



**FORT VALLEY STATE**

**UNIVERSITY**



**2017**

**ANNUAL FIRE SAFETY & SECURITY  
REPORT**

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## ***From the President***

*To my Wildcat Family –*

*Safety and security on campus is one of my utmost concerns. So much so, that we have purposefully reorganized our Office of the President to include campus safety as a department reporting directly to this office. This strategic change has fostered greater communication, collaboration, and focus on what matters: our students, faculty and staff having a safe place to work, eat, live and interact. But campus safety personnel are not the only ones charged with the wellbeing of our campus. We all play a crucial role in being the eyes and ears in identifying and reporting any concerns. Together, we can make Fort Valley State University a model for excellence in campus safety.*

*This publication contains information about campus safety measures in place, as well as reports statistics about crime in our university community. Please take the time to read it, understand it, and then do your part to help improve our data. Collectively, we can and will create a caring and safe environment for all.*

***Dr. Paul Jones, President***

**From the Chief of Police/Public Safety**

**To the University Community –**

**On behalf of the members of the Fort Valley State University Campus Police Department, I want to thank you for your interest in our annual Fire Safety and Security Report. We publish this report because it contains valuable information for our campus community. We also publish the report to comply with the important provisions of the Clery Act. Campus safety and security and compliance with the Clery Act should be a part of everyone's responsibility at Fort Valley State University. We encourage you to review the information we have made available to you in this brochure. You will find important information about security policies and procedures on our campus, crime data, and crime prevention information. We join President, Dr. Paul Jones in his commitment to foster a secure and supportive environment at Fort Valley State University. We are proud to be an integral part of Fort Valley State University's tradition of excellence. Campus safety and security is a collaborative effort at Fort Valley State University. We partner with the many Departments at the University that have a critical role in fostering campus safety, including the Division of Student Success, Plant Operations, Environmental Health & Safety, and other University offices. It has always been our goal to provide the highest quality of public safety services to the University community and we are honored to collaborate with the entire Fort Valley State University community. The men and women of the Fort Valley State University Campus Police Department are committed to making Fort Valley State University campus a safe place in which to live, work, and study.**

*Ken Morgan, Chief of Police*

## **Statements of Policy regarding Non-Discrimination, Complaints, Retaliation, Confidentiality and EO**

### **Statement of Policy:**

Fort Valley State University is committed to maintaining a fair and respectful environment for work, study and living. Therefore, in accordance with federal law, state law, University System of Georgia policies and Fort Valley State University (“the University”) policies, the University prohibits and will not tolerate discrimination against or harassment of any individual or group based upon race, color, religion, ethnic or national origin, gender, genetic information, age disability, sexual orientation, gender identity, gender expression, veteran’s status or any factor that is a prohibited consideration under applicable law.

### **Applicability:**

Every member of the University Community is expected to adhere to this Policy as a matter of mutual respect and fundamental fairness. Every member of the University Community shall adhere to this Policy as a condition of remaining a part of and enjoying the privileges of being a member of the University Community. Members of the University Community include but are not limited to:

1. University, faculty, staff, administrators, employees and independent contractors;
2. University students;
3. Volunteers and participants in any University program or activity;
4. Guests and visitors to campus and to any property owned or leased by the University or owned or leased by any University affiliated organization or group; and
5. Such persons identified herein whether on or off University owned or leased property when such person is acting as a member of the University Community.

### **Complaints Against Students:**

Students are bound by the provisions of this policy. However, complaints against students acting in their capacity as a student shall be subject to adjudication pursuant to the University’s Sexual Misconduct provisions of the Student Code of Conduct, Article 1, Section 1. The University’s Policy on Harassment is contained in Section XV of the Code of Conduct. The Policy on Harassment defines harassment, explains how to report allegations of harassment and identifies the procedures that will be used to address allegations of sexual harassment so as to ensure compliance with federal laws, specifically, Title IX of the Education Amendments of 1972. A link to the University’s Code of Conduct and Compliance Office can be found on the University’s website.

## **Policy Details:**

### **Equal Opportunity Policy:**

It is the policy of Fort Valley State University to provide affirmative action and equal opportunity for all employees, students and applicants for employment or admission without regard to race, color, sex, age, religion, national origin or disability or veteran status.

Fort Valley State University does not discriminate against any employee or applicant for employment with regard to any opportunity for which the employee is qualified. For additional information or to file a complaint under the provisions of this policy, employees and applicants should contact the Equal Opportunity (EOO) Office, Troup, Suite 141. Every member of the Fort Valley State University community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. All members of the faculty, staff, and student body are expected to ensure that nondiscriminatory practices are followed at the University.

Fort Valley State University is committed to a policy that ensures the fulfillment of equal opportunity without unlawful discrimination for all applicants for employment, employees, and students. This policy is administered without regard to race, creed, color, sex, sexual orientation, gender identity, national origin, religion, age, veteran status, or disability. The university complies with the requirements of Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veteran's Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990 (Title II), as amended, the Lilly Ledbetter Fair Pay Act of 2009 and the Georgia Fair Employment Act of 1978, as amended. Genetic Information Nondiscrimination Act of 2008, and their implementing and supplemental regulations, save for any Eleventh Amendment legislative and/or judicial interpretations to the contrary.

Faculty, staff and students who feel that any of their rights under these regulations have been violated are entitled to request a review of the matter. Any complaints dealing with any type of discrimination should be addressed to the University's Equal Opportunity Officer (EOO). The procedures for seeking redress under these regulations are as follows:

#### **COMPLAINT PROCESS**

1. If at all possible, the person should first make an attempt to consult and work with the individual involved to resolve the matter;

2. If the person cannot obtain satisfactory results from such a conference, s/he must file a complaint within 20 (twenty) working days in writing with the EOO. This timeframe can be extended or waived by the EOO for good cause shown.
3. In situations involving faculty or staff, the EOO will first engage the Director of Human Resources or his/her designee to investigate the complaint (if this has not already occurred) and issue a recommendation. In situations involving a student, the EOO will first engage the Vice President of Student Success or his/her designee to investigate the complaint (if this has not already occurred) and issue a recommendation or decision.
4. If the recommendation or decision is not satisfactory to one or more of the parties, s/he must notify the EOO in writing within five (5) working days. This timeframe can be extended or waived by the EOO for good cause shown.
5. The EOO will then render a decision on the matter within five (5) working days. The EOO will provide a rationale for the decision. Note that if the EOO officer, in his/her discretion, determines that additional investigative measures are necessary, this time frame may be extended accordingly. Ordinarily, the time frame will not exceed thirty (30) working days.
6. If either party is dissatisfied with the decision of the EOO, the party can request in writing, within five (5) business days of receiving the decision of the EOO, that the President of Fort Valley State University review the matter. S/he will inform the parties in writing of his/her decision, and the decision will be final at the institution level. The decision will be in writing, typically within ten (10) days from the date of receipt of the appeal.

**Fort Valley State University's current Equal Opportunity Officer's contact information is below:**

Patrice Terrell  
Director of Contracts and Compliance  
Troup 141  
[terrellp@fvsu.edu](mailto:terrellp@fvsu.edu)  
478-825-4284



# **FORT VALLEY STATE UNIVERSITY**

## **TITLE IX Policy and Grievance Procedure**

In accordance with Title IX of the Education Amendments of 1972 (“Title IX”) and the University System of Georgia Sexual Misconduct Policy, FVSU does not discriminate on the basis of sex in any of its education programs or activities or in employment. FVSU is committed to ensuring a safe learning and working environment for all members of the FVSU community. To that end, this Policy prohibits sexual misconduct, as defined herein.

### **Policy**

In order to reduce incidents of sexual misconduct, FVSU is required to provide prevention tools and to conduct ongoing awareness and prevention programming and training for the campus community. Such programs will promote positive and healthy behaviors and educate the campus community on consent, sexual assault, alcohol use, dating violence, domestic violence, stalking, bystander intervention, and reporting.

When sexual misconduct does occur, all members of the FVSU community are strongly encouraged to report it promptly through the procedures outlined in this Policy. The purpose of this Policy is to ensure uniformity throughout the USG, including FVSU, in reporting and addressing sexual misconduct.

### **Reporting Structure:**

FVSU Title IX Coordinators at shall have a direct reporting relationship to both the FVSU’s President or the President’s designee and the USG System Director for Equity and Investigations (“System Director”). The President shall determine the organizational and operating reporting relationships for the Coordinator at FVSU and exercise oversight of institutional issues relating to sexual misconduct. However, the System Director shall have authority to direct the Coordinator’s work at FVSU as needed to address system-wide issues or directives. FVSU President shall consult with the System Director on significant personnel actions involving Coordinators, to include but not be limited to, appointment, evaluation, discipline, change in reporting structure, and termination.

### **Process/Procedures:**

#### **Reporting Sexual Misconduct**

A complainant of sexual misconduct may, but need not, file a criminal complaint with law enforcement officials; file a misconduct report with a Responsible Employee or Coordinator; or

file both. A report may be filed anonymously, although anonymous reports may make it difficult for FVSU to address the complaint. Any individual who believes that he or she has been a victim of sexual misconduct is encouraged to report allegations of sexual misconduct promptly.

All reports of sexual misconduct alleged to have been committed by a student must be handled consistently with requirements set forth in Section 4.6.5, *Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings*.

All reports of sexual misconduct alleged to have been committed by a non-student member of FVSU's community will be addressed and/or resolved through the FVSU's and the Board of Regents' applicable policies for discipline of non-students.

#### (A) Institutional Reports

Complainants of sexual misconduct who wish to file a report with FVSU should notify a Responsible Employee or the Coordinator. Responsible Employees informed about sexual misconduct allegations involving any student should not attempt to resolve the situation, but must notify and report all relevant information to the Coordinator as soon as practicable. Confidential Employees are not bound by this requirement but may be required to report limited information about incidents without revealing the identities of the individuals involved to the Title IX Coordinator, consistent with their ethical and legal obligations. All members of the University System of Georgia institutions' communities are encouraged to report incidents of sexual misconduct promptly.

The Coordinator's identity and contact information shall be published by each institution prominently on FVSU's website, as well as in any relevant publication. Each institution may choose to have Deputy Title IX Coordinators to whom reports may be made, as well. Institutions should encourage complainants to report their complaints in writing, though oral complaints should also be accepted, taken seriously, and investigated, to the extent possible. While complaints should be made as quickly as possible following an alleged incident of sexual misconduct, all reports should be accepted regardless of when reported.

The Coordinator shall refer to the System Director any allegation(s) of sexual misconduct that could, standing alone as reported, lead to the suspension or expulsion of the respondent(s). The System Director will work with FVSU to determine whether any interim measure(s) are necessary and to assign an investigator who will work under the direction of the System Director or designee, if directed by System Director. If an allegation is not initially identified as one that would lead to the suspension or expulsion of the respondent(s), but facts arise during the course of the investigation that would require transfer to the System Director, the Title IX Coordinator

shall transfer oversight to the System Director or designee. The System Director shall have the discretion to retain oversight or transfer oversight to the institution.

#### (B) Law Enforcement Reports

Because sexual misconduct may constitute criminal activity, a complainant also has the option, should he or she so choose, of filing a report with campus or local police, for his or her own protection and that of the surrounding community. FVSU may assist the complainant in reporting the situation to law enforcement officials.

Complainants considering filing a report of sexual misconduct with law enforcement should preserve any evidence of sexual misconduct, including, but not limited to, the following:

1. Clothing worn during the incident including undergarments;
2. Sheets, bedding, and condoms, if used;
3. Lists of witnesses with contact information;
4. Text messages, call history, social media posts;
5. Pictures of injuries; and/or
6. Videos.

#### (C) Anonymous Reports

Each institution shall provide a mechanism by which individuals can report incidents of alleged sexual misconduct anonymously. Complainants should understand, however, that it will be more difficult for FVSU to investigate and to take action upon anonymous reports.

#### (D) Retaliation

Anyone who, in good faith, reports what he or she believes to be misconduct under this Policy, or who participates or cooperates in, or is otherwise associated with any investigation, shall not be subjected to retaliation. Anyone who believes that he or she has been the target of retaliation for reporting, participating, cooperating in, or otherwise being associated with an investigation should immediately contact the Coordinator. Any person found to have engaged in retaliation in violation of this Policy shall be subject to disciplinary action.

#### (E) False Complaints

Individuals are prohibited from intentionally giving false statements to a system or FVSU's official. Any person found to have intentionally submitted false complaints, accusations, or

statements, including during a hearing, in violation of this Policy shall be subject to appropriate disciplinary action (up to and including suspension or expulsion) and adjudicated under the student conduct policy.

#### (F) Amnesty

Individuals should be encouraged to come forward and to report sexual misconduct notwithstanding their choice to consume alcohol or to use drugs. Information reported by an individual during an investigation concerning use of drugs or alcohol will not be used against the particular individual in a disciplinary proceeding or voluntarily reported to law enforcement; however, individuals may be provided with resources on drug and alcohol counseling and/or education, as appropriate.

#### *Handling Reports of Sexual Misconduct*

##### (A) Support Services

Once a student or employee makes a complaint or receives notice that a complaint has been made against him or her, or the coordinator otherwise learns of a complaint of sexual misconduct. The complainant, respondent and alleged victim (where applicable) should receive written information about support services, such as counseling, advocacy, housing assistance, academic support, disability services, health and mental services, and legal assistance, available at the student's institution.

Information on support services will be provided regardless as to whether an individual elects to go forward with filing a formal complaint of sexual misconduct or with notifying law enforcement. Information on support services will also be provided to students and employees, regardless of where the alleged misconduct occurs.

Available support services should also be listed on FVSU's Title IX website.

##### (B) Interim Measures

Interim measures may be undertaken at any point after FVSU becomes aware of an allegation of sexual misconduct and should be designed to protect the alleged victim and the community.

Before an interim suspension is issued, FVSU must make all reasonable efforts to give the respondent the opportunity to be heard, consistent with the provisions in Policy 4.6.5.

### (C) Jurisdiction

Each USG institution shall take necessary and appropriate action to protect the safety and well-being of its community. Sexual misconduct allegedly committed by a student are addressed by this Policy when the misconduct occurs on institution property, or at institution-sponsored or affiliated events, or off-campus, as defined by FVSU's student conduct policies.

### (D) Advisors

Both the alleged victim and respondent, as parties to the matter, shall have the opportunity to use an advisor (who may or may not be an attorney) of the party's choosing at the party's own expense for the express purpose of providing advice and counsel, pursuant to the provisions of Policy 4.6.5.

### **Informal Resolutions**

Allegations of sexual misconduct may be resolved informally, without a determination of misconduct, if all of the following are met:

1. When complainant(s) and respondent agree to an informal resolution;
2. When the initial allegation could not result in expulsion;
3. When the complainant(s) and respondent(s) agree to the terms of the informal resolution;  
and
4. When the investigator concludes that informal resolution is in the best interest of the parties and FVSU's community.

The alleged victim(s) and respondent(s) have the option to end informal resolution discussions and request a formal process at any time before the terms of an informal resolution are reached. However, matters resolved informally shall not be appealable.

### Timeframe

Efforts will be made to complete the investigation within a reasonable timeframe, which will be determined based upon the allegations, availability of witnesses and/or evidence, etc. in a particular case. When the timeframe will extend past the reasonable timeframe, the parties will

be informed of the delay and the reason for the delay. The investigator shall keep the parties informed of the status of the investigation.

## **Investigations**

All sexual misconduct investigations involving a student respondent, whether overseen by FVSU's Coordinator or the System Director, shall follow the investigation process set forth in Section 4.6.5, *Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings*.

### *Hearings, Possible Sanctions and Appeals*

All sexual misconduct hearings, sanctions, and appeals involving a student respondent, whether overseen by FVSU's Coordinator or the System Director, shall follow the investigation process set forth in Section

4.6.5, *Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings*.

All sexual misconduct adjudication involving an employee respondent, shall be addressed utilizing FVSU's employment policies and procedures.

## **Definitions:**

**Community:** Students, faculty, and staff, as well as contractors, vendors, visitors and guests.

**Complainant:** An individual lodging a complaint. The complainant may not always be the alleged victim. **Consent:** Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion; by ignoring or acting in spite of objections of another; or by taking advantage of the incapacitation of another where the respondent knows or reasonably should have known of such incapacitation. Minors under the age of 16 cannot legally consent under Georgia law.

Consent is also absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Consent can be withdrawn at any time by either party by using clear words or actions.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the alleged victim. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. **Domestic Violence:** Violence committed by a

current or former spouse or intimate partner of the alleged victim; by a person with whom the alleged victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner, or by a person similarly situated to a spouse of the alleged victim.

**Incapacitation:** The physical and/or mental inability to make informed, rational judgments. It can result from mental disability, sleep, involuntary physical restraint, status as a minor under the age of 16, or from intentional or unintentional taking of alcohol and/or other drugs. Whether someone is incapacitated is to be judged from the perspective of an objectively reasonable person.

**Nonconsensual Sexual Contact:** Any physical contact with another person of a sexual nature without the person's consent. It includes but is not limited to touching (or penetrating) of a person's intimate parts (such as genitalia, groin, breasts, or buttocks); touching (or penetrating) a person with one's own intimate parts; or forcing a person to touch his or her own or another person's intimate parts.

**Confidential Employees:** Institution employees who have been designated by FVSU's Coordinator to talk with an alleged victim in confidence. Confidential Employees must only report that the incident occurred and provide date, time, location, and name of alleged respondent (if known) without revealing any information that would personally identify the alleged victim. This minimal reporting must be submitted in compliance with Title IX and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"). Confidential Employees may be required to fully disclose details of an incident in order to ensure campus safety.

**Privileged Employees:** Individuals employed by FVSU to whom a complainant or alleged victim may talk in confidence, as provided by law. Disclosure to these employees will not automatically trigger an investigation against the complainant's or alleged victim's wishes. Privileged Employees include those providing counseling, advocacy, health, mental health, or sexual-assault related services (e.g., sexual assault resource centers, campus health centers, pastoral counselors, and campus mental health centers) or as otherwise provided by applicable law. Exceptions to confidentiality exist where the conduct involves suspected abuse of a minor (in Georgia, under the age of 18) or otherwise provided by law, such as imminent threat of serious harm. Respondent: Individual who is alleged to have engaged in conduct that violates this Policy.

**Responsible Employees:** Those employees who must promptly and fully report complaints of or information regarding sexual misconduct to the Coordinator. Responsible Employees include any administrator, supervisor, faculty member, or other person in a position of authority who is not a Confidential Employee or Privileged Employee. Student employees who serve in a supervisory,

advisory, or managerial role are in a position of authority for purposes of this Policy (e.g., teaching assistants, residential assistants, student managers, orientation leaders).

**Sexual Assault:** An umbrella term referring to a range of nonconsensual sexual contact, which can occur in many forms including but not limited to rape and sexual battery.

**Sexual Exploitation:** Taking non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or for the benefit or advantage of anyone other than the one being exploited.

Examples of sexual exploitation may include, but are not limited to, the following:

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

**Sexual Harassment:** Unwelcome verbal, nonverbal, or physical conduct, based on sex or on gender stereotypes, that is implicitly or explicitly a term or condition of employment or status in a course, program, or activity; is a basis for employment or educational decisions; or is sufficiently severe, persistent, or pervasive to interfere with one's work or educational performance creating an intimidating, hostile, or offensive work or learning environment, or interfering with or limiting one's ability to participate in or to benefit from an institutional program or activity.

**Sexual Misconduct:** Includes, but is not limited to, such unwanted behavior as dating violence, domestic violence, nonconsensual sexual contact, sexual exploitation, sexual harassment and stalking.

**Stalking:** 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. Course of conduct means two or more acts, including, but not limited to, acts



in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with person's property. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily, require medical or other professional treatment or counseling.

## **Reporting**

Any administrator, supervisor, faculty member or other person in a position of authority that is not a confidential resource who has knowledge of or receives a complaint of discrimination or harassment must fully report the information or complaint to the Director of Contracts and Compliance. This obligation to report also applies to student employees who serve in a supervisor role including teaching assistants, residence assistants and orientation leaders. No employee should assume that an official of the University knows about a particular discriminatory or harassment situation.

Additionally, all students, including online students, may report concerns via the following online FVSU Student Complaint and Conduct process:

- 1.) Go to [www.fvsu.edu](http://www.fvsu.edu)
- 2.) Click on **Current Student**; stroll down and click on *Dean of Students*
- 3.) Stroll down and click *Student Complaints and Conduct*
- 4.) Stroll down and click on *FVSU Student Complaint and Conduct Form*

## **Online Reporting Requirements**

Sexual harassment can, and frequently does, occur in online environments. The Office of Civil Rights is authorized to enforce Title IX compliance and has identified harassing conduct as including the following:

- Graphic and written statements, which may include use of cell phones or the internet;
- Making sexual comments or jokes;
- Stalking;
- Distributing sexually explicit drawings, pictures, videos or written materials;
- Calling students sexually charged names;
- Rating students on sexual activity or performance; and/or
- Circulating, showing, or creating emails or web sites of a sexual nature.

Note that each of these activities can be carried out in purely online environments and apply to both instructor-student and student-student interactions. Most do not require intent to harm or harass.

FVSU does not condone and will not tolerate sexual misconduct or sexually exploitative or harassing behavior of any kind. FVSU is committed to providing programs, activities and an educational environment free from sex discrimination, to include all of its online educational programs. If you are experiencing harassment in an online program please contact one of the following individuals:

Online (D2L) Administrator, La'Quata Sumter	478-827-3857
Dean of Students, Wallace Keese	478-825-6292
Director of Contracts and Compliance, Patrice Terrell	478-825-4284
<b>Any trusted FVSU faculty member or staff member who is a responsible employee</b>	

Additionally, all students, including online students, may report concerns via the following FVSU Student Complaint and Conduct process:

- 1.) Go to [www.fvsu.edu](http://www.fvsu.edu)
- 2.) Click on **Current Student**; stroll down and click on *Dean of Students*
- 3.) Stroll down and click *Student Complaints and Conduct*
- 4.) Stroll down and click on *FVSU Student Complaint and Conduct Form*

### **Available Resources for Students**

If you are a victim or witnessed sexual discrimination or harassment, you should contact an FVSU official to make a good faith report, as soon as possible. The following is a list of FVSU personnel who may be contacted:

<b>Campus Police and Safety</b>	<b>478-825-6211</b>
<b>Patrice Terrell, Director of Contracts and Compliance</b>	<b>478-825-4284</b>
<b>Director of Human Resources</b>	<b>478-825-6301</b>
<b>Student Athletes, Associate Athletic Director</b>	<b>478-825-6179</b>
<b>FVSU Office of Student Health &amp; Counseling Services</b>	<b>478-825-1033</b>
<b>Residential Life</b>	<b>478-825-6100</b>
<b>Dean of Students</b>	<b>478-825-6292</b>
Any trusted FVSU faculty member or staff member who is a responsible employee	
<b>U.S. Department of Education, Office for Civil Rights, or <a href="mailto:ocr@ed.gov">ocr@ed.gov</a>. If you wish to fill out a complaint form online with the agency, you may do so at: <a href="http://www2.ed.gov/about/offices/list/ocr/complaintintro.html">http://www2.ed.gov/about/offices/list/ocr/complaintintro.html</a></b>	<b>800-421-3481</b>

#### **Surrounding Area – Middle Georgia**

<b>Emergency Services</b>	<b>911</b>
<b>Peach County Medical Center</b>	<b>478-654-2000</b>
<b>Peach County Sheriff's Department</b>	<b>478-825-3435</b>
<b>Fort Valley Police Department</b>	<b>478- 825-3383</b>
<b>Crisis Line &amp; Safe House of Central Georgia</b>	<b>478-745-9292</b>
<b>Central Georgia Forensic Examination Nurse</b>	<b>478-397-3040–cell (Denise Atkinson)</b>
<b>Peach County Health Department</b>	<b>478-825-6939</b>
<b>HODAC, Inc. (8:30-5:00)</b>	<b>478-953-5675</b>

#### **Consensual Relationships in Regard to Sexual Harassment:**

When one party has a professional relationship toward the other, or stands in a position of authority over the other, even an apparently consensual sexual relationship may lead to sexual harassment or other breaches of professional obligations. Fort Valley State University prohibits all faculty and staff, including graduate assistants, from pursuing or engaging in dating or sexual

relationships with any student whom they currently supervise, teach or evaluate in any way.

Employees are prohibited from having a dating or sexual relationship with an employee that they supervise, evaluates or in any other way may directly affects the terms and conditions of the other employee's employment. This provision applies to both student and non-student employees. Any employee who supervises, evaluates or in any other way directly affects the terms and conditions of another employee must immediately disclose the existence of a dating or sexual relationship to his/her supervisor.

Individuals who violate this provision are subject to disciplinary action up to and including termination.

**Title IX Administrators**

<b>Patrice Terrell, Title IX Coordinator</b>	<b>478-825-4284</b>
<b>LuWanna L. Williams, Deputy Title IX Coordinator</b>	<b>478-825-6179</b>
<b>LaRue Harden, Deputy Title IX Coordinator</b>	<b>478-825-6301</b>

**FVSU Investigation and Grievance of Sexual Misconduct Reports:**

These procedures apply to matters relating to student misconduct, except matters relating to academic dishonesty, which may be covered under separate institutional policies. FVSU shall inform students of their procedures governing student misconduct complaints and investigations.

FVSU must provide clear notice to students and other campus community members as to how to file complaints of misconduct.

Complaints to the appropriate department and/or person(s) should include as much information as possible – such as:

- (1) the type of misconduct alleged;
- (2) the name and contact information of the individual(s) accused of misconduct;
- (3) the date(s), time(s), and place(s) of the misconduct;
- (4) the name(s) and contact information of any individual(s) with knowledge of the incident;
- (5) whether any tangible evidence has been preserved; and
- (6) whether a criminal complaint has been made.

Information from complaints may be shared as necessary to investigate and to resolve the alleged misconduct. Complaints shall be investigated and resolved as outlined below. The need to issue a broader warning to the community in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) shall be assessed in compliance with federal law.

Where appropriate, complainants may file a law enforcement report as well as an institutional report, but are not required to file both.

### **Process for Investigating and Resolving Disputed Reports**

**Jurisdiction:** FVSU shall take necessary and appropriate action to protect the safety and well-being of its community. Accordingly, student conduct should be addressed when such acts occur on FVSU’s property, at FVSU-sponsored or affiliated events, or otherwise violate the FVSU’s student conduct policies, regardless as to where such conduct occurs. If the student has admitted responsibility and has voluntarily decided to participate in the informal process, the procedures outlined in this section will not apply.

**Access to Advisors:** The respondent and alleged victim (where applicable), as parties to these proceedings, shall have the right to have an advisor (who may or may not be an attorney) of his or her choosing, and at his or her own expense, for the express purpose of providing advice and counsel. The advisor may be present during meetings and proceedings during the investigatory and/or resolution process at which his or her advisee is present. The advisor may advise his or her advisee in any manner, including providing questions, suggestions, and guidance on responses to any questions posed to the advisee, but shall not participate directly during the investigation or hearing process. The FVSU shall not prohibit family members of a party from attending the hearing if the party requests such attendance, but may limit each participant to having two family members present.

FVSU Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings  
Reviewed by the President’s Cabinet : 08/24/2017

**Initial Evaluation of Student Conduct Reports:** Regardless of how FVSU becomes aware of misconduct, the FVSU shall ensure a prompt, fair, and impartial review and resolution of complaints alleging student misconduct. Where a report of student misconduct has been made to the appropriate department and/or person, the institution shall review the complaint to determine whether the allegation(s) describes conduct in violation of the FVSU’s policies and/or code of conduct. If the reported conduct would not be a violation of FVSU’s policies and/or code of

conduct, even if true, then the report should be dismissed. Otherwise, a prompt, thorough, and impartial investigation, and review shall be conducted into each complaint received to determine whether charges against the respondent should be brought.

Where a report of student misconduct alleges sexual misconduct or other forms of harassment and/or discrimination, the report will be referred to and the investigation will be conducted through or as directed by the appropriate office trained and equipped to investigate such matters.

Any report that involves allegation(s) of conduct that could lead to the suspension or expulsion of the respondent(s) in an initial violation must be promptly reported to the System Director by the Title IX Coordinator. The System Director will work with the institution to determine whether any interim measure(s) are necessary, to assign an investigator and will collaboratively supervise the investigation with the appropriate FVSU professional (e.g., the Title IX Coordinator, Dean of Students). If an allegation is not initially identified as one that could lead to suspension or expulsion of the respondent(s), but facts arise during the course of the investigation that would require oversight from the System Director, then FVSU shall report that case to the System Director or her designee prior to proceeding.

#### Interim Measures:

Interim measures may be provided by FVSU at any point during an investigation and should be designed to protect the alleged victim and the community. To the extent interim measures are imposed, they should minimize the burden on both the alleged victim and the respondent, where feasible. Interim measures may include, but are not limited to:

1. Change of housing assignment;
2. Issuance of a “no contact” directive;
3. Restrictions or bars to entering certain FVSU’s property;
4. Changes to academic or employment arrangements, schedules, or supervision;
5. Interim suspension; and
6. Other measures designed to promote the safety and well-being of the parties and FVSU’s community.

An interim suspension should only occur where necessary to maintain safety and should be limited to those situations where the respondent poses a serious and immediate danger or threat to persons or property. In making such an assessment, the institution should consider the existence of a significant risk to the health or safety of the alleged victim or the campus community; the nature, duration, and severity of the risk; the probability of potential injury; and whether less restrictive means can be used to significantly mitigate the risk.

Before an interim suspension is issued, the institution must make all reasonable efforts to give the respondent the opportunity to be heard on whether his or her presence on campus poses a danger. If an interim suspension is issued, the terms of the suspension take effect immediately. Upon request, the respondent will have an opportunity to be heard by the respective conduct officer, Title IX Coordinator, or System Director, as appropriate, within three business days in order to determine whether the interim suspension should continue.

## **Investigation**

Throughout any investigation and resolution proceedings, a party shall receive written notice of the alleged misconduct, shall be provided an opportunity to respond, and shall be allowed to remain silent or otherwise not participate in or during the investigation and resolution process without an adverse inference resulting. If a party chooses to remain silent or otherwise not participate in an investigation, the investigation may still proceed and policy charges may still result and be resolved. Additionally, in any investigation involving allegations of sexual misconduct, timely notice of meetings shall be provided to each party of any meeting at which the complainant, respondent or alleged victim may be present. Timely and equal access to information that will be used during the investigation will be provided to the complainant, respondent and alleged victim (where applicable).

Where the potential sanctions for the alleged misconduct may involve a suspension or expulsion (even if such sanctions were to be held “in abeyance,” such as probationary suspension or expulsion) the institution’s investigation and resolution procedures must provide the additional minimal safeguards outlined below.

1. The alleged victim and respondent shall be provided with written notice of the complaint/allegations, pending investigation, possible charges, possible sanctions, and available support services. The notice should also include the identity of any investigator(s) involved. Notice should be provided via FVSU email to the address on file.
2. Upon receipt of the written notice, the respondent shall have at least three business days to respond in writing. In that response, the respondent shall have the right to admit or to deny the allegations, and to set forth a defense with facts, witnesses, and supporting materials. A non-response will be considered a general denial of the alleged misconduct. Any alleged victim shall also be provided three business days to respond to or to supplement the notice.

3. If the respondent admits responsibility, the process may proceed to the sanctioning phase or may be informally resolved, if appropriate.
4. If at any point the investigator determines there is insufficient evidence to support a charge or to warrant further consideration of discipline, then the complaint should be dismissed.
5. An investigator shall conduct a thorough investigation and should retain written notes and/or obtain written or recorded statements from each interview. The investigator shall also keep a record of any party's proffered witnesses not interviewed, along with a brief, written explanation of why the witnesses were not interviewed.
6. The initial investigation report shall be provided to the respondent and the alleged victim (where applicable). This report should clearly indicate any resulting charges (or alternatively, a determination of no charges), as well as the facts and evidence in support thereof, witness statements, and possible sanctions. For purposes of this Policy, a charge is not a finding of responsibility, but indicates that there is sufficient evidence to warrant further consideration and adjudication.
7. The final investigation report should be provided to the misconduct panel or hearing officer for consideration in adjudicating the charges brought against the respondent. A copy shall also be provided to the respondent and alleged victim (where applicable) before any hearing. The investigator may testify as a witness regarding the investigation and findings, but shall otherwise have no part in the hearing process and shall not attempt to otherwise influence the proceedings outside of providing testimony during the hearing.

### **Resolution/Hearing**

In no case shall a hearing to resolve charge(s) of student misconduct take place before the investigative report has been finalized.

Where the respondent indicates that he or she contests the charges, the matter shall be set for a hearing and once the investigative report has been finalized and copies provided to the respondent and alleged victim (where applicable); however, the alleged victim (where applicable) and respondent may have the option of selecting informal resolution as a possible resolution in certain student misconduct cases where they mutually agree, except where deemed inappropriate by the Assistant Vice Provost for Student Success and Enrollment Management (or his/her designee) or the System Director.



Where a case is not resolved through informal resolution or informal resolution is not available due to the nature of the charges, the respondent shall have the option of having the charges heard either by an administrator (hearing officer) or a hearing panel. However, all cases involving charges of sexual misconduct that go to a hearing shall be heard by a panel of staff and/or faculty. Sexual misconduct panel members shall receive appropriate annual training as directed by the System Director or Coordinator and required by the Clery Act. If an administrative hearing is requested, the respondent shall use his or her discretion to determine whether the case should be heard by a hearing panel. Notice of the date, time, and location of the hearing shall be provided to the respondent, complainant, and alleged victim (where applicable) at least five business days prior to the hearing. Notice shall be provided via FVSU email where applicable. Additionally, the following standards will apply to any such hearing:

The respondent shall have the right to present witnesses and evidence to the hearing officer or panel. Witness testimony, if provided, shall pertain to knowledge and facts directly associated with the case being heard. Both parties shall have the right to confront any witnesses, including the other party, by submitting written questions to the hearing officer for consideration. Advisors may actively assist in drafting questions. The Panel shall ask the questions as written and will limit questions only if they are unrelated to determining the veracity of the charge leveled against the respondent(s). In any event, the Panel shall err on the side of asking all submitted questions and must document the reason for not asking any particular questions.

1. Where the hearing officer or panel determines that a party or witness is unavailable and unable to be present due to extenuating circumstances, the hearing officer or panel may establish special procedures for providing testimony from a separate location. In doing so, the hearing officer or panel must determine whether there is a valid basis for the unavailability, ensure proper sequestration in a manner that ensures testimony has not been tainted, and make a determination that such an arrangement will not unfairly disadvantage any party. Should it be reasonably believed that a party or witness who is not physically present has presented tainted testimony, the hearing officer or panel will disregard or discount the testimony.
2. In sexual misconduct cases, the hearing officer reserves the right to allow a party to testify in a separate room, so long as no party is unfairly disadvantaged by this procedure. A party must still give testimony in the presence of the Panel, and the opposing party must have the opportunity to view the testimony remotely and to submit follow-up questions.
3. Formal civil rules of evidence do not apply to the investigatory or resolution process.

4. The standard of review shall be a preponderance of the evidence; however, any decision to suspend
5. or to expel a student must also be supported by substantial evidence at the hearing.
6. Institution should maintain documentation of the proceedings, which may include written findings of fact, transcripts, audio recordings, and/or video recordings.
7. Following a hearing, both the respondent and alleged victim (where applicable) shall be simultaneously provided a written decision via FVSU email (where applicable) of the outcome and any resulting sanctions. The decision should include details on how to appeal, as outlined below. Additionally, the written decision must summarize the evidence in support of the sanction. The same form will be completed, regardless of whether the student opts for a hearing panel or an administrative proceeding.

### **Possible Sanctions**

In determining the severity of sanctions or corrective actions the following should be considered: the frequency, severity, and/or nature of the offense; history of past conduct; an offender's willingness to accept responsibility; previous institutional response to similar conduct; strength of the evidence; and the wellbeing of the university community. The hearing panel, hearing officer or administrator that found that a policy violation occurred will determine sanctions and issue notice of the same, as outlined above.

The broad range of sanctions includes:

- expulsion;
- suspension for an identified time frame or until satisfaction of certain conditions or both;
- temporary or permanent separation of the parties (e.g., change in classes, reassignment of residence, no contact orders, limiting geography of where parties can go on campus) with additional sanctions for violating no-contact orders;
- required participation in sensitivity training/awareness education programs;
- required participation in alcohol and other drug awareness and abuse prevention programs;
- counseling or mentoring;
- volunteering/community service;
- loss of institutional privileges;
- delays in obtaining administrative services and benefits from the institution (e.g., holding transcripts, delaying registration, graduation, diplomas);

- additional academic requirements relating to scholarly work or research;
- financial restitution; or any other discretionary sanctions directly related to the violation or conduct.

## **Appeals**

Where the sanction imposed includes a suspension or expulsion (even for one held in abeyance), the following appellate procedures must be provided. The alleged offender (and in cases involving sexual misconduct or other forms of discrimination and/or harassment, the alleged victim) shall have the right to appeal the outcome on any of the following grounds: (1) to consider new information, sufficient to alter the decision, or other relevant facts not brought out in the original hearing, because such information was not known or knowable to the person appealing during the time of the hearing; (2) to allege a procedural error within the hearing process that may have substantially impacted the fairness of the hearing, including but not limited to whether any hearing questions were improperly excluded or whether the decision was tainted by bias; or (3) to allege that the finding was inconsistent with the weight of the information.

Appeals may be made for the above reasons in any case where sanctions are issued, even when such sanctions are held “in abeyance,” such as probationary suspension or expulsion. The appeal must be made in writing, and must set forth one or more of the bases outlined above, and must be submitted within five business days of the date of the final written decision. The appeal should be made to the FVSU’s Assistant Vice Provost for Student Success and Enrollment Management or his/her designee.

The appeal shall be a review of the record only, and no new meeting with the respondent or any alleged victim is required. The Assistant Vice Provost for Student Success and Enrollment Management, or his or her designee, may affirm the original finding and sanction, affirm the original finding but issue a new sanction of lesser severity, remand the case back to the decision-maker to correct a procedural or factual defect, or reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand. The Assistant Vice Provost or his or her designee shall then issue a decision in writing to the respondent within a reasonable time period.

The decision of the Assistant Vice Provost or his or her designee may be appealed in writing within five business days (as determined by the date of the decision letter) to the President of FVSU solely on the three grounds set forth above.

The President may affirm the original finding and sanction, affirm the original finding but issue a new sanction of greater or lesser severity, remand the case back to the decision maker to correct a procedural or factual defect, or reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand. The President's decision shall be simultaneously issued in writing to the complainant, the respondent and the alleged victim (where applicable) within a reasonable time period. The President's decision shall be the final decision of the institution.

Should the respondent or alleged victim (where applicable) wish to appeal the President's decision, he or she may request review by the Board of Regents in accordance with the Board of Regents' Policy on Discretionary Review.

### **Recusal/Challenge for Bias**

Any party may challenge the participation of any FVSU's official, employee or student panel member in the process on the grounds of personal bias by submitting a written statement to the institution's designee setting forth the basis for the challenge. The designee shall not be the same individual responsible for investigating or adjudicating the conduct allegation. The written challenge should be submitted within a reasonable time after the individual knows or reasonably should have known of the existence of the bias. The FVSU's designee will determine whether to sustain or deny the challenge and, if sustained, the replacement to be appointed.

### **Non-Retaliation/Non-Retribution**

#### **Background & Purpose:**

Fort Valley State University has implemented a compliance program that promotes the highest standard of ethical and legal conduct. Standards of conduct and procedures for faculty members, and staff and students are implemented to guide this effort.

Fort Valley State University believes that positive employee relations and morale can be best achieved and maintained in a working environment that promotes ongoing open communication between supervisors and their employees. Open and candid discussions of employee problems and concerns are encouraged.

Fort Valley State University believes employees and students should be able to express their problems, concerns, and opinions on any issue and feel that their views are important. To that end, a policy that will encourage employees to **communicate** problems, concerns, and opinions without fear of retaliation or retribution will be implemented.

## **The Policy**

1. All employees and/or students are responsible for promptly reporting actual or potential wrongdoing, including actual or potential violation of law, regulation, policy, or procedure.
2. The Office Institutional Compliance will maintain an “open door policy” to allow individuals to report problems and concerns.
3. The Office of Institutional Compliance will act upon the concern promptly and in the appropriate manner.
4. The Compliance and Ethics Hotline is designed to permit individuals to call, anonymously or in confidence, to report unethical conduct, fraud, waste, abuse or personnel problems and concerns.
5. Employees and/or students who report concerns in good faith will not be subjected to retaliation, retribution, or harassment.
6. No employee or student is permitted to engage in retaliation, retribution, or any form of harassment against another employee and/or student for reporting compliance-related concerns. Any retribution, retaliation, or harassment will be met with disciplinary action.
7. Employees and students cannot exempt themselves from the consequences of wrongdoing by self-reporting, although self-reporting may be taken into account in determining the appropriate course of action.

## **Compliance and Ethics Procedures**

1. Knowledge of actual or potential wrongdoing, misconduct, or violations of the Compliance plan must be reported immediately to management, the Office of Institutional Compliance, or the Compliance Hotline.
2. All managers must maintain an open-door policy and take aggressive measures to assure their staff and students that the system truly encourages their reporting of problems and that there will be no retaliation, retribution, or harassment for doing so.
3. Departmental administrators must provide a copy of this policy to all employees.
4. A copy of the policy must be posted in every department/division.
5. If employees and/or students have concerns, they should be addressed in the following order:
  - a. Immediate Supervisor
  - b. Department Manager
  - c. Department Head/Director
6. If an employee and/or student feels uncomfortable with the above, the employee and/or student should report concerns directly to the hotline Office of Internal Audit and Institutional Compliance (877-516-3430).

7. All concerns will be investigated within 30 days.
8. Confidentiality regarding employee and/or student concerns and problems will be maintained at all times insofar as legally and practically possible, only those personnel who have a need to know will have access to personal information.

## **ANNUAL SECURITY REPORT**

### **REPORTING CRIMES AND OTHER EMERGENCIES**

The University has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate University officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire University community that you immediately report all incidents to Fort Valley State University Campus Police (478-825-6211) to ensure an effective investigation and appropriate follow-up actions, including issuing a Crime Alert or emergency notification.

#### **Voluntary, Confidential Reporting**

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

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report. In limited circumstances, the Department may not be able to assure confidentiality and will inform you in those cases.

**Anyone may call the University Campus Police at 478-825-6211 to report concerning information. Callers may remain anonymous.**

#### **Reporting to University Campus Police**

We encourage all members of the University community to report all crimes and other emergencies to University Campus Police in a timely manner. University Campus Police have a dispatch center that is available by phone at 478-825-6211 or in person twenty-four hours a day at the lower level of the Bywaters Building (Located next to Hunt Library). Though there are many resources available, Fort Valley State University Campus Police should be notified of any crime, whether or not an investigation continues, to assure the University can assess any and all security concerns and inform the community if there is a significant threat to the University community.

#### **Emergency Phones**

The University has installed more than 22 emergency call posts throughout the University campus. Emergency call posts are located in public areas of buildings including parking lots, elevators, residence hall complexes, administration buildings, and also numerous outdoor locations. Emergency call posts provide direct voice communications to the University Campus Police Dispatch Center.

**Anonymous Reporting**

If you are interested in reporting a crime anonymously, you can utilize the University Police’s Anonymous phone tip line at 478 825-6211. By policy, we do not attempt to trace the origin of the person who makes the call, unless such is deemed necessary for public safety. Persons may also report crimes through the Crime Stoppers toll free phone line at 1-800-222-8477 or via the web site. You can also submit tips through local Crime Stoppers at 478 742-2330.

**Reporting to Other Campus Security Authorities**

While the University prefers that community members promptly report all crimes and other emergencies directly to the University Campus Police at 478-825-6211 or 911, we also recognize that some may prefer to report to other individuals or University offices. The Clery Act recognizes certain University officials and offices as “Campus Security Authorities (CSA).” The Act defines these individuals as “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.”

While the University has identified several hundred CSAs, we officially designate the following offices as places where campus community members should report crimes:

<b>Official</b>	<b>Campus Address</b>	<b>Phone Number</b>
<b>University Police &amp; Public Safety</b>	<b>Bywaters Building 1005 State University Drive Fort Valley, GA 31030</b>	<b>478-825-6211 or 825-6304</b>
<b>Vice Provost for Student Success</b>	<b>Troup Building (3rd Floor) 1005 State University Drive Fort Valley, GA 31030</b>	<b>478-825-6291</b>

<b>Director of Contracts and Compliance/Title IX Coordinator</b>	<b>Troup Building (1st Floor) 1005 State University Drive Fort Valley, GA 31030</b>	<b>(478) 825-4284</b>
<b>Director of Human Resources</b>	<b>Troup Building (2nd Floor) 1005 State University Drive Fort Valley, GA 31030</b>	<b>478-825-6301</b>
<b>Office of Judicial Affairs</b>	<b>Peabody Hall (2nd Floor) 1005 State University Drive Fort Valley, GA 31030</b>	<b>478 825-6258</b>
<b>Office of Legal Affairs</b>	<b>Huntington Hall (3rd Floor) 1005 State University Drive Fort Valley, GA 31030</b>	<b>478 825-6315</b>
<b>The Office of Residence Life, including all RAs, &amp; RLCs</b>	<b>Commons Clubhouse 1005 State University Drive Fort Valley, GA 31030</b>	<b>478-825-6100</b>

**Pastoral and Professional Counselors**

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Fort Valley State University to serve in a counseling role are not



considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

### **It's Up to Each of Us**

The University takes great pride in the community and offers students, faculty and staff many advantages. This community is a great place to live, learn, work and study, however, this does not mean that the campus community is immune from all of the other unfortunate circumstances that arise in other communities. With that in mind, Fort Valley State University has taken progressive measures to create and maintain a reasonably safety environment on campus.

Though the University is progressive with its policies, programs, and education, it is up to each one of us to live with a sense of awareness and use reasonable judgment when living, working or visiting on campus.

## **PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS**

The Fort Valley State University Campus Police in collaboration with other University officials, prepare this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the University Campus Police, information provided by other University offices such as Student Success, Residence Life, and other Campus Security Authorities and information provided by local law enforcement agencies surrounding the main campus. Each of these offices provide updated policy information and crime data.

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

The University distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the University community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the University Campus Police at 478-825-6211 or by visiting <http://www.fvsu.edu/campus-safety/>

## **ABOUT THE DEPARTMENT OF CAMPUS POLICE & PUBLIC SAFETY**

### **Role, Authority, and Training**

The Fort Valley State University Campus Police Department protects and serves the University community 24 hours a day, 365 days a year. The Department is responsible for a number of campus safety and security programs including Emergency Management, Community Safety and Security Education, physical security, including security technology, behavioral threat

assessment (In Collaboration with the Office of Student Life), and special event management (In Collaboration with the Office of Events Management).

The Department is comprised of:

- 16 Certified Police Officers
- 14 Security Officers (non-certified)
- 4 Certified Dispatchers

The police officers at Fort Valley State University Campus:

- Have a bachelor's degree or (HS diploma and in-service hours equivalent to POST requirements):
- Complete a training course required of all local and state officers in Georgia
- Receive twenty to forty hours per year of in-service training, specialize in crime prevention, evidence technology, emergency first aid, CPR/AED, weapons and tactics;
- Fort Valley State University Campus Police officers are commissioned under Peace Officers Standard Training (POST) in Georgia and have the same authority as municipal police officers in the State of Georgia, being authorized to carry firearms and empowered to make arrests. Each certified police officer has attended a law enforcement officer's training course of a minimum of 408 hours to become certified with powers of arrest to handle the reporting, investigation and assist with the prosecution of any crime. All criminal incidents are investigated by the University Campus Police on Fort Valley State University campus. All crimes that occur on campus or University property shall be reported to University Campus Police.

Fort Valley State University Police Officers are authorized under Georgia Official Code 20-3-72 to make arrests on, and within 500 yards of any property owned, controlled by the Board of Regents within the State of Georgia.

Fort Valley State University Campus Police and Safety Mission Statement: "To ensure that the quality of campus life is enhanced by working collectively, cooperatively and effectively with the members of the university and within the framework of the U.S. Constitution. Also, our mission is to enforce the laws, preserve the peace, reduce fear and intimidation. We also strive to provide a safe environment for all affiliates of the university. The Department of Campus Police and Safety will abide by the rules designed and approved by the Board of Regents, who accredit state schools and universities. We will also adhere to the fundamental principle of a tradition of excellent police service and will remain in a manner that preserves and advance the democratic values of protecting the rights of all members of the university as guaranteed by the U.S. Constitution."

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

The University Campus Police maintains a cooperative relationship with the Georgia Bureau of Investigation, Peach County Sheriff's Office, Fort Valley City Police, and surrounding law enforcement agencies. This includes special events coordination, and investigation of serious incidents.

Fort Valley State University Campus Police participates in an Inter-municipal Mutual Aid Agreement that authorizes police officers and supervisors of the participating agencies to request mutual aid for incidents based upon a reasonable belief that such aid will enhance the public's and/or officer safety and efficiency. The agencies participating in the agreement include Peach County Sheriff's Office, Fort Valley Police Department, Warner Robins Police Department and Houston County Sheriff's Office. The agreement also allows for joint training and cooperation on other matters, such as pre-planned large-scale special events, amongst the participating agencies.

### **Crimes Involving Student Organizations at Off-Campus Locations**

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

The University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to affect a Substantial University Interest

### **TIMELY WARNING NOTICES – CRIME ALERTS**

Fort Valley State University will issue Timely Warning Notices in the event that it receives notice of an alleged Clery Crime (defined below) occurring on campus, on public property within or immediately adjacent to the campus, or in or on non-campus buildings or property controlled by Fort Valley State University, where the Fort Valley State University determines, in its judgment, that the allegations present a serious or continuing threat to the Fort Valley State University community.

For purposes of this policy, "timely" means as soon as reasonably practicable, generally not more than 48 hours after an incident has been reported to the Department of Campus Police and Safety. Authorities identified by Fort Valley State University, or local police agencies that have concurrent jurisdiction have reported the information to the Fort Valley State University. The Chief of Police/Director of Campus Police and Safety, or, in his absence or unavailability, his designee, is responsible for determining whether to issue a Timely Warning Notice. If the

Director or designee is not available, the determination will be made by a member of the Fort Valley State University's emergency response and planning committee.

Whether to issue a Timely Warning Notice is determined on a case-by-case basis for Clery Act crimes: arson, homicide, burglary, robbery, forcible and non-forcible sex offenses, aggravated assault, motor vehicle theft, domestic violence, dating violence, stalking and Hate Crimes, as defined by the Clery Act. Notices also may be distributed for other crimes as determined necessary by the Director of Campus Police and Safety or the designee in his/her absence. In determining whether to issue a Timely Warning, Fort Valley State University will consider any factors reflecting on whether the alleged crime represents a serious or continuing threat to the Fort Valley State University community, including, but not limited to, (a) the nature of the incident; (b) when and where the incident occurred; (c) when it was reported; (d) the continuing danger to the campus community; and (f) the amount of information known by the Department of Campus Police and Safety. If there is insufficient information available to determine whether the incident represents a continuing threat to the Fort Valley State University community, the University will issue a Timely Warning unless, based on the information available, it appears unlikely that there is an ongoing threat to the Community, and will note in the content of the Timely Warning that, based on the information available, the University does not have full information to evaluate the nature of the ongoing threat.

The Director of Campus Police and Safety will make efforts to consult with the Director of Marketing and Communications or a designee, if s/he is available, to develop the content of the Timely Warning Notice. The Fort Valley State University's Title IX Coordinator may also be consulted in appropriate situations.

The Timely Warning Notice will typically include, to the extent known, the date, time and nature of the offense, a brief overview of its particular circumstances, a physical description of the actor(s), law enforcement's immediate actions, a request and method for witnesses to contact law enforcement, and where applicable and appropriate, cautionary advice that would promote safety. In developing the content of the Timely Warning Notice, the University will take all reasonable efforts not to compromise ongoing law enforcement efforts.

Fort Valley State University distributes Timely Warning Notices in various ways. Once the Fort Valley State University determines that an alert will be issued, the Department of Public Safety e-mails the announcement and posts it on its website ([www2.fvsu.edu](http://www2.fvsu.edu)), and posts alerts on bulletin boards throughout campus when feasible. The Fort Valley State University will also send email, text and voicemail messages disseminating the notice to those who register their cell phone numbers in Banner or ADP.

Anyone with information about a serious crime(s) or incident(s) should report the circumstances to the Department of Campus Police and Safety by phone at (478) 825-6211) or in person at the Bywaters Building. If a report is made to other Fort Valley State University administrators, those administrators will immediately notify the Department of Campus Police and Safety.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

## **Emergency Management at Fort Valley State University**

The Office of Emergency Management is responsible for the Comprehensive Emergency Operations Plan (CEOP). This plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA guidelines for Higher Education that includes planning, mitigation, response, and recovery actions.

Our priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with university departments to write, maintain, test, and exercise the CEOP
- Cooperation, Integration, and Mutual Aid with local, state and federal planning, response, and public safety agencies and their CEOPs.

A summary of the University's emergency response procedures is located at <http://www2.fvsu.edu/home/about-us/administration/office-of-business-and-finance/campus-safety/fvsu-emergency-respone-plan-2015-docxrv/>. Included at this web page is detailed information regarding the University's emergency notification policy, including how to enroll in the emergency notification system to ensure you receive emergency notices on University and cellular telephones.

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

Annually, the University conducts an emergency management exercise whether full-scale mock drills or table top exercises to test emergency procedures. The scenarios for these exercises change from year-to-year, and include several departments from across the campus.

To ensure the University's emergency management plans remain current and actionable, the University will conduct an emergency management exercise, at a minimum once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The University conducts after-action reviews of all emergency management exercises.

In conjunction with at least one emergency management exercise each year, the University will notify the community of the exercise and remind the community of the information included in the University's publicly available information regarding emergency response procedures (<http://www.fvsu.edu/campus-safety/>).

### **Emergency Notification**

Fort Valley State University is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. Fort Valley State University uses the emergency notification system known as Blackboard Connect or ConnectEd. Blackboard Connect/ Connect Ed is a community outreach notification tool designed to aid in the distribution of important information. A message can be sent on or off campus by Marketing and Communications, Campus Police, Plant Operations, Student Success to communicate with students, faculty, staff, community and parents about emergency situations, school events and important issues impacting FVSU. Messages are

sent via voice and/or text messages to homes, work or cell phones. Essentially, we can make one phone call that reaches faculty, staff, students, parents and the community within minutes or a district message can be sent to reach all the families within minutes.

Blackboard Connect is an emergency notification service available to students, staff, and anyone in the University community who wants to subscribe. Blackboard Connect can be used to send emergency messages within minutes of the occurrence of an incident. Alerts sent by Blackboard Connect are simulcast to the University community via our news wire at [www2.fvsu.edu](http://www2.fvsu.edu), Fort Valley State University's Facebook page, Twitter, or at the subscriber's choice, their e-mail account. All of the campuses have full access to Blackboard Connect for posting local emergency alerts.

Fort Valley State University performs a University-wide annual test of the system. The following procedures outline the process the University uses when issuing emergency notifications.

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

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of campus community. These methods of communication include the mass notification system Blackboard Connect, the University's email system, and verbal announcement within a building and public address system on police cars. The University will post updates during a critical incident on the homepage. If the situation warrants, the University will establish a telephone call-in center to communicate with the University community during an emergency situation.

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

The Department of Campus Police and Safety and /or other campus first responders may become aware of a critical incident or other emergency situations that potentially affect the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the Police Dispatch Recorder or upon discovery during patrol or other assignments.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors in the Department of Campus Police and Safety or other authorized University office to issue an emergency notification.

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

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

University and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the University community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the University's mass notification system, the University will also post applicable messages about the dangerous condition on the University homepage to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, University officials will distribute the notification to the entire campus community.

### **Determining the Contents of the Emergency Notification**

The office responsible for issuing the emergency notification (the Campus Police Dispatch Recorder officers) will, in consultation with University and local first responders, determine the contents of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

### **Enrolling in the University's Emergency Notification System**

We encourage members of the campus community to enroll in the Blackboard Connect system by visiting <http://www2.fvsu.edu>, click on quick links for Banner web or ADP. We encourage University community members to regularly update their information at the same site.

Local community/public safety officers receive messages when messages are sent to them – messages are sent to them if the message originator requests that they receive that message – messages are sent to them if their contact information (name, phone numbers and email addresses) have been added to the Blackboard Connect system – contact information is added to the Bb Connect system using an “import” procedure – contact information is obtained, for the import procedure, from the office/area/persons wishing to have their information added into the Bb Connect system – their contact information is formatted using template provided and upon receipt of the file with the contact information, it is uploaded into the system – their contact information stays in the Bb Connect system until a request to remove or change it is submitted – if no removal action is taken, their contact information is available when/if a message related specifically to them is sent out.

## **SECURITY OF and ACCESS TO UNIVERSITY FACILITIES**

At Fort Valley State University campus, administrative buildings are open from 7:00 a.m. until 5:00 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 7:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise authorized access.

Many cultural and athletic events held in the University facilities are open to the public. Other facilities such as the bookstore, library, and performance center are likewise open to the public. Only those who have demonstrated a need are issued keys to a building.

### **Special Considerations for Residence Hall Access**

At the University campus, all residence halls operate under a computerized Access Control and Security Monitoring System. Identification cards are coded so that only students who are residents in a particular hall are authorized electronic access entry to that hall; the system denies entry to all unauthorized persons. When any exterior door is left ajar, an audible alarm is activated. Residents Assistants are responsible for checking and securing doors along with Police and Security Officers when on patrol. When a door is malfunctioning, residence hall personnel should be summoned for immediate repair. Remember to lock your doors and windows. All residence hall and apartment exterior doors are equipped with locks and mechanisms to ensure a quick emergency exit.

Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident's responsibility to ensure that his/her guest are aware of the University and residence hall policies. Guests are not provided with room keys or door access cards. Guests of the opposite sex must be escorted by a resident of the building at all times. All exterior doors are locked 24 hours a day. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. When University Campus Police receive a report of an unescorted person in a residence hall, a police officer is dispatched to assist the Office of Residential Life in identifying that person. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated buildings and gain access via the University's electronic access control system. During the summer when groups who are not regularly associated with Fort Valley State University are using the University residence halls, exterior doors are locked 24 hours a day. Depending on the number of guests, each individual may be issued an identification card that allows him or her to gain access to their assigned building via the electronic access control system. In the event of a large number of guests, the Lead Counselor/Chaperone may be issued five (5) to ten (10) identification cards that will be assigned at his or her call. The individuals with the identification cards will be responsible for ensuring the other guests have access into the residence halls. Residence Halls are staffed 24 hours per day. University Police personnel also conduct regular checks of residence hall areas.

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

Fort Valley State University is committed to campus safety and security. At the University locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to



provide well-traveled, lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Light fixtures that are out are reported to Plant Operations for replacement or repair.

We encourage community members to promptly report any security concern, including concerns about locking mechanism, lighting, or landscaping to the Office of Campus Police and Safety and/or the Office of Plant Operations.

## **CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS**

In addition to the many programs offered by the University Campus Police and other University offices, the University has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

### **Behavioral Intervention Team**

In order to extend our efforts on emergency preparedness and prevention, Fort Valley State University has established a Behavioral Intervention Team. The objective of the Behavioral Intervention Team (BIT) is to put in place a structured process for evaluating potentially threatening situations that occur at the University. The multidisciplinary team is comprised of members from around the University community. If you would like further information about the BIT please contact the Dean of Students located in the Student Amenities Building (Office of Student Life).

### **Weapons Policy**

As of July 1, 2016 the State of Georgia added Section 19 to O.C.G.A. §16-11-127.1, allowing for the possession of certain electroshock devices on college campuses. Please refer to the text below for full context of the Official Code of Georgia Annotated 16-11-127.1.

#### ***O.C.G.A. §16-11-127.1, permitting possession of certain electroshock devices:***

"(19) Any person who is 18 years of age or older or currently enrolled in classes on the campus in question and carrying, possessing, or having under such person's control an electroshock weapon while in or on any building or real property owned by or leased to such public technical school, vocational school, college or university or other public institution of postsecondary education; provided, however, that, if such person makes use of such electroshock weapon, such use shall be in defense of self or others. The exemption under this paragraph shall apply only to such person in regard to such electroshock weapon. As used in this paragraph, the term 'electroshock weapon' means any commercially available device that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge, including, but not limited to, a stun gun or taser as defined in subsection (a) of Code 26 Section § 16-11-106."

### **Campus Carry Law (HB 280)**

House Bill 280, commonly known as the “campus carry” legislation, is effective as of July 1, 2017. Here are guidelines developed by the Office of Legal Affairs for the implementation of House Bill 280 that must be followed on all University System campuses on and after that date.

Fort Valley State University (FVSU) is committed to providing a safe environment for students, employees, and visitors. The purpose of this policy is to maintain a safe and orderly environment while honoring the rights of individuals to lawfully possess weapons, within designated areas as articulated herein, on campus.

This policy applies to every employee, students, guest and visitors while in any building or on any real property owned or leased by FVSU unless excluded by state law, July 17, 2017.

### **Policy:**

The possession, transportation and use of weapons on campus is prohibited except as otherwise stated in this policy or as otherwise provided by Georgia law.

Concealed handguns may be possessed on campus but only in accordance with Georgia law. In accordance with state law, it is the right of a licensee to carry a concealed handgun while on the property leased or owned by FVSU in the State of Georgia. This policy will not allow any other type of gun to be carried on campus property not owned or leased by a FVSU with exception as indicated by state law.

### **Definitions:**

**a. Concealed:** Carried in such a fashion that does not actively solicit the attention of others and is not prominently, openly, and intentionally displayed except for purposes of defense of self or others.

**b. Preschool or Childcare Space:** means any room or continuous collection of rooms or any enclosed outdoor facilities which are separated from other spaces by an electronic mechanism or human-staffed point of controlled access and designated for the provision of preschool or childcare services, including, but not limited to, preschool or childcare services licensed or regulated under Article 1 of Chapter 1A of Title 20.

**c. Licensee:** Individual (21 years and older) properly licensed to carry in the State of Georgia pursuant to subsection of Code Section 16-11-126 and pursuant to code section 16-11-129: and on apply to carrying of handguns which are concealed.

**d. Weapon:** Any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration,

having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart.

**e. "Handgun":** Handgun means a firearm of any description, loaded or unloaded, from which any shot, bullet, or other missile can be discharged by an action of an explosive where the length of the barrel, not including any revolving, detachable, or magazine breech, does not exceed 12 inches; provided, however, that the term "handgun" shall not include a gun which discharges a single shot of .46 centimeters or less in diameter.

**f. Electroshock Weapons:** As used in this paragraph, the term 'electroshock weapon' means any commercially available device that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge, including, but not limited to, a stun gun or taser as defined in subsection (a) of Code 26 Section § 16-11-106." Any person who is 18 years of age or older or currently enrolled in classes on the campus and carry, possess, or have an electroshock weapon while in or on any building or real property owned by or leased by the institution; provided, however, that, if such person use the electroshock weapon, such use shall be in defense of self or others.

### **Process/Procedures:**

Georgia law regarding the possession of concealed handguns on campus including places where concealed handguns may not be possessed can be found at <http://www.legis.ga.gov/Legislation/en-US/display/20172018/HB/280>.

### **Locations Where Guns are Disallowed:**

Regardless of whether or not you are a license-holder, you shall not carry a handgun into the following locations on university-owned or leased property:

- Buildings and property used for athletic sporting events. This exception includes, but is not necessarily limited to, Wildcat Stadiums, Woodward Gymnasium, HPE, and similar facilities in which intercollegiate games are staged.
- Student housing facilities including residence halls and similar buildings where students live such as fraternity and sorority houses. (Note that any housing that is not on property owned or leased by a FVSU is not covered by this exemption).
- The Health, Counseling & Wellness Center (Infirmary). While handguns are allowed in the lobby area, they are disallowed in the counseling and examination offices utilized by the professional staff.
- Spaces – including any room, continuous collection of rooms or outdoor facility – that are used for preschool or childcare. In order to qualify, preschool and childcare spaces must have controlled access (meaning access via personnel stationed at the door or an electronic mechanism) limited to authorized people.

- Rooms and other spaces during the times when they are being used for classes in which high school students are enrolled, whether through dual enrollment and programs such as Move on When Ready or through college and career academies or other specialized programs such as Early College. Licensee should be aware that high school students are normally enrolled in 1000 or 2000 level courses. Licensee should be aware dual enrollment students can enroll in courses up to the drop/add period; therefore, the licensee must be vigilant of the various enrollment periods. Licensee who want to carry handguns to class will need to visit the institution's registrar or other designated employee, who after verifying their enrollment status will tell them which of their classes, if any, have high school students enrolled. Institutions shall not, however, keep any listing of those who inquire. (Note also that the names of enrolled high school students may not be revealed in accordance with applicable privacy laws.) It is the responsibility of license-holders to seek out this information and make themselves aware of which classrooms fall within this exception.
- Faculty, staff and administrative offices. This exception includes offices and office suites occupied by faculty, staff and administrators but does not include more general public common spaces outside of those areas.
- Rooms during the times when they are being used for disciplinary proceedings of any kind, including those regarding students, faculty or staff. These would include any meetings or hearings that are part of the University System's or the institution's sexual misconduct, student conduct, dispute resolution, grievance, appeals or similar processes.
- It is a misdemeanor crime for a license-holder to carry a handgun "in a manner or in a building, property, room, or space in violation of the exemptions listed above. Doing so also will be a violation of the institution's student code of conduct and personnel rules. It is a felony for non-license person to carry a gun on campus.
- It will be the responsibility of those licensee who choose to carry handguns on campus to know the law and to understand where they can go while carrying.
- Institutions will not provide gun storage facilities or erect signs outside restricted areas.

#### **Enforcement of Policy/Law:**

- FVSU will not attempt to interfere with the ability of license-holders to lawfully carry concealed handguns on campus. However, FVSU Police will investigate and enforce any party that is suspected of or is in violation of possessing, using or transporting dangerous weapons as it relates this policy, university/USG policies and/or State law.

- Only law enforcement personnel will be responsible for enforcement.
- Violation of this policy may result in criminal penalties based on the police investigation and may constitute violation of the Student Code of Conduct and personnel policies. It is a felony for non-license person(s) to carry a gun on campus.

### **Related Resources:**

State of Georgia House Bill 280: <http://www.legis.ga.gov/Legislation/en-US/display/20172018/HB/280>

University System of Georgia: <http://www.usg.edu/hb280>

Frequently Asked Questions: [http://www.usg.edu/hb280/additional\\_information](http://www.usg.edu/hb280/additional_information)

### **Responsible Party:**

Questions regarding this policy should be directed to:

Job Title: Chief of Police Department:

Public Safety Phone: 478-825-6280

Email: morgank@fvsu.edu

Fax: 478-825-6701

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

In an effort to promote safety awareness, the University Campus Police maintains a strong working relationship with the community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming. If you or your organization would like to request a specific program, please contact the Office of Campus Police and Safety at (478) 825-6211 or the Office of Student Life at (478) 825-6292. Below are some of the programs and services available:

Programs Conducted by University Police, Office of Student Life, and the Office of Student Health & Counseling Services are listed below; (this is a list of all programs conducted by various offices at the institution, not just the University Police)

- Safety Seminars - The Office of Campus Police provides safety training/seminars at each of the residence halls once per semester. These seminars are also available upon request by any University department, student organization or group.

- Orientation Safety Overview - At each orientation session of students, the Office of Campus Police provides safety information to all participants to include notification of where the Annual Security and Fire Safety Reports are located.
- Fire Drills and Fire Evacuation protection seminars - Fire Drills are conducted at each residence hall each semester with a fire safety and active shooter seminar to follow as students evacuate to a central location. Fire Drills and Fire Education seminars are conducted at each Academic and/or Education building at least once a year.
- Active Shooter Seminars - the Office of Campus Police and Safety conducts annual Active Shooter seminars with various groups around the University community and upon request.
- Self Protection/Self Defense Training - The Office of Campus Police provides Self Protection/Self Defense Training to all students, groups and organizations upon their request.
- Risk Management Seminars - The Office of Student Life conducts Risk Management Seminars annually to all student organizations that engage in recruitment and selection processes. During these risk management seminars the Office of Judicial Affairs, Campus Police, Legal Affairs and Title IX administrators informs the students and their advisors regarding various rules, laws and legal ramifications associated with their actions.
- Security Escorts - The Office of Campus Police provides 24 hour escort services to students, faculty and staff upon their request.

## **Judicial Affairs (Student Conduct)**

### **The Office of Judicial Affairs**

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

### **The Student Code of Conduct**

The Office of Judicial Affairs is responsible for administering the Code of Conduct for Students, which articulates the behavioral standards and the equitable procedures employed by the University to respond to allegations of student misconduct.

The Code of Conduct for Students is administered at all University campuses on University property and may also address off campus student misconduct when a student's behavior affects a Substantial University Interest.

Students who are found responsible for violations may be subject to sanctions ranging from **Monetary Fines, Community Service**, Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions

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

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus operations, a student may receive an Interim Suspension and/or other actions from the Dean of Students or the Vice Provost for Student Success and Enrollment Management. This is designed to protect the health and safety of the community and members therein.

Any individual or entity may submit reports alleging student misconduct to the Office of Judicial Affairs or designee at the campus where the incident occurred.

The Office of Judicial Affairs also provides outreach programming designed to inform and educate students and to promote Fort Valley State University principles. The Student Code of Conduct is housed in the newly revised version of the Fort Valley State University Student Handbook which can be accessed via this link:

<https://orgsync.com/21875/files/686965/download>. Also housed within the student handbook are Parental Notification Policy, Student Records Policy and links to all policy and procedural guidelines related to the Student Conduct process.

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

Fort Valley State University is obligated to provide all students with the University regulations, policies, and procedures governing student conduct. Fort Valley State University policies and procedures, including the Code of Conduct for Students and the Off-Campus Misconduct Policy are published on the Student Conduct website <http://www.fvsu.edu/student-organizations/>.

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Office of Judicial Affairs in Peabody Hall at Fort Valley State University.

## **FORT VALLEY STATE UNIVERSITY'S RESPONSE TO SEXUAL AND GENDER VIOLENCE**

*The following section was prepared in collaboration with the Office of Student Success, Office of Judicial Affairs, Office of Residential Life, Office of Legal Affairs and Risk Management, Office of Student Health & Counseling Services and the Office of Campus Police and Safety.*

### **Introduction**

Fort Valley State University is committed to providing a safe learning and working environment, and in compliance with federal law has adopted policies and procedures to prevent and respond to incidents of sexual violence including sexual assault, domestic violence, dating violence and stalking. These guidelines apply to all students, faculty, staff, contractors and visitors.

### **Reporting An Incident**

If a student, employee or visitor has been the victim of an incident of sexual violence they should immediately report it to the Fort Valley State University Campus Police at 478-825-6211 in

Bywaters Building. In the case of an emergency or ongoing threat if possible get to a safe location and please report the incident by calling 911. Local law enforcement may be contacted at;

**Fort Valley Police Department: (478) 825-3383**

**200 West Church Street Fort Valley, GA 31030**

**Peach County Sheriff Office: (478) 825-8269**

**1007 Spruce Street Fort Valley, GA 31030**

Students may also report to the Office of Student Success located on the third floor of the C.V. Troup Building (478) 825-6291. Employees may also report to the Office of Human Resources located on the second floor of the C.V. Troup Building (478) 825-6301. Employees, students and visitors can also make report to the Director of Contracts and Compliance located in Troup 141, phone 478-825-4284. Fort Valley State University officials will assist any victim in notifying law enforcement, including local police, if they elect to do so. Victims are also entitled not to report to law enforcement. Any student or employee who reports an incident of sexual violence, whether the offense occurred on or off campus, should contact the Office of Student Success located on the second floor of Huntington Hall or Title IX Office located on 1st floor of Troup-Room 141, if they have questions regarding their options.

### **Procedures Victims Should Follow**

If an incident of sexual assault, domestic violence, dating violence or stalking occurs it is important to preserve evidence to aid in the possibility of a successful criminal prosecution. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.

### **Accommodations**

Whether or not a student or employee reports to law enforcement and or pursues any formal action, if they report an incident of sexual violence Fort Valley State University is committed to providing them with a safe learning and/or working environment. Upon request Fort Valley State University will make any reasonably available change to a victim's academic, living, transportation, and or working situation.

If a victim reports to law enforcement, they may assist them in obtaining a temporary protection order/restraining order from a criminal court. Fort Valley State University is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Fort Valley State University is also committed to protecting victims from any further harm, and the local Magistrate Court or Superior Court Judge may issue a temporary protective order pending the outcome of any court proceedings.



## **Sexual Assault Policy**

The university is committed to combating crimes of sexual assault both on and off campus. Our concentration in this matter is focused on prevention targeted at every member of the Fort Valley State University community. There are programs established which include seminars, workshops, group and individualized counseling services. Additionally, there is a wide distribution of materials which focus on information about rape, acquaintance rape, incest and sexual harassment.

The Academic Success Center, the Office of Student Success and the Department of Campus Police and Safety are all charged with providing services related to sexual assault prevention and reporting. Information can be obtained by contacting any of the three offices. Remember: if it feels wrong, looks wrong or seems to be wrong, then it probably is wrong.

In the event a member of the university community is the victim of a sexual assault on or off campus, it is the policy of the university to:

- encourage prompt reporting to both campus authorities and local police,
- refer victims for appropriate medical treatment,
- provide initial post-incident counseling services and,
- make referrals to community-based victim witness assistance services.

In the event of alleged on-campus sexual assault either forcible or non-forcible, all members of the university community are directed to immediately notify campus police and file an official report.

More information regarding Sexual Assault can be obtained in the CRIME AWARENESS AND CAMPUS SECURITY ACT INFORMATION BROCHURE, which is located at the Department of Campus Police and Safety in Bywaters Building.

## **Personal Safety**

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

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

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

Know your surroundings

- Be alert

- Call for help
- Report any suspicious people and/or activity, immediately

### **Defining Rape/Sodomy and Sexual Assault**

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

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

In Georgia, the term Domestic Violence is not defined but Family Violence is defined under OCGA § 19-13-1 as “The occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or other persons living or formerly living in the same household: (1) Any felony or (2) Commission of offenses of battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass”.

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

In Georgia, Stalking is defined under OCGA § 16-5-90 as “(a)(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms ‘computer’ and ‘computer network’ shall have the same meanings as set out in Code Section 16-9-92; the term ‘contact’ shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any **other electronic device**; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term ‘place or places’ shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term ‘harassing and intimidating’ means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made.

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

In Georgia, Consent is not defined in reference to sexual activity. However the University System of Georgia and Fort Valley State University defines Consent as Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion, by ignoring or acting in spite of objections of another, or by taking advantage of the incapacitation of another, where the respondent knows or reasonably should have known of such incapacitation. Consent is also absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Minors under the age of 16 cannot legally consent under Georgia law.

At FVSU, SEXUAL ASSAULT is 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, as well as incest or statutory.

While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until 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 Women's Resource Center can be available to the victim to provide support.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy

from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.

- Contact the police – Sexual assault is a crime, it is vital to report it. It is important to remember report 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.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

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

The University does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, University policies

(<http://orgsync.com/21875/files/686965/download>), and may violate Federal and State Laws.

Violations of this policy are subject to disciplinary sanctions through the Office of Judicial Affairs and/or those outlined in applicable University policies. Please visit

(<http://www.fvsu.edu/home/current-students/student-code-of-conduct/>) to view procedures, policies and protocols for reporting and addressing allegations of student sexual misconduct. The University provides the following rights to all sexual assault victims:

- Victim’s Advocacy/Assistance through the local District Attorney’s Office/Criminal Justice Coordinating Council (CJCC) which will pay for all basic sexual assault related care for students who receive care at either Medical Center of Peach County or the Medical Center of Central Georgia.
- Criminal Justice Coordinating Council is available to all victims of crimes. The CJCC will provide support and guidance to victims and enable them to receive advocacy, information, and assistance both judicially and academically.
- University Police, FVSU Title IX, and the Office of Student Health & Counseling Services Center are active participants in the local Sexual Assault Response Team (SART). This is to ensure victims are provided the appropriate care in a timely fashion and with only well trained professionals.
- On campus counseling services are available to students through
- The Office of Student Success have special procedures that enables victims of violence to review whether they need to withdraw from a semester or individual courses.

#### ***University Procedures for Responding to Reports of Sexual Assault***

If you or someone you know is the victim of a sexual assault, the victim has several rights, including:

- The right to report the incident to the University Campus Police or local authorities. The University will assist victims in notifying either the University or local police. Filing a

police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.

- In addition to the campus services listed below, there are also several community service organizations that can provide counseling, mental health, and other related services to sexual assault victims. The Office of Student Health & Counseling Services can assist with connecting victims to these services. Please note that not all services are available at all campus locations.

**Community and National Service Organizations:**

**HODAC Center 2762 Watson Blvd. Warner Robins, GA 31093 (478) 953-4675**

**Benchmark Mobile Crisis Response Services 24 hour hotline: (800) 715-4225**

**National Domestic Violence Hotline: (800) 799-SAFE**

**National Sexual Assault Hotline: (800) 656-HOPE**

**Georgia Crime Victims Compensation Program (800) 547-0060**

- If a victim of a sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Office of Student Success, and other offices at the University, will assist the individual with making these changes, as long as they are reasonably available.

***University Disciplinary Procedures in Sexual Assault Incidents***

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor or an adviser in the HODAC Center, the Office of Student Health & Counseling Services or other confidential counselors. The University Police are always available to assist a victim with getting the support she/he requests.

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

The Office of Student Success manages the resolution proceeding in which a student is the alleged perpetrator. The full text of the protocol for how the University responds to sexual assault complaints through the campus conduct process can be found at (<http://www.fvsu.edu/home/current-students/student-code-of-conduct/>). The Office of Human Resources is responsible for managing proceedings for those cases in which an employee is the accused.

In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any

disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.

During any sexual assault complaint proceeding, the University has a range of sanctions available. Those sanctions may range from probation to expulsion from the University, depending upon the nature and circumstances of the specific incident.

### **Sexual Assault Prevention Education Programs**

The Office of Student Health & Counseling Services Center is primarily responsible for sexual assault education and awareness in collaboration with many offices at the University. Together, these offices offer a variety of programming focusing on sexual and gender violence. Below is a list of some of the programs available at the University.

- Self Defense/Self Protection program – in collaboration with University Campus Police. A free 2 hour course to enrolled women students through Campus Police
- Welcome Week/New to Campus Initiative – events with invited speakers to address issues of sexual and gender violence. Coordinated by the Office of Student Life
- Student Life resources from the FVSU web page: <http://www2.fvsu.edu/home/future-students2/student-services/>
- Peer Educator Program - Coordinated through the Office of Student Health & Counseling Services, the PE Program prepares FVSU students to facilitate on and off-campus based programming utilizing evidenced based practices (EBPs) in the areas of: HIV/AIDS, Substance Abuse, Sexual Assault and Suicide
- Shepherds in the Valley (SIV) - Coordinated through the Office of Student Health & Counseling Services and supported through funding from the Department of Public Health, the SIV Program empowers young male representatives from Athletic and Greek Letter organizations to become engaged bystanders, trained through the One in Four and Beyond Evidenced Based Practice to identify precursors to sexual violence and inform their male peers of these risk factors

### **Sex Offender Registration – Campus Sex Crimes Prevention Act**

#### ***Megan's Law***

Washington State's 1990 Community Protection Act included America's first law authorizing public notification when dangerous sex offenders are released into the community. However, it was the brutal 1994 rape and murder of seven-year-old Megan Kanka that prompted the public demand for broad based community notification. On May 17, 1996, President Clinton signed Megan's Law. Megan's Law requires the following two components:

***Sex Offender Registration*** – The 1994 Jacob Wetterling Act requires the States to register individuals convicted of sex crimes against children. Sex offender registration laws are necessary because:

- Sex offenders pose a high risk of re-offending after release from custody;

- Protecting the public from sex offenders is a primary governmental interest;
- The privacy interests of persons convicted of sex offenses are less important than the government's interest in public safety;
- Release of certain information about sex offenders to public agencies and the general public will assist in protecting the public safety.

**Community Notification** – Megan's Law allows the States discretion to establish criteria for disclosure, but compels them to make private and personal information on registered sex offenders available to the public. Community notification:

- Assists law enforcement in investigations;
- Establishes legal grounds to hold known offenders;
- Deters sex offenders from committing new offenses;
- Offers citizens information they can use to protect children from Victimization.

The Campus Sex Crimes Prevention Act (CSCPA) 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 CSCPA is an amendment to the Jacob Wetterling Crimes against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies, such as GBI (Georgia Bureau of Investigation) to provide Fort Valley State University with a list of registered sex offenders who have indicated that they are enrolled, employed or carrying on a vocation at Fort Valley State University.

Members of the general public may request community notification information concerning sexually violent predators in a particular community by visiting the chief of law enforcement officer in that community. In jurisdictions where the Georgia Bureau of Investigation is the primary law enforcement agency, members of the general public may make such requests at the local Sheriff's Office in that community. This information is also available on the Internet at [http://state.sor.gbi.ga.gov/Sort\\_Public/SearchOffender.aspx](http://state.sor.gbi.ga.gov/Sort_Public/SearchOffender.aspx).

### **Missing Student Notification Policy**

This policy contains the official notification procedures for Fort Valley State University concerning missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (HEOA). The purpose of this policy is to promote the safety and welfare of members of the college community through compliance with HEOA requirements. This policy should be adhered to by all college faculty, staff, and students.

In order to comply with the missing student policy, Fort Valley State University requires students to provide the following information as part of an emergency contact: Name, address, telephone number and cell phone number of the student's next of kin or emergency contact/designee. The student must ensure that all their personal contact information along with their emergency

contact/designee is up to date and current in the student's Bannerweb Account and on file with their University housing facility coordinator.

In the event that a member of the college community has reason to believe that a student who resides in on-campus housing is missing, he or she shall immediately notify the Director of Housing or his/her designee as soon as possible. After which, a report must be made by the Director of Housing to the Fort Valley State University Department of Public Safety (CAMPUS POLICE & SAFETY) immediately. Following notice to the University Police Department, the Director of Housing, or his/her designee, is responsible for immediately notifying the Dean of Students, or his/her designee, of the report. Fort Valley State University CAMPUS POLICE & SAFETY will generate a missing person report and initiate an investigation. In addition, Fort Valley State University CAMPUS POLICE & SAFETY will report the missing person to Residence Life if such information has not already been conveyed.

During the course of the investigation, Fort Valley State University CAMPUS POLICE & SAFETY will determine if the student has been missing more than 24 hours. In such event Fort Valley State University CAMPUS POLICE & SAFETY will notify all surrounding law enforcement agencies and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Fort Valley State University CAMPUS POLICE & SAFETY will notify the student's parent or legal guardian immediately after they determine that the student has been missing for more than 24 hours. In addition to registering emergency contacts, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Fort Valley State University in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Fort Valley State University will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so by completing the appropriate paperwork during check-in procedures. A Student's contact information will be registered confidentially, that this information will be accessible only to duly authorized University officials and it may not be disclosed, except to law enforcement in furtherance of a missing person's investigation. This policy is effective from the date of issuance and will be made available to all members of the campus community. Its availability will be through postings on the college website, emergency response plan manual, Residence Life handouts/publications and statistical information brochures issued annually by Fort Valley State University Campus Police and Safety.

### **Daily Crime and Fire Log**

The Office of Campus Police and Safety maintains a combined Daily Crime and Fire Log of all crime and fire incidents reported to the Department. The Office of Campus Police makes available upon request the Daily Crime and Fire Log, Monday – Friday, when the University is



opened. This log identifies the type, location, and time of each criminal incident reported to the Office of Campus Police. The Leader Tribune/Macon Telegraph and the local television and radio stations contact The Office of Campus Police occasionally to acquire information from this log. Information deemed newsworthy is published in both newspapers and is broadcast by the local radio and television stations.

Upon request a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within 48 hours of notice.

### **Fort Valley State University Alcohol and Drug Policy**

Fort Valley State University has policies/procedures and sanctions governing the use of Alcohol and Other substances pertaining to students in the Student Code of Conduct Handbook located at (<http://www.fvsu.edu/home/current-students/student-code-of-conduct/>). Also, the Office of Human Resources have policies/procedures and sanctions listed in the Employee's Handbook available at the Office of Human Resources located on the second floor of the C. V. Troup Building of the main campus.

Federal law requires Fort Valley State University to notify annually all faculty, staff, and students of the following:

The University prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room. In addition, the smoking of any material is prohibited in all facilities of Fort Valley State University at all locations. Treatment of Alcohol and/or Drug related problems is available to students at the Office of Student Health & Counseling Services on the main campus of FVSU. Faculty and/or Staff must seek treatment options through the Office of Human Resources.

#### ***Areas Open to the Public***

Fort Valley State University prohibits the possession and use of alcoholic beverages in areas open to the public including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the State of Georgia may be permitted at University sponsored activities in areas designated by, and with the prior approval of, the University President at Fort Valley State University; the Vice President for University Advancement and the Chief of Campus Police.

#### ***Private or Closed Areas***

The possession and use of alcoholic beverages are prohibited in conference rooms, offices, office reception rooms, closed buildings, and areas of buildings not open to the public or from which the public has been excluded, except: the use of alcoholic beverages, subject to the laws of the State of Georgia, may be permitted in specific private or closed areas designated by, and with the prior approval of, the University President at Fort Valley State University; the Vice President for University Advancement and the Chief of Campus Police.

## *Education and Research Areas*

Fort Valley State University specifically prohibits the use, possession and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings, arenas or areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not be granted to use or possess alcoholic beverages in a facility that is being used for one of the above functions. (Consult the Office of the Vice President of University Advancement for more information; located in Huntington Hall on the main campus of FVSU).

## *Policies Specific to Students*

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

## *Residence Life Alcohol Policy*

### **Alcohol And Illegal Substances**

#### *Alcohol Policy*

The possession of use of alcoholic beverages is prohibited in all University on-campus residential buildings.

It is a violation of state law and university policy for a student under 21 years of age to attempt to purchase, consume, possess, or transport alcoholic beverages. It is unlawful to sell, furnish, and give alcoholic beverages or to permit alcoholic beverages to be sold, furnished or given to any minor.

It is against residential hall policy for there to be any tailgating activities in the residential quad areas or residential hall parking lots where alcoholic beverages are being served on any football game/event weekend including all home football games. Students tailgating with alcoholic beverages in these defined areas will be confronted and will likely be charged with “open containers in an unauthorized area.”

Residents will be held responsible for activities that occur in their rooms, and will be referred to the Office of Residential Life, the Office of Judicial Affairs, and/or University Policy if guests are violating the on-campus alcohol policies listed above.

Failure to comply with the direction or to present identification to University Officials acting in the performance of their duties is a violation of the Student Code of Conduct and will result in a referral to the Office of Residential Life or the Office of Judicial Affairs.

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

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

It is a violation of state law and university policy to illegally possess, use, distribute, manufacture, sell or be under the influence of other drugs. Students who violate this policy will be referred to the office of Residential Life, the Office of Judicial Affairs, and/or University Campus Police.

It is against residential hall policy for a student to be in a residential area (room, common area, common building, building entryway, or quad area immediately adjacent to the residential halls) and in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Office of Residential Life, the Office of Judicial Affairs and/or University Campus Police.

Know the signs of Alcohol Poisoning/Drug Overdose

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

Know how to respond should you encounter a person in distress

- Contact Police immediately or Dial 911
- Turn a vomiting person on his/her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- NEVER leave the person unattended

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

As a condition of University employment, every employee shall abide by the terms and conditions of the FVSU Employee's handbook disseminated by the Office of Human Resources. Any employee who violates these policies as set forth in the handbook is subject to University sanctions, including dismissal, as well as criminal sanctions provided by federal, state or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program. An employee must notify his or her supervisor or the Office of Human Resources of any criminal/drug arrest within (72) hours and notification of being convicted of a criminal offense within (24) hours. Please consult; <http://www.fvsu.edu/wp-content/uploads/2016/10/FINAL-2016-17-FVSU-Faculty-Handbook.pdf>

or

[http://www.usg.edu/hr/manual/background\\_investigation](http://www.usg.edu/hr/manual/background_investigation)

## **Underage Drinking**

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

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

### ***Georgia Statutory Code Section;***

***TITLE 3 - ALCOHOLIC BEVERAGES CHAPTER 3 - REGULATION OF ALCOHOLIC BEVERAGES GENERALLY ARTICLE 2 - PROHIBITED ACTS § 3-3-23 - Furnishing to, purchase of, or possession by persons under 21 years of age of alcoholic beverages; use of false identification; proper identification; dispensing, serving, selling, or handling by persons under 21 years of age in the course of employment; seller's actions upon receiving false identification O.C.G.A. 3-3-23 (2010)3-3-23. Furnishing to, purchase of, or possession by persons under 21 years of age of alcoholic beverages; use of false identification; proper identification; dispensing, serving, selling, or handling by persons under 21 years of age in the course of employment; seller's actions upon receiving false identification (a) Except as otherwise authorized by law: (1) No person knowingly, directly or through another person, shall furnish, cause to be furnished, or permit any person in such person's employ to furnish any alcoholic beverage to any person under 21 years of age; (2) No person under 21 years of age shall purchase, attempt to purchase, or knowingly possess any alcoholic beverage;(3) No person under 21 years of age shall misrepresent such person's age in any manner whatever for the purpose of obtaining illegally any alcoholic beverage;(4) No person knowingly or intentionally shall act as an agent to purchase or acquire any alcoholic beverage for or on behalf of a person under 21 years of age; or(5) No person under 21 years of age shall misrepresent his or her identity or use any false identification for the purpose of purchasing or obtaining any alcoholic beverage. (b) The prohibitions contained in paragraphs (1), (2), and (4) of subsection (a) of this Code section shall not apply with respect to the sale, purchase, or possession of alcoholic beverages for consumption:***

### ***Carrying False I.D.***

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

### ***Public Drunkenness***

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

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

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

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

In Georgia, the illegal level for DUI is .08% Blood Alcohol Content (BAC) and .02% BAC for individuals under the age of 21. Also, drivers with any amount of a Schedule I, II, or III controlled substance not medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle.

### ***Refusing a Chemical Test***

Georgia law requires you to submit to state administered chemical tests of your blood, breath, urine or other bodily substances for the purposes of determining if you are under the influence of alcohol or drugs. Any person who drives a motor vehicle automatically gives consent to one or more chemical tests. This implied consent means that a person doesn't have the right to an attorney before testing. If a person refuses to submit to a chemical test: 1) the test will not be done; 2) the person's license will be suspended for one year; 3) the person will most likely be charged with DUI. Your refusal to submit to the required testing may be offered into evidence against you at trial.

### ***Open Container Law***

In Georgia, the State statute prohibiting open alcoholic beverage containers is OCGA 40-6-253. The law prohibits open containers of alcoholic beverages of any kind while the motor vehicle is in operation and in any area accessible to the driver and in the passenger area of the vehicle.

### ***Related Offenses***

#### ***Possession of Marijuana***

A person is unlawful when he unknowingly, knowingly or intentionally possesses a small or large amount of marijuana (Hashish), a Schedule I substance, and is not authorized by law to possess such substance.

Persons engaged in such activity will most likely face criminal charges and be charged with a violation of the student code of conduct.

#### ***Possession of Drug Paraphernalia***

A person is unlawful when he/she possesses, with the intent to use, drug paraphernalia which is used for packaging, manufacturing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation State of Georgia Statute under Official Code of Georgia Annotated 16-13-1

#### ***Synthetic Marijuana***

Effective March 1, 2011 the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. This drug may also known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma. Individuals found responsible for manufacturing, possessing,

importing/exporting or distributing these substances will face criminal and civil penalties. University Students engaging in these activities will also be held responsible under the University's illegal substances policies and the Student Code of Conduct.

## **Drugs Risks and Consequences**

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

For more information visit: [www.drugabuse.gov](http://www.drugabuse.gov)

## **Office of Student Health & Counseling Services**

### **DRUG/ALCOHOL ABUSE PREVENTION and Other Student Programs**

**Alcohol Literacy Challenge (ALC)** - is a brief classroom-based program designed to alter alcohol expectancies and reduce the quantity and frequency of alcohol use among participants. Alcohol expectancies are an individual's beliefs about the anticipated effects of alcohol use, including those that are positive (e.g., increased sociability, reduced tension) and negative (e.g., impairments to mental and behavioral functioning, increased aggressiveness or risk taking). Some of the most desired effects--the arousing, positive, and prosocial effects--are placebo effects rather than pharmacological ones. ALC aims to correct erroneous beliefs about the effects of alcohol, decreasing positive and increasing negative expectancies. These shifts in expectancies have been shown to predict lower levels of alcohol use.

**Bringing in the Bystander Intervention Training (BIBI)** - focuses on increased abilities of bystanders to safely intervene in instances where an incident of sexual assault may be occurring or instances where there may be risk. This program was developed and evaluated by leading researchers and program practitioners and is customizable to reflect the locations, colloquialisms and culture of our campus. This key attribute allows for the EBP to run in tandem with the Department of Health & Human Services CLAS guidance which addresses the need for the integration of cultural factors within effective programming. By design the Evidenced Based Program will be structured as a comprehensive two session training totaling 4.5 hours.

**Be the Sober One** - Programming designed to teach students how to : Use good judgement; Keep a close eye on friends, Know the times to tell your friends "chill out", "time to go" or "You're tripping!" Make sure everyone stays together especially when going home. And have fun being the sober one!

**Secrets and Stiletos Training** - Secrets and Stiletos has been in operations since 2012 under the leadership of Georgia Legal Services. Over its three (3) year course of existence, this program has impacted over 1,000 individuals, predominantly women, engaging them in

educational seminars in regards to such issues as domestic violence, human trafficking as well as workshops targeting males in an effort to identify psychological and behavioral factors that perpetuate and/or standardize sexual assault. Originally designed as a program to spread the awareness of domestic violence amongst professional working women through the sharing of knowledge and personal stories in hopes that more women will feel comfortable enough to come forward if they were being abused as well as to provide women with information and awareness to prevent their becoming victims, recent research has evidenced a need to include more bystander intervention training.

**1 in 4 and Beyond** - This unique program has the dual benefit of educating men on how to help women recover from a rape experience while lowering men's rape myth acceptance and their self-reported likelihood of raping.

**Sex Signals Workshop** - Through improvisation and audience interaction, the play ‘Sex Signals’ explores how social pressures, gender stereotypes, unrealistic fantasies, and false preconceptions all contribute to the tensions often found in dating. Accompanied by a semi-improvisational scene, the presenters demonstrate how these and other factors can lead to sexual assault. The utilized scene enables audiences to recognize the true nature of rape, and to place full responsibility with the rapist. ‘Sex Signals’ challenges audiences who have mislabeled coercive behavior as seduction, and to reexamine a culture that too often holds victims of rape responsible for their own vulnerability.

**Training for Intervention Program (TIPS)** - allows for participants to become trained on how to take roles in efforts to prevent intoxication and alcohol misuse on college campuses thus preventing such incidents as rape and assault.

**Dorm Room Chats (Workshops)** - Sexual Assault and Dating Violence as lead by administrators, peer educators and community partners. It is important to note that all of the aforementioned components of the proposed continuum of care incorporate elements of bystander intervention and training. Sample prevention activities for the fiscal year are as follows:

<b><i>10/20/2016</i></b>	OSHCS: HIV Testing An HIV Testing Event	Fort Valley, GA	10am-2pm
<b><i>10/20/2016</i></b>	Wildcat Wisdom/Substance Abuse Prevention  FVSU  City of Fort Valley  FV Utility Commission	Fort Valley, GA	6pm - 8pm
<b><i>11/1/2016</i></b>	Healthy Choices  Skin Diseases  (Forum)	Fort Valley, GA	7pm - 9pm

	Community Awareness Event		
<b>12/1/2016</b>	WAD: 2016 OSHCS Peer Educator Judicial Affairs	NSA Hunt Library	10am - 2pm
<b>1/19/2017</b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b>1/19/2017</b>	MGAN An HIV Testing Event	Macon, GA	10am - 2pm
<b>1/19/2017</b>	Spring 2017 Risk Management & Greek Life Membership Intake Forum	Pettigrew Fort Valley, GA	6pm - 8pm
<b>1/24/2017</b>	GPRA event	Bond	8am - 9:30am
<b>1/25/2017</b>	Trio/Retention Services Community Awareness Event	Clubhouse FVSU	4pm - 5:30pm
<b>1/26/2017</b>	Community Partnership Community Awareness Event	Peyton Anderson Macon, GA	2pm - 3pm
<b>1/27/2017</b>	MGAN An HIV Testing Event	Macon, GA Wellness Center	8am-12pm
<b>2/1/2017</b>	Gamma Sigma Sigma The Low Down Before It Goes Down... (ALC) Community Awareness	Clubhouse Fort Valley, GA	6pm - 8pm
<b>2/1/2017</b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm



<b><i>2/1/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/1/2017</i></b>	Gamma Sigma Sigma Risk Management ALC Community Awareness	Clubhouse Fort Valley, GA	6pm - 8pm
<b><i>2/2/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/2/2017</i></b>	OSHCS Executive Committee Meeting A Peer Training Event	FVSU Wellness Center	5:30pm - 7pm
<b><i>2/3/2017</i></b>	Dr. Teah Moore Project Avalanche A Peer Training Event	FVSU Hubbard Ed Bldg.	10am - 2pm
<b><i>2/7/2017</i></b>	OSHCS FVSU NBHAAD HIV Prevention Community Awareness	Student Amenities FVSU	12pm - 2pm
<b><i>2/7/2017</i></b>	OSHCS FVSU NBHAAD Peer Recruitment Community Awareness	Student Amenities FVSU	12pm - 2pm
<b><i>2/8/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/8/2017</i></b>	OSHCS Executive Committee Meeting An Peer Training Event	FVSU Wellness Center	5pm - 6:30pm
<b><i>2/9/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm

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<b><i>2/15/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/16/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/18/2017</i></b>	OSHCS/SGA/FCS Peer Recruitment Community Awareness	FVSU Wellness Center	8am - 10am
<b><i>2/22/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/23/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>2/28/2017</i></b>	OSHCS Sex Signals Sexual Violence Prevention Community Awareness	FVSU Fort Valley, GA Founders Hall	11am - 12:30pm
<b><i>2/28/2017</i></b>	OSHCS Executive Committee Meeting A Peer Training Event	FVSU Wellness Center	3:30pm - 4:49pm
<b><i>3/11/2017</i></b>	OSHCS Tickled Pink Women's Expo Community Awareness	FVSU Fort Valley, GA Pettigrew	9am - 2pm
<b><i>3/14/2017</i></b>	OSHCS General Body Meeting Peer Training	FVSU Fort Valley, GA Wellness Center	3:30pm - 5pm
<b><i>3/15/2017</i></b>	OSHCS FCS Community Awareness	FVSU Fort Valley, GA Founders Hall	10am - 11am

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<b><i>3/15/2017</i></b>	NCHD An HIV Testing Event	FVSU	10am - 2pm
<b><i>3/18/2017</i></b>	Open House SAC Community Awareness	FVSU Fort Valley, GA	9am - 12n
<b><i>3/18/2017</i></b>	MGAN An HIV Testing Event	Macon, GA	10am - 4pm
<b><i>3/22/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>3/22/2017</i></b>	Kahoot & Chill SAC Sexual Violence & Suicide Prevention Community Awareness	FVSU Fort Valley, GA	6pm-8pm
<b><i>3/23/2017</i></b>	NCHD An HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b><i>3/25/2017</i></b>	MGAN An HIV Testing Event	Macon, GA	12n-2pm
<b><i>4/24/2017</i></b>	OSHCS: GPRA A GPRA Event	FVSU Founders Hall Fort Valley, GA	10am - 12n
<b><i>4/24/2017</i></b>	OSHCS: GPRA A GPRA Event	FVSU Founders Hall Fort Valley, GA	12n - 2pm
<b><i>4/25/2017</i></b>	OSHCS: GPRA A GPRA Event	FVSU Founders Hall Fort Valley, GA	12n - 2pm
<b><i>4/25/2017</i></b>	OSHCS General Body Meeting	FVSU Founders Hall	3:30pm - 4:30pm

	Peer Training	Fort Valley, GA	
<b>4/26/2017</b>	NCHD A HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b>4/27/2017</b>	NCHD A HIV Testing Event	FVSU Wellness Center	10am - 2pm
<b>4/28/2017</b>	MGAN An HIV Testing Event	FVSU Wellness Center	10am - 4pm
<b>5/12/2017</b>	MGAN An HIV Testing Event	Macon, GA	7:30pm - 9:30pm
<b>6/27/2017</b>	Dr. Hill & Assoc., LLC OSHCS Sigma Gamma Rho, Inc. HIV/AIDS Community Awareness	FVSU	10am – 12n
<b>6/27/2017</b>	MGAN An HIV Testing Event	FVSU	10am – 12n

**Note: All pre-referenced workshops and trainings are availed to FVSU students regardless of classification. In addition ALC (Alcohol Literacy Challenge) is offered to students who are referred through Judicial in tandem with their Substance Abuse Group Sessions along with Prime for Life which is facilitated by a contracted community based partner (CBO) in support of TEARs2C Plus (Teaching Everyone About the Risks-Community Coalition) a Department of Health and Human Services funded initiative. Other programs are supported by such agencies as the Georgia Department of Public Health and Governor’s Office of Highway Safety. GPRA (Government Performance Results Act) Activities combine ALC and Voices/VOCES an HIV/AIDS evidenced based practice (EBP.) Future on and off campus programs are marketed to students via personal engagements by leadership within the Peer Education Program (PEP), as well as several Institutional and departmental social media sites, inclusive of OrgSync and the Teaching Everyone About the Risks: Community Coalition (TEARs2C) Plus Facebook page.**

## **ANNUAL DISCLOSURE OF CRIME STATISTICS**

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

The University Campus Police collects the crime statistics disclosed in the charts through a number of ways. Those ways are inclusive of crimes reported directly to Campus Police; crimes reported to local law enforcement agencies affecting the University or within the University's Clery geographical area and through reports made to University partners and colleagues associated with University Campus Police. Some of the most notable crimes reported and some of which are to be published in the Clery report are as follows;

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

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

**Sex Offenses:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

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

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

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

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

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

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

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

**Larceny/Theft:** includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

**Simple Assault:** an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**Intimidation:** to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

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

### *Categories of Prejudice*

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

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

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

**Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

**Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

**National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual perceived country of birth.

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

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

***Dating violence, Domestic Violence, and Stalking***

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

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

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or,
- By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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

- Fear for the person’s safety or the safety of others; or
- Suffer substantial emotional distress.

**CRIME STATS 2014 TO 2016**

Offense	Year	On Campus	Residential Facility	Non Campus Building or Property	Public Property
<b>Criminal Homicide</b>					
<b>Murder and Non-Negligent Manslaughter</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	2016	0	0	0	0
<i>Manslaughter by Negligence</i>	2014	0	0	0	0
	2015	1	0	0	0
	2016	0	0	0	0
<b>Sex Offenses</b>					
<b>Forcible Sex Offenses (Category used until 2014)</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0
<b>Non Forcible Sex Offenses (Category used until 2014)</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0
<i>Rape</i>	2014	0	0	0	0
	2015	0	1	0	0
	2016	2	2	0	0



<b>Fondling</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Statutory Rape</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Incest</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Aggravated Assault</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>

<b>Burglary</b>	<b>2014</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Motor Vehicle Theft</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Unfounded Crimes (Category used since 2014)</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<b>Arrest</b>
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<b>Other Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Residential Facility</b>	<b>Non Campus Building or Property</b>	<b>Public Property</b>
<b>Liquor Law Violations</b>	<b>2014</b>	<b>9</b>	<b>8</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>2014</b>	<b>7</b>	<b>5</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>1</b>	<b>10</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>Illegal Weapons Possession</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>Judicial Referral</b>					
<b>Other Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Residential Facility</b>	<b>Non Campus Building or Property</b>	<b>Public Property</b>

<b>Liquor Law Violations</b>	<b>2014</b>	<b>9</b>	<b>8</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>15</b>	<b>15</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>51</b>	<b>46</b>	<b>0</b>	<b>0</b>
<b>Drug Abuse Violations</b>	<b>2014</b>	<b>7</b>	<b>5</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>1</b>	<b>10</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>26</b>	<b>26</b>	<b>0</b>	<b>0</b>
<b>Illegal Weapons Possession</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>

<b>Campus Carry Law HB 280</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>VAWA Amendment Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Residential Facility</b>	<b>Non Campus Building or Property</b>	<b>Public Property</b>
<b>Dating Violence</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

	2016	0	0	0	0
Domestic Violence	2014	0	0	0	0
	2015	0	0	0	0
	2016	1	0	0	0
Stalking	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0

	Year	On Campus	Residential Facility	Non Campus Building or Property	Public Property
Hate Crimes	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0

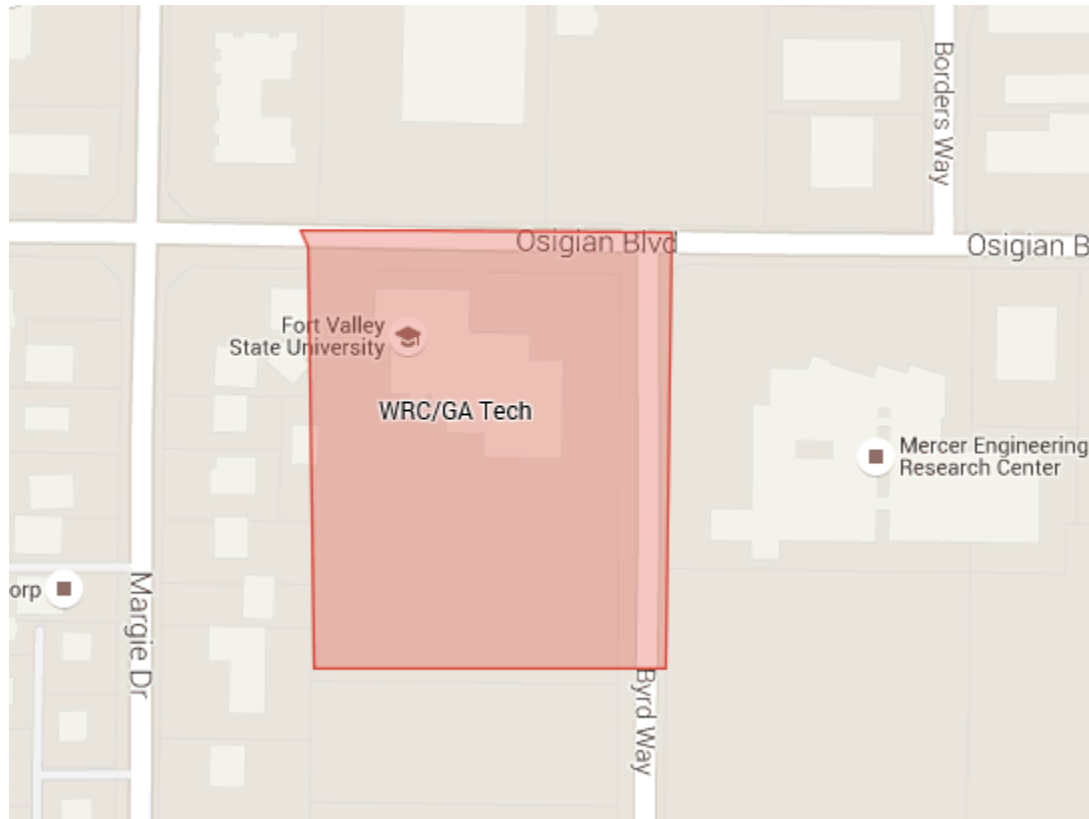
*Note: Crimes reported in the residential facilities are also included in the on campus category. Fort Valley State University began tracking crimes between the campus and housing separately on the annual report in 2013. Hate crime statistics include those from manslaughter, forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny, vandalism, simple assaults, intimidation and damage/vandalism of property. \*Non-forcible sex offenses based on the Clery Act for reporting purposes should only include incest and statutory rape. It was discovered that after a professional review of the 2013 FVSU—ASR, the Warner Robins Center was not a completely separate branch complete with its own separate set of administrators, so therefore any Clery reportable crimes will be contained with the overall statistical data for the University referenced above and will not be separated.*

**CLERY GEOGRAPHY MAP (Main FVSU Campus)**  
**1005 State University Drive, Fort Valley, Georgia**  
**(Physical Address)**



## CLERY GEOGRAPHY MAP (Warner Robins Center)

151 Osigian Boulevard, Warner Robins, Georgia



## CRIME PREVENTION TIPS

### Robbery

Robbery is the attempt to obtain money, personal belongings (i.e. smartphones, tablets) or property by the use of force or the threat of force. Because of the potential for personal injury during a robbery, do not try to be a hero. Hand over your property quickly and quietly. If possible, observe the criminal and make mental notes of the number of thieves present as well as their appearance, clothing, voice, nicknames used, personal items, identifying marks, peculiarities and weapons. Call the police immediately upon reaching a place of safety. These precautions can help you reduce your chances of becoming a robbery victim:

- Walk confidently with your head up, and do not let your mind wander
- Pay attention to those passing you and behind you
- Do not take short cuts through unlit, sparsely travelled paths, tunnels or alleys
- Do not wear a lot of flashy jewelry and carry as little cash as possible

- Know that weapons are not allowed on campus, but if you carry a weapon off campus, there is a possibility it could be used against you
- Park in well-lighted, well-travelled lots

### **THEFTs FROM VEHICLES**

You can prevent many car break-ins by thinking ahead and following these suggestions:

- Always remove the keys from your vehicle, lock all doors and roll up all windows, even if your stop is brief
- Secure or remove all valuables from view, including items such as handbags, cell phones, loose change, clothing, textbooks, book-bags, CDs, or even umbrellas
- Never leave personal identification documents or credit cards in your vehicle
- Park only in areas that are well-lit, or in attended parking lots or garages; parking in secluded or dimly lit areas makes your car an easy target

### **Bomb Threats**

A bomb threat is a federal offense that carries serious penalties. FVSU is committed to identifying and prosecuting any individual calling in a bomb threat. Bomb threats are usually received by telephone. If you receive such a call, ask the following questions:

- When is the bomb going to explode?
- Did you place the bomb?
- Where is the bomb located?
- What does it look like?
- What is your address?
- What kind of bomb is it?
- What is your name?
- What will cause it to explode?

In addition, note the exact time of the call and write down exactly what the caller said. Try to describe the caller's voice and listen for any background noise. Then notify the FVSU Police immediately by calling 478-825-6211.

### **AVOIDING WORKPLACE VIOLENCE**

The university is committed to creating and maintaining a working, learning and social environment that is free from violence. Acts or threats of physical violence, including verbal abuse, harassment, terrorism, hate, prejudice, stalking, intimidation and/or coercion that involve or affect the Fort Valley State community will not be tolerated. Threats or acts



of violence include conduct against persons or property that are severe, offensive, and create a hostile, abusive or intimidating work environment.

If you have experienced an incident that is affecting your study or work environment and are feeling overwhelmed and stressed, we encourage you to speak to your supervisor or the dean of your college immediately. You may also seek counseling and relief by contacting the Counseling Center or the FVSU Police.

**If someone is using abusive language or threatening you:**

- Try to back away from the individual
- Talk calmly
- Use open body language
- Don't get upset or take it personally; afterwards, you should document the threat and report the threat to management or your dean

While the Fort Valley State University campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics below, other common crimes that occur on campus are outlined below:

***Theft***

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

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

- Keep doors to residence halls, labs, classrooms locked when not occupied
- Don't provide access to unauthorized persons in the buildings or classrooms
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, checkbooks in a lock box or locked drawer
- Keep a list of all valuable possessions including the makes, models, and serial numbers
- Take advantage of the Engraving Programs to have all valuables engraved with specific identifying marks

- Don't leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time
- Don't lend credit cards or identification cards to anyone
- Report loitering persons or suspicious persons to police immediately; don't take any chances

### ***Identity Theft***

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

Persons involved in identity theft often use computers or other forms of media to assist them.

There are measures you can take to prevent this from happening to you:

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

### **Annual Student Housing Fire Safety Report in Accordance with the Higher Education Opportunity Act**

Fort Valley State University's fire safety policy and rules are intended to prevent fires and fire-related injuries and/or deaths from occurring or affecting the FVSU community and facilities. All FVSU buildings are inspected annually, and residential rooms are inspected periodically, at random times during the year, to ensure compliance with state fire codes. Because of the seriousness of the consequences that could result from failure to comply with codes and FVSU's fire safety rules, FVSU takes disciplinary action on the first offense. This may include the imposition of a fine by the Housing Department. The Institution also has the right to require students who violate safety rules to vacate the accommodations — without financial credit for the remainder of the semester. The FVSU Department of Campus Police and Safety maintains reports of all Fires and/ or Fire Drills and Prevention efforts for the University. The Department's Admin Secretary and Records Clerks annually review the same records computer database as well as actual reports as crime reporting in order to record that statistical data in compliance with Clery rules and within the ASR. Because Campus Police investigates fires as well as criminal activity all fire calls are documented on the same daily activity log as crime.

## ***Fire Safety Standards***

### ***Prohibited Behaviors in FVSU Residential Facilities***

- Misusing or tampering with fire-safety equipment. This includes, but is not limited to, fire extinguishers, hoses, horns, bells, conduit sections, alarm-pull trigger devices, fire sprinklers, central-relay control bases, and glass covers for fire extinguishers, as well as pulling false alarms.
- Obstructing hallways, sidewalks, or stairwells that might impede evacuation from a building during an emergency.
- Propping open interior fire doors in common areas, stairwells, and hallways. Those are in place for added fire protection to slow the spread of fire.
- Storing bicycles in stairwells or any other location that might impede evacuation from a building during an emergency.
- Possessing chemicals or substances that are potentially dangerous or highly flammable. This includes, but is not limited, to gasoline, propane, lighter fluid, torches, etc.
- Leaving food cooking unattended.
- Failing to vacate the building when the fire alarm system is activated.

### ***Open Flames***

-Candles, incense burners, and other open flame devices are strictly prohibited.

-Using items that are potentially dangerous and/or flammable, including fireworks, hazardous materials, etc., is also prohibited.

### ***Smoking***

-Smoking is prohibited in all residence hall areas (rooms, apartments, suites, common areas, lobbies, lounges, stairwells, elevators, activity/recreation rooms, bathrooms, etc.).

-Smoking is also banned on all University property and buildings at every University System of Georgia Institutions.

### ***Fire Safety Inspections***

The FVSU Fire Safety Office located within the Department of Campus Police and Safety conducts yearly fire inspections in the residence halls within the first month of each semester, checking rooms for fire or unusual safety hazards and to ensure compliance with the following:

- No halogen-touquier lights. The intense heat generated by these bulbs creates a fire hazard and a potential source of burns. These bulbs start fires if they come in contact with curtains, clothes, paper, and other flammables. In addition, the lamps are unstable and can be easily tipped over.
- No overloaded electrical circuits. There can be only one major appliance (such as a refrigerator, TV, computer, microwave, etc.) per receptacle plug.
- No hanging of items from overhead lights, sprinkler heads, or pipes. No attachments to the ceiling.
- Immediate and proper disposal of appliances with old or damaged cords.
- Use of electrical appliances that meet the Underwriter’s Laboratory (UL) or Electrical Testing Labs (ETL) safety standards.
- No removal of grounding pins from three-pronged electrical cords.
- No unattended operating of coffee makers and other appliances with exposed heating elements. They must be unplugged after each use and stored appropriately.
- No running of cords under carpet. Avoid stapling or tacking electrical wires to fixtures (on walls, over doorways, on ceilings, etc.).
- No open-element hot plates.

### ***Regular Mandatory Supervised Fire Drills***

Fort Valley State University’s Residential Life Department, in conjunction with the FVSU Fire Safety Office and the FVSU Police Department, conducts emergency evacuation drills each year. These drills are conducted within 10 days of the beginning of classes each semester. During this past year there were a total of 62 fire drills conducted University wide. During fire evacuation drills, each fire alarm system in each on-campus student housing facility is activated. Once the alarm has been activated, students and visitors must exit immediately and gather at the designated evacuation safe refuge location. A sweep of all floors and a head count is conducted by a Residential Life representative and FVSU police officer. Only when the alarm is silenced and the FVSU police officer or local authority gives the “all clear,” will re entry into the building be permitted. Students who do not vacate the building when a fire alarm is activated may be subject to judicial action. Residential Life RLC’s and RA’s receive classroom and hand-on training in the following areas: Fire extinguisher use, Evacuation and emergency preparedness, Kitchen fire safety, Life safety systems, FVSU Fire Safety Rules and Fire Inspection program.

**Note: *For these drills only, the fire alarm system is reset by the Fort Valley State University Fire Safety Office.***

### ***Fire Protection Systems***

#### ***Fire Alarm Systems/Initiation and Pull Stations***

Fire alarm pull stations are generally located at exit doors, stairways, and at elevators in FVSU residential facilities. Once the alarm is activated, the Fort Valley State University Police

Communications Center automatically receives the signal and responds by contacting FVSU Police and the Fort Valley Fire Department.

### ***Smoke Detection***

Smoke detectors are located throughout each floor of every residential facility on campus. If smoke is detected, the fire alarm system will automatically send a signal to the central station monitor.

### ***Sprinkler System***

Sprinkler heads must not be tampered with or used as a means to hang personal items. This could cause malfunctioning of the system or substantial water damage if one of the heads accidentally discharges. These sprinklers disperse 25 to 40 gallons per minute. The rise of temperature associated with fire in an area will activate the sprinkler system and send an alarm signal to the central station monitor. Currently, 90 percent of FVSU housing beds are covered by sprinkler protection. Future renovation project plans will accomplish 100 percent sprinkler coverage. Future renovations or demolition are projected for Josie Hall which was built in the 1970's which will increase the percentage to 100. Fort Valley State University is not responsible for any loss a student may incur as a result of tampering with sprinkler heads. A resident who knowingly or accidentally causes a sprinkler to activate may be charged for the repairs/cleanup and may be subject to judicial proceedings.

***Note: It is against federal and state laws to tamper with or interfere with life and safety equipment. Destroying fire exit signs, fire alarm boxes, and other safety items could lead to disciplinary action, and the resident may be charged for the repairs/cleanup.***

### ***Evacuation Plans***

#### ***General Procedures***

If smoke or a fire is discovered, the fire alarm must be activated immediately. Exit through the nearest door or stairway and proceed to the designated safe refuge area. If the nearest exit or exit stairwell is obstructed by smoke, fire, or other hazards, proceed to an alternate exit or exit stair- well. Do not use elevators. Once assembled outside at the Emergency Evacuation Assembly Point, Residential Life RLC's and RAs will account for all occupants and communicate with first responders if anyone is not accounted for and provide other information vital to safety and rescue. Building occupants shall not reenter the building until the Authority Having Jurisdiction gives the "all clear."

#### ***Reporting Fires***

To report a fire, students, employees, or visitors should call 911 or the Fort Valley State University Police Communications Center at (478) 825-6500 from any campus landline.

Alternatively, callers can dial (478) 825-6304 from a cellphone. Either option will ensure the quickest response and will also ensure that other Fort Valley State University personnel, as appropriate, are notified.

Additional protection is provided by University Campus Police Officers who are trained for initial response to fire incidents occurring at University facilities. Officers provide assistance in building evacuation and extinguishment/containment of small fires.

A Special Response Mobile Unit is available to Campus Police Officers at the University for response to emergencies. The mobile unit provides equipment and protective equipment for Officers to extinguish and control small fires involving ground cover, outdoor trash receptacles and other non-structural type fires.

In addition, laboratory safety and evacuation plans are also part of the Environmental Health and Safety mission. EHS is dedicated to maintaining the safety of our community by conducting annual inspections, plan reviews, and evacuation drills in all laboratories on campus.

## **Fire Statistics for Fort Valley State University**

### **On-Campus Student Housing Facilities**

#### **FIRES IN RESIDENTIAL FACILITIES 2014 TO 2016**

#### **Fire Statistics**

<b>Residential Facilities</b>	<b>Year</b>	<b># of Fires</b>	<b>Date</b>	<b>Time</b>	<b>Cause of Fire</b>	<b># of Injuries that Required Treatment at a Medical Facility</b>	<b># of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by Fire</b>
<b>Wildcat Commons 1</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Wildcat Commons 2</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Wildcat Commons 3</b>	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Wildcat Commons 4	2014	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0
	2016	0	0	0	0	0	0	0
Wildcat Commons 5	2014	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0
	2016	0	0	0	0	0	0	0
Wildcat Commons 6	2014	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0
	2016	0	0	0	0	0	0	0
Wildcat Commons 7	2014	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0
	2016	1	03/22 /2017	4:36 p.m.	Laptop	0	0	\$14,500
Ohio Hall	2014	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0
	2016	0	0	0	0	0	0	0

## Description of Fort Valley State University On-Campus Student Housing Fire Safety System-Residence Halls/Apartments

### RESIDENTIAL FACILITIES FIRE SAFETY SYSTEMS

Residential Facilities	Number of Floors	Fire Alarm Monitoring Done On Site (by FVSU PD)	Full Sprinkler System	Sprinklered Trash Chute	Smoke Detection	Heat Detector	Fire Extinguisher
Wildcat Commons 1	4	X	X	X	X	X	X
Wildcat Commons 2	4	X	X	X	X	X	X

<b>Wildcat Commons 3</b>	4	X	X	X	X	X	X
<b>Wildcat Commons 4</b>	4	X	X	X	X	X	X
<b>Wildcat Commons 5</b>	4	X	X	X	X	X	X
<b>Wildcat Commons 6</b>	4	X	X	X	X	X	X
<b>Wildcat Commons 7</b>	4	X	X	X	X	X	X
<b>Ohio Hall</b>	3	X	X	X	X	X	X

<b>Residential Facilities</b>	<b>Fire Alarm Pull Stations</b>	<b>Pressurized Stairwells</b>	<b>Emergency Generators</b>	<b>Emergency Lighting</b>	<b>Evacuation Plans / Movement Plans</b>	<b>Number of Evacuation (fire) drills each academic year</b>	<b>Protected Elevator Lobby</b>
<b>Wildcat Commons 1</b>	X	X		X	X	4	X
<b>Wildcat Commons 2</b>	X	X		X	X	4	X
<b>Wildcat Commons 3</b>	X	X		X	X	4	X
<b>Wildcat Commons 4</b>	X	X		X	X	4	X
<b>Wildcat Commons 5</b>	X	X		X	X	4	X
<b>Wildcat Commons 6</b>	X	X		X	X	4	X
<b>Wildcat Commons 7</b>	X	X		X	X	4	X
<b>Ohio Hall</b>	X	X		X	X	4	X

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

The University's Fire Safety Officer in collaboration with Environmental Health and Safety (EHS), in coordination with Residence Life and Housing and Food Service, provides annual training to Resident Assistants (RA) and Residence Life Coordinators.



*Topics addressed during this training include:*

- Fire prevention in the residence hall
- What to do in the event of a fire
- How to report a fire or other emergency
- How residence hall fire safety systems operate
- Resident Assistants and Residential Life Coordinators coordinate additional fire safety training and education programs for residence hall students, especially during and after fire drills.

### **IMPORTANT PHONE NUMBERS AND OTHER CONTACT INFORMATION**

**FVSU Police Dept.....478.825.6211 or 6500**  
**Counseling Center.....478.822.1035**  
**Dean of Students.....478.825.6290**  
**Residential Life.....478.825.6100**  
**Health Services.....478.825.6278**  
**Human Resources.....478.825.6301**  
**Title IX Office.....478.825.4284**

**Fire-Medical-Police.....911**  
**FVSU Judicial Affairs.....478.825.6258**  
**FVSU Outreach Services.....478.822.1036**  
**Medical Center Peach County...478.654.2000**  
**Warner Robins Police.....478.929.1170**  
**Peach Co. Sheriff Office.....478.825.8636**  
**FVSU Emergency Texting...911fvsu@fvsu.edu**