that you are not enrolled in this system, contact the Chief of Police at 478-274-7871, or contact the IT office by phone at 478-553-7873 or by email at its@oftc.edu.

Tests of the Emergency Response and Evacuation Procedure

OFTC tests emergency response and evacuation procedures annually by conducting announced and unannounced exercises and/or drills, including, but not limited to active shooter exercises, earthquake exercises, lockdown drills, and fire escape drills. Announced exercises and drills are publicized in writing well ahead of the events. All exercises and drills are documented with all applicable information, including planning, execution, and review.

SECURITY AND ACCESS TO OFTC FACILITIES

At OFTC all buildings/facilities open and close on varying schedules, based on factors such as location, day of the week, and academic schedule. Generally, during academic periods, buildings on North Campus, South Campus, and the Jefferson Center are open 7:00am – 10:00pm daily Monday through Thursday, and 7:00am – 1:00pm on Fridays. LOIC is normally open four to twelve hours a day, based on schedule and day of the week; LOIC is closed on Fridays. Schedules for other campuses and instructional centers vary based on academic schedule. Conference center schedules vary based on event. All OFTC facilities are closed on weekends except for special events.

Access to individual classrooms, laboratories, and facilities 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 authorized access. People have access to buildings for study, work, or teaching, but not unrelated functions. Therefore, only those who have approval are provided access.

Security Considerations for the Maintenance of Campus Facilities

OFTC is committed to campus safety and security. 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. Grounds-keeping personnel trim shrubs from sidewalks, walkways, and building entrances to provide a well-lighted route to buildings. All campus walkways and parking areas are inspected on a regular basis to ensure adequate lighting. Corrections are made promptly.

We encourage campus community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to the Vice President of Facilities, Planning, and Research, the Facilities Director, or the Chief of Police.

CAMPUS SECURITY POLICIES; CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

A. OFTC has developed an active and comprehensive program with the objective of preventing crime to the fullest extent possible through awareness and participation of the college community. While OFTC may offer advice and assistance regarding campus safety, each individual has the primary responsibility for his/her own safety**.**

OFTC is committed to the principle of community policing. Crime prevention/awareness programs begin with new student or employee orientation presentations. Through the OFTC website, flyers, briefings, and the daily crime log, the college community is informed of crime trends, safety tips, special programs, and alerts (Timely Warnings).

Upon request from any department or student organization, OFTC law enforcement officials will provide informational seminars, including speakers, on a variety of topics including the prevention of rape, sexual assault, theft, robbery prevention, drug and alcohol awareness, safety issues, and advice about personal defense. OFTC security officials also routinely participate in student government association meetings and other crime prevention subjects.

Anyone desiring more information, or wishing to request assistance, including speakers, should contact the Chief of Police at 478-274-7871.

B. Campus Safety/Education – OFTC provides security and safety information during presentations and workshops throughout the year. Information relating to crime prevention and personal safety is made available. The following are just a few examples of the programs and materials made available each year to the campus:

- *Presentations* - Various groups are addressed with crime prevention information adapted to fit the audience. These programs include, but are not limited to:

    - *New Staff / Faculty* - An orientation program for newly hired employees.
    - *Student Orientation* - Crime prevention information and safety information provided during student orientation each semester to new students.
    - *Staff Development and Training* – Security and safety information is presented quite frequently as a part of development and training.
    - *Requested Presentations* – Security officials make presentations throughout the year to various groups, such the student government association, when requested.

- *Inter-Agency Meetings*- Security officials periodically meet with local law enforcement agencies and TCSG law enforcement authorities in order to exchange information and ideas related to policing, security, and other related concerns.

- *Critical Incident Training* - Periodically OFTC conducts critical incident training, such as active shooter or hazardous materials exposure. This training may include local law enforcement and other first responder agencies throughout our service area.

- *Drills* - OFTC periodically conducts drills, such as fire alarm and severe weather safety drills, throughout the year.

- *Crime Prevention through Environmental Design* – The Vice President of Facilities, Planning, and Research and Facilities/Maintenance employees make suggestions for

improvements in the physical security of the campus by examining lighting levels and foliage growth during night time inspections.

- *Security Cameras* – OFTC maintains a large security camera system to detect, deter, and investigate crime on North and South campuses.

- *OFTC website – Safety and Security* - Our website is updated with safety and security information, found at https://www.oftc.edu/services/safety-security. In the website you will find information on OFTC emergency information, emergency Alert notification, being prepared to act, emergency procedures guide, safety plans, the Campus Safety Act ('Clery Report'), and sexual violence prevention.

- *Safety Escorts* – OFTC security officials will provide a safety escort for any student, employee, or visitor that desires an escort to or from their vehicle.

C. *Behavioral Intervention Team*. In order to extend our efforts on emergency preparedness and prevention, OFTC has established a Behavioral Intervention Team (BIT) to assist in addressing situations where students or employees are displaying behaviors that are disruptive, threatening, or concerning in nature that potentially impede their own or others' ability to function successfully or safety. The BIT provides a proactive, coordinated, and planned approach to the identification, prevention, assessment, management, and reduction of interpersonal and behavioral threats to the safety and wellbeing of OFTC students, employees, and visitors. More information about the BIT may be found on the OFTC website under the 'Services' tab, under 'Safety & Security.'

Any member of the campus community may become aware of a troubling person or situation. In non-emergency situations, you may call or email a member of the BIT, or complete an online concern report. Anonymous reports are accepted. Contact information for BIT members, as well as the online concern report, can be found under 'Safety and Security' on the OFTC website. In any emergency situation, always call 911.

D. Weapons Policy. OFTC complies with all local, state, and federal laws pertaining to firearms and weapons on campus. In accordance with Georgia law, the possession of weapons on campus is restricted by Georgia statute 16-11-127.1. Failure to comply with this policy (and state law) may result in disciplinary action, and could result in arrest and criminal prosecution, or both.

Georgia statute 16-11-127.1 states: "*Except as otherwise provided in subsection (c) of this Code section, it shall be unlawful for any person to carry to or to possess or have under such person's control while within a school safety zone, at a school function, or on a bus or other transportation furnished by a school any weapon or explosive compound*…"

Weapon, as defined by Georgia statute 16-11-127.1, means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind. This paragraph excludes any of these instruments used for classroom work authorized by the teacher. *Dangerous weapons*, as defined by Georgia statute 16-11-121, are included in this prohibition.

Exceptions and Exemptions.

Subsection (c) of statute 16-11-127.1 provides exceptions for people authorized to carry firearms as a part of their jobs/duties, such as law enforcement officers, judicial officers, corrections officers, etc. This also includes Georgia citizens who may legally possess a firearm.

In April 2022 the Governor of Georgia signed the Georgia Constitutional Carry Act which allows any person who is not prohibited by law from possessing a handgun or long gun to have or carry on his or her person a weapon in locations authorized by state law without a permit or license. The law still, however, places restrictions on who can carry weapons on school grounds and where weapons cannot be taken. The following elements of the law apply:

- Must be a lawful weapons carrier.
- Applies to anyone on campus.
- Applies only to handguns.
- Authorized in any building or property owned or leased by the college, **EXCEPT**:
  - College and Career Academies.
  - Any room or space being used for classes in which high school students are enrolled through a dual enrollment program.
  - Any faculty, staff, or administrative office, or any rooms where disciplinary proceedings are conducted.
- Must be concealed – carried in such a fashion that it does not actively solicit the attention of others. Cannot be openly and intentionally displayed. Must be substantially covered by an article of clothing, or carried in a bag of nondescript nature.

In addition, lawful weapons carriers may:

- store a weapon in a secured container in their locked vehicle.
- be in possession of a weapon when dropping off or picking up someone from school.

It is the responsibility of the permit (WCL) holder to comply with the law. Again, failure to comply with the law could result in disciplinary action, and could result in arrest and criminal prosecution.

Tasers and Stun Guns. Effective 1 July 2016, possession of certain electroshock weapons is allowed as provided for in Georgia statute 16-11-127.1 (19). Any person who is 18 years of age or older or currently enrolled in classes on campus may possess, carry, or have under their control an electroshock weapon, which is defined as any commercially available device, such as a stun gun or Taser as defined in Georgia statute 16-11-106, that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge.

E. Fire Incident Reporting – All campus members are instructed to call 911 to report a fire emergency. Non-emergency notifications are made to security officials and/or appropriate college officials.

F. Student Conduct.

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

The Office of Student Affairs is responsible for administering the Student Code of Conduct, which articulates the behavioral standards and the equitable procedures employed by OFTC to respond to allegations of student misconduct. The Code of Conduct is administered at all campuses and may also address off-campus student misconduct when a student's behavior affects a substantial OFTC interest. Students who are found responsible for violations may be subject to sanctions ranging from restriction/restitution to expulsion from the college.

2. In instances where a student's conduct, behavior, or other objective evidence provides a reasonable cause to believe a student is an immediate and significant threat to the health or safety of other persons, to property of the college or others, to disrupting essential campus operations, or to the student's own health or safety, the Office of Student Affairs may assign measures or actions that are designed to protect the health and safety of the community and members therein.

3. The Office of Student Affairs is also responsible for conducting pre-admission, re-enrollment, and continuing enrollment reviews for prospective, returning or current students with known behavioral problems. Any individual or entity may submit reports alleging student misconduct to the Office of Student Affairs, appropriate director of students, or designee at the campus where the incident occurred. Reports of misconduct, behavioral problems, harmful behavior, etc., may be brought to the attention of the OFTC Behavioral Intervention Team for review.

4. The Office of Student Affairs also provides outreach programming designed to inform and educate students and to promote OFTC principles. Please visit the OFTC website, Student Affairs, at https://www.oftc.edu, where you can find information about student support, campus resources, student life, registrar, and special services.

G. Missing Students.

The Higher Education Opportunity Act of 2008 requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures. OFTC does not have on-campus housing and does not have a policy about missing students. However, OFTC, upon notification that a student is missing, will collaborate with local law enforcement authorities to the greatest extent possible in an investigation involving one of our students.

OFTC POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

A. Alcohol: Students must comply with all state and federal laws regulating alcohol as well as TCSG Policy II.C.6, Alcohol on Campus. Alcoholic beverages may not be served or sold at any student-sponsored function. Students being in a state of intoxication on OFTC premises or at college-sponsored or supervised functions (including off-campus functions), internships, externships, practicum, clinical sites, co-operative, or academic-sponsored programs or activities or in a college-owned vehicle is prohibited. It is illegal in the State of Georgia for anyone under the age of 21 to purchase, possess, or consume alcohol, or to falsify or misrepresent his or her age to obtain alcohol.

Related offenses:

- Possession or consumption of alcoholic beverages by persons under the age of 21 (OCGA 3-3-23)
- Driving under the influence of alcohol (40-6-391)
- The sale, distribution, or furnishing of alcoholic beverages to persons under the age of 21 (OCGA 3-3-23)
- Carrying a false ID is prohibited (OCGA 16-9-4)
- Open container of alcohol (OCGA 40-6-253)
- Public drunkenness (OCGA 16-11-41)
- Refusal to take a chemical test or other test as indicated (OCGA 40-6-391)

B. Controlled substances, illegal drugs, and drug paraphernalia: OFTC prohibits possession, use, sale, or distribution of any controlled substance, illegal drugs, or drug paraphernalia except as expressly permitted by law. Students or employees who use, possess, or sell illegal drugs are subject to criminal prosecution as well as administrative disciplinary actions including mandatory counseling, suspension, or dismissal.

Related offenses:

- Any activity or conduct involving drugs that is in violation of local, state, or federal law. (Violation of Georgia Controlled Substances Act)
- The possession, use, manufacture, cultivation, distribution, sale, and/or misuse of any controlled or illegal substance, designer drug, or synthetic cannabinoid. (OCGA 16-13-32.5)
- The possession and/or use of any drug paraphernalia, i.e. bowls, hookah pipes, bongs, “homemade” smoking devices, any other smoking device or smoking paraphernalia (OCGA 16-13-32.3)
- Possession of Marijuana (OCGA 16-13-30)

C. Any influence that may be attributed to the use of drugs or of alcoholic beverages shall not in any way limit the responsibility of the individual for the conduct or consequences of his/her actions.

D. The possession, sale, or furnishing of alcohol and illicit drugs on OFTC property is governed by OFTC policy and regulations, the Student Code of Conduct, as well as state and federal laws. These rules and laws are strictly enforced by OFTC and local law enforcement authorities. Violators are subject to college disciplinary action, as well as criminal prosecution, fines, and/or imprisonment.

E. Alcohol and Drug-abuse Education. Drug and alcohol addiction is defined as both a physical and psychological dependence on a substance. This addiction can reveal itself in a variety of

ways; left untreated, drug and alcohol addiction can ruin marriages, destroy relationships, and impact children for years to come. Addiction can also lead to an early death. Treatment is often necessary to overcome these addictions.

1. For employees, the Technical College System of Georgia provides access to an employee assistance program, Kepro, for any employee who has a problem with substance abuse. If you suspect that you or someone close to you may have a problem with alcohol or other drugs, stop hurting and start healing. Employees can reach Kepro twenty-four hours a day by calling 1-833-276-0988 or at www.EAPhelplink.com. Employees may also contact the Human Resources Office at 478-533-2059 with any employment related need.

Any employee or supervisor with additional questions related to alcohol and other drug problems may contact the Office of Human Resources at 478-553-2059.

2. In addition to information and referrals made by the Office of Student Affairs, students can use the following resources:

a. Get Inclusive - provides counseling, training, consultation services for a myriad of problems including, alcohol and drugs, sexual violence, identities and inclusion, mental health and well-being. Contact the Office of Student Life at 478-240-5162 or email at studentlife@oftc.edu.

b. Step One Recovery Center Community Mental Health of Middle Georgia – provides substance abuse and treatment services. 600 N. Jefferson St., Dublin, GA 31021. Call 478-275-6820.

c. Genesis Treatment Center – provides substance abuse and treatment services. 1022 Hillcrest Pkwy., Dublin, GA 31021, 478-272-5020.

d. Veterans Affairs Medical Center Substance Abuse Treatment Program – provides substance abuse and treatment services for veterans. 1826 Veterans Blvd., Unit 116A, Dublin, GA 31021, 278-272-1210, Ext.2340 or 2888.

e. Georgia Crisis & Access Line – provides evidence-based prevention services aimed at reducing substance abuse and related problems. Call 800-715-4225 or visit georgiacollaborative.com/providers/Georgia-crisis-and-access-line-gcal/.

f. Bridging XVII Counseling Center – provides mental health, well-being, and group services. Contact the OFTC Director of Student Affairs at 478-274-7643.

OFTC'S RESPONSE TO SEXUAL AND GENDER VIOLENCE

OFTC is committed to providing a safe learning and working environment, and is compliance with federal law has adopted policies and procedures to prevent and respond to incidents of sexual violence including sexual assault, domestic violence, dating violence, and stalking. These guidelines apply to all students, employees, and campus visitors.

OFTC does not discriminate on the basis of sex in its educational programs, nor tolerate sexual harassment or sexual violence, which is a type of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether gender based or not and include dating violence, domestic violence, and stalking. As a result, OFTC issues this statement to inform the community of our comprehensive plan addressing sexual misconduct; educational programs and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus, and how these events are reported to a college official. In this context, **OFTC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking, and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the campus community.**

The Campus Sexual Violence Elimination (SaVE) Act requires all colleges to address sexual violence. Institutions of higher education must provide educational programming for all incoming students on the issues of domestic violence, dating violence, sexual assault, and stalking. To comply with this mandate, OFTC has partnered with Get Inclusive to provide education in critical life skills such as sexual assault prevention and alcohol abuse prevention. Get Inclusive is available to all students, and is designed to address the issues of domestic violence, dating violence, sexual assault and stalking, including information on recognizing warning signs of abusive behavior, risk reduction techniques, and positive options for bystander intervention. New employees and students are provided a description of our prevention and awareness programs upon hiring or during student orientation, appropriately.

Our Commitment to Addressing Sexual Assault, Rape, Domestic Violence, Dating Violence, and Stalking

The federal Violence Against Women Act (VAWA) provides for a coordinated community response to domestic violence, dating violence, sexual assault, and stalking. Courts, law enforcement prosecutors, victim services, and the private bar currently work together in a coordinated effort at the state and local levels. VAWA also supports the work of community-based organizations that are engaged in work to end these offenses.

There are many programs and grants funded under VAWA. Some programs and services include federal rape shield law, community violence prevention programs, protections for victims, victim assistance programs, programs and services for victims with disabilities, and legal aid for survivors of domestic violence.

OFTC is committed to VAWA efforts to end sexual assault, domestic violence, dating violence, and stalking, and does not tolerate sexual misconduct or abuse, such as sexual assault or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the student code of conduct, and may violate federal and state laws. Violations are subject to disciplinary sanctions through the Office of Student Affairs and may result in arrest and prosecution under Georgia law. Please review the student code of conduct to review procedures, policies, and protocols for reporting and addressing allegations of student sexual misconduct. Student rights and responsibilities are also addressed in the code of conduct.

Personal Safety

Minor offenses are very common on university campuses. However, despite the college's and law enforcement's efforts, serious crimes can and do occur on campuses. Safety first – everyone must take responsibility to protect themselves. It is always important to report any suspicious activity to campus police and to remain alert to your surroundings, use well-lit areas to travel, and utilize the buddy system or request assistance when alone. On the campus, and off campus, everyone needs to be aware of their surroundings, where they are and who is near them, they need to be alert and call for help if needed. Reporting suspicious people or activity is important on a campus and could help alert authorities to allow for intervention to prevent a crime. Risk reduction and crime prevention information and tips can be found on pages 29-32.

What is Consent?

The State of Georgia statute 16-1-3 (19) defines "without consent" as a person whose concurrence is required has not, with knowledge of the essential facts, voluntarily yielded to the proposal of the accused or of another.

In Georgia, Consent is not defined in reference to sexual activity. However, OFTC defines consent as words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation, or coercion, by ignoring or acting in spite of objections of another, or by taking advantage of the incapacitation of another, where the respondent knows or reasonable should have known of such incapacitation. Consent is also absent when the activity in question exceeds the scope of consent previously given.

Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Minors under the age of 16 cannot legally consent under Georgia law. If coercion, intimidation, threats, or physical force are used there is no consent. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent. This includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious. Inducement of incapacitation of another with the intent to affect the ability of an individual to consent or refuse to consent to sexual contact almost always, if not always, negates consent. Whether a person has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

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

Sexual Assault: Sexual assault is an 'umbrella' term that refers to a range of nonconsensual contact, defined under **Georgia statute 16-6, 'Sexual Offenses**,' including (but not limited to) rape, sodomy, aggravated sodomy, statutory rape, child molestation, incest, sexual battery, and aggravated sexual battery. Sexual assault is any involuntary sexual act in which a person is coerced or physically forced to engage against their will, or any nonconsensual sexual touching of a person. It is any type of sexual contact or behavior that occurs without the explicit consent of the recipient.

Georgia statute basic information about specific acts:

Rape – defined under the **Official Code of Georgia Annotated (OCGA) 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.

Fondling - defined as touching of the private parts of another person for the purposes of sexual gratification, without 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.

Sodomy – defined under **OCGA 16-6-2a** as "(1) A person commits the offense of sodomy when he or she performs or submits to any sexual act involving the sex organs of one person and the mouth or anus of another. (2) A person commits the offense of aggravated sodomy when he or she commits sodomy with force and against the will of the other person or when he or she commits sodomy with a person who is less than ten years of age. The fact that the person allegedly sodomized is the spouse of a defendant shall not be a defense to a charge of aggravated sodomy."

Sexual Battery - defined under **OCGA 16-6-22.1.b** as "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." 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.

Aggravated Sexual Battery - defined under **OCGA 16-6-22.2.b** as "A person commits the offense of aggravated sexual battery when he or she intentionally penetrates with a foreign object the sexual organ or anus of another person without the consent of that person." The term "foreign object" means any article or instrument other than the sexual organ of a person.

Domestic Violence: The State of Georgia does not have a specific law regarding domestic violence. However, if certain crimes occur, and the elements listed in the definition of the crimes exist regarding the relationship between the perpetrator and the victim, then it is governed under **OCGA 19-13-1, Family Violence**. Family violence is defined as "the occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or other persons living or formerly living in the same household: (1) Any felony or (2) Commission of offenses of battery, simply battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass."

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: any felony, or commission of offenses of battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass.

This includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the alleged victim, by a person with whom the alleged victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the alleged victim under the domestic or family violence laws of the jurisdiction 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 jurisdiction in which the crime of violence occurred.

Domestic violence often results in a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions, or threats of

actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Dating Violence: The State of Georgia has added specific language regarding dating violence under **OCGA 19-13A-1**. A '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 a sexual involvement. '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: any felony; or commission of the offenses of simple battery, battery, simple assault, or stalking.

Stalking: means 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.

In Georgia, Stalking is defined under **OCGA 16-5-90a** as:

"(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms 'computer' and 'computer network' shall have the same meanings as set out in Code Section 16-9-92; the term 'contact' shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term 'place or places' shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term 'harassing and intimidating' means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made. **(2)** A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others."

What to do if you observe or have knowledge of Sexual Assault, Dating Violence, Domestic Violence, or Stalking – Bystander Intervention

An active bystander is one who may observe, have observed, or have knowledge of violence, assault, or the conditions that may lead to such, including, but not limited to, sexual assault,

domestic violence, dating violence, stalking, or other situations such as bullying or sexual harassment. The bystander is not directly involved in the situation, but may have the choice to intervene in some manner. Bystander intervention is facilitated when the bystander speaks up, intervenes, or calls the authorities. Bystanders who are present at a situation have the potential to discourage, interrupt, or prevent an incident.

Anyone who is aware of someone in immediate danger, or who witnesses an active sexual assault or incident of domestic violence, should immediately contact 911. Bystanders are strongly discouraged from intervening in an altercation to the extent that the bystander's safety is at risk. However, in addition to contacting 911, a bystander may distract the person committing the assault by shouting for help or creating a distraction. If the offender flees, the bystander should obtain the offender's description and direction of travel, then assist the victim.

If a bystander encounters someone who is being followed, the bystander should contact 911 and accompany the victim to a place of safety until authorities arrive.

Anyone is aware of an assault or violence that has already occurred, or a stalking situation, is encouraged to contact campus authorities. Your actions matter.

What to do if you have been the victim of Sexual Assault, Dating Violence, Domestic Violence, or Stalking

After an incident of sexual assault, it is important to seek medical attention as soon as possible. It is important that victims of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence as may be necessary to the proof of criminal activity may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to investigators/law enforcement and/or the college officials. Although OFTC strongly encourages all members of its community to report violations to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police.

To criminally report an incident involving a sexual assault, domestic violence, stalking, and dating violence, contact campus security or local law enforcement authorities. If the assault has just occurred, or is recent, move to a safe place and contact authorities immediately. If you are not sure about prosecution, but you might want to prosecute later, you are encouraged to obtain a medical evidentiary examination if you have sexually assaulted or injured. You are encouraged to file a law enforcement report and you always have the right to change your mind and not to pursue a criminal complaint.

Victims who are uncertain about what to do can call the National Sexual Assault Telephone Hotline at **1-800-656-HOPE (4673)**, a safe, confidential service. The Hotline provides access to a range of free services including:

- Confidential, judgment-free support from a trained staff member
- Support finding a local health facility that is trained to care for survivors of sexual assault and offers services like sexual assault forensic exams

- Someone to help you talk through what happened
- Local resources that can assist with your next steps toward healing and recovery
- Referrals for long term support in your area
- Information about the laws in your area
- Basic information about medical concerns

Whether or not a victim reports the crime to law enforcement authorities, if the alleged offender is a member of the OFTC community, the victim has a right to proceed to seek discipline against the offender as explained in the student handbook.

OFTC will assist any victim with notifying local authorities if they so desire. A victim of sexual assault has the following rights provided by federal law:

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

A victim of domestic violence, dating violence, sexual assault, or stalking who proceeds through the criminal process has additional rights:

- To receive information concerning available services for victims
- To be notified of certain significant actions and proceedings pertaining to the case
- To be accompanied at all public criminal proceeding by a victim advocate, family member or another person
- To offer prior comment on the sentencing of a defendant to include the submission of a written and/or oral victim impact statement
- To be restored, to the extent possible, to the pre-crime economic status through restitution, compensation, and the return of property

The victim has the right to have assistance in the preparation of, submission of, and follow-up on financial assistance claims to the Crime Victim's Compensation Program.

Moreover, to the extent of the victim's cooperation and consent, OFTC offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic or working situations in addition to assistance to receiving counseling, health services, and in notifying appropriate local law enforcement. Additionally, in most cases and consistent with other federal law, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. Victims may request that directory information on file be removed from any public source.

Range of Protective Measures that may be offered

Following an allegation of or actual offense of dating violence, domestic violence, sexual assault, stalking, or other related offenses, and to the extent of the victim's cooperation and consent, college offices (including Student Affairs, Title IX Coordinator, Campus Security, and any other applicable departments) will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal college

investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic or working situations in addition to counseling referrals, health services referrals, and assistance in notifying appropriate law enforcement authorities. If a victim has an order of protection, "no contact" order, restraining order, or similar lawful orders issued by a court, campus security and local law enforcement will assist in ensuring that the order is executed, according to the applicable law concerning the order.

Victims of dating violence, domestic violence, sexual assault or stalking will be provided with written documentation outlining their rights and options.

Additionally, personally identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. The college does not publish the name of crime victims nor house identifiable information regarding victims in the Daily Crime Log or online.

Risk Reduction, Warning Signs of Abusive Behavior and Future Attacks

No victim is EVER to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

1. Warning Signs of Abusive Behavior - Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

- Being afraid of your partner.
- Constantly watching what you say to avoid a "blow up."
- Feelings of low self-worth and helplessness about your relationship.
- Feeling isolated from family or friends because of your relationship.
- Hiding bruises or other injuries from family or friends.
- Being prevented from working, studying, going home, and/or using technology (including your cell phone).
- Being monitored by your partner at home, work or school.
- Being forced to do things you don't want to do.

2. Help Reduce Your Risk and Avoid Potential Attacks - If you are being abused or suspect that someone you know is being abused, speak up or intervene.

- Get help by contacting Student Affairs, OFTC campus police, or local law enforcement authorities
- Learn how to look for "red flags" in relationships so you can learn to avoid some of those characteristics in future partners
- Consider making a report with campus security and/or the Title IX Coordinator and ask for a "no contact" directive from the college to prevent future contact
- Consider getting a protection from abuse order or no contact order from a local judge or magisterial justice
- Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported
- Trust your instincts—if something doesn't feel right in a relationship, talk about it or end it

3. Sexual Assault Prevention (From RAINN)

- Be aware of rape drugs
- Try not to leave your drink unattended
- Only drink from un-opened containers or from drinks you have watched being made and poured
- Avoid group drinks like punch bowls
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb over the nozzle
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible
- If you suspect you have been drugged, go to a hospital and ask to be tested
- Keep track of how many drinks you have had
- Try to come and leave with a group of people you trust
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/her number instead of giving out yours

4. Walking around campus

- Make sure your cell phone is easily accessible and fully charged
- Be familiar with places on campus where you can get assistance
- Be aware of open buildings where you can use a phone
- Take major, public paths rather than less populated shortcuts
- Avoid dimly lit places and talk to campus services if you believe that lights need to be installed in an area
- Avoid putting music headphones, ear buds, or air pods in both ears so that you can be more aware of your surroundings, especially if you are walking alone
- Walk at night with another person
- Carry a noisemaker (like a whistle) on your keychain
- Carry a small flashlight on your keychain
- If walking feels unsafe, call or visit campus police

5. Acquaintance Rape - Although you may never have been personally involved in a sexually violent situation, the chances are that someone you know has been. The following material will address the subject of acquaintance rape, a problem that is increasing on college campuses. It will define acquaintance rape, offer suggestions on how to avoid it, and give information on how to help a victim. Rape is not just a problem for women. Men and women must work together to bring about the changes needed to end sexual violence.

People who are forced to have sexual contact against their will are victims of sexual assault. If the assault involves sexual intercourse by force or without consent, it is rape. Two types of rape are:

- Acquaintance Rape—rape by someone the victim knows (occurs most often)
- Stranger Rape—rape by someone unknown to the victim.

There are no definite rules to avoid becoming a victim of acquaintance rape. However, if expectations and feelings about sex are clearly communicated, then rape is less likely to happen. Here are some suggestions that will help clarify relationships:

- Be careful not to let alcohol or other drugs decrease your ability to take care of yourself and make sensible decisions.
- Trust your gut feelings. If a place or the way your date acts makes you nervous or uneasy, then get out.

- Check out a first date or a blind date with friends. Meet in and go to public places.
- Carry money for a phone call or taxi or take your own car.
- Don't leave a social event with someone you've just met or don't know well.
- Do not accept beverages from someone you don't know and trust. Always watch your drink and never leave it unattended.
- Be assertive. Express your expectations and feelings clearly. Stand up for your rights without violating those of others.
- Communicate clearly. Realize that it takes effort for two people to understand each other. Rape can happen when two people have different expectations and desires. For example, the man may think the woman is playing hard to get when she really means no.
- Take responsibility. Say "YES" if you mean "YES" and "NO" if you mean "NO" and know the difference.
- Before you end up in a situation in which you are vulnerable, think about your alternatives.

6. Date Rape Drugs and Alcohol - While under the influence of alcohol, men feel that they are more sexual. Alcohol causes greater misperceptions by reducing the ability to process complex stimuli, resulting in BAD DECISION MAKING. And consuming alcohol can be used as an excuse for behavior (as in "I was drunk"). Alcohol decreases the ability to resist an attack. In more than 75 percent of college rapes, alcohol was involved in some way. Rohypnol and GHB - Rohypnol and GHB are called the date rape drugs because when they are slipped into someone's drink, a sexual assault can then take place without the victim being able to remember what happened.

- Rohypnol - Referred to as "*Circles, forget-me pill, la rocha, lunch money drug, Mexican valium, pingus, R2, Reynolds, roche, roofies, rope, ruffles and wolfies*," Rohypnol works like a tranquilizer. It causes muscle weakness, fatigue, slurred speech, and loss of motor coordination, loss of judgment, and amnesia that lasts up to 24 hours. Rohypnol looks like an aspirin; small, white, and round.

- GHB (GAMMA-HYDROXYBUTERATE) - GHB (also known as "*Caps, cherry meth, ever clear, easy lay, fantasy, G, G-riffic, gamma hydrate, Georgia home boy, grievous bodily harm, liquid ecstasy, liquid X, soap and sodium oxybate*") causes quick sedation. Its effects are drowsiness, nausea, vomiting, headaches, dizziness, coma, and death. GHB most common form is clear liquid, although it can also be a white, grainy powder.

7. Crime Prevention Tips. The following are some safety measures that could help you from becoming a crime victim:

When you are driving –
- When you park, lock car doors and take your keys.
- Store valuables out of sight in a locked trunk or compartment.
- Park in well-lit areas.
- If possible, don't drive alone. There is safety in numbers.
- Don't pick up hitchhikers.
- Check inside and underneath the car before getting in.

If you are walking –
- Don't walk alone.
- Use well-lit walkways.
- Avoid dark, isolated areas.
- Be alert and hold your keys in your hand when you area walking to your car.
- Carry only necessary cash and credit cards.

If you are being followed –

- Cross the street.
- Change direction.
- Keep looking back, so the person realizes you are aware of his/her presence.
- Go to a well-lit, populated area.
- Go directly to a college office or security office.
- Notice as many physical details as possible about the person.
- Report the incident to the police or security as soon as possible.

If you are alone in an office or classroom –

- Keep the door locked.
- Always ask who is knocking before you open the door.
- Never prop open an exterior door.

Preventing theft on campus –

- Keep property and valuables with you at all times. Never leave them unattended.
- Place identification in/or your personal property.
- Keep your vehicle locked at all times. Secure and store property out of site.

Keeping the campus safe –

- **Report suspicious or criminal activity to campus officials or law enforcement officers.**
- **Take responsibility to protect yourself and your fellow students.**

OFTC Procedures for Responding to Reports of Sexual Assault, Domestic Violence, Dating Violence, and Stalking

In addition to the policies and procedures that have already been explained, you have other options, in addition to, or in the alternative to, contacting campus security officials regarding sexual assault, domestic violence, dating violence, and stalking.

Concerns about conduct by a student or group that may violate this policy may be reported to:

Title IX Coordinator - Jennifer Todd, Office: North Campus 315, 478-553-2098, jtodd@oftc.edu

Concerns about conduct by a student or student group can also be reported to:

Director of Student Affairs – Saketta Brown
Office: South Campus WRS 112B
478-274-7643
sdbrown@oftc.edu

VP of Student Affairs – Dr. Saketha Adams
Office: North Campus 106
478-553-2080
sadams@oftc.edu

Concerns about conduct by an employee or third-party that may violate this policy may be reported to:

Human Resources Executive Director – Lynn McDonald
Office: North Campus 204
478-553-2059
ljmcdonald@oftc.edu

Concerns about conduct by students, student groups, employees, and/or third-parties that may violate this policy may also be reported to:

Vice President of Facilities, Planning, and Research – Katie Davis
Office: South Campus LLH Suite B12
478-274-7775
kdavis@oftc.edu

Chief of Police – Billy Knowles
Office: South Campus LLH room 120
478-274-7871
bknowles@oftc.edu

If you or someone you know is the victim of a sexual assault, the victim has rights, expectations, and available programs/services, including:

- The right to report the incident to campus security officials or local law enforcement authorities. OFTC will assist victims in notifying either security officials or local law enforcement. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.

- The following prevention programs, awareness programs, and services are available:

  - **Campus Police** – safety support, assistance, and conduit to local law enforcement
  - **Get Inclusive** – sexual assault awareness and prevention training, specifically designed to address the issues of domestic violence, dating violence, sexual assault and stalking, including information on recognizing warning signs of abusive behavior, risk reduction techniques, and positive options for bystander intervention. Access provided by contacting the Office of Student Life at 478-240-5162 or by email at studentlife@oftc.edu.
  - **National Sexual Assault Telephone Hotline** – provides access to a range of free services including support, information and resources. **1-800-656-HOPE (4673)**
  - **Women in Need of God's Shelter, Inc. (WINGS)** – Dublin. Local crisis support and assistance for victims of sexual assault and domestic violence related crimes. Part of GNESA, Georgia Network to End Sexual Assault. Address confidential, 478-272-8000 or 478-272-5880.
  - **Crisis Line and Safe House of Central Georgia** – Macon. Crisis center for victims of domestic violence, sexual assault, dating, violence, and stalking. 915 Hill Park, Macon, 478-745-9292.
  - **Rape Crisis and Sexual Assault Services** – Augusta. Rape crisis and sexual assault services. 1350 Walton Way, Augusta, 706-724-5200.
  - **Carl Vinson VA Medical Center** – Dublin. For military veterans who are victims of sexual assault and military sexual trauma. 1826 Veterans Blvd., Dublin, 877-995-5247.
  - **Local County Departments of Children Services** – Provides general assistance for children and victims of child abuse. Check local listings for contact information.
  - **Local County Offices of the District Attorney** – Provides victim assistance programs for victims of sexual assault and injury, including victim's compensation. Check local listings for contact information.
  - **Georgia Criminal Justice Coordinating Council** – Atlanta. Administers the Georgia Crime Victims Compensation Program. 104 Marietta St, Suite 440, Atlanta, 877-231-6590.
  - **Office of Student Affairs** – support, referrals, and resolution of complaints, as well as the conduct of disciplinary action.
  - **Office of Human Resources** – Employee assistance. 478-553-2059, lmcdonald@oftc.edu.
  - **Georgia Network to End Sexual Assault** – Provides resources and education on ways to stop sexual assault. gnesa.org or 404-815-5261.
  - **Georgia Coalition against Domestic Violence** – Provides resources and education on ways to stop domestic violence. gcadv.org or 800-33-HAVEN (334-2836).

- OFTC will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the school and community.

- OFTC will provide written notification to victims about options for available assistance in academic schedule changes, working situations, or protective measures. The Office of Student Affairs and/or other offices will make such accommodations if the victim requests them and if they are reasonably available.

- OFTC will comply with all legal/lawful orders of protection, such as a 'no-contact' order or restraining orders.

- OFTC will protect the confidentiality of victims and other necessary parties. NO identifying information will be placed in publicly available records about the incident/ crime, criminal procedure (if any), disciplinary procedure (if any), or aftermath. OFTC will also keep any accommodations or protective measures provided to the victim confidential, to the extent such confidentiality would not impair the ability of the school to do so.

- When a student or employee reports that he/she is a victim of dating violence, domestic violence, sexual assault, or stalking, OFTC will provide the victim a written explanation of his/her rights and options, as explained in previous paragraphs and sections of this report.

- Disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking can be found on page 35 of this report.

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

Bottom Line

This report contains a great deal of information about sexual assault procedures and policies in the previous ten pages. The bottom line however, is the following steps that one should follow after a sexual assault:

- *Get to a safe place as soon as possible!*
- *Try to preserve all physical evidence – don't bathe, shower, brush teeth, douche, use the toilet, or change clothing before a medical exam.*
- *Get medical attention as soon as possible – an exam may reveal the presence of physical injury that the victim is unaware of.*
- *Contact the police – Sexual assault is a crime. It is vital to report it.*
- *Consider talking to a counselor.*

Internal Disciplinary Procedures that will be followed once an incident of Domestic Violence, Dating Violence, Sexual Assault, or Stalking has been reported

Sexual misconduct and relationship violence, in any form, violates the Student Code of Conduct, and may violate federal and state laws. Violations of this policy are also subject to disciplinary

sanctions through the Office of Student Affairs (students) and/or the Office of Human Resources (employees). Reports or complaints alleging sexual assault, domestic violence, dating violence, and stalking are processed on the basis of the status of the alleged perpetrator/offender:

- Reports or complaints against any OFTC employee will be processed by the Human Resources Office. See page 49.
- Reports or complaints against an OFTC student will be processed by the Office of Student Affairs. See page 35.

Reports or complaints against any OFTC student or employee by individuals who are NOT members of the college community will be processed by the Human Resources Office, Office of Student Affairs, and/or Office of the Vice President of Facilities, Planning, and Research (Security), as appropriate.

OFTC will provide for a prompt, fair, and impartial disciplinary proceeding in cases of alleged dating violence, domestic violence, sexual assault, or stalking in which:

- Officials are appropriately trained and do not have a conflict of interest or bias for or against the accuser or the accused.
- The accuser and the accused have equal opportunities to have others present, including an advisor of their choice. OFTC does not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, OFTC reserves the right to establish restrictions regarding the extent to which the advisor may participate in the proceeding(s). Any restriction(s) will apply equally to both parties.
- The accuser and the accused receive simultaneous notification, in writing, of:

    - the result of any disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking;
    - OFTC's procedures for the accused and the victim to appeal the result of any disciplinary proceeding;
    - Any change to the result of any disciplinary proceeding; and
    - When the results of any disciplinary proceeding become final.

- The proceeding is completed in a reasonably prompt time frame;
- The accuser and accused are given timely notice of meetings at which one or the other or both may be present; and
- The accuser, the accused, and appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meetings and hearings. Both the accuser and the accused shall be informed of the results of the outcome, in writing, of any campus disciplinary proceeding brought alleging sexual assault.

Advisor means any individual who provides the accuser or accused support, guidance, or advice.

Proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. *Proceeding* does not include communications and meetings between officials and victims concerning accommodations or protective victim measures to be provided to a victim.

Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C.

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.

Employee proceedings are governed in accordance with Technical College System of Georgia Policy and Procedure. See page 49.

Prohibition on Retaliation

The college, or an officer, employee, or agent of the college, may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision in this section.

Disciplinary Procedures for Students

Procedures for students will be conducted in accordance with the OFTC Student Code of Conduct, TCSG policy, and OFTC procedure 6.1.2p: Sexual Harassment and Misconduct.

A. Related Definitions:

Advisor: the person who will attend the hearing with a party and conduct the oral cross-examination of the other party and witnesses. This person may also offer advice and support from the time the notice of formal complaint is issued and may attend any meetings involved in the investigatory process, but may not speak on behalf of the party during such meetings. The advisor may be chosen by the party and is permitted to be, but need not be, an attorney. If either party is unable to select an advisor, OFTC will furnish an advisor to the party. The advisors are intended to maintain Privacy and confidentiality to the extent permitted by law.

Appeal Officer: the commissioner of TCSG or his designee, who will review the parties' appeals and issue the Notice of Outcome of Appeal.

Complainant: the party to the process who has allegedly experienced the alleged Title IX prohibited conduct at issue.

Decision-Maker: a professional appointed by the TCSG Commissioner experienced and trained in adjudicating matters of civil rights, sexual harassment and/or sexual violence and trained on this Title IX Procedure who will preside over the Hearing and will issue the Written Determination Regarding Responsibility.

Hearing: a live hearing conducted with all parties physically present in the same geographic location or with participants appearing virtually with technology enabling participants simultaneously to see and hear each other. During the hearing, the decision-maker permits each party's advisor to ask the other party and witnesses all relevant questions and follow-up questions, including those challenging credibility. A recording or transcript of the hearing will be made.

B. Reporting and Management Action

All students are encouraged to report incidents of sex discrimination and sexual misconduct against themselves or others to the Title IX Coordinator at the technical college. The Title IX regulations define "sexual harassment" to include three types of misconduct on the basis of sex which jeopardize the equal access to education that Title IX is designed to protect. These types of

misconduct include: any instance of quid pro quo harassment by a TCSG and/or OFTC employee; any conduct on the basis of sex that in the view of a reasonable person is so severe and pervasive and objectively offensive that it effectively denies a person equal access to a TCSG and/or OFTC education program or activity; and any instance of sexual assault, dating violence, domestic violence, or stalking (collectively "Title IX Prohibited Conduct," as defined in this Procedure). Students may find contact information for the Title IX Coordinator on the technical college website, and in the student handbook and college catalog.

To utilize this procedure, a complainant must file a Formal Complaint which is defined herein as a document filed and signed by a complainant or filed and signed by the Title IX Coordinator alleging Title IX prohibited conduct against a respondent and requesting that OFTC investigate the allegations.

All allegations of sex discrimination and sexual misconduct on one of our campuses or clinical locations must be reported to the Title IX Coordinator. All students, faculty, staff, and others participating in TCSG and/or College programs and activities in the United States are subject to this Title IX Procedure. If the allegations do not fall within the jurisdiction under this procedure, they may be referred and processed under the student code of conduct procedure.

Students have the right to file (or not to file) a criminal complaint for sexual violence with the local law enforcement authorities before, during, or after filing a complaint with the college. The investigation under this procedure shall not be unreasonably delayed to await the outcome of any criminal investigation. Sexual violence reports made to the Title IX Coordinator will be investigated and adjudicated separately from any criminal complaints. A student may request that the Title IX Coordinator and/or the TCSG system-wide investigator assist the student with notifying local law enforcement authorities. If OFTC receives a complaint alleging sexual harassment and/or sexual misconduct as defined in this procedure, the Title IX Coordinator for the college shall be immediately notified so that appropriate action may be taken by the Title IX Coordinator regarding the complaint.

If a student filing a complaint alleging sexual misconduct requests confidentiality, anonymity or asks that the complaint not be pursued, the college must inform the complainant that its ability to respond may be limited, that retaliation for filing a complaint is prohibited, and that steps to prevent harassment and retaliation will be taken. Consistent with the request, all reasonable steps to investigate and respond to the complaint should be made and other steps to limit the effects or recurrence of the alleged misconduct will be taken.

Regardless of a student's request for confidentiality, anonymity of a complaint, or a request that a complaint not be pursued, if the complaint includes allegations of sexual assault, sexual violence, domestic violence, dating violence, or stalking, the Title IX Coordinator must report the incident to campus law enforcement for inclusion in the Annual Security Report ("ASR"). The complainant should be informed that their name will not be disclosed to campus law enforcement if they have requested confidentiality during the processing of the complaint.

OFTC may weigh a request for confidentiality, anonymity or a request they not pursue a complaint considering the following factors: the seriousness of the alleged conduct, the complainant's age, whether there have been other complaints about the same individual, and the respondent's right to receive information about the allegations if the information is maintained as an "education record" under FERPA. OFTC must inform the complainant if the request cannot be granted and the reasons for the denial.

Reports concerning all prohibited conduct referenced in this procedure will be processed confidentially to the extent permitted by law; communications regarding complaints will be disseminated to others on a need-to-know basis to ensure that necessary steps are taken to protect the community as a whole and that appropriate corrective actions are considered and taken.

If an allegation of sex discrimination or sexual misconduct is made to an employee not designated to receive such reports, the employee receiving the complaint must report the allegation to the Title IX Coordinator. OFTC must take corrective actions to stop harassment to which it has notice, prevent recurrence of the harassment, and remedy the effects on the complainant promptly and effectively. OFTC will be deemed to have notice if a responsible employee knew, or in the exercise of reasonable care should have known, about the harassment. A responsible employee includes any employee who has the authority to take action to redress the harassment, who has a duty to report the harassment to the Title IX Coordinator, or who a student could reasonably believe has this authority or responsibility, including instructors and staff at the college.

Allegations of any sexual conduct involving individuals under the age of 18 must also be reported as an allegation of child abuse as outlined in O.C.G.A. § 19-7-5.

Interim protective measures may be imposed by the OFTC president or the Title IX Coordinator or his/her designee before the final outcome of an investigation and until final resolution of the allegations if failure to take the interim measures would constitute an immediate threat to the safety and well-being of the complainant, the respondent, or other members of the college, or to ensure equal access to the college's programs and activities. Interim protective measures may include: adjustments to academic workload (including extending deadlines); adjustment to class or work schedules; no contact orders; and suspensions, transfers or reassignments in order to prevent further harassment, discrimination, sexual violence or retaliation, to facilitate the investigation, or to implement preventive or corrective actions under this procedure.

Discretionary Dismissal:

- TCSG and/or OFTC may dismiss the formal complaint if the respondent is no longer enrolled or employed by TCSG and/or OFTC; or specific circumstances prevent TCSG and/or OFTC from gathering sufficient evidence to reach a determination; or the complainant informs the Title IX Coordinator in writing that the complainant desires to withdraw the formal complaint or allegations therein.
- The complainant may notify the Title IX Coordinator at any time that the complainant does not wish to proceed with the Investigation and/or hearing process. If such a request is received, the Title IX Coordinator will inform the complainant that the TCSG and/or OFTC ability to respond to the allegation may be limited if the allegations are withdrawn.
- The Title IX Coordinator will consider the relevant factors in reaching a determination as to whether to terminate the Investigation and/or Hearing process. In the event that the Coordinator determines that the investigation will continue, the Coordinator will notify the complainant of that determination. The Coordinator will include in that notification a statement that the complainant is not required to participate in the Investigation and/or Hearing process but that the process will continue. In the event that the Coordinator determines that the Investigation will be terminated, both parties will be notified.

C. Investigations

All complaints of prohibited conduct under this procedure will be reported immediately to the TCSG system-wide investigator who will be responsible for conducting the investigation in a fair, prompt,

and impartial manner. The investigator shall disclose to the TCSG Compliance Officer any relationship with the parties that could call into question his/her ability to be objective prior to taking any action with respect to the investigation. The TCSG Compliance Officer will reassign alternate individuals if necessary.

The investigator shall send written notice to both parties of the allegations upon receipt of a formal complaint. Either the complaining party or the respondent may challenge the investigator or designee to recommend corrective action on the grounds of personal bias by submitting a written statement to the TCSG Compliance Officer setting forth the basis for the challenge no later than 3 business days after the party reasonably should have known of the alleged bias. The TCSG Compliance Officer will determine whether to sustain or deny the challenge.

The investigation should be completed within 45 business days of the receipt of the complaint by the system-wide investigator. The investigator will notify the parties and the Title IX Coordinator in writing (typically by email) if extraordinary circumstances exist requiring additional time.

A complaining party will be notified within 5 business days of receipt of the complaint by the investigator if the complaint does not specify facts sufficient to allege sex discrimination, harassment, sexual violence or retaliation, or if the allegations of sexual misconduct did not occur in OFTC's education program or activity against the complaining party while he or she was located in the United States, and that a formal investigation will not be conducted pursuant to this procedure, if any. The complaining party may appeal the decision in writing to the president within 5 business days of receiving the notice. The president's decision will be final.

Individuals designated to investigate or recommend corrective actions in response to allegations of sexual misconduct will be trained annually to conduct investigations in a manner that protects the safety of complainants, promotes fairness of the process and accountability.

Investigations will be conducted by gathering relevant information and interviewing appropriate witnesses. It is important that all parties preserve any documents or other evidence which may pertain to the investigation. Any medically related evidence is best preserved by trained medical personnel. Students are encouraged to seek medical services both for treatment and preservation of any medical evidence.

Both the complaining party and the respondent (the parties) will be given equal opportunity to identify witnesses and offer evidence in person or in writing. Best efforts will be made to interview all witnesses identified by the parties. If a witness identified by either party is not interviewed during the investigation, an explanation for the decision not to interview the witness should be documented in the investigatory report. Both parties will be given timely notice of meetings at which one or the other or both parties may be present. Both the complaining party and the respondent may be accompanied by an advisor of his or her choice during any meetings involved in the investigatory process in which the advisee is also eligible to be present. However, the advisor may not speak on behalf of the party.

Any evidence collected during the investigation should be maintained in accordance with the record retention requirements below. Personally-identifiable information, including, but not limited to home address, telephone number, student ID or social security number should not be maintained in investigative records.

A report of investigation will be provided to the OFTC Title IX Coordinator within five (5) days of completion of the investigation. The Title IX Coordinator will provide both parties simultaneously with a copy of the report. The parties shall be given ten (10) calendar days from receipt of the

report to respond to the report and the supporting evidence, which must be considered by the Investigator before finalizing the report. Any information prohibited from disclosure by law or policy will be redacted from any documents prior to distribution. With regard to complaints of sexual misconduct, disclosures made to comply with the Violence Against Women Reauthorization Act ("VAWA") do not constitute a violation of FERPA.

If the TCSG system-wide investigator determines that all or some of the allegations made in the complaint are substantiated and that the conduct at issue constitutes a violation of this or other applicable procedure, the OFTC Title IX Coordinator shall forward the report to the appropriate officials at the college for further action in accordance with the provisions below and the college's Student Code of Conduct and Disciplinary Procedure or the Positive Discipline Procedure for employees.

D. Hearings

Hearings may be conducted with all parties physically present in the same geographic location or, at the discretion of the decision-maker, any or all parties, witnesses, and other participants may appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other. At the request of either party, OFTC will provide for the hearing to occur with the parties located in separate rooms with technology enabling the decision-maker(s) and parties to simultaneously see and hear the party or the witness answering questions.

Hearings will be transcribed or recorded through audio or audiovisual means, and TCSG and/or OFTC will make the transcript or recording available to the parties for inspection and review upon request.

Role of Advisor: If a party does not have an advisor present at the Hearing, TCSG and/or OFTC will provide, without fee or charge to that party, an advisor of TCSG and/or OFTC choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

Role of the Decision-Maker: will be a professional appointed by the TCSG Commissioner who is experienced and trained in adjudicating matters of civil rights, sexual harassment and/or sexual violence and trained on this Title IX Procedure; preside over the hearing and will issue the Written Determination Regarding Responsibility; be identified to the Parties before the Hearing at least three calendar days prior to the Hearing.

Conflict of Interest: No person who has a conflict of interest may serve as the decision-maker. A conflict of interest exists if the decision-maker has prior involvement in or knowledge of the allegations at issue in the case, has a personal relationship with one of the parties or witnesses, or has some other source of bias. Either party may assert, in writing, that a decision-maker has a conflict of interest. A request to recuse a decision-maker based on a conflict must be submitted to the hearing coordinator within 1 business day's receipt of the name of the decision-maker. A determination will be made by the TCSG Commissioner or his designee whether a decision-maker has a conflict of interest, and if so that decision-maker will be replaced by an alternate.

At the hearing, the decision-maker will:

- Permit Cross-examination. The decision-maker will permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination at the Hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally. The parties may, however, jointly agree in advance to waive oral cross-

examination and instead submit written cross-examination to the decision-maker to conduct the examination. Even if the parties so agree, the parties are still required to have an advisor present at the hearing. The decision-maker has discretion to otherwise restrict the extent to which advisor may participate in the proceedings.

- Determine Relevance of Questions. Only relevant cross-examination and other questions may be asked of a party or witness. Before a complainant, respondent, or witness answers a cross-examination or other question, the decision-maker must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.
- Provide Rape Shield Protections for Complainants. The decision-maker will prohibit any questions and evidence about the complainant's sexual predisposition or prior sexual behavior as not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.
- Exclude Statements, as Relevant, in Reaching a Determination Regarding Responsibility. If a party or witness does not submit to cross-examination at the live rearing, the decision-maker must not rely on any statement of that party or witness in reaching a determination regarding responsibility. The decision-maker cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

Hearing Process:

- The investigator will be available to answer any questions from the decision-maker about the investigation.
- The decision-maker may meet with the parties and witnesses for the purpose of making findings of fact.
- The parties and witnesses may not speak to matters beyond the scope of the hearing file (for example, by raising potential misconduct allegations that go beyond the scope of the charged conduct).
- parties and witnesses must not disclose or reference information to the decision-maker that was excluded from the hearing file.
- The decision-maker may ask questions of the parties and/or witnesses.
- Parties are permitted to listen to witnesses as they are speaking to the decision-maker. The decision-maker is not obligated to speak to all Witnesses.
- Written Determination Regarding Responsibility: The Decision-Maker shall issue a Written Determination Regarding Responsibility within 10 business days of the hearing, applying the preponderance of the evidence standard (as required by Georgia law), which shall include:
    - identification of the allegations potentially constituting Title IX Prohibited Conduct;
    - a description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the Parties, interviews with Parties and Witnesses, site visits, methods used to gather other evidence, and Hearings held;
    - findings of fact;
    - conclusions about whether the alleged Title IX Prohibited Conduct occurred, applying the definitions set forth in this Title IX Procedure to the facts;
    - the rationale for the result as to each allegation;
    - any disciplinary sanctions imposed on the respondent;
    - whether remedies or supportive measures will be provided to the complainant; and
    - information about how to file an appeal.

- Sanctions:
    - The decision-maker may ask the parties to submit sanctions statements at the conclusion of the rearing.
    - The decision-maker may also consult with TCSG and/or OFTC personnel, including the Vice President of Student Affairs, regarding any sanctions and remedies appropriate to the specific respondent and complainant under the circumstances of the case.
    - The sanction determination will be provided to the Title IX Coordinator who will be responsible for implementing the supportive measures and/or remedies, including the continuation of any supportive measures and/or any additional or on-going accommodations for both parties.
- The Title IX Coordinator will cause the Written Determination Regarding Responsibility to be sent to the parties. The Title IX Coordinator will provide copies of the Written Determination Regarding Responsibility and sanctions and/or remedies (if any) for the purpose of maintaining records as follows:
    - For students, to the Office of Student Affairs
    - For staff, to Human Resources
    - For faculty, to the Office of Academic Affairs
- The decision-maker must explain decisions on responsibility and sanctions (if applicable) and remedies with enough specificity for the parties to be able to file meaningful appeals.
- The consideration of whether remedies and sanctions go into immediate effect or are temporarily delayed pending appeal or some combination thereof, will be determined on a case-by-case basis by the Title IX Coordinator.
- The Written Determination Regarding Responsibility becomes final:
    - if an appeal is not filed, the date on which an appeal would no longer be considered timely; or
    - if an appeal is filed, on the date that TCSG and/or the College provides the Parties with the written determination of the result of the appeal.

E. Corrective Actions

OFTC will take all reasonable steps to prevent unlawful retaliation against complainants and any other individuals participating in investigations under this procedure. If prohibited conduct is determined to have occurred following the investigation, steps shall be taken to prevent a recurrence and to correct the discriminatory effects on the complaining party and others as appropriate. Steps may include, but are not limited to, mandating training or evaluation, disciplinary sanctions, policy implementation, issuing no-contact orders, or reassignment of students or employees.

Disciplinary sanctions for students are defined in appropriate governing references, and may include: reprimand, restriction, disciplinary probation, disciplinary suspension, and disciplinary expulsion.

The severity of sanctions or corrective actions may depend on the severity, frequency and/or nature of the offense, history of past discriminatory, harassing, or retaliatory conduct, the respondent's willingness to accept responsibility, previous college response to similar conduct, and the college's interests in performing its education mission.

Should recommended disciplinary sanctions involve academic suspension or expulsion, the matter must be referred to the Vice President for Student Affairs, as provided by the college's Student Code of Conduct and Disciplinary Procedure.

Even in the absence of sufficient evidence to substantiate a finding that sex discrimination, sexual misconduct or retaliation has occurred, colleges are expected to address any inappropriate conduct and take all reasonable steps to prevent any future sex discrimination, harassment, sexual violence or retaliation.

Individuals who are responsible for conducting investigations or proposing sanctions under this procedure may not also serve as reviewing officials or hearing officers in the appeal of sanctions arising from an investigation.

F. Appeals

Appeal of a Written Determination Regarding Responsibility. Both parties have the right to an appeal from a Written Determination Regarding Responsibility. Appeals may be submitted by a complainant or respondent in writing to the hearing coordinator, who will forward the appeal to a designated Appeal Officer to decide the appeal. The Appeal Officer will be the Commissioner of TCSG or his designee. Each party may submit a written appeal of up to 6,000 words in length, which will be shared with the other party. The parties must submit the appeal to the Commissioner within ten (10) calendar days from the receipt of the Written Determination Regarding Responsibility (if any).

Grounds for appeal are limited to the following:

- Were there any procedural irregularities that substantially affected the outcome of the matter to the detriment of the appealing party?
- Was there any substantive new evidence that was not available at the time of the decision or hearing and that could not have been available based on reasonable and diligent inquiry that would substantially affect the outcome of the decision?
- Did the Title IX Coordinator, investigator(s), or decision-maker have a conflict of interest or bias for or against complainants or respondents that affected the outcome of the matter?
- For matters that proceeded to sanctioning and imposition of remedies, are the sanction and/or remedies ones that could have been issued by reasonable persons given the findings of the case?

NOTE: In composing appeals, parties should format their arguments following these four grounds as the organizational structure.

Receipt of Appeal:

- Upon receipt of a party's appeal, the hearing coordinator will share it with the other party.
- Each party may submit a response to the other party's appeal (no more than 3,000 words).
- Each party must submit this response to the Commissioner within 10 calendar days after the other party's appeal has been shared.
- The appealing party will have access to the other party's response to the appeal, but no further responses will be permitted.

Response to Appeal:

- The Title IX Coordinator is permitted, but not required, to file a response to a party's appeal to respond to concerns relating to procedural irregularities or bias in the Investigation and hearing process.
- The Title IX Coordinator may submit one response for each party that files an appeal (that raises a procedural irregularity).

- Each response by the Title IX Coordinator should be no more than 1,500 words.
- The parties will have access to the Title IX Coordinator's response(s) to the appeal, but no further responses will be permitted.

Appeal Decision:

- The Appeal Officer will provide the Notice of Outcome of Appeal no later than ten (10) business days after receipt of all appeal documents.
- As needed, the Appeal Officer will consult with the Title IX Coordinator regarding the management of ongoing Remedies.
- The Appeal Officer may reject the appeal in whole or in part, issue a new decision regarding responsibility, issue new or revised sanctions and remedies, or refer the matter to a new decision-maker.

G. Record Retention

Documents relating to formal complaints including investigations, the investigatory report, witness statements, evidence, dispositions and the complaint itself shall be held for 7 years after the graduation of the student or the date of the student's last attendance. Any of the documents containing confidential information shall be held in a secure location under the custody and control of the TCSG system-wide Investigator, Vice President of Student Affairs, or the President's designee. Documents pertaining to employees that are maintained by the Office of Human Resources shall be maintained in a secure location and in accordance with the Georgia Archives records retention schedule, but in no case fewer than 7 years.

Violations of Federal, State, or Local Law

If a student is convicted or pleads nolo contendere to an off-campus violation of federal, state, or local law, but not with any other violation of the Student Code of Conduct, disciplinary action may be taken and sanctions imposed for misconduct that is detrimental to OFTC's vital interests and stated mission and purpose.

Disciplinary proceedings may be instituted against a student charged with violation of a law that is also a violation of the Student Code of Conduct if both violations result from the same factual situation, without regard to criminal arrest and/or prosecution. Proceedings under this Student Code of Conduct may be carried out prior to, simultaneously with, or following criminal proceedings.

When a student is charged by federal, state, or local authorities with a violation of law, OFTC will not request or agree to special consideration for that individual because of his/her status as a student. OFTC will cooperate fully with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators. Individual students, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

Unlawful Harassment and Discrimination of Students Procedure

Sexual Harassment, including sexual assault, rape, dating violence, domestic violence, and stalking incidents will be reviewed and handled in accordance with procedures found on page 36.

It is the policy of OFTC that all students shall be provided an environment free of unlawful harassment, discrimination, and retaliation.

All students and employees are expressly prohibited from engaging in any form of unlawful harassing, discriminating, intimidating or retaliatory behavior or conduct in all interactions with each other, whether or not the interaction occurs during class or on/off campus. Visitors to campuses also shall not engage in prohibited conduct and may be barred for such prohibited conduct if other corrective measures are ineffective. Allegations of prohibited conduct occurring at clinical sites to which students are assigned shall be investigated in accordance with this procedure.

Any individual who has engaged in prohibited conduct will be subject to disciplinary action up to and including expulsion or dismissal. Nothing in this procedure shall be interpreted to interfere with any person's right to free speech as provided by the First Amendment to the Constitution of the United States of America.

All students are encouraged to report any prohibited conduct. Reports will be treated in an expeditious and confidential manner.

OFTC will not tolerate retaliation for having filed a good faith harassment and/or discrimination complaint or for having provided any information in an investigation. Any individual who retaliates against a complainant or witness in an investigation will be subject to disciplinary action, up to and including expulsion or dismissal.

Any individual who knowingly makes a false charge of unlawful harassment/discrimination or retaliation, or who is untruthful during an investigation may be subject to disciplinary action, up to and including expulsion or dismissal.

Employee complaints of unlawful harassment or discrimination shall be conducted pursuant to the process outlined in Procedure III.A.1, Unlawful Harassment of Staff.

RELATED AUTHORITY

- Title IX of the Educational Amendments of 1972
- 20 U.S.C. §§ 1681 et seq.
- Violence Against Women Reauthorization Act
- Campus Sexual Violence Elimination Act
- O.C.G.A. § 19-7-5
- Titles VI and VII of the Civil Rights Act
- Age Discrimination Act
- Americans with Disabilities Act
- Americans with Disabilities Amendments Act of 2008 Rehabilitation Act, as amended
- Genetic Information Nondiscrimination Act
- Technical College System of Georgia.

PROCEDURE

A. Administration and Implementation

1. The OFTC President shall designate one or more officials to serve as the Title IX Coordinator and the Section 504 Coordinator and ensure the designated officials have received appropriate training.

2. Contact information for the Title IX and Section 504 Coordinators and the Statement of Equal Opportunity should be permanently displayed on official bulletin boards and included in electronic or written college publications and academic materials as described in the TCSG Usage for Statement of Equal Opportunity.

3. Instructors/administrators must take ongoing proactive steps to ensure educational opportunities (to include classrooms, clinics, labs, programs, etc.) and student activities (clubs, sports, etc.) are accessible and free from any type of unlawful discrimination or harassment.

4. The Compliance Officer will conduct training programs and monitor the college to ensure the correct administration and implementation of this procedure, and will ensure that proactive or corrective measures have been taken to prevent unlawful discrimination, harassment, or retaliation.

B. Reporting and Management Action

1. All students are encouraged to report events of unlawful harassment, discrimination, sexual violence and/or retaliation against themselves or others, regardless of where the incident occurred.

2. Students have the right to file (or not to file) a criminal complaint for sexual violence with the local law enforcement authorities before, during, or after filing a complaint with the college. The technical college shall not unreasonably delay investigation under this procedure to await the outcome of any criminal investigation.

3. If a student filing a complaint requests anonymity or asks that the complaint not be pursued, the college must inform the student that its ability to respond may be limited, that harassment and retaliation for filing a complaint is prohibited and steps to prevent retaliation will be taken. The college should take all reasonable steps to investigate and respond to the complaint consistent with the request and pursue other steps to limit the effects of the alleged harassment and prevent recurrence.

4. OFTC may weigh a request to not pursue a complaint considering the following factors: the seriousness of the alleged conduct, the complainant's age, whether there have been other harassment complaints about the same individual, and the alleged harasser's rights to receive information about the allegations if the information is maintained as an "education record" under FERPA. The college must inform the student if the request cannot be ensured.

5. Reports concerning all prohibited conduct references in this procedure will be processed confidentially to the extent permitted by law; communications regarding complaints will be disseminated to others on a need- to-know basis to ensure that necessary steps are taken to protect the community as a whole and that appropriate disciplinary measures or corrective actions are considered and taken.

6. Allegations or suspicions of unlawful discrimination, harassment , sexual harassment, sexual violence, or unlawful retaliation may be reported to the technical college's Title IX or Section 504 Coordinators, the President, or the Human Resources Director should the complaint involve employees. Complaints may also be emailed to unlawfulharassment@tcsg.edu. OFTC's contacts are listed below.

Title IX Coordinator – Jennifer Todd
Office: North Campus 315
478-553-2098
jtodd@oftc.edu

ADA/504 Coordinator – Saketta Brown
Office: South Campus WRS 112
478-274-7643
sdbrown@oftc.edu

EEOC Officer – Rosemary Selby
Office: North Campus 205
478-553-2055
rselby@oftc.edu

In 2018 a State Investigator for Title IX position was added at the Technical College System of Georgia System Office. The College Title IX Coordinator notifies the State Investigator of all Title IX complaints at the College. The State Investigator works with the College's Title IX Coordinator to coordinate the investigation into all complaints.

7. Complaints under this procedure can be expressed in writing, by telephone, or in person; individuals are, however, encouraged to express their complaints in writing to ensure all concerns are addressed.

8. If an allegation of unlawful harassment, discrimination, sexual harassment, sexual violence, or retaliation is made to an employee not designated to receive such reports, the employee receiving the complaint must report the allegation as provided in section 6 above.

9. Allegations of any sexual conduct involving individuals under the age of 18 must also be reported as an allegation of child abuse as outlined in O.C.G.A. § 19-7-5.

10. The college President may suspend, transfer, or reassign employees or students in order to prevent possible further harassment, discrimination, sexual violence, or retaliation; to facilitate the investigation, or to implement preventative or corrective action under this procedure.

11. Any allegation of unlawful harassment, discrimination, sexual harassment, sexual violence, or retaliation against employees must be reported to the Human Resources Director who may elect to conduct the investigation in conjunction with other local investigators.

C. Investigations

1. All complaints of prohibited conduct under this procedure shall be investigated by local investigators thoroughly and should be completed within 45 business days of the receipt of the complaint. The parties will be notified if extraordinary circumstances exist requiring additional time.

2. A complaining party will be notified within 5 business days of receipt of the complaint if the complaint does not specify facts sufficient to allege unlawful discrimination, harassment, sexual violence, or retaliation and that a formal investigation will not be conducted pursuant to this procedure. The complaining party may appeal the decision in writing to the president within 5 business days of receiving the notice. The president's decision will be final.

3. Individuals designated to investigate, review, or recommend corrective actions in response to allegations will have been trained to conduct Investigations in a manner that protects the safety of victims and promotes accountability. Individuals assigned as the investigator for a particular incident shall disclose to the president any relationship with the parties that could call into question their ability to be objective prior to taking any action with respect to the investigation. The president will reassign alternate individuals if necessary.

4. Investigations will be conducted by gathering relevant information and interviewing appropriate witnesses. Both the complaining party and the respondent (the parties) will be given equal opportunity to identify witnesses and offer evidence in person or in writing. Best efforts will be made to interview all witnesses identified by the parties. Both the complaining party and the respondent may be accompanied by an advisor of his or her choice. However, the advisor may not speak on behalf of the party.

5. The College will evaluate the information collected during the investigation and determine whether a preponderance of the evidence substantiates that unlawful discrimination, unlawful harassment, sexual violence and/or unlawful retaliation has occurred.

6. Investigations and summary findings will be documented appropriately.

7. No later than 10 business days after completion of an investigation, both of the parties will be simultaneously provided a summary of the results of the investigation in writing.

8. Any information prohibited from disclosure by law or policy will be redacted from any documents prior to distribution.

D. Corrective Actions

1. The College will take all reasonable steps to prevent unlawful retaliation against complainants and any other individuals participating in investigations under this procedure.

2. If prohibited conduct is determined to have occurred following the investigation, the college, through the appropriate officials, shall implement steps to prevent a recurrence and to correct the discriminatory effects on the complaining party and others as appropriate. Steps may include, but are not limited to, mandating training or evaluation, disciplinary sanctions, policy implementation or reassignment of students or employees.

3. Should recommended disciplinary sanctions involve academic suspension, expulsion or dismissal from employment, the matter must be referred to either the vice president for student affairs or the director of human resources for employees. Allegations regarding students shall be considered and sanctions assigned as provided by the College's Student Code of Conduct and Disciplinary Procedure. Sanctions for employees shall be considered as provided by the Positive Discipline Procedure.

4. Individuals who are responsible for conducting or reviewing investigations or proposing sanctions under this procedure should not also serve as reviewing officials or hearing officers in the appeal of sanctions arising from an investigation.

5. Even in the absence of sufficient evidence to substantiate a finding that unlawful discrimination, unlawful harassment, sexual violence, or retaliation has occurred, colleges are expected to address any inappropriate conduct and take all reasonable steps to prevent any future unlawful discrimination, harassment, sexual violence or retaliation.

E. Reviews and Dispositions

1. Any of the parties to a complaint under this procedure may request a review of the investigative findings within 5 business days of receiving notice of the investigative results by submitting a written request to the college president.

2. The college President shall review all investigations conducted under this procedure and ensure that the appropriate corrective actions have been implemented.

3. Within 10 business days of receiving a request for a review of the investigative findings, the president of the college will notify the parties in writing of his/her final determination, including any change in the result of the findings. The notice will inform the parties they have a right to appeal the determination to the Technical College System of Georgia's Legal Services Office by submitting a written request within 3 business days by regular mail or email to one of the following:

Technical College System of Georgia, Office of Legal Services, 1800 Century Place, N.E., Suite 400, Atlanta, Georgia 30345

OR

Unlawfulharassment@tcsg.edu

4. The Office of Legal Services will convene a panel of at least 3 individuals not employed by the requestor's college to review the investigative findings. The panel's decision is final and will conclude the processing of the complaint. Both parties will be notified in writing simultaneously of the results of the review and any changes in the results of the investigative findings under appeal.

F. Record Retention - Documents relating to formal complaints including investigations, dispositions and the complaint itself shall be held for 5 years after the graduation of the student or the date of the student's last attendance. Confidential documents shall be held in a secure location under the custody and control of the Vice President for Student Affairs or the college President's designee. Documents pertaining to employees are maintained in the Office of Human Resources shall be maintained in a secure location and in accordance with the Georgia Secretary of State's records.

Disciplinary Procedures and Unlawful Harassment/Discrimination for Employees

Employee proceedings with regard to dating violence, domestic violence, sexual assault, stalking, or sexual harassment/discrimination are governed in accordance with Technical College System of Georgia (TCSG) Policy and Procedure, including OFTC procedure 6.1.2p.

The following TCSG policies and procedures apply to employee conduct and performance management, including detailed disciplinary proceedings. Note that this list may not be inclusive.

Section 4.3 Employee Ethics and Standards of Conduct

4.3.1p	Procedure - Unlawful Harassment of Staff Procedure
4.3.1p.a1	Employee Acknowledgement re: Unlawful Harassment
4.3.2	POLICY - Ethics and Standards of Conduct for Employees
4.3.2p1	Procedure - Ethical Responsibilities of Employees
4.3.3p	Procedure - Workplace Violence

Section 4.4 Employee Performance Management

4.4.1	POLICY - Positive Discipline
4.4.1p	Procedure - Positive Discipline
4.4.2p	Procedure - Adverse Employment Actions
4.4.3	POLICY - Employee Complaint Resolution
4.4.3p	Procedure - Employee Complaint Resolution

Employees should familiarize themselves with these policies and procedures, which can be found on the TCSG website. A 'hardcopy' can be achieved by visiting the Director of Human Resources.

All college officials involved in employee investigations and proceedings receive annual training on issues related to dating violence, domestic violence, sexual assault, stalking, investigation conduct, hearing process, and sexual harassment/discrimination in order to protect the safety of victims and promote accountability. This training may be attained several ways, including, but not limited to, online courses, scheduled group training, individual study, and outside courses. The Director of Human Resources is responsible for training coordination, and may call on outside entities, such as law enforcement, to provide such.

Sex Offender Registration

In accordance with Georgia law, sex offenders must register with local law enforcement authorities of the city or county in which he or she resides, is employed, carries on a vocation, or is a student at an institution of higher education. This includes out-of-state employees and students.

The Adam Walsh Child Protection and Safety Act is a federal law that provides for the registration and tracking of sex offenders. Institutions of higher education are required to issue a statement advising the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders. The law also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in the state at which the person is employed, carries on a vocation, or is a student.

In Georgia, convicted sex offenders must register with the Georgia Department of Corrections. You may obtain state information on individuals registered as sex offenders by visiting the Georgia Bureau of Investigation (GBI) Sex Offender Registry website. The GBI is the central repository for Georgia's sexual offender registry; the GBI makes every effort to ensure that the information contained in the Georgia Sex Offender Registry is accurate. Members of the general public, including everyone in the OFTC college community, may request information concerning sex offenders at the online GBI Georgia Sexual Offender Registry at:

https://gbi.georgia.gov/services/georgia-sex-offender-registry

…or by contacting local law enforcement authorities. OFTC officials will assist anyone requesting this information about sexual offenders on campus as well in the local community.

Lastly, it should be noted that nothing in the Family Educational Rights and Privacy Act (FERPA) may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

INSTITUTIONAL FIRE SAFETY POLICIES AND FIRE STATISTICS

Not Applicable. Institutions that maintain on-campus housing facilities must provide information on fire safety policies and campus fire statistics. OFTC does not have on-campus housing and is not required to address this requirement.

ANNUAL DISCLOSURE OF CRIME STATISTICS

A. While OFTC is a reasonably safe environment, crimes do occur, albeit rarely. However, in compliance with the Clery Act, OFTC has a responsibility to disclose information about crime on and around our campuses.

OFTC maintains a close relationship with all local law enforcement agencies where OFTC owns or controls property to ensure that crimes reported directly to these agencies that involve the college are brought to our attention. In addition to collecting Clery crime statistics from local law enforcement departments, all reports of crimes made directly to the college officials are maintained by the college Chief of Police.

In addition to the crime data that OFTC maintains, the college collects Clery crime statistics of reports made to various campus security authorities as defined in this report.

B. Reporting Locations.

- **On-Campus:** Any building or property owned or controlled by OFTC within the same reasonably contiguous geographic area and used by OFTC in direct support of our educational purposes.
- **Public Property:** Publicly owned property within or immediately adjacent to campus that is accessible from campus property, such as streets, sidewalks, public parking facilities, and public transit stops.
- **Off–Campus Property:** Property owned or controlled or controlled by an official recognized student organization that is used in direct support of, or in relation to, the institution's educational purposes and is not within the same reasonably contiguous geographic area as the campus. This can include certain off-campus facilities used for classes, events, or student activities.

Note that OFTC does not own any 'off-campus' property. All property and buildings owned by OFTC are located on-campus.

C. Definitions of Reportable Crimes (by federal definition).

Murder/Manslaughter – the willful killing of one human being by another.

Manslaughter by Negligence – 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 of 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 this/her age or because of his/her temporary or permanent mental incapacity.
- Incest – sexual intercourse between persons who are related to each other with the degrees wherein marriage is prohibited by law.
- Statutory Rape – sexual intercourse with a person who is under the statutory age of consent.

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

Burglary – the unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft – the theft or attempted theft of a motor vehicle.

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

D. Hate Crimes: includes all of the crimes listed as reportable Clery crimes that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes. Hates crimes are defined as criminal offenses that manifest evidence that the victim was intentionally selected because the perpetrator's bias against the victim.

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 through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism to Property (except Arson) – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

E. Categories of Bias.

Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that 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, e.g. male or female.

Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

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 or perceived country of birth.

Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Gender Identity – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity.

E. Dating Violence, Domestic Violence, and Stalking (VAWA).

Dating Violence – violence committed by a person who is or has been in a social relationship of romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship; can be current or within the last 12 months. It is not limited to sexual or physical abuse or the threat of such abuse.

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 cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- by a person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred;
- by any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction 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.

F. Other Violations.

Weapon Law Violation: the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Drug Abuse Violations: violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana;

synthetic narcotics (Demurral, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine.)

Liquor Law Violations: the violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

G. Hazing

Clery Act Hazing Definition (Federal Stop Campus Hazing Act): Any intentional, knowing or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that is committed in the course of an initiation into, an affiliation with or the maintenance of membership in, a student organization; and causes or creates a risk, above the reasonable risk encountered in the course of participation in the College or the organization (such as the physical preparation necessary for participation in an athletic team) of physical or psychological injury:

- whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body or similar activity;
- causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics or other similar activity;
- causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs or other substances;
- causing, coercing or otherwise inducing another person to perform sexual acts;
- any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- any activity against another person that includes a criminal violation of local, State, Tribal or Federal law; and
- any activity that induces, causes or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal or Federal law.

Georgia Hazing Act ["Max Gruver Act": OCGA 16-5-61 (2021) & OCGA 20-1-30 (2024)]: 'Haze' or 'hazing' means to subject a student to an activity which endangers or is likely to endanger the physical health of a student, or coerces the student through the use of social or physical pressure to consume any food, liquid, alcohol, drug or other substance which subjects the student to a likely risk of vomiting, intoxication, or unconsciousness regardless of a student's willingness to participate in such activity.

- 'Student' means any person enrolled or prospectively enrolled in GA
- 'School organization' means any association, corporation, order, club, society, fraternity, sorority, athletic team or a group living together which has students or alumni as its principal members, including local affiliate organizations

H. CRIME STATISTICS: CLERY DATA

The following annual security report data provides crime statistics for selected crimes that have been reported to local law enforcement agencies or to campus security authorities. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities.

The statistics reported for the sub-categories on liquor laws, drug laws, and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

The Vice President of Facilities, Planning, and Research, through the Chief of Police, is responsible for completing this report, attaining required crime statistical information, and submitting the required statistics to the U.S. Department of Education via the Campus Safety and Security Survey. The Vice President of Facilities, Planning, and Research, through the Chief of Police, is also responsible for the release of this information to students, employees, and the general public.

OFTC will release this report annually by October 1, and submit the crime statistics portion of the report via the ED website by the required deadline each year.

Chart data information:

A '0' (zero) in a block indicates that there were no reported or actual incidents for that offense/crime that year at that location. A number other than zero, of course, indicates a reported or actual incident or incidents.

CRIME STATISTICS - SANDERSVILLE CAMPUS									
CATEGORY	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Homicide									
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Person and Property Crimes									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrests for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
VAWA/SaVE Act Offenses									
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hazing									
Hazing*	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statics took effect on January 1, 2025, “N/A” will be used in place of statistics for any prior years referenced in this report. For 2023, 2024, and 2025, there were no unfounded incidents reported. For 2023, 2024, and 2025, there were no hate crimes reported.

CRIME STATISTICS - DUBLIN CAMPUS									
CATEGORY	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Homicide									
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Person and Property Crimes									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrests for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
VAWA/SaVE Act Offenses									
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hazing									
Hazing*	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report. For 2023, 2024, and 2025, there were no unfounded incidents reported. For 2023, 2024, and 2025, there were no hate crimes reported.

CRIME STATISTICS - INSTRUCTIONAL CENTER									
CATEGORY	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Homicide									
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Person and Property Crimes									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrests for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
VAWA/SaVE Act Offenses									
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hazing									
Hazing*	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report. For 2023, 2024, and 2025, there were no unfounded incidents reported. For 2023, 2024, and 2025, there were no hate crimes reported.

CRIME STATISTICS - LITTLE OCMULGEE INSTRUCTIONAL CENTER									
CATEGORY	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Homicide									
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Person and Property Crimes									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrests for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
VAWA/SaVE Act Offenses									
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hazing									
Hazing*	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statics took effect on January 1, 2025, “N/A” will be used in place of statistics for any prior years referenced in this report. For 2023, 2024, and 2025, there were no unfounded incidents reported. For 2023, 2024, and 2025, there were no hate crimes reported.

CRIME STATISTICS - JEFFERSON CENTER									
CATEGORY	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Homicide									
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Person and Property Crimes									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrests for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals for Selected Offenses									
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
VAWA/SaVE Act Offenses									
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hazing									
Hazing*	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statics took effect on January 1, 2025, “N/A” will be used in place of statistics for any prior years referenced in this report. For 2023, 2024, and 2025, there were no unfounded incidents reported. For 2023, 2024, and 2025, there were no hate crimes reported.