



# PIEDMONT COLLEGE

## Annual Security and Fire Safety Report 2017

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## The Clery Act

Piedmont College is committed to creating and sustaining an education and working environment free of sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking. The safety and well-being of our campus community is a priority for the College.

The Annual Campus Security Report is prepared in accordance to The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”). The crime and disciplinary referral statistics reflect incidents that have occurred within the Demorest and Athens academic campus and those from municipal and/or county police for the public areas immediately adjacent to the campus. In addition to these numbers, we include crime statistics for properties that are frequented by students, such as the Piedmont Village, that are owned or controlled by Piedmont College but are not immediately adjacent to the college campus.

Promoting a safe and secure environment is a campus-wide endeavor. To prepare the Annual Security Report, Piedmont College Campus Police coordinates and collaborates with many offices and departments across the college community including Administration, Student Affairs, Title IX Coordinator, Residential Life, Campus Security Authorities and the local law enforcement agencies surrounding the main campus and in other jurisdictions where the College controls or owns property. An annual review of all policies and procedures ensures that they are up-to-date and in compliance with the Clery Act and other federal laws and statutes.

### **The Clery Act and the Violence Against Women Reauthorization Act of 2013 and Legal Requirements:**

The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police, local law enforcement, and other College officials who have “significant responsibility for student and campus activities;”
- Provide “timely warning” notices of those crimes that have occurred and “pose an ongoing threat to students and employees;”
- Disclose in a public crime log “any crime that occurred on campus. . . or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department;” and
- Disclose any agreements with state and/or local law enforcement.

On March 7, 2013, the *Violence Against Women Reauthorization Act of 2013 (VAWA)* was signed into law and includes amendments to the Clery Act. These changes require institutions to add or modify requirements related to:

- Disclosure of statistics of the number of dating violence, domestic violence, sexual assault and stalking incidents;
- Disclosure of statistics of new categories of Hate Crimes;
- Implementation by institutions and disclosure of programs to prevent dating violence, domestic violence, sexual assault and stalking including:
  - Primary prevention and awareness programs for incoming students and employees; and
  - Ongoing prevention and awareness campaigns for students and employees;
- Disclosure of procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred; and

- Implementation by institutions and disclosure of procedures for institutional disciplinary action in cases of dating violence, domestic violence, sexual assault and stalking, including:
  - Descriptions of each disciplinary proceeding used by the institution, the standard of evidence used during each disciplinary proceeding, possible sanctions imposed following the results of disciplinary proceedings, and the range of protective measures that the institution may offer a victim;
  - Provisions to ensure that proceedings will be prompt, fair and impartial;
  - Provisions that state that proceedings will be conducted by officials who receive annual training; and
  - Ensuring equal opportunities for the accuser and accused to have others present during proceedings, including an advisor of their choice.

**Preparation and Distribution of the Annual Security Report:**

The Piedmont College Campus Police Chief or department is responsible for preparing, publishing and distributing an Annual Security Report by October 1 of each year, for the purpose of disclosing and disseminating certain information regarding crime statistics, security policies and campus law enforcement. We gather crime statistics and policy information from College departments, Campus Security Authorities, the Demorest Police Department, Habersham County Sherriff’s Office and other law enforcement agencies.

By October 1st of each year an e-mail notification of the reports availability is sent to all current students and employees including the exact website to access this report and a brief description of the report’s contents. Prospective students and employees are also given information about the report, the exact website location, a brief description of the reports content and the option to obtain a paper copy. These mandated documents and policies can be reviewed at <http://www.piedmont.edu/annual-security-report>, on our website [www.piedmont.edu](http://www.piedmont.edu) under the Campus Safety footer on the home page, and other locations throughout the website. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting Campus Police at 706-939-1349 or to request a copy at:

- Campus Police Office in Demorest at 131 Rhode Island Street, Getman- Babcock Dormitory, Demorest, Georgia 30535;
- Admissions Office at 1023 Central Avenue in Demorest; or
- Human Resources Office in Daniel Hall at 115 Chapel Alley in Demorest; or
- Director of Administrative Services Office in Athens located in The Commons Building at 595 Prince Avenue, Athens, GA 30601 or call 706-433-1789 to request a copy; or
- Requesting a copy by email at [campuspolice@piedmont.edu](mailto:campuspolice@piedmont.edu).

**Our Commitment to Campus Safety**

Piedmont College has established a Campus Safety team that consists of members of Campus Police, Student Affairs, Human Resources, the Title IX Coordinator, Athletics and the Vice President for Administration and Finance’s office. This team meets monthly and is responsible for developing, reviewing, and revising protocols, policies and procedures for addressing all forms of campus safety, including violence against women.

**Campus Police Authority and Jurisdiction**

Per Georgia Code Annotated, Section 20-8-2, Campus Police have complete authority to apprehend and arrest anyone involved in illegal acts on-campus and areas up to 500 yards from college owned, rented,

and/or leased property. If minor offenses involving College rules and regulations are committed by a college student, the Campus Police may also refer the individual to the disciplinary division of Student Affairs.

Major offenses such as rape (including date rape), murder, aggravated assault, domestic violence and stalking will be initially reported to and investigated by the Campus Police. Piedmont Campus Police maintains a positive professional relationship with the neighboring area local police departments. Demorest Police Department, Habersham County Sheriff's Office, Athens-Clarke County Police and possibly other state and federal agencies will be requested to help when needed.

Campus Police works closely with local, state and federal police agencies and have direct radio communication with Habersham County and Athens-Clarke County 911 Emergency Systems. This direct connection with the 911 system allows for communication with police, fire and medical personnel.

### Reporting Procedures for Crimes

Students, faculty, staff and visitors are encouraged to promptly and accurately report all crimes and public safety related incidents in a prompt and accurate manner to the Piedmont College Campus Police Department. Campus Police has officers on duty twenty-four (24) hours a day. You can report crimes or other emergencies by calling:

Demorest Campus Police.....706-939-1349, 706-939-1350 or ext. 1105  
Athens Campus Police.....706-433-1789 or 706-968-4453  
Emergency Assistance.....911  
Dean of Student Engagement.....706-778-3000 ext. 1176  
Counseling Services.....706-778-3000 ext. 1259  
Director of Residential Education.....706-778-3000 ext. 1357  
Georgia Poison Control.....1-800-282-5846

Following a reported crime, the Piedmont College Campus Police Department will take the required action, which includes dispatching an officer or asking the victim to come to the Campus Police Office to file an incident report. Campus Police will investigate a report when determined necessary or contact the appropriate agency to respond to calls for off campus reports. Every attempt to substantiate facts will be made.

If a sexual assault or rape should occur, the Campus Police and respective staff will offer the complainant a variety of services to include, but not limited to: Student Counseling and Health Services, Sexual Assault Crisis Services, and Student Life Services.

#### Limited Voluntary Confidential Reporting:

If a crime victim or witness does not wish to file a police report, Campus Police encourages voluntary, anonymous and confidential reports of crimes listed under the Clery Act. Every attempt to substantiate facts will be made. Voluntary and confidential reports of crime made by the following:

- Written submission: Piedmont College Police Department, P. O. Box 10, 1021 Central Avenue, Demorest, GA 30535.
- Anonymous reporting tip line: <https://piedmontcollegega.wufoo.com/forms/xuzuwo90bf11uj/> that is accessible through our college web page under Campus Safety on the Resources tab.

Piedmont College Campus Police encourages anyone who is the victim or witness to crime to promptly report the incident to the Campus Police. Police reports are public records under state law, the Piedmont Campus Police cannot hold reports of crime in confidence. Non-identifying reports of Clery Act crimes can be confidentially forwarded to Campus Police by other college employees, known as Campus Security Authorities (CSA), who have significant responsibility for student and campus activities. These reports are included in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges.

### **Campus Security Authorities:**

Campus Security Authority is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution.

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department.
- Any individual or organization specified in an institution's statement of campus security policy as an 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

### **Piedmont College Campus Security Authorities are:**

- Demorest Campus Police: 706-939-1349, 706-939-1350 [campuspolice@piedmont.edu](mailto:campuspolice@piedmont.edu)
- Athens Campus Police: 706-433-1789 [tstrickland@piedmont.edu](mailto:tstrickland@piedmont.edu)
- Title IX Coordinator: 706-778-3000 ext. 1457 [titleIX@piedmont.edu](mailto:titleIX@piedmont.edu)
- Director of Human Resources: 706-778-0108 [rallison@piedmont.edu](mailto:rallison@piedmont.edu)
- Dean of Student Engagement : 706-778-8500 ext. 1176 or [epettit@piedmont.edu](mailto:epettit@piedmont.edu)
- Director of Student Activities and Campus Events: 706-778-3000 ext. 1050 [kcrawford@piedmont.edu](mailto:kcrawford@piedmont.edu)
- Director of Residence Education: 706-778-3000 ext. 1357 [mjestel@piedmont.edu](mailto:mjestel@piedmont.edu)
- Resident Directors and Resident Assistants: 706-968-3377 [gb@lions.piedmont.edu](mailto:gb@lions.piedmont.edu); [newbedford@lions.piedmont.edu](mailto:newbedford@lions.piedmont.edu); [wallace@lions.piedmont.edu](mailto:wallace@lions.piedmont.edu); [purcell@lions.piedmont.edu](mailto:purcell@lions.piedmont.edu); [mayflower@lions.piedmont.edu](mailto:mayflower@lions.piedmont.edu)
- Advisors to student clubs and student activity coordinators
- Athletic Coaches and Assistant Coaches
- Piedmont College Administration:
  - President 706-776-1100 [president@piedmont.edu](mailto:president@piedmont.edu);
  - VP for Administration and Finance 706-894-4206 [kjones@piedmont.edu](mailto:kjones@piedmont.edu);
  - VP for Academic Affairs 706-776-1110 [prettig@piedmont.edu](mailto:prettig@piedmont.edu); and
  - VP for Institutional Advancement 706-778-3000 ext. 1148 [aamason@piedmont.edu](mailto:aamason@piedmont.edu)

Under the Clery Act, a crime is "reported" when it is brought to the attention of a Campus Security Authority, the College's Police Department, or local law enforcement personnel by a victim, witness, other third party or even the offender regardless of whether the individuals involved in the crime, or reporting the crime, are associated with the college. Once a Campus Security Authority receives a report, he or she must submit it as a crime report to Campus Police on a Campus Security Reporting form for investigation and possible timely warnings to the campus and community. All information on

Clery Act crimes are included in yearly campus safety statistical reporting. In most cases a Campus Security Authority can fulfill his or her responsibility while still maintaining victim confidentiality. Campus Security Authorities who reported an incident to Campus Police when it occurred have met their reporting requirements for that incident.

### **Counselors and Confidential Reporting:**

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be Campus Security Authorities. Campus *Pastoral Counselors* and Campus *Professional Counselors*, when acting as such, are not considered to be Campus Security Authorities and not required to report crimes for inclusion in the annual disclosure of crimes statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crimes statistics.

The rulemaking committee defines counselors as:

- *Pastoral Counselor*: An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
- *Professional Counselor*: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

### **Anonymous Tip Line:**

Confidential reports of crimes can also be made through our anonymous tip line accessible through the college web page under Resources tab on the Campus Safety page at:

<https://piedmontcollegega.wufoo.com/forms/xuzuwo90bf11uj/>

### **Criminal Activity Off-Campus:**

For any off-campus Piedmont College student offense, the College may assist with the investigation in cooperation with local, state or federal law enforcement. Local law enforcement routinely work and communicate with Campus Police on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. Piedmont College has no off-campus student organizations.

## **Timely Warnings**

The Piedmont College Campus Police Department is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. 1092(f). Timely warnings are triggered when the college determines that a Clery Act crime for which it must report statistics presents a serious or continuing threat to students and employees. Timely warnings are considered for, but not limited to, the following classifications of reported crimes: criminal homicide, sex offences, robbery, aggravated assault, burglary, motor vehicle theft and major incidents of arson, and may be issued for other reported crimes as deemed appropriate under the circumstances. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case, such as when and where the incident occurred, when it was reported and the amount of information known by Campus Police. Cases involving property crimes will be assessed on a case-by-case basis and alerts will typically be sent if there is a discernible pattern of crime. Anyone with information about a crime, warranting a timely warning or



emergency notification, should promptly report the circumstances to the Piedmont College Campus Police, by phone or in person at:

**Demorest Campus:** 131 Rhode Island St. (in Getman-Babcock Residence Hall)  
Phone: 706-939-1349, 706-939-1350 or ext. 1105  
Email: [campuspolice@piedmont.edu](mailto:campuspolice@piedmont.edu)

**Athens Campus:** The Commons, 595 Prince Avenue  
Phone: 706-433-1789 or 706-968-4453  
Email: [tstrickland@piedmont.edu](mailto:tstrickland@piedmont.edu)

Emergency assistance is also available by dialing 911, but Campus Police should also be notified promptly to help emergency personnel get to the right location.

**These contact numbers are available 24 hours a day, 7 days a week and 365 days a year.**

When a determination is made that a timely warning is needed, Campus Police in conjunction with College administration will take appropriate steps to ensure timely notification to the campus community. Timely warnings will be issued through the college's e-alert notification system, campus email and on the College's website at [www.piedmont.edu](http://www.piedmont.edu). The timely warning will include some or all of the following information: the date, time and location of the reported crime; a summary of the incident; a description of the suspect and/or vehicle, if available; and any other special instructions or incident specific safety tips. For incidents involving off-campus crimes, Campus Police may issue an advisory if the crime occurred in a location used and frequented by the college community.

In order to prevent criminal activity, it takes cooperation and assistance from all students, faculty, staff and community members. All emergencies and potential criminal action should be reported in a timely manner to Campus Police or the Dean of Student Engagement (phone # 706-778-3000 ext. 1176). This includes suspicious behavior or persons loitering in parking lots, around vehicles, inside buildings or around residence halls.

### Emergency Notifications

In the event that a situation arises, either on or off campus, that will directly affect your personal health and the operations of the college and constitutes an ongoing or continuing threat, a campus wide emergency notification will be issued to students, faculty, staff and possibly the larger community. Campus Police in conjunction with the college senior administration including the president, or the president's designee, will determine whether a situation warrants campus-wide notification upon confirmation of the emergency or dangerous situation. These notifications are determined on a case-by-case basis, are to be issued without delay and must reach the entire campus. Depending on particular situations and circumstances, the College will utilize one or more of the following communication procedures to disseminate information throughout the campus or campuses:

- 1. E-Alert (Email & Text Message):** Depending on the nature and location of an emergency situation, Piedmont may send an "E-Alert" message to all students, faculty and staff in the form of text message and email. Members can register to receive text messages at [www.piedmont.edu/alert](http://www.piedmont.edu/alert).
- 2. Siren & Public Address System:** An alert tone may be broadcast on campus using outdoor sirens. Constituents may be alerted to potential severe weather and/or threatening situations

by a siren alert followed by recorded or live voice instructions. (Campus Police, Demorest, and Athens-Clarke County Siren System, Athens).

3. **Web/Alert Web Bar:** In order to highlight emergency news and other alerts, Piedmont will include on its website ([www.piedmont.edu](http://www.piedmont.edu)) a scrolling bar at the header of the website. The scrolling alert has a character limit of 99 characters, but is clickable to view a more detailed message that has no character limit.
4. **Direct Contact:** Piedmont will initiate Campus Emergency Notification Call List.
5. **Social Media:** Piedmont will post messages on its main Facebook page (@PiedmontCollege), on its official Twitter feed (@PiedmontGA), and on the Official Piedmont College Mobile Application to reflect the proper emergency information. The Twitter feed has a maximum character limit of 140.
6. **Other:** Regular updates will also be provided to the news media.

**Campus-wide Emergency Notification Call Lists:** To communicate emergency messages during a normal weekday, designated college offices will use call lists to send the message throughout the campus or campuses. If immediate contact cannot be made at any point in the communication process, campus police should be notified to physically visit the area(s).

The warnings about a reported crime will be prepared by Campus Police in conjunction with Director of Public Relations and should give information about the incident including date, time, location, a description of the suspect, other pertinent details and special instructions or safety tips.

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

Campus Police, Student Affairs or College Administration may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community during patrol of the campus or from other local agencies. Upon confirmation from a reliable source of this type emergency that poses an immediate threat to the health and safety of the college campus, Campus Police will, without delay, initiate the applicable systems to ensure an emergency notification.

#### **Determining Which Campus and Community Will Receive the Notification**

Campus Administration will work with Campus Police to determine if an emergency notification should go to students, faculty, and staff at the Demorest and/or Athens campus. The College may issue subsequent notifications to the larger community, including parents, neighbors and other interested parties via the Piedmont College home page ([www.piedmont.edu](http://www.piedmont.edu)) to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. Other information about emergencies on campus may be shared through social media and /or local or national media.

### **Emergency Action Plan**

Piedmont College has an Emergency Preparedness Plan to use for general guidelines in emergency situations and to prepare individuals for immediate crisis response. The plan provides actions the college administration, faculty, staff, students and campus visitors should take in the event of many different types of emergencies.

**The first step in any emergency is to report the incident to campus police and call 911 (if needed) for emergency assistance:**

**Demorest Campus Police:** 706-939-1349, 706-939-1350 or ext. 1105

**Athens Campus Police:** 706-433-1789 or 706-968-4453

Emergencies most often arrive without warning, and each individual should know, before an emergency occurs, the proper procedures to follow to enhance their continual safety. This plan includes the following emergency procedures:

- Emergency Notification Procedures
- Weather Related Emergencies:
  - Warning
  - Tornado
- Medical Emergencies:
  - Accidental Injury to Students, Staff or Visitors
  - Large Scale Emergencies
- Campus Emergencies:
  - Fire
  - Evacuation
  - Earthquake
  - Lockdown and Shelter-in-Place
  - Weapon Threat
  - Armed Intruder
  - Active Shooter
  - Bomb Threat
- Hazardous Material Leaks/Spills

Through the Emergency Preparedness Plan and some individual readiness, Piedmont College can enhance a continual state of readiness and safety. The Emergency Preparedness Plan can be found at <http://www.piedmont.edu/files/docs/2014-Emergency-Preparedness-Plan---Campus-Safety-Version1410544891.pdf>

### **Emergency Response/Evacuation**

Piedmont College will activate the Emergency Action Plan upon confirmation that a significant campus emergency or dangerous situation threatens the health or safety of students or employees. A campus-wide notification will be sent by the Campus E-Alert system, College website, email and/or an alarm to signal the existence of an emergency.

**Evacuation Procedures:** In the event an evacuation of the campus is necessary the following procedures should be followed:

- a. **Room Evacuation/Tornado Shelters:** students and employees will be asked to move to a shelter area in each building designated for gathering during emergencies. Room evacuation routes are posted inside all residence halls.
- b. **Building Evacuation:** Evacuation of a building will occur when an alarm sounds and/or upon notification by a Campus Police or an Emergency Response Team member. Evacuation notices that identify nearest exit doorways are posted in all campus buildings. Once outside, evacuees should proceed to an all-clear area that is at least 300 feet from the affected building. Keep streets, hydrant areas, and walkways clear for emergency vehicles and authorized personnel.

- c. **Campus Evacuation:** Evacuation of all or part of the campus grounds will be announced by Campus Police and shall take place without delay.

When in a campus building, individuals should take the time to determine where *all* exits are located so that they are fully prepared in the event of a mandatory evacuation. Failure to evacuate is a violation of the law as well as college policy. Violators are subject to penalties enforced by the police, the fire department, or college officials.

#### **Emergency Test and Evacuation Drills**

The College shall participate in emergency tests or evacuation drills at least once per year to assess and evaluate emergency procedures and capabilities. The evacuation drills, table top exercises, and emergency preparedness training are done in partnership with local emergency management agencies.

### **Security and Access to Campus Facilities and Maintenance**

Monday thru Friday, during normal business hours, the college (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key or access control device, if issued, or by admittance via the Campus Police or housing staff. In the case of periods of extended closing, Campus Police will admit only those with prior written approval to all facilities.

Residence halls are secured 24 hours a day. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Arrendale Library and the Fitness Center. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

***Emergencies may necessitate changes or alterations to any posted schedules.*** Areas that are revealed with problematic security issues such as landscaping, locks, alarms, lighting, and communications will be reviewed by administrators from student affairs, physical plant and other concerned areas. Physical Plant and Campus Police routinely monitor the campus for safety issues.

Piedmont College Campus Police encourages anyone who is the victim or witness to crime to promptly report the incident to the Campus Police. Police reports are public records under state law, the Piedmont Campus Police cannot hold reports of crime in confidence. Non-identifying reports can be confidentially forwarded to Campus Police by other college employees, known as Campus Security Authorities (CSA), who have significant responsibility for student and campus activities. These reports are included in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges. Information shared with CSAs is for statistical purposes only. To have a case reviewed for possible prosecution it must be filed with Campus Police.

### **Alcohol and Drugs**

Piedmont College is committed to the health and well-being of the members of its student-body. As part of this commitment, the College complies with and upholds all federal, state, and local laws that regulate or prohibit the possession, use, or distribution of alcohol and illicit drugs. In addition to the illegal possession, use, or distribution of these substances, Piedmont College policy further prohibits all possession, use, sale, gift, or other transfer of intoxicants or illegal drugs or paraphernalia in any form or

manner on the College campus. The exception to this policy applies to Piedmont Village residents. The use of alcohol or illegal drugs at off-campus college sponsored events is prohibited.

As administrator of certain federally funded financial aid programs for students, the College adheres to the provisions of the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendment of 1989. Also, as administrator of certain state-funded financial aid programs for students, Piedmont College adheres to Georgia's Drug-Free Postsecondary Educational Act of 1990.

Through the Office of Student Affairs, programs related to Alcohol and Drug Awareness and Education are offered. The College also works closely with local resources to provide access to programs for treatment for individuals who are experiencing difficulty in coping with issues related to alcohol and/or drug abuse. Students wishing to seek initial assistance through off-campus sources may contact Alcohol and Drug Abuse Services at 1-800-848-3649 in Gainesville.

### **Health Risks of Alcohol and Drugs**

The scope and impact of health risks from alcohol and drug abuse are well documented and alarming. These risks range from mood-altering to life-threatening, and the consequences affect not only individuals, but also their families, communities, and society at large. The College conducts educational programs about the dangers of abuse of alcohol and other drugs in an effort to encourage and promote responsible and healthy lifestyles.

### **Federal Student Aid- Drug Convictions**

A student who is convicted of a drug offence during a period of enrollment in which they received federal student aid (FSA) will disqualify them from receiving FSA funds. The chart below illustrates the period of ineligibility for FSA funds, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs.)

	Possession of illegal drugs	Sale of illegal drugs
1st offense	1 year from date of conviction	2 years from date of conviction
2nd offense	2 years from date of conviction	Indefinite Period
3rd offense	3rd offense Indefinite period	

A student regains eligibility the day after the period of ineligibility ends or when he or she successfully completes a qualified drug rehabilitation program or passes two unannounced drug tests given by such a program. Further drug convictions will make the student ineligible again. Students denied eligibility for an indefinite period can regain it after successfully completing a rehabilitation program, passing two unannounced drug tests from such a program, or if a conviction is reversed, set aside, or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record.

If you have any questions about drug conviction and how it affects your financial aid please contact the Financial Aid Office at 706-776-0114 or [finaid@piedmont.edu](mailto:finaid@piedmont.edu)

### **Alcohol Beverages and Drugs**

- A. Possession, use, sale, gift, or other transfer of intoxicants in any form or manner on the College campus is strictly prohibited (see Piedmont Village exception below). Any student present during the violation of this policy may also be subject to judicial action.
- B. Students under the age of 21 who have consumed alcohol or anyone who has used illegal drugs are in violation of state law and subject to arrest and/or sanctions.
- C. Common minimum sanctions:
  - 1st offense:
    - 5-10 hours of community service completed on campus
    - Alcohol Edu Sanction online course (\$50)
  - 2nd offense:
    - 10-20 hours of community service completed on campus
    - Brief Alcohol Screening and Intervention for College Students (BASICS) (\$100)
    - Disciplinary Probation
  - 3rd offense:
    - Suspension for one or more semesters
    - Possible Expulsion
- D. Additional sanctions can be assigned with any offense and can include but are not limited to: counseling services, parental notification, restorative justice assignments, restitution for damaged property, party host fine, or educational sanctions etc.

### **Piedmont Village Alcohol Use Policy**

Recognizing the capacity of students to make sound choices, alcoholic beverages for private consumption by those residents and their guests who are 21 and over is permitted in the Village. The vitality of the academic community relies on each individual taking personal responsibility for their actions regarding alcohol use and for safeguarding the well-being of others. The abuse and illegal use of alcohol and other drugs place the health and safety of individuals at risk and directly contradicts the mission of our College and the success of our community of learners. Students whose drinking creates a risk of danger to the health and safety of themselves or others are subject to suspension and/or loss of other College privileges, including residency in the Village.

1. If all residents of a Piedmont Village Suite are 21 years of age or older at the start of the semester, alcohol is permitted in the suite.
2. Alcohol is permitted only in the Village Suite where all residents are of legal drinking age.
3. No alcohol may be consumed in the presence of minors.
4. Serving or providing alcohol to anyone under the age of 21 is strictly prohibited.
5. Students who host an event in their Village Suite where alcoholic beverages are being consumed are responsible for ensuring that underage students and/or guests are not in attendance.
6. Any student, regardless of age, found to be intoxicated, will be evaluated by campus staff for medical treatment. Any student, regardless of age, requiring medical treatment, will be required to participate in alcohol evaluation and education.
7. Beer kegs in any condition, beer balls, any similar type of common source and their equivalents in volume of beer and/or alcohol content are prohibited.
8. Possession of alcohol paraphernalia is prohibited. This includes, but is not limited to: electronic alcohol signs, any empty alcohol containers, drinking game supplies, funnels, including bottle and can collections or other items deemed inappropriate by Residence Life staff.
9. Any alcohol being transported must be completely covered from open view and be taken directly to the resident's Village Suite.
10. Open containers and/or consumption of alcoholic beverages are prohibited in hallways, stairwells, lounges, parking lots, common areas or on the grounds of the Village. The consumption of alcoholic beverages in any public area (outside the Village Suites) is strictly prohibited (common areas, parking lots, etc.).
11. The maximum occupancy of a Village Suite should not exceed 12 people at any given time.

12. Students who are 21 or over and choose to consume alcohol must not exhibit loud, disruptive or indecent behavior, vandalize property, or interfere with the cleanliness of the residence halls.
13. Students are responsible for the actions of their guests at all times.

All Piedmont Village residents will comply with the laws of Habersham County and the State of Georgia regarding the possession, use, and sale of alcohol. Violations of these guidelines may result in criminal charges, college sanctions and/or loss of campus housing privileges. This policy will be reviewed annually by the Piedmont College Administration.

### **Substance Abuse Health Risks and Education**

The scope and impact of health risks from alcohol and drug abuse are well documented and alarming. These risks range from mood-altering to life threatening, and the consequences affect not only individuals, but also their families, communities, and society at large. The College conducts educational programs about the dangers of abuse of alcohol and other drugs in an effort to encourage and promote responsible and healthy lifestyles. These Human Resource and Office of Student Affairs sponsored programs relating to Alcohol and Drug Awareness and Education are offered [as required in HEA Section 120 (20 U.S.C. 100i)] as well as help for those seeking additional assistance with alcohol or drug related problems. The College also works closely with local resources to provide access to programs for treatment for individuals who are experiencing difficulty in coping with issues related to alcohol and/or drug abuse. Students wishing to seek initial assistance through off-campus sources may contact Alcohol and Drug Abuse Services at 1-800-848-3649 in Gainesville or Advantage Behavioral Health at 1-800-715-4225 in Athens.

Piedmont College Campus Police works with the Office of Student Affairs and Athletics to offer additional alcohol-and drug abuse programs upon request.

### **Firearms and Weapons**

Georgia law provides the owners of private property with the right to regulate the possession of firearms. Students, faculty, staff, and the general public are forbidden from having firearms, fireworks, explosives or explosive devices, or other weapons on college property. This includes the storage of such devices in automobiles parked on college property. Exception is made for licensed public safety officials in the employ of the college and for licensed public safety officers from other jurisdictions who are on college property in the discharge of their official duties.

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

Piedmont College is committed to creating and sustaining an educational and working environment free of sex discrimination, sexual harassment, sexual violence, domestic violence, and stalking. The safety and well-being of our campus community is a priority for the College.

Piedmont College does not discriminate on the basis of sex in its educational programs and employment opportunities nor tolerate sexual harassment or sexual violence. 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.

Piedmont College does not tolerate interpersonal violence, which includes sexual assault, prohibited sexual contact, stalking, dating violence and domestic violence in any form. Because of the sensitive, complex, and serious nature of these issues, and because the personal wellbeing of the victim should be

the foremost concern, Piedmont College's policy on sexual crimes strictly complies with and exceeds federal policy regulations. Sexual assault is defined as nonconsensual physical contact of a sexual nature. This includes acts committed by force, threat, intimidation, or by use of the victim's mental or physical incapacity or impairment of which the accused was aware or should have been aware. Threats of death or use of a weapon increases the severity of legal charges. Sex crimes can be prosecuted even if the victim knew the attacker, the victim did not fight back, the victim had consensual sex with the attacker previously, or the victim was intoxicated or unconscious.

### **Education and Training: Students and Employees**

Piedmont College is committed to providing the safest environment possible for study and work. Part of that commitment includes educating current and prospective students and employees about campus safety. Sexual assault and prevention educational opportunities provided for students focus wholly or in part on rape awareness and prevention and promote positive, healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. During Welcome Week, residential freshman students are introduced to the definition of "consent" in reference to sexual activity, safe and positive options for bystander intervention and given information on risk reduction. All freshmen students are also required to complete an online educational course, Haven, which is aimed at increasing awareness on interpersonal violence. Additionally, residential freshmen students attend a presentation on campus safety targeting sexual assault, dating violence, domestic violence and stalking. The Director of Residential Education oversees peer educators who provide ongoing information on healthy and unhealthy relationships, dating violence, domestic violence, and stalking and bystander intervention. Peer educators are also knowledgeable about campus and community resources. In addition, a web-based training program, "Haven for Employees: Understanding Sexual Assault" is being provided to College employees to keep our community informed and better prepared to prevent these behaviors. This training should equip employees to provide direct assistance to victims, or make appropriate and timely referrals for professional intervention.

### **What to do if you are a Victim of Sexual Assault, Dating Violence, Domestic Violence or Stalking**

Seek medical attention immediately. In Georgia, evidence may be collected even if a victim chooses not to make a report to law enforcement. It is important to preserve evidence if the offense occurred within the past 96 hours, so don't shower, change clothes or disturb the scene of the attack. Call 911 or go to the nearest hospital emergency room. If the assault occurs on campus and call 911, emergency personnel will send medical assistance and notify Piedmont Campus Police. Hospital personnel will treat the physical consequences of assault, such as injury, infection, disease and pregnancy. They can collect evidence that will be needed if the crime is reported. Health-care providers are legally required to report all cases of sexual or physical assault to law enforcement. A victim of sexual assault, domestic violence, stalking, and dating violence is 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 or police.

The college encourages all victims of sexual assault, domestic violence, stalking, and dating violence to report it promptly to the Campus Police or the appropriate police agency for the jurisdiction where the incident occurred. Depending on the location, the victim may be referred back to Piedmont College Campus Police to report the crime and have the crime investigated. Acts in violation of federal, state, and local law are within the jurisdiction of the campus judicial system when committed on campus property. When committed off campus, they may fall within the jurisdiction of the campus judicial system when they constitute a direct or indirect threat to the College community or its members. If the matter is adjudicated on campus the matter will be handled administratively.



Individuals may also report a sex offense to the College's Title IX Coordinator. The Title IX Coordinator is responsible for coordinating the College's compliance with Title IX.

**NOTE:** Reporting an incident is a separate step from choosing to prosecute. When you file a report, you are NOT obligated to continue with legal proceedings or college disciplinary action. Remember, you can choose whether or not to participate in proceedings at any point. Appropriate legal, disciplinary or remedial actions may be taken against any persons or groups alleged to have or found to be responsible for engaging in crimes of interpersonal violence to include rape, acquaintance rape or other forcible or non-forcible sex offenses. In addition to arrest, students may have Student Conduct charges brought against them. College employees, visitors and/or vendors may be subject to arrest, suspension and/or termination of college employment and/or termination of contracts/agreements.

### **Police Confidentiality in Sexual Assault Reporting and Investigations**

If you believe you have been the victim of a sexual assault on campus, the Piedmont College Campus Police will:

- Meet with you privately, at a time and place of your choice, to take your report.
- Treat you with courtesy, sensitivity, dignity, understanding, and professionalism.
- The officers will not prejudge you, and you will not be blamed for what occurred.
- Assist to arrange for hospital treatment or other medical needs. Connect you with the people who can assist you in locating emergency housing if needed.
- Fully investigate your case or arrange for an external investigation. You will be kept up-to-date on the progress of the investigation and/or prosecution.
- Assist you in contacting counseling and other available resources.
- Continue to be available to answer your questions, to explain the system and process involved (prosecutor, courts, etc.)
- Consider your case seriously, regardless of your gender or the gender or status of the suspect.

### **Reporting and Confidentially Disclosing Sexual Violence: Know the Options**

The College encourages victims of sexual violence to talk to somebody about what happened – so victims can get the support they need, and so the College can respond appropriately. Different employees on campus have different abilities to maintain a victim's confidentiality.

- Some are required to maintain near complete confidentiality; talking to them is sometimes called a "privileged communication." Professional and Pastoral Counselors fall in this category.
- Other employees who are trained Campus Security Authorities may talk to a victim in confidence, and generally only report to the College that an incident occurred without revealing any personally identifying information. Disclosures to these employees will not trigger a College investigation into an incident against the victim's wishes.
- Thirdly, some employees are required to report all the details of an incident (including the identities of both the victim and alleged perpetrator) to the Title IX coordinator. A report to these employees (called "responsible employees") constitutes a report to the College – and generally obligates the College to investigate the incident and take appropriate steps to address the situation.

### **Privileged and Confidential Options - Professional and Pastoral Counselors**

- Professional, licensed counselors and pastoral counselors who provide mental-health counseling to members of the college community and including those who act in that role under the supervision of a licensed counselor are not required to report any information about an incident to the police or Title IX coordinator without a victim's permission.

### **Off-campus Counselors and Advocates**

- Off-campus counselors, advocates, and health care providers will also generally maintain confidentiality and not share information with the College unless the victim requests the disclosure and signs a consent or waiver form.

### **Reporting to “Responsible Employee”**

A “responsible employee” is a College employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty. When a victim tells a responsible employee about an incident of sexual violence, the victim has the right to expect the College to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably. A responsible employee must report to the Title IX coordinator all relevant details about the alleged sexual violence shared by the victim and that the College will need to determine what happened – including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident. To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the College’s response to the report. A responsible employee should not share information with law enforcement without the victim’s consent or unless the victim has also reported the incident to law enforcement.

Before a victim reveals any information to a responsible employee, the employee should ensure that the victim understands the employee’s reporting obligations – and, if the victim wants to maintain confidentiality, direct the victim to confidential resources. If the victim wants to tell the responsible employee what happened but also maintain confidentiality, the employee should tell the victim that the College will consider the request, but cannot guarantee that the College will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the responsible employee will also inform the Coordinator of the victim’s request for confidentiality. Responsible employees will not pressure a victim to request confidentiality, but will honor and support the victim’s wishes, including for the College to fully investigate an incident. By the same token, responsible employees will not pressure a victim to make a full report if the victim is not ready to.

### **If the College determines that it cannot maintain a Victim’s Confidentiality**

The College will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the College’s response. The College will remain ever mindful of the victim’s well-being, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. Retaliation against the victim, whether by students or College employees, will not be tolerated.

The College will also:

- assist the victim in accessing other available victim advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus
- provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the alleged perpetrator pending the outcome of an investigation) or adjustments for assignments or tests; and
- inform the victim of the right to report a crime to campus or local law enforcement – and provide the victim with assistance if the victim wishes to do so.

The College may not require a victim to participate in any investigation or disciplinary proceeding. Because the College is under a continuing obligation to address the issue of sexual violence campus-wide, reports of sexual violence (including non-identifying reports) will also prompt the College to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting its policies and practices.

### **After Reporting a Sexual Assault**

Piedmont College provides support for victims of sexual assault and will protect the confidentiality of the victim, including protecting the victim's identifying information to the extent permissible by law when creating publicly-available recordkeeping. If the victim is a student, the college will change a victim's academic schedule and on-campus living and working situations if changes are requested, appropriate to the situation and if reasonably available. Whether or not legal charges are filed, students accused of sexual abuse or assaults are subject to disciplinary actions from the college as outlined in the Student Code of Conduct. Sanctions the college may impose following a final determination of a disciplinary proceeding regarding sexual assault, acquaintance rape or other forcible or non-forcible sex offense include college disciplinary probation, suspension, expulsion or other sanctions.

### **Investigation Proceedings and Possible Sanctions**

Piedmont College will aid in providing prompt, fair, and impartial investigation and resolution in cases of alleged domestic violence, dating violence, sexual assault or stalking. The proceedings will be conducted by officials who receive annual training on these crimes and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. Not all forms of sex-based misconduct will be deemed to be equally serious offenses, and the college reserves the right to impose different sanctions depending on the severity of the offense and/or offender history. Any student, faculty or staff found responsible for violating this Policy may receive any of the following sanctions:

- Community Service to Piedmont College, Habersham or Athens/Clark County community;
- Formal letter of apology to the victim;
- Discretionary Sanction-requires work assignments, written assignments, service to Piedmont College or other related discretionary assignments;
- Educational Sanctions-includes but is not limited to the completion of an educational assignment (e.g., research paper, program presentation, etc.)
- Fines
- Formal written warning
- Loss of privileges (e.g., inability to have visitors/guests, etc.)
- Probation
- Residence hall expulsion
- Residence hall suspension
- Restitution
- Revocation of admission and/or degree
- College expulsion
- College suspension
- Withholding degree
- Anger intervention assessment
- No contact (direct or indirect) with the victim
- Banishment from all Piedmont College property, functions, etc.
- Substance abuse assessment
- Parental notification

- Training on sex-based misconduct

Both the alleged victim and the alleged respondent are entitled to have others present during the College's disciplinary proceedings, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice and both the accuser and the accused will be simultaneously informed in writing of:

1. The outcome of any College disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault or stalking;
2. The institution's procedures for the accused and the victim to appeal the results of the College's disciplinary proceeding;
3. Of any change to the results that occur prior to the time that such results become final; and
4. When such results become final.

### **Resources for Victims of Sexual Assault, Stalking, Dating Violence and/or Domestic Violence**

If you do not wish to make a report to the police, you are still encouraged to seek professional medical advice. (Please note that all health-care providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.) Additional assistance is available through the following:

- Piedmont College Counseling Services 706-778-3000 ext. 1259
- Piedmont College Minister 706-778-3000 ext. 1179
- Circle of Hope Domestic Violence Services (24-hour local hotline) 706-776-4673
- Rape Response (24/7 crisis hotline) 770-503-7273
- Habersham County Mental Health Clinic 706-754-6293
- Advantage Behavioral Health Rape Response Line 706-353-1912
- Athens: The Cottage, Crisis Hotline 1-877-363-1912

### **Remember to follow the following steps to follow should a sexual assault occur:**

1. **Get to a safe place** as soon as possible!
2. Try to **preserve all physical evidence** – the victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates from the Rape Response and Circle of Hope are available to victim to provide support.
3. **Get medical attention** as soon as possible – an exam may reveal the presence of physical injury that the victim is unaware of. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraception is provided to all female victims at risk of pregnancy from the assault (if the victim presents within 120 hours). If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for six to eight hours after ingestion.
4. **Contact the police** – sexual assault is a crime, it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District attorney.
5. **Consider talking to a counselor** – seeing a counselor may be important in helping the victim understand her/his feelings and begin the process of recovery.

Piedmont College has protective measures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including providing individuals with written information about their rights and options to file criminal charges as well as the availability of medical, counseling and support services, and additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation, working accommodations and

protective measures, if reasonably available. If available, these will be provided regardless of whether the victim chooses to report the crime to Campus Police or local law enforcement. Students should contact the Office of Student Affairs (706-778-3000 ext. 1305) and employees should contact Human Resources (706-778-3000 ext. 1108) for seeking accommodations or to file a disciplinary complaint.

### **Sexual Harassment**

It is the policy of Piedmont College that all employees and students should be able to enjoy a work and educational environment that is free from all forms of discrimination including sexual harassment. Sexual harassment is an unlawful practice under federal law and is a form of discrimination that is specifically prohibited at Piedmont College. Any student or employee who violates this policy will be subject to disciplinary action. Prohibited conduct is that which:

1. Is sexually motivated or of a sexual nature when that conduct creates an intimidating, hostile, or offensive environment;
2. Is used as a factor in employment or academic decisions; or
3. Causes unreasonable interference with an individual's work or academic performance.

Anyone believing that he or she has been harassed sexually should report it immediately to Student Affairs if alleged victim is a student and Human Resources if alleged victim is an employee. Any complaint of sexual harassment will be reviewed under the College's grievance procedure for handling complaints of discrimination.

### **Disclosure to Alleged Victims of Crimes of Violence or Non-forcible Sex Offenses**

Piedmont College will disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Piedmont College will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

### **Sexual Offender Registration**

The Federal Campus Sex Crimes Prevention Act (CSPCA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSPCA is an amendment of the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The law requires state law enforcement agencies, (Georgia Bureau of Investigation) to provide Piedmont College with a list of registered sex offenders who have indicated that they are enrolled, employed, or carrying on a vocation at Piedmont College. Members of the campus community may access the Georgia Sex Offender Registry maintained by the Georgia Bureau of Investigation located at [services.georgia.gov/gbi/gbisor/](http://services.georgia.gov/gbi/gbisor/).

The Habersham County Sheriff's Office provides constant updates to the Sex Offender Registry for our area at [www.icrimewatch.net/results.php?SubmitAllSearch=1&AgencyID=54340](http://www.icrimewatch.net/results.php?SubmitAllSearch=1&AgencyID=54340)

The CSPCA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institutional from disclosing information provided to the institution concerning registered sex offenders.

## Missing Student Notification and Procedures

Piedmont College is committed to ensuring the safety of the members of the College community. In keeping with that goal, and in accordance with the Higher Education Act of 2008, 20 U.S.C. § 1092(j), the College has established the following Missing Student Notification Policy and Procedure.

### Registration of Confidential Contact Information

1. Students residing in on-campus housing have the option to register a confidential contact person who will be notified in accordance with this policy if the Campus Police Department or local law enforcement determines that the student is missing.
2. The confidential contact may be someone other than the emergency contact listed with the Office of Student Affairs. The student may register more than one confidential contact.
3. Only authorized campus officials and law enforcement officers pursuing the missing person investigation will have access to this information.
4. A student may register such confidential contact information at any time by filing a Confidential Contact Form with the Office of Student Affairs.
5. Any student who files a Confidential Contact Form is solely responsible for the accuracy of the contact information and for updating information, as necessary, by filing a new Confidential Contact Form with the Office of Student Affairs.

### Missing Student Procedures

1. If a member of the Piedmont College community suspects that a student may be missing, they should immediately notify the Campus Police Department at 706-939-1349 or, in absence of Campus Police, notify the local law enforcement agency that has jurisdiction in the area. In addition, missing person reports may be made to the following offices for immediate referral to Campus Police:
  - Dean of Student Engagement
  - Office of Student Life
  - Office of Residential Education.
2. Upon receipt of a report that a student is missing, the Piedmont College Campus Police will gather information to complete a Missing Person's report form, including but not limited to:
  - Name, location, and contact information of person who reported student missing;
  - Name, vital information, and a detailed description of the student reported as missing;
  - Circumstances in which the student was last seen or heard from;
  - List of know associates, addresses and contact information;
  - Name/addresses of persons present at the scene.
3. Additional information that the Piedmont College Campus Police Department will consider in determining whether a student is missing includes, but is not limited to, the following:
  - A student is out of contact for 24 hours after reasonable efforts to reach that student by phone calls, emails, and/or in-person attempts to establish contact;
  - Circumstances indicate that an act of criminality is involved;
  - Circumstances indicate that physical safety is in danger;
  - Existence of a medical condition that may threaten life or health; and/or a physical or mental disability;
4. If the Campus Police Department determines that a student residing in on-campus housing has been missing for twenty-four (24) hours, the Campus Police Department will initiate the notification procedures outlined in this policy.
5. If a student is under the age of 18 and not emancipated contact will be made with parents and missing-persons contact within 24 hours of determination that student is missing.

## Notification Procedures

1. If the Campus Police Department and local law enforcement determines that any student residing in on-campus housing has been missing for 24 hours, the College will notify the following persons within 24 hours of that determination:
  - The confidential contact, if one has been specified by the student;
  - The parents or guardians of any student who is under the age of 18 and not an emancipated minor; and
  - Local law enforcement (unless local law enforcement made the determination).
2. If the Campus Police Department determines that any student, whether residing on campus or not, has been missing for 24 hours, the College will notify local law enforcement.
3. Nothing in these policies and procedures shall prevent Piedmont College Campus Police from initiating these and other emergency notification procedures within 24 hours of any student's disappearance if, in the judgement of the Campus Police, the circumstances of the student's disappearance warrant an earlier notification.

## Definition of Reportable Crimes and Crime Statistics

### Crime Definitions

The following definitions are based on the FBI's Uniform Crime Reporting (UCR) Handbook. For sex offenses only, the definitions used are from the FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards. Institutions must use these definitions to prepare their campus crime statistics to comply with the Clery Act.

**Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

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

**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.

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

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

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

**Sex Offenses, Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. There are four types of forcible sex offenses:

- **Forcible Rape** is the carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.
- **Forcible Sodomy** is oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault With an Object** is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. An object or instrument is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.
- **Forcible Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity. Forcible fondling includes "indecent liberties" and "child molesting."

**Sex Offenses, Non-forcible**—incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

- **Incest** is non-forcible sexual intercourse between two persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is non-forcible sexual intercourse with a person who is under the statutory age of consent. If force was used or threatened, or the victim was incapable of giving consent because of his/her youth, or temporary or permanent mental impairment, the offense should be classified as forcible rape, not statutory rape.

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

**Dating Violence** means violence committed by a person who (A) has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of the relationship and the frequency of interactions between the persons involved in the relationship.

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



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

Categories of the bias are:

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguishes them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender.** A preformed negative opinion or attitude toward a group of persons because those persons are male or female. Gender bias is also a Clery Act-specific term, not found in the FBI's Hate Crime Data Collection Guidelines.
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex, (e.g., gays, lesbians, heterosexuals).
- **Ethnicity/national origin.** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

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

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

## Geographic Descriptions

**On campus:**

- any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- any building or property that is within or reasonably contiguous to the area identified above that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendors)

**Non-campus building or property:**

- any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution

**Public property:**

- all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus

### Crime Statistics Collection and Daily Crime Logs

In accordance with the Jeanne Clery Disclosure of Public Safety Policy and Campus Crime Statistics Act (The Clery Act) of 1998 and the Higher Education Amendments of 1992 and 2008, Piedmont College collects and reports crimes on campus, non-campus sites owned or maintained by the college and public property. The Piedmont College Police Department maintains a Daily Crime Log that records, by the date the incident was reported, all crimes and other serious incidents that occur within the department's patrol jurisdiction. This log is available for public inspection at the PCCP office in dispatch and includes the nature, date, time, and general location of each crime reported to the department. It does not include personally identifying information about the crime victims. Piedmont College prepares a three-year statistical report of these incidents and provides this report to Piedmont students and employees through publication on the college website and specific notifications sent annually referring current and prospective students and employees to the report.

**Unfounded Crimes:**

Occasionally, an agency will receive a complaint that is determined through investigation to be false or baseless. In other words, no crime occurred. If the investigation shows that no offense occurred nor was attempted, then it must be classified as unfounded. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with prosecution, or the failure to make an arrest does not unfound a legitimate offense. Also, the findings of a coroner, court, jury, or prosecutor do not unfound offenses or attempts that law enforcement investigations establish to be legitimate (*U.S. Department of Justice, Federal Bureau of Investigation (2004) Uniform Crime Reporting Handbook pp 77, 78*).

**Changes to 2014 Reporting:**

As of 2014, statistics for Sex Offenses Forcible and Sex Offenses – Non-forcible were no longer collected and the columns for these statistics for 2014 and 2015 show a dash instead of a 0 (or number). In 2014 and 2015, additional categories of Unfounded Crimes, Rape, Fondling, Incest and Statutory Rape were added.

On the following chart starting on page 27, crimes reported in the "On-Campus Student Housing Facilities" column are also reported under "On-Campus".

Demorest Campus Crime Statistics															
Clery Crimes															
Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
<b>Criminal Homicide</b>															
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sexual Assault</b>															
Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Burglary</b>	3	0	1	2	0	1	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Hate Crimes by Category and Bias – Demorest Campus**

Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
<b>Murder and Non-negligent Manslaughter</b>															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sexual Assault</b>															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Burglary</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arson</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Larceny/Theft</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Simple Assault</b>															
	Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Intimidation</b>															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Destruction/Damage/Vandalism to Property</b>															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Violence Against Women's Act (VAWA) Offenses – Demorest Campus															
Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Arrests and Disciplinary Action Referrals for Violation of Weapons, Drug Abuse Violations and Liquor Laws – Demorest Campus															
Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
<b>Arrests</b>															
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	1	2	5	1	2	5	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	8	1	3	8	1	3	0	0	0	1	0	0	0	0	0
<b>Disciplinary Actions Referrals</b>															
Weapons Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	3	5	0	3	5	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	31	39	32	31	39	32	0	0	0	0	0	0	0	0	0

## Athens Center Crime Statistics

### Clery Crimes

Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
<b>Criminal Homicide</b>															
Murder/Non-negligent	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Sexual Assault</b>															
Forcible	0	-	-	n/a	n/a	n/a	0	-	-	0	-	-	0	-	-
Non forcible	0	-	-	n/a	n/a	n/a	0	-	-	0	-	-	0	-	-
Rape	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
Fondling	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
Incest	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
Statutory Rape	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
<b>Robbery</b>	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Burglary</b>	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Arson</b>	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0

### Hate Crimes by Category and Bias – Athens Campus

Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
<b>Murder and Non-negligent Manslaughter</b>															
Race	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Religion	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Ethnicity	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
National Origin	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Disability	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Sexual Assault</b>															
Race	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Religion	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Ethnicity	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
National Origin	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Disability	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0



National Origin	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Disability	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Intimidation</b>															
Race	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Religion	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Ethnicity	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
National Origin	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Disability	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Destruction/Damage/Vandalism to Property</b>															
Race	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Religion	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Ethnicity	-	0	0	n/a	n/a	n/a	-	0	0	-	0	0	-	0	0
National Origin	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Disability	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0

<b>Violence Against Women's Act (VAWA) Offenses – Athens Campus</b>															
Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Domestic Violence	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0

<b>Arrests and Disciplinary Action Referrals for Violation of Weapons, Drug Abuse Violations and Liquor Laws – Athens Campus</b>															
Offense Type	On-Campus			On-Campus Student Housing Facilities			Non-Campus Building and Property			Public Property			Unfounded Crimes		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
<b>Arrests</b>															
Weapons Law Arrests	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions Referrals</b>															
Weapons Law Referrals	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	n/a	n/a	n/a	0	0	0	0	0	0	0	0	0

### Security Awareness and Crime Prevention Education Programs



During orientation, students are informed of services offered by Student Affairs and Campus Police. The presentation outlines ways to maintain personal safety and residence hall security.

Periodically during the academic year Student Affairs and Campus Police in cooperation with other college organizations and departments, facilitate crime prevention awareness sessions on sexual assault (including domestic violence, dating violence and stalking), theft, alcohol awareness, as well as education sessions on personal safety, theft prevention, residence hall security, common-sense safety tips and other topics.

A common theme of all awareness and crimes prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to training sessions and hall meetings, information is disseminated to students and employees through crime prevention emails and articles in the student newspaper.

### Discrimination

Piedmont College is committed to equal opportunity for all employees and students and will make every effort to comply with requirements of the law. The College has designated an individual to handle complaints of alleged discrimination. Anyone believing he or she has been the victim of discrimination on the basis of race, color, religion, sex, national origin, physical handicap, or age should report it immediately to the Assistant Vice President for Finance and Human Resources 706-776-0123. Any complaint of discrimination will be reviewed within the College's general grievance procedure.

### Annual Fire Safety Report

#### Fire Safety Disclosure for On-Campus Housing:

**To Report a Fire:** All fire notifications should be made to Campus Police IMMEDIATELY at:

Demorest Campus call: 706-939-1349, 706-939-1350 or ext. 1105 or call 911

Athens Campus call: 706-433-1789 or 706-968-4453 or call 911.

#### Number of Regulatory mandatory supervised fire drills:

The number of supervised scheduled drills or actual events at campus residence halls are facilitated and certified by Campus Police in cooperation with assigned college building personnel. Various drills are conducted throughout the year to familiarize students, faculty and staff with emergency procedures and individual roles. Each year Campus Police and Office of Student Affairs facilitate two (2) emergency drills targeting all residential halls.

#### Policies related to fire prevention:

All Piedmont College emergency preparedness procedures may be found online at:

<http://www.piedmont.edu/files/docs/2014-Emergency-Preparedness-Plan---Campus-Safety-Version1410544891.pdf>

Residents are not permitted to have any appliance with open flame or exposed heating element in any residence hall. Smoking, including hookahs and other smoking paraphernalia, is prohibited in all residential buildings. Piedmont College recognizes the health and safety hazards of using tobacco products. **College properties have been designated as tobacco-free environments and the use of tobacco products on college property is strictly forbidden.** Those who violate this policy may face disciplinary actions, fines, and possible termination of their housing agreement. Evacuation notices are posted on the door of each residence hall room and apartment. When a fire alarm is activated,

evacuate the building using the nearest available exit and proceed to the building collection point to begin an accountability and assessment process.

## **Fire**

Whether response by the fire department is required or not, immediately report all fire incidents to:

- **Demorest Campus Police** at 706-939-1349 or 706-939-1350 or call 911
- **Athens Campus Police** at 706-433-1789 or 706-968-4453 or 911

In the event of a fire:

**Minor Fire:** If the fire is minor, promptly discharge the fire extinguisher toward the base of the flame.

**Major Fire:** If an emergency exists:

1. Activate the fire alarm
2. Call 911 (dial 9, then 911 if calling from a campus phone) and give location of fire
3. Call Demorest or Athens Campus Police and
4. Leave the area immediately. Close, but do not lock doors behind you as you exit the building.

**Evacuate the building:** Evacuate the building following emergency evacuation routes posted on all interior doors and in hallways. Evacuate buildings to a distance of **at least 300 feet** from the building.

1. Isolate the fire by closing all the doors on your way out. **DO NOT LOCK THE DOORS.**
2. Assist injured and disabled persons.
3. **DO NOT** use elevators – use the stairways.
4. **DO NOT** stop for personal belongings or records.
5. **DO NOT** stand in smoke. Drop to your knees or stomach and crawl to the nearest exit covering your nose and mouth with a cloth to avoid inhaling smoke.
6. If ignited, drop and roll to extinguish fire.
7. Stay out of the way of emergency personnel.
8. Notify either emergency personnel or fire fighters on the scene if you suspect someone is trapped inside.
9. **DO NOT RETURN TO THE BUILDING** unless instructed to do so.

Once outside, evacuees should proceed to an all-clear area that is at least 300 feet from the affected building. Keep streets, hydrant areas, and walkways clear for emergency vehicles and authorized personnel.

**Trapped inside:** If you become trapped:

1. Call 911 (dial 9, then 911 if calling from a campus phone), if possible
2. Open a window, if one a window is available, and place an article of clothing (shirt, coat, etc.) outside the window as a marker for emergency personnel.
3. Stay near the floor where there is the least smoke.
4. Cover your mouth with clothing to avoid inhaling smoke.
5. Do not open a door if smoke is pouring in or around the bottom, or it feels hot.
6. Shout to alert emergency personnel of your location.

**Rescue:** Do not attempt to rescue anyone. Notify emergency personnel immediately.

**Description of Fire Protection Equipment (Residence Halls):**

All residential buildings are equipped with automatic fire detection and alarm systems which are monitored by Campus Police, 24 hours a day/365 days a year, with the exception of Getman-Babcock where the Campus Police office is located. All residence halls are located in Demorest, GA.

**Reported Fires by Building**  
**Statistics and Related Information Regarding Fires in Residential Facilities for 2016**

Residential Facilities	Address	Total Fires in Building	Fire #	Cause of Fire	# Injuries Requiring Treatment	# Deaths	Value of Property Damaged
Getman-Babcock	131 Rhode Island St.	0	0	n/a	0	0	\$0
Purcell	200 Dorm Dr.	0	0	n/a	0	0	\$0
Wallace	374 Georgia St.	0	0	n/a	0	0	\$0
Swanson Dorm	150 Dorm Dr.	0	0	n/a	0	0	\$0
Johnson Dorm	450 Laurel Ave.	0	0	n/a	0	0	\$0
Mayflower Dorm	411 Laurel Ave.	0	0	n/a	0	0	\$0
Plymouth Dorm	339 Georgia St.	0	0	n/a	0	0	\$0
New Bedford Dorm	343 Georgia St.	0	0	n/a	0	0	\$0
Ipswich Dorm	350 Georgia St.	0	0	n/a	0	0	\$0
Piedmont Village 200	200 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 300	300 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 400	400 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 500	500 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 600	600 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 700	700 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 800	800 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 900	900 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 1000	1000 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 1100	1100 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 1200	1200 Piedmont Village Cir.	0	0	n/a	0	0	\$0
Piedmont Village 1300	1300 Piedmont Village Cir.	0	0	n/a	0	0	\$0

**Statistics and Related Information Regarding Fires in Residential Facilities for 2015**

Residential Facilities	Address	Total Fires in Building	Fire #	Cause of Fire	# Injuries Requiring Treatment	# Deaths	Value of Property Damaged
Getman-Babcock	131 Rhode Island St.	0	0	n/a	0	0	\$0
Purcell	200 Dorm Dr.	0	0	n/a	0	0	\$0
Wallace	374 Georgia St.	0	0	n/a	0	0	\$0
Swanson Dorm	150 Dorm Dr.	0	0	n/a	0	0	\$0
Johnson Dorm	450 Laurel Ave.	0	0	n/a	0	0	\$0
Mayflower Dorm	411 Laurel Ave.	0	0	n/a	0	0	\$0
Plymouth Dorm	339 Georgia St.	0	0	n/a	0	0	\$0
New Bedford Dorm	343 Georgia St.	0	0	n/a	0	0	\$0
Ipswich Dorm	350 Georgia St.	0	0	n/a	0	0	\$0

**Statistics and Related Information Regarding Fires in Residential Facilities for 2014**

Residential Facilities	Address	Total Fires in Building	Fire #	Cause of Fire	# Injuries Requiring Treatment	# Deaths	Value of Property Damaged
Getman-Babcock	131 Rhode Island St.	0	0	n/a	0	0	\$0
Purcell	200 Dorm Dr.	0	0	n/a	0	0	\$0

Wallace	374 Georgia St.	0	0	n/a	0	0	\$0
Swanson Dorm	150 Dorm Dr.	0	0	n/a	0	0	\$0
Johnson Dorm	450 Laurel Ave.	0	0	n/a	0	0	\$0
Mayflower Dorm	411 Laurel Ave.	0	0	n/a	0	0	\$0
Plymouth Dorm	339 Georgia St.	0	0	n/a	0	0	\$0
New Bedford Dorm	343 Georgia St.	0	0	n/a	0	0	\$0
Ipswich Dorm	350 Georgia St.	0	0	n/a	0	0	\$0

Fire Safety Systems in Residence Halls					
Facility	Address	Fire Alarm Monitored by Campus Police	Sprinkler System	Fire Alarm and Smoke Detectors	Posted Evacuation Plans
Getman-Babcock	131 Rhode Island St.	Yes	No	Yes	Yes
Purcell	200 Dorm Dr.	Yes	Yes	Yes	Yes
Wallace	374 Georgia St.	Yes	Yes	Yes	Yes
Swanson Dorm	150 Dorm Dr.	Yes	Yes	Yes	Yes
Johnson Dorm	450 Laurel Ave.	Yes	Yes	Yes	Yes
Mayflower Dorm	411 Laurel Ave.	Yes	Yes	Yes	Yes
Plymouth Dorm	339 Georgia St.	Yes	Yes	Yes	Yes
New Bedford Dorm	343 Georgia St.	Yes	Yes	Yes	Yes
Ipswich Dorm	350 Georgia St.	Yes	Yes	Yes	Yes
Piedmont Village 200	200 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 300	300 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 400	400 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 500	500 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 600	600 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 700	700 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 800	800 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 900	900 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 1000	1000 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 1100	1100 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 1200	1200 Piedmont Village Cir.	Yes	Yes	Yes	Yes
Piedmont Village 1300	1300 Piedmont Village Cir.	Yes	Yes	Yes	Yes