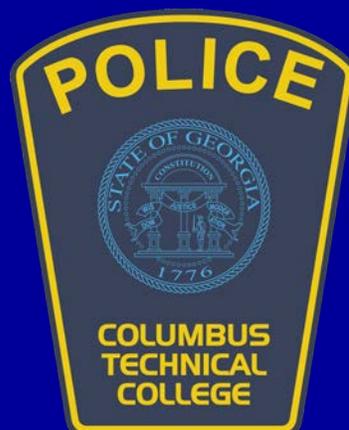


COLUMBUS TECHNICAL COLLEGE



2018 Annual Security Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly the Campus Security Act of 1990, requires Columbus Technical College to disclose to the public specific crime-related information on an annual basis. In compliance with this legislation, the college must report campus crime statistics, campus offenses, and security measures to all students and employees by October 1 of each year.



COLUMBUS TECHNICAL COLLEGE

Dear community members:



As President of Columbus Technical College, I want to reiterate that the safety and well-being of our students, faculty, and staff is our top priority. In an continuing effort to educate the community about what measures are being taken on a daily basis to make our college as safe as it can possibly be, we are offering this Annual Security Report. In it, you will find crime statistics for the last academic year, procedures, safety tips, and much more. Whereas this report is a requirement of the national Clery Act, it is also paramount that you know we embrace and encourage transparency.

While there is no such thing as a crime-free world, it is incumbent of all of us to do our part to protect ourselves.

Here are some things to remember:

- Be aware of your surroundings
- Report suspicious behavior
- Know and understand laws and your rights
- Support your law enforcement and first responders

Please know that Columbus Technical College has its own police department with post-certified officers who have full arrest capabilities. These men and women are in place to protect all members of the Columbus Tech family as well as visitors to our college. These officers work hard everyday to have an approachable and professional relationship with everyone on our our campus and at the various off-campus learning sites.

The annual Security Report stems from the collaboration of several individuals and departments here at Columbus Technical College including: Campus Police, Student Affairs, Administrative Services, the Title IX Coordinator, Academic Affairs, Adult Education, Human Resources, Community and College Relations, Institutional Effectiveness, and the Office of the President.

If you have any questions or suggestions regarding this publication, feel free to contact my office at 706-649-1837 or the Columbus Technical College Police Department at 706-649-1933.

Very Sincerely,



Lorette M. Hoover
President

COLUMBUS TECHNICAL COLLEGE

Dear Columbus Technical College Campus Community:



On behalf of the members of the Columbus Technical College Police Department, I want to thank you for your interest in our 2018 Annual Security Report. The 2018 Annual Safety and Security Report is published to inform you of Columbus Technical College's campus crime statistics, security policies and steps you can take to maximize your personal safety. The Columbus Technical College Police Department and Campus Administration are committed to providing the highest standard of professionalism and services. We are proud to be an integral part of Columbus Technical College's tradition of excellence. I encourage you to use the information provided in this report to promote your own awareness and to make the Columbus Technical College community a safe place.

The Columbus Technical College Police Department is responsible for ensuring the safety and security of the Columbus Technical College community from all hazards, including crime. The Columbus Technical College Police Department is a full service, professional law enforcement agency that is committed to providing a safe and secure educational environment for the students, staff, faculty and visitors. The Police Department is dedicated to the Community Policing Philosophy; providing pro-active service through inter-departmental and inter-agency collaboration to meet the ever-changing needs of the college community. We welcome input from the college community regarding security issues, needs, and concerns, and pledge to work as partners with the college community to provide quality police and security services.

I would encourage you to feel get to know the Police and Security Officers on the Columbus Technical College Campus. We are here to serve each of you by providing a safe and secure environment. Our officers are experienced, friendly, professional and go above and beyond regular police duties to serve you.

Please feel free to stop by my office in Patrick Hall, room P-206, call me at 706-649-1933 or email me at tlbarnes@columbustech.edu.

Regards,

Thomas L. Barnes BS, MPA
Chief of Police
Columbus Technical College

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Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly the Campus Security Act of 1990, requires Columbus Technical College to disclose to the public specific crime-related information on an annual basis. In compliance with this legislation, the college policy states we must report campus crime statistics, campus offenses, and security measures to all students and employees by October 1 of each year. According to policy crime statistics for the immediate area are obtained annually from the Columbus Police Department. Prospective students and employees shall receive either a copy of the report or a notice of its availability and a brief summary of its contents. The college may publish the report electronically, but the college must give students, employees, and potential students or employees a paper copy upon request and individually inform them of the availability of the report in electronic format.

ANNUAL SECURITY REPORT: Institutional Commitment to Prevention

Columbus Technical College is committed to providing a safe learning and working environment. In compliance with federal laws, we have adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence and stalking involving members of our campus community. These guidelines apply to all students, faculty staff, contractors and visitors.

The Columbus Technical College Campus Police is committed to the students, faculty, staff and parents. That's why we have prepared this booklet to inform students, faculty, staff and parents about our efforts to keep the campus more secure and to encourage students and employees to be responsible for their own security and the security of others.

ACCESSIBILITY OF INFORMATION

Columbus Technical College distributes a notice of availability regarding the Annual Security Report to all students, faculty, and staff by October 1 of each year. Anyone, to include prospective students, faculty, and staff, as well as the outside community, may obtain an electronic copy on the Columbus Technical College's website <https://www.columbustech.edu/why-ctc/campus-police.cms>. A printed copy of this report may also be obtained by contacting the Campus Police Chief at 706-649-1917.

NON-DISCRIMINATION STATEMENT

Columbus Technical College (CTC) is committed to maintaining a fair and respectful environment for work and study. To that end, and in accordance with federal and state laws, Technical College System of Georgia policy, and College policy, the College prohibits harassment of or discrimination against any person because of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, gender expression, ethnicity or national origin, religion, age, genetic information, disability, or veteran status by any member of the CTC Community on campus, in connection with a College program or activity, or in a manner that creates a hostile environment for members of the CTC community. Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal, expulsion, or termination from CTC. Every member of the CTC 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 College. Any student, faculty, staff, visitor and third party

with a complaint or concern that is related to these standards should contact the Madelyn Brown, Title IX Coordinator, at 706-649-1870, mnbrown@columbustech.edu, located in the W.G. Hartline Building, room 203. For information on ADA/Section 504, please contact Olive Vidal-Kendall, Section 504 Coordinator, at 706-649-1442, ovidal-kendall@columbustech.edu located in the W.G. Hartline Building, room 161.

REPORTING CAMPUS CRIMES AND EMERGENCIES

It's Up to Each of Us

Reporting crimes or emergencies is voluntary. Columbus Technical College has taken measures to ensure the safety and security of the campus community; however, the campus environment is not immune from criminal incidents that occur in the surrounding community. The College takes great pride in ensuring the campus community is one where students, faculty, staff, and visitors can work, study, and enjoy all that Columbus Tech has to offer. Ultimately, it is up to each of us to be aware of our surroundings and use reasonable judgment while on campus or attending a college function. It is also up to each of us to report any incident we may feel is against college policy or a threat to another individual.

Voluntary, Confidential Reporting. Reporting crimes or emergencies is voluntary. All crimes and emergencies should be accurately and promptly reported to the CTC Campus Police Department at **706-649-1933** when attending a CTC class or CTC sponsored function at an off-campus location. Columbus Technical College does not have any non-campus organizations or housing, but student organizations or the College may sponsor an event, at an off-campus facility. If a Campus Police Officer is not present, the local law enforcement agency will be responsible for responding to a crime or incident, and will report any problems to the Campus Police Department. All crimes should be reported to the Campus Police for the purpose of investigating the crime, making a timely warning report and for annual disclosure in the crime statistics.

Campus Police do not have a process for voluntary confidential reporting due to state open-records laws. If you are the victim of a crime and do not want to pursue action within the Technical College System of Georgia or within the criminal justice system, you may still want to consider making an anonymous report. You may contact the CTC Campus Police Department at **706-649-1933** to report a crime anonymously. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Confidential reports can be made to campus professional counselors. According to the 1998 amendments to the 20 U.S.C. Section 1092 (f), campus "professional counselors," when acting as such, are NOT considered to be a campus security authority and are NOT required to report crimes for inclusion into the annual disclosure of crime statistics. But, while in the course of their professional duties as a counselor (e.g., in a counseling session, assessment, crisis intervention session or a consultation situation), any Counseling Services professional staff member (e.g., licensed professional counselor, psychologist, social worker, or administrative assistant) who learns from a CTC student that s/he has been a victim of a crime will take the following steps:

1. The staff member will provide the student with information on procedures for reporting the crime to campus police.

- To report a crime or an emergency on campus, contact Campus Police at **706-649-1933**.
 - Anonymous reports of crime may also be made to the Campus Police. Counselors are encouraged, if and when they deem it appropriate, to inform persons they are counseling about the ability to report an incident to Campus Police for inclusion in the annual disclosure of crime statistics. They also educate their clients about the fact that CTC Campus Police does not allow voluntary confidential reporting because of state open records laws.
2. Counseling Services staff may choose to voluntarily report anonymous information about crimes disclosed during confidential counseling sessions to CTC Campus Police. All information reported to CTC Campus Police will be redacted to protect identities and will be used for the purposes of maintaining accurate crime statistics for inclusion in the CTC Annual Security Report, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Confidential Reporting Resources

Ombuds: The Director of Disability and Special Services serves as the campus Ombudsman. An Ombudsman provides confidential and informal assistance in the resolution of college related concerns, especially that have not been adequately addressed through normal procedures. The ombudsman is an independent person who attempts to provide an objective impartial review of all sides of an issue. The Office of Director of Disability and Special Services is located in the W.G. Hartline Building, room 161, phone: 706-649-1442.

Reporting to Campus Police. Accurate and prompt reporting of all crimes to the Campus Police Department and other appropriate law enforcement agencies is encouraged. The CTC Campus Police Department is open Monday through Thursday from 5:45am to 10:30pm and on some Fridays. There are several ways to contact the department for assistance:

Telephone. If you are on campus, dial extension 1933. If you are off campus, call 706-649-1933.

Email. For non-emergency questions, comments or concerns, email police@columbustech.edu.

In Person (Patrick Hall). The Campus Police Department main office is located in room 206 in Patrick Hall.

In Person (Wright Building). The Campus Police Department has an office in the Wright Building located in the main lobby on the 1st floor.

In Person (Hartline Building). The Campus Police Department has an office in the Hartline Building. Report to the Main Lobby information desk to speak with an officer in person.

In Person (Culinary Arts). The Campus Police Department has an officer assigned to the Culinary Arts Building at 2401 Hamilton Road when classes are in session.

Red flag reporting: Columbus Technical College has formed a Behavior Intervention Team

(BIT). The BIT is a cross-functional committee who review concerning/risky behaviors exhibited by students and employees to provide interventions and assistance to reduce/minimize crisis.

Response to Reports of Crimes. In response to filing a report with Campus Police, the department forwards incident reports involving students to the President’s Leadership Team for review and potential action by the Office of Student Affairs. Campus Police Officers make arrests when appropriate. Campus Police will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the President’s Leadership Team for review. Campus Police will contact local law enforcement agencies as appropriate if further assistance is required to respond to reported incidents.

Reporting to Other Campus Security Authorities. In addition to Campus Police, crimes and emergencies may be reported to certain College officials who are deemed Campus Security Authorities by Federal Law. These include the President’s Leadership Team, the Title IX Coordinator, and advisors to student organizations, to include some faculty members. If a crime is reported to any of these individuals, basic information about the type of crime and the location where it occurred will be shared with Campus Police for the purposes of investigation, Timely Warnings and inclusion in the Annual Security Report.

Additional Resources for Crime Victims. Columbus Technical College provides a variety of support and referral services to assist victims of crimes. The following offices/services may be contacted for assistance:

<i>Office of Vice President of Student Affairs</i>	706-649-1820
<i>Director of Disability and Special Services</i>	706-649-1442
<i>CARE Center (Counseling Services)</i>	706-649-1938
<i>Human Resources</i>	706-649-1883

ABOUT THE CTC CAMPUS POLICE DEPARTMENT

The CTC Campus Police Staff and Services

The CTC Campus Police Department maintains a force of Georgia POST certified police officers, whose duties include enforcing laws, preventing and investigating crimes, providing security, and encouraging safety awareness. Officers patrol the campus when classes are in session. Security Officers and Contract Security Officers provide additional security by patrolling parking lots and buildings, assisting motorists, and providing safety escorts. Security Officers and contract Security Officers do not have arrest powers. Only the power to detain until such time as a police officer arrives on scene. CTC does utilize off-duty Deputy Sheriff’s for special function security.

Officers’ Jurisdiction

According to Georgia state law, O.C.G.A. 20-8-2, on the campus of an educational facility, a campus policeman employed by such educational facility who is certified in accordance with O.C.G.A. 20-8-3 and when authorized by the governing body or authority of such educational facility shall have the same law enforcement powers, including the power of arrest, as a law enforcement officer of the local government with police jurisdiction over such campus. All CTC police officers have the power of arrest and the authority to enforce all state laws. In accordance with OCGA 20-4-39, campus policemen and other security personnel who are regular employees of the Technical College System of Georgia shall

have the power to make arrests for offenses committed upon any property under the jurisdiction of the Technical College System of Georgia and for offenses committed upon any public or private property within 500 feet of such property.

Specialized Training

All CTC law enforcement personnel annually receive in-service and specialized training in firearms qualifications, criminal-law procedures, first responder for medical emergencies, cardio-pulmonary resuscitation, Taser, patrol rifle, de-escalation, report writing and interpersonal communications.

Cooperation with other Law Enforcement Agencies

The CTC Campus Police department has established open lines of communication with nearby law enforcement agencies and maintains ongoing relationships with them so that information about criminal investigations may be exchanged and assistance may be obtained. A memo of understanding exists with the Muscogee County Sheriff's Office, which indicates that the sheriff's office will provide investigative support to the CTC Campus Police Department, when necessary. A memo of understanding exists with the Columbus Police Department, the local law enforcement with concurrent jurisdiction with the CTC Campus Police. Under the memo of understanding, the Columbus Police Department and the Muscogee County Sheriff's Office will assist in a local emergency, in the prevention or detection of violations of any law, in the apprehension or arrest of any person who violates a criminal law of this state, or in any criminal case if requested by CTC Campus Police. Contact with other local agencies is ongoing through officer memberships on various committees such as Columbus Office of Homeland Security and Chattahoochee Valley Law Enforcement Council.

TIMELY WARNING REPORTS – CRIME ALERTS

The CTC Campus Police is primarily responsible for determining the content and distributing a timely warning notice to the community, and such notifications are distributed via official CTC email and/or Everbridge mass notification software.

A timely warning notice is considered for distribution to the CTC community for all Clery Act crimes that are (1) reported to campus security authorities or local police and (2) determined by the institution to represent a serious or continuing threat to students and employees. Such reports shall be provided to students and employees in a manner that is timely, that withholds as confidential the names and other identifying information of victims, and will provide protective advice that will aid in the prevention of similar occurrences.

The decision to issue a timely warning shall be decided on a case-by-case basis. The decision is made by the Chief of Police or his designee considering all available facts, including whether the crime is considered to be a serious or continuing threat to students or employees. Certain specific information may be withheld from a warning if there is a possible risk of compromising law enforcement efforts. But if a crime occurs that would pose a serious or continuing threat to the CTC community, a timely warning notice would be distributed to the campus community. Timely warning notices are typically distributed to the CTC community via blast email and/or Everbridge mass notification software.

The Campus Police Chief or designee reviews all Campus Police incident reports to determine if there is an ongoing threat to the community and if the distribution of a timely warning notice is warranted. Timely warning notices may also be posted for other crime classifications, as deemed necessary. The Campus Police Chief or designee is primarily responsible for determining the content and distributing

a timely warning notice to the community, and such notifications are distributed via official CTC email and/or Everbridge mass notification software.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at Columbus Technical College. The CTC Emergency Operation Plan is designed to provide a resource for Columbus Technical College personnel, administrators, and students to assist with information and provide guidelines in planning and responding in a crisis. While the plan does not cover every conceivable contingency, it does provide the basic administrative guidelines necessary to cope with most campus emergencies.

All campus administrators, especially those whose responsibilities and authority include the operational areas specified in the plan, must adhere to these guidelines. Only those College administrators responsible for directing and/or coordinating emergency operations may approve exceptions to these crisis management procedures as required to fulfill the emergency response.

The Chief of Police who also serves as the College Emergency Operations Coordinator, will be responsible for annual review of these procedures with input from other key stakeholders on campus.

The CTC Emergency Operation Plan, located at <https://www.columbustech.edu/why-ctc/procedure-policies.cms> contains “best practices” and information about Emergency Guidelines for the campus community; College emergency procedures; pre-emergency planning and performance expectations; “shelter-in-place,” “secure-in-place” and evacuation guidelines; and local contingency and continuity planning requirements. College departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility.

Drills, Exercises and Training. The College conducts numerous emergency response exercises on campus each year, such as drills/exercises and tests of its emergency notification system, Everbridge mass notification, on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. The College tests aspects of the campus emergency notification system monthly. In addition to testing the emergency notification system, the College also conducts drills/ exercises with departments and agencies on and off campus. The drills/exercises listed below were conducted in 2017:



March 16, 2017: In-house active shooter training and drill for Campus Police at Patrick Hall. Muscogee County Sheriff’s Office officers participated.

March 30, 2017: All officers received CPR/AED training and certification.

April 18, 2017: Provided security awareness training for Health Science students.

May 12-13, 2017: GA POST certified officers attended Patrol Rifle training.

June 20, 2017: Active shooter tabletop with CTC Campus Police, MCSO, CPD, Columbus Fire and EMS.

July 12, 2017: Behavioral Intervention Team training.

August 29, 2017: Active shooter training and exercise conducted using faculty and staff as role Players. Faculty and staff were presented with a number of scenarios and tested for response.

November 3, 2017: GA POST certified officer attended Taser training.

November 16, 2017: Provided two *Campus Carry* briefings to students.

Campus Police and College faculty and staff have received training in Incident Command and Responding to Critical Incidents on Campus. As well as other required NIMS training. This training is available to anyone at CTC. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually Campus Police, local law enforcement agencies, local fire responders and emergency medical services. All departments typically respond and work together to manage the incident. Depending on the nature of the incident, other College departments and local or federal agencies could also be involved in responding to the incident. General information about the emergency response and evacuation procedures for Columbus Technical College are publicized each year as part of the institution's Clery Act compliance efforts (CTC's Annual Security Report publication). That information is available on the CTC website at <https://www.columbustech.edu/why-ctc/procedure-policies.cms>.

What it Means to Shelter-in-Place

Sheltering in provides protection from external hazards, minimizes the chance of injury and/or provides the time necessary to allow for a safe evacuation. This should be done by selecting a small, interior room if possible, with no or as few windows as possible. When authorities issue directives to shelter-in-place, do not walk outdoors; take refuge indoors immediately.

A shelter-in-place order may be issued for several reasons:

- Severe weather
- Hazardous materials
- Or any situation where there is a direct environmental threat and it is best for you to stay where you are to avoid any outside threat.

When this occurs:

1. Remain CALM.
2. Faculty should recommend students and others not to leave or go outside.
3. If in a residence hall room that is safe, remain there.
4. Select a small interior room with no or few windows as possible.
5. Close all windows, exterior doors, and any other openings that lead to the outside.
6. Stay away from all windows and doors.
7. Building maintenance personnel or trained crisis coordinators should shut down all building ventilation fans and air conditioners, when and if appropriate.
8. Select interior room(s) on the ground floor, with the fewest window or air vents.
9. Room(s) should have adequate space for everyone to be able to sit down comfortably.
10. Avoid overcrowding by selecting several rooms when necessary.
11. Remain alert for instructions and updates as they become available from the emergency personnel and college administrators.

Response to an act of violence on campus:

Columbus Technical College is committed to the protection of its students, staff, and faculty against acts of violence. Acts of violence could include, but are not limited to, active shooter situations, hostage

situations, work-place violence, and terrorism. Such acts of violence have occurred on multiple campuses across the nation. These incidents have happened with little or no warning on campus or in close proximity to campus. Violent situations are oftentimes dynamic and evolve rapidly, demanding immediate notification of first responders and quick responses to protect the innocent.

In the event of an act of violence situation, individuals are encouraged to follow the “Run, Hide, Fight” concept considering these procedures:

1. Remain as calm as possible
2. Determine your course of action. The best way to survive an active shooter incident is to not be where the shooter is and to not go where he or she can see you. You have two choices:
 - a. Evacuate (Run)
 - i. Exit the building immediately, if it is safe to do so
 - ii. Move quickly to a safe location away from the incident
 - iii. Leave belongings behind that will slow you down
 - iv. When you see police vehicles, move toward them when it is safe to do so with your hands on your head and presenting no threat to them
 - v. Follow the directions of any emergency responders you encounter
 - b. Secure-in-Place (Hide)
 - i. Go to the nearest room or office
 - ii. Close, lock, and barricade the door with any heavy furniture possible
 - iii. Cover windows, if possible
 - iv. Turn out the lights, if possible
 - v. Silence all noise-producing sources, including your cell phones
 - vi. If you can provide any valuable information to the responding units, such as the whereabouts of the shooter, call 706-649-1933 or dial 911.
3. If you are in a room with others, spread out in the room, keep quiet, and determine a plan of attack if an armed person enters your room.
4. If you are faced with a shooter, you have a choice to make, and only you can make the choice. You can stay still and hope they don't shoot you, run for an exit while zigzagging, or even attack the shooter (Fight). This is very dangerous. A moving target is much harder to hit than a stationary one and the last thing the shooter will expect is to be attacked by an unarmed person. Any option you choose may still result in a negative consequence.
5. If someone near you has a life-threatening injury, and it is possible for you to safely provide first aid, do so up to but not exceeding your level of training.



How to evacuate:

At the sound of a fire alarm or if you are instructed to evacuate, leave your area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify Campus Police 706-649-1933 or 911.

1. Remain CALM.

2. Do NOT use elevators. Use the stairs.
3. Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform Campus Police or the responding Fire Department of the individual's location.
4. Proceed to a clear area at least 150 feet away from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Muster and Head Count

Individuals in leadership positions should attempt to account for students, faculty, staff and visitors who are under their supervision at the time of the evacuation. Those positions may include:

- Faculty or instructors in the classroom
- Office managers
- Supervisors

Once you have assembled at your designated meeting place, conduct a reasonable accounting of personnel. Inform Campus Police if someone is unaccounted for or if you suspect someone did not exit the building, and inform them of the missing person's last known whereabouts.

Emergency Notification to the Community about an Immediate Threat

CTC will immediately distribute emergency notification warnings to the campus community upon confirmation of a significant emergency or dangerous situation on campus involving an immediate threat to the health or safety of students or staff, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Examples of emergencies that may warrant such a notification include but are not limited to: an active shooter on campus, hostage/barricade situation, a riot, credible bomb threat, a tornado, a fire/explosion, suspicious death, structural damage to a college-owned or controlled facility, significant flooding, a large gas leak, or a significant hazardous material release.



The Chief of Police, or his designee, is primarily responsible for making the recommendation to the Vice President of Operations for initiation of the primary communication system, which is the Everbridge Mass Notification System, or in the event of an immediate need, determining the segment of the community to receive the notification (if the threat is limited to a particular building or segment of the population) and activating the system to all students and employees registered after confirming a significant emergency or dangerous situation has indeed occurred. The Everbridge Mass Notification System is a voluntary enrollment system. In the event students, staff and faculty do not want to receive such notifications, then they have the option to opt out.

Emergencies on campus are typically confirmed by Campus Police, in consultation with other

offices, such as the, VP of Operations, the National Weather Service and/or responding law enforcement or fire departments. The Campus Police Department is also authorized to activate the system in an emergency situation.

The Campus Police Department will determine the content of the notification by selecting from the templates existing in the Everbridge system based on the emergency type and may alter language based on the facts and circumstances. The Chief of Police or his designee will then notify the Executive Director of Community & College Relations who, in turn, will notify local media outlets to provide information to the larger community. The Chief of Police or his designee will be responsible for disseminating the following notifications using some or all of the below listed systems when activation is required and to providing follow-up information regarding the emergency as needed:

- Activate the Everbridge Emergency Notification System (text, email, telephone calls to registered users)
- Deploy the ALERTUS emergency broadcast alert desktop override system. The content of the message and activation of this system is the responsibility of the Chief of Police or his designee.
- Post closure or other information on the CTC webpage www.columbustech.edu. The content of the message is determined by the VP of Operations and/or the Chief of Police or his designee.
- Digital Signage. The content of the message and activation of this system is the responsibility of the VP of Operations and/or the Chief of Police. Digital signage activation occurs through the same medium as the ALERTUS system.

SECURITY OF AND ACCESS TO COLLEGE FACILITIES

The Building Maintenance Department maintains college buildings and grounds with concern for safety and security. This department inspects campus facilities regularly and promptly makes repairs. Students and employees must call the Columbus Technical College Campus Police at (706) 649-1933 to report any hazard. The Building Maintenance Department and Campus Police routinely inspects college facilities to review lighting and environmental safety.

While classes are in session, Columbus Technical College, is open to students, parents, employees, contractors, guests and invitees. During normal business hours and into the evening hours for night classes and activities, access to CTC facilities is through unlocked doors or key locks, along with a card access system deployed at CTC, where applicable. After regular hours, which includes when classes and events are completed, CTC Campus Police Officers and Security Officers make rounds and secure doors by locking them. Persons wanting to enter a building after-hours must have prior approval from the VP of Operations and/or Campus Police. In the case of periods involving extended closing times, the College will admit only those with prior approval from the VP of Operations and/or Campus Police to enter the facilities.

Security cameras are placed at strategic locations around the campus. Specific building interior corridor facilities have interior cameras focused on areas of higher risk, such as facility entrances, elevators and telecommunication rooms. These cameras are not actively monitored, but all footage is saved on a digital feed. Cameras are checked routinely through visual confirmation to ensure the component is working via the central monitoring station located in both Patrick Hall and the Wright Building. Campus Police Officers and Security Officers regularly patrol all campus facilities to maintain

security and inspect doors and locks to ensure they are properly maintained.

Upon College closure due to inclement weather (e.g., snow or icy conditions) or other instances when “sheltering-in” is required, CTC employees may stay in a building after it has been locked. In certain instances of severe weather that do not require a campus closure (e.g., tornado warning), egress from campus buildings will be discouraged, and all employees will be asked to gather in their designated storm-shelter areas.

Security Considerations for the Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. CTC Campus Police Officers regularly patrol the campus and report malfunctioning lights and other unsafe physical conditions to the Building Maintenance Department for correction. Other members of the College community are helpful when they report equipment problems to Building Maintenance.

SECURITY AWARENESS AND CRIME PREVENTION EDUCATION AND PROGRAMMING ON CAMPUS

Workshops and presentations on security awareness and crime prevention programs are sponsored by various departments throughout the year. These workshops and programs are intended to educate the campus community about campus safety and security procedures.

Crime Prevention Education

The CTC Campus Police Department facilitates on average 10 crime prevention programs for students, staff, faculty, orientation, seminar courses, and campus organizations. These programs cover topics such as Crime Prevention, Community and Law Enforcement Interaction Safety, Active Shooter Response, Campus Carry Seminars, Workplace Violence Prevention and Campus Safety Procedures. Any member of the campus community can schedule a training or learn more about the trainings available by contacting the Chief of Police at 706-649-1933 or via email at police@columbustech.edu; make the subject line “Security Awareness Training”.

Crime Prevention Tips

The following are some safety measures that could keep you from becoming a crime victim:

When you are driving

- When you park, lock car doors and trunk and take your keys.
- Store valuables out of sight in a locked trunk or glove compartment.
- Park in well-lit areas.
- If possible, don't drive alone. There is safety in numbers.
- Don't pick up hitchhikers.
- Check inside and underneath the car before getting in.
- If you see blue lights on the car behind you, do not pull over until you are in a well-lit, populated area. The police officer will understand your concerns.

If you are walking

- Don't walk alone.



- Use public, well-lit walkways.
- Avoid dark, isolated areas.
- Look alert and hold your keys in your hand when you are walking to your car.
- Carry only necessary cash and credit cards.

If you are being followed

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

If you are alone in an office or classroom

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

Preventing theft on campus

- Keep cash, checks, credit cards and books with you at all times. Never leave them unattended.
- Write your name and student ID number, in pen, inside your books.
- Keep your car locked at all times to prevent theft of stereos, CD players, GPS devices and iPods.
- Store computers, lab equipment and audio visual equipment, when not in use, in a locked office or classroom.

Keeping the campus safe

- Report suspicious or criminal activity to the Campus Police.
- Use locks on lockers and bicycles.
- Attend crime-prevention programs.
- Take responsibility to protect yourself and your fellow students.

Non Campus Student Organizations (Not Applicable)

Columbus Technical College has no non-campus locations of student organizations officially recognized by the institution, and no student organizations with non-campus housing facilities.

CTC'S RESPONSE TO SEXUAL AND GENDER VIOLENCE

Columbus Technical College does not discriminate on the basis of sex or gender in any of its education or employment programs and activities. Columbus Technical College will not tolerate sexual misconduct, which is prohibited, and which includes, but is not limited to, domestic violence, dating violence, sexual assault, sexual exploitation, sexual harassment, and stalking. Columbus Technical College strongly encourages members of the community to report instances of sexual misconduct promptly. These policies and procedures are intended to ensure that all parties involved receive appropriate support and fair treatment, and that allegations of sexual misconduct are handled in a prompt, thorough and equitable manner.

For a complete copy of Columbus Technical College's policy governing sexual misconduct, visit the [Columbus Technical College Student Handbook – Student Code of Conduct](#).

A. Definitions

There are numerous terms used by Columbus Technical College in our Sexual Misconduct Policy.

Consent: Columbus Technical College Sexual Misconduct Policy defines consent as words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion, by ignoring or acting in spite of objections of another, or by taking advantage of the incapacitation of another, where the respondent knows or reasonable should have known of such incapacitation. Consent is also absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Minors under the age of 16 cannot legally consent under Georgia law.

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

Sexual Assault: An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI’s Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

In Georgia, O.C.G.A. 16-6-5.1, sexual assault is defined as “sexual contact” that is perpetrated by “a person who has a supervisory or disciplinary authority over another individual.” More specifically, sex offenses are defined individually in the Georgia State Code. CTC defines Sexual Assault in the Sexual Misconduct Policy as follows:

Sexual assault is 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.

Rape: Defined in the FBI’s Uniform Crime Reporting system as 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.

Georgia State code 16-6-1 states:

(a) A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The fact that the person allegedly raped is the wife of the defendant shall not be a defense to a charge of rape. Rape is punishable by death, life imprisonment with or without parole, or a minimum of 25 years’ imprisonment, followed by probation for life.

Fondling: Defined in the FBI’s Uniform Crime Reporting system as touching of the private parts of another person for the purposes of sexual gratification, without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Georgia State code 16-6-22.1 defines fondling (Sexual Battery) as follows:

*(a) For the purposes of this Code section, the term "intimate parts" means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female.
(b) A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of*

that person.

Incest: Defined in the FBI's Uniform Crime Reporting system as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Georgia State code 16-6-22 defines incest as follows:

A person commits the offense of incest when such person engages in sexual intercourse or sodomy, as such term is defined in Code Section 16-6-2, with a person whom he or she knows he or she is related to either by blood or by marriage as follows: (1) Father and child or stepchild; (2) Mother and child or stepchild; (3) Siblings of the whole blood or of the half-blood; (4) Grandparent and grandchild; (5) Aunt and niece or nephew; or (6) Uncle and niece or nephew.

Statutory Rape: Defined in the FBI's Uniform Crime Reporting system as a non-forcible sexual intercourse with a person who is under the statutory age of consent.

Georgia State code 16-6-3 defines statutory rape as follows:

A person commits the offense of statutory rape when he or she engages in sexual intercourse with any person under the age of 16 years and not his or her spouse, provided that no conviction shall be had for this offense on the unsupported testimony of the victim.

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

The State of Georgia does not have any specific law regarding Domestic Violence. If a crime of battery occurs and the elements listed in the above definition exist regarding the relationship between the perpetrator and the victim, then it is indicated on the arrest warrant under O.C.G.A. 19-13-1 referred to Family Violence.

Dating Violence: Means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the alleged victim; and where the existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

The State of Georgia does not have any specific law regarding Dating Violence. If a crime of battery occurs and the elements listed in the above definition exist regarding the relationship between the perpetrator and the victim, then it is indicated on the arrest warrant.

Stalking: The term "stalking" means 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(i) fear for the person's safety or the safety of others; or

(ii) Suffer substantial emotional distress.

2) For the purposes of this definition:

(i) Course of conduct means two or more acts, including, but not limited to, acts 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 a person's property.

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

(iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

3) For the purposes of complying with the requirements of this section, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Georgia State code 16-5-90 defines stalking as follows:

(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.

B. Education and Prevention Programs

Columbus Technical College is required to provide education and prevention programs to educate the

campus community on sexual assault and violence, intervention, and reporting. These programs are intended to end sexual violence through the encouragement of positive behaviors. Listed below are the educational programs available:

Haven – an online program for students that addresses the critical issues of sexual assault, relationship violence, stalking, and sexual harassment.

AlcoholEdu for College – an interactive online program designed to reduce the negative consequences of alcohol amongst students.



Haven for Faculty and Staff – a web-based, interactive training program for faculty and staff that includes scenarios and examples they may face around sexual assault, domestic violence, and sexual harassment.

All new students are introduced to the Haven and AlcoholEdu programs during New Student Orientation. These programs are a part of the First Semester Seminar Course, required for all students prior to graduation curriculum. Newly hired employees are required to complete the Haven for Faculty and Staff program. Every employee of the college is required to complete annual trainings pertaining to harassment.

C. Procedures for Reporting a Complaint

Columbus Technical College has established procedures to address unlawful harassment (including sexual harassment and sexual violence), discrimination and retaliation. All students and employees are encouraged to report events of unlawful harassment, discrimination, sexual violence and/or retaliation (prohibited conduct) against themselves or others. Reports will be treated in an expeditious and confidential manner. Victims have the right to file or not file a criminal complaint for sexual violence with the local law enforcement authorities before, during, or after filing a complaint with the college. Counseling and referral services are available. The college will assist with remedies to prevent contact between a complainant and an accused party, such as academic and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to the Campus Police or local law enforcement. Students and employees should contact the Campus Police Department at 706-649-1933 or the Office of the Vice President of Student Affairs at 706-649-1820.

After an incident of sexual violence, the victim should consider seeking medical attention as soon as possible. If victims seek counseling, they may contact the CARE Center at 706-649-1938.

Procedures Victims Should Follow. If you are a victim of sexual violence, call the Campus Police, at 706-649-1933 or dial 911 to activate the SANE program. Victims do not have to press charges. By having a rape kit completed to collect evidence at the time of the assault, victims can press charges at a later date.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault,

domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards/investigators or police. Although the college strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The College will assist any victim with notifying local police if they so desire. The Columbus Technical Campus Police may also be reached directly by calling 706-649-1933, in person at Patrick Hall, room P-206. Additional information about the Campus Police department may be found online at <https://www.columbustech.edu/why-ctc/campus-police.cms>.

Victims of sexual harassment, domestic violence, dating violence, sexual assault, or stalking should report the incident promptly to the Title IX Coordinator, Madelyn Brown, 706-649-1870, mnbrown@columbustech.edu and to Campus Police (if the victim so desires). The college will provide resources on campus, off campus, or both, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

Once an individual makes a complaint, or receives notice that a complaint has been made against him or her, that individual should receive information about support services, such as counseling, academic support, and disability services, as is available at the institution.

Upon receipt of any allegation of sexual harassment, domestic violence, dating violence, sexual assault or stalking, the college will follow the procedures listed below:

1. The Technical College System of Georgia has created a centralized investigatory process involving Title IX complaints. The State-Wide Title IX Investigator will be responsible for conducting Title IX investigations for complaints at all TCSG institutions.
2. The local Title IX Coordinator and State-Wide Title IX Investigator will work in tandem to facilitate a fair and equitable investigation into allegations of sex discrimination. It is incumbent on the local Title IX Coordinator to accurately identify and report these complaints.
3. The State-Wide Title IX Investigator assists the TCSG Title IX Equity Coordinator in conducting annual trainings for the local Title IX Coordinators and other pertinent staff as part of TCSG's compliance requirement. At a minimum, all investigators will receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
4. The TCSG Title IX Investigator will confirm that the complaint is a Title IX allegation and conduct a prompt, fair, and equitable investigation in conjunction with the local Title IX Coordinator to be completed within 30 business days of the original complaint report date.
5. A complaining party will be notified within 5 business days of receipt of the complaint if the complaint does not specify facts sufficient to allege unlawful discrimination, harassment, sexual violence or retaliation and that a formal investigation will not be conducted pursuant to this procedure. The complaining party may appeal the decision in writing to the president within 5 business days of receiving the notice. The president's decision will be final.

6. Individuals designated to investigate or recommend corrective actions in response to allegations will be trained on issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct investigations in a manner that protects the safety of victims and promotes accountability. Individuals assigned as the investigator for a particular incident shall disclose to the president any relationship with the parties that could call into question their ability to be objective prior to taking any action with respect to the investigation. The president will reassign alternate individuals if necessary.
7. Investigations will be conducted by gathering relevant information and interviewing appropriate witnesses. Both the complaining party and the respondent (the parties) will be given equal opportunity to identify witnesses and offer evidence in person or in writing. Best efforts will be made to interview all witnesses identified by the parties. Both the complaining party and the respondent may be accompanied by an advisor of his or her choice. However, the advisor may not speak on behalf of the party.
8. The college will evaluate the information collected during the investigation and determine whether a preponderance of the evidence substantiates that unlawful harassment sexual violence and/or unlawful retaliation has occurred.
9. Investigations and summary findings will be documented appropriately.
10. No later than 10 business days after completion of an investigation, both of the parties will be simultaneously provided the findings in writing.
11. Any information prohibited from disclosure by law or policy will be redacted from any documents prior to distribution.

Corrective Actions

1. The College will take all reasonable steps to prevent unlawful retaliation against complainants and any other individuals participating in investigations under this procedure.
2. If prohibited conduct is determined to have occurred following the investigation, the college, through the appropriate officials, shall implement steps to prevent a recurrence and to correct the discriminatory effects on the complaining party and others as appropriate. Steps may include, but are not limited to, mandating training or evaluation, disciplinary sanctions, policy implementation or reassignment of students or employees.
3. Should recommended disciplinary sanctions involve academic suspension or expulsion, the matter must be referred to the Vice President of Student Affairs, as provided by the college's Student Code of Conduct and Disciplinary Procedure.
4. Individuals who are responsible for conducting investigations or proposing sanctions under this procedure should not also serve as reviewing officials or hearing officers in the appeal of sanctions arising from an investigation. Even in the absences of sufficient evidence to substantiate a finding that unlawful discrimination, unlawful harassments, sexual violence or retaliation has occurred, Columbus Technical College will address any inappropriate conduct and take all reasonable steps to prevent any future unlawful discrimination, harassment, sexual violence or retaliation.

Disciplinary Hearing, Decision, and Recommendation

1. Disciplinary Hearings are for College purposes only and are not tied to or part of the legal system. Complainants wishing to press charges, must do so through the local police.
2. Disciplinary Hearings are private but both the complainant and respondent may be accompanied to any related meeting or proceeding by the advisor of their choice. However, the advisor may not speak on behalf of the party.
3. Whether or not a criminal prosecution occurs, Columbus Technical College retains the right to proceed with a disciplinary action at any time a preponderance of the evidence is present, and the

College need not await the disposition of any such criminal prosecution. Any of the sanctions listed below may be applied by Columbus Technical College against students found responsible for sexual assault, sexual misconduct domestic violence and dating violence or stalking or complicity of these offenses. The type and number of sanctions applied will depend on the severity of the offense. After a determination that a student has violated the Student Code of Conduct, the Vice President for Student Affairs or the College President's designee may impose, without referral to the Hearing Body, one or more of the following sanctions:

- **Restitution** – A student who has committed an offense against property may be required to reimburse the technical College or other owner for damage to or misappropriation of such property. Any such payment in restitution shall be limited to the actual cost of repair or replacement.
- **Reprimand** – A written reprimand may be given to any student. Such a reprimand does not restrict the student in any way, but it signifies to the student that he/she is in effect being given another chance to conduct himself/herself as a proper member of the technical College community, and that any further violation may result in more serious sanctions.
- **Restriction** – A restriction upon a student's privileges for a period of time may be imposed. This restriction may include but is not limited to denial of the right to represent the technical College in any way, denial of use of facilities, alteration or revocation of parking privileges, or restrictions from participating in extracurricular activities.
- **Disciplinary Probation** – Continued enrollment of a student on probation may be conditioned upon adherence to specified terms. Any student placed on probation will be notified of the terms and length of probation in writing. Any conduct determined after due process to be in violation of these terms while on probation may result in the imposition of more serious disciplinary sanctions, as specified by the terms of probation.
- **Failing or lowered grade** – In cases of Academic Misconduct, the Vice President for Student Affairs or the technical College president's designee will make a recommendation to the Vice President for Academic Affairs or his/her designee who may authorize the instructor to award a failing or lowered grade in the course, or a loss of credit on the assignment or examination.
- **Disciplinary Suspension** – If a student is suspended, he/she is separated from the technical College for a stated period of time. Conditions of reinstatement, if any, must be stated in the notice of suspension. After a determination that a student has violated the Student Code of conduct, the Vice President for Student Affairs or the technical College president's designee may recommend the imposition of one of the following sanctions if appropriate.
- **Disciplinary Expulsion** –Removal and exclusion from the technical College, any of the College controlled facilities, programs, events, and activities. A record of the reason for the student's dismissal is maintained by Vice President for Student Affairs or the technical College president's designee. Students who have been dismissed from the technical College for any reason may apply in writing to the Vice President for Student Affairs for reinstatement twelve (12) months following the expulsion. If approval for reinstatement is granted, the student will be placed on disciplinary probation for a specified term. The probationary status may be removed at the end of the specified term at the discretion of the Vice President for Student Affairs or the technical College president's designee.
- **System-Wide Expulsion** – Where a student has been expelled or suspended three times from the same or different Colleges in the Technical College System of Georgia in the past seven years, the student will not be permitted to register at any College in the Technical College System of Georgia for a period of ten years after the most recent

expulsion/suspension. Notification shall be sent to the student and the person(s) who initially filed the complaint.

Employee Sanctions: If the results of the investigation find an employee responsible for sexual assault, sexual misconduct domestic violence and dating violence or stalking or complicity of these offenses, the President shall promptly take any necessary action to ensure the conduct is not repeated. Actions may include, but not be limited to, mandated training, issuance of disciplinary actions, or dismissal from employment.

Reviews and Dispositions

1. Any of the parties to a complaint under this procedure may request a review of the investigative findings within 5 business days of receiving notice of the investigative results by submitting a written request to the president.
2. The president shall review all investigations conducted under this procedure and ensure that the appropriate corrective actions have been implemented.
3. Within 10 business days of receiving a request for a review of the investigative findings, the president of the college will notify the parties in writing his/her final determination, including any change in the result of the findings. The notice will inform the parties they have a right to appeal the determinations to the Technical College System of Georgia's Office of Legal Services by submitting a written request within 3 business days by regular mail or email to one of the following:

Technical College System of Georgia
Office of Legal Services
1800 Century Place, NE
Suite 400
Atlanta, GA 30345
OR
unlawfulharassment@tcsge.edu

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

D. Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. The college will also assist the victim in notifying law enforcement, if requested, by providing contact information to the victim, or by contacting law enforcement and reporting the incident.

Students and employees are notified about existing counseling services and special services during the new student or employee orientation presentations. Students and employees receive pamphlets to provide information on the services offered both on campus and the community to assist with counseling services, health, mental health, victim advocacy, legal assistance, and visa and immigration assistance. During orientation, students and employees are provided printed handbooks with information on services of the CARE Center and the Employee Assistance Program. Pamphlets and flyers are available throughout the campus to provide students with information on support services and

programs available on campus and off-campus to include contact information for the National Human Trafficking Resource Center, the local Sexual Assault Support Center, and the Columbus Alliance for Battered Women organization.

According to the Georgia Crime Victims' Bill of Rights statute 17-17-1, a victim of domestic violence, dating violence, sexual assault or stalking has the following rights:

1. The right to reasonable, accurate, and timely notice of any scheduled court proceedings or any changes to such proceedings;
2. The right to reasonable, accurate, and timely notice of the arrest, release, or escape of the accused;
3. The right not to be excluded from any scheduled court proceedings, except as provided in this chapter or as otherwise required by law;
4. The right to be heard at any scheduled court proceedings involving the release, plea, or sentencing of the accused;
5. The right to file a written objection in any parole proceedings involving the accused;
6. The right to confer with the prosecuting attorney in any criminal prosecution related to the victim;
7. The right to restitution as provided by law;
8. The right to proceedings free from unreasonable delay; and
9. The right to be treated fairly and with dignity by all criminal justice agencies involved in the case.

Further, Columbus Technical College complies with Georgia law in recognizing temporary protective orders (TPO). Any person who obtains a temporary protective order from Georgia or any reciprocal state should provide a copy to Campus Police and the Office of the Title IX Coordinator. A complainant may then meet with Campus Police to develop a Safety Action Plan, which is a plan for Campus Police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home. The College cannot apply for a temporary protective order for a victim. The victim is required to apply directly for these services. The following is information regarding how to obtain a temporary protective order from the Muscogee County Courts:

Who is Eligible to Apply for a TPO?

Before an application for a TPO can be made, an act of family violence or stalking must have occurred. The following parties are eligible to apply:

- Spouses (present or past)
- Parents of the same children
- Parents and children
- Step-parents and step-children
- Foster parents and foster children
- Persons living or formerly living in the same household

How is a TPO Obtained?

The first step in obtaining a TPO is the application process. The application process begins at the Superior Court Clerk's Office located at 100 10th St., Columbus, Ga. 31901, Government Center 2nd floor.

The Deputy Clerks will direct provide the necessary paperwork for parties seeking temporary protective orders.

The College Campus Police may issue a criminal trespass warning, if deemed. To the extent of the victim's cooperation and consent, college offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal college investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20)). Further, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

Confidentiality

The College does not publish the name of crime victims nor house identifiable information regarding victims in the Campus Police Departments Daily Crime Log or online. The College does not maintain any public directory information on students, but does have public directory information on faculty and staff. Victims may request that directory information on file be removed from public sources.

The College upon written request, will disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

Resources for victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking

On-Campus Resources:

<i>Office of Vice President of Student Affairs</i>	<i>W.G. Hartline Building, Room 173</i>	<i>706-649-1820</i>
<i>Director of Disability and Special Services</i>	<i>W.G. Hartline Building, Room 161</i>	<i>706-649-1442</i>
<i>CARE Center (Counseling Services)</i>	<i>Carl Patrick Hall, Room 600</i>	<i>706-649-1938</i>
<i>Title IX Coordinator</i>	<i>W.G. Hartline Building, Room 203</i>	<i>706-649-1883</i>
<i>Campus Police</i>	<i>Carl Patrick Hall, Room 206</i>	<i>706-649-1933</i>

Off-Campus Resources

Local Police 911

Sexual Assault Support Center, Inc.
2027 6th Ave Ste C, Columbus 31904 706-571-6010

Hope Harbour

2928 Pecan St, Columbus 31906

706-221-4774

Columbus Alliance for Battered Women

706-256-0237

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://rainn.org> – Rape, Abuse and Incest National Network

<http://www.justice.gov/ovw/sexual-assault> – Department of Justice

<http://www2.ed.gov/about/offices/list/ocr/index.html> – Department of Education, Office of Civil Rights

<http://www.gnesa.org> – STATE Coalition Against Rape

<http://gcadv.org> – STATE Coalition Against Domestic Violence

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt. Below is a list of some ways to be an active bystander:

Create a distraction

Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place.

Ask directly

Talk directly to the person who might be in trouble.

Refer to an authority

Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation.

Enlist others

It can be intimidating to approach a situation alone. Enlist another person to support you.

Your actions matter

Whether or not you were able to change the outcome, by stepping in you are helping to change the way people think about their role in preventing sexual assault.

Risk Reduction

The following tips may reduce your risk for many different types of crimes, including sexual violence (taken from Rape, Abuse & Incest National Network, rainn.org).

1. **Know your resources.** Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus health center, campus police station, and a local sexual assault service provider. Notice where emergency phones are located on campus, and program the campus security number into your cell phone for easy access.
2. **Stay alert.** When you're moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus security for an escort. If you're alone, only use headphones in one ear to stay aware of your surroundings.
3. **Be careful about posting your location.** Many social media sites, like Facebook and Foursquare, use geolocation to publicly share your location. Consider disabling this function and reviewing other [social media settings](#).
4. **Make others earn your trust.** A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.
5. **Think about Plan B.** Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can't use a credit card? Do you have the address to your dorm or college memorized? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?
6. **Be secure.** Lock your door and windows when you're asleep and when you leave the room. If people constantly prop open the main door to the dorm or apartment, tell security or a trusted authority figure.
7. **Have a code word.** Develop a code with friends or family that means "I'm uncomfortable" or "I need help." It could be a series of numbers you can text, like "311." It might be a phrase you say out loud such as, "I wish we took more vacations." This way you can communicate your concern and get help without alerting the person who is pressuring you.
8. **Think of an escape route.** If you had to leave quickly, how would you do it? Locate the windows, doors, and any other means of exiting the situation. Are there people around who might be able to help you? How can you get their attention? Where can you go when you leave?

Safety in social settings

You can take steps to increase your safety in situations where drinking may be involved. These tips can help you feel more safe and may reduce the risk of something happening, but, like any safety tips, they are not foolproof. It's important to remember that sexual assault is never the victim's fault, regardless of whether they were sober or under the influence of drugs or alcohol when it occurred.

1. **Make a plan.** If you're going to a party, go with people you trust. Agree to watch out for each other and plan to leave together. If your plans change, make sure to touch base with the other people in your group. Don't leave someone stranded in an unfamiliar or unsafe situation.
2. **Protect your drink.** Don't leave your drink unattended, and watch out for your friends' drinks if

you can. If you go to the bathroom or step outside, take the drink with you or toss it out. Drink from unopened containers or drinks you watched being made and poured. It's not always possible to know if something has been added to someone's drink. In [drug-facilitated sexual assault](#), a perpetrator could use a substance that has no color, taste, or odor.

3. **Know your limits.** Keep track of how many drinks you've had, and be aware of your friends' behavior. If one of you feels extremely tired or more drunk than you should, you may have been drugged. Leave the party or situation and find help immediately.
4. **It's okay to lie.** If you want to exit a situation immediately and are concerned about frightening or upsetting someone, it's okay to lie. You are never obligated to remain in a situation that makes you feel uncomfortable, [pressured](#), or threatened. You can also lie to help a friend leave a situation that you think may be dangerous. Some excuses you could use are needing to take care of another friend or family member, an urgent phone call, not feeling well, and having to be somewhere else by a certain time.
5. **Be a good friend.** Trust your instincts. If you notice something that doesn't feel right, it probably isn't.
6. **Know what you're drinking.** Don't recognize an ingredient? Use your phone to look it up. Consider avoiding large-batch drinks like punches or "jungle juice" that may have a deceptively high alcohol content. There is no way to know exactly what was used to create these drinks.
7. **Trust your instincts.** If you feel unsafe, uncomfortable, or worried for any reason, don't ignore these feelings. Go with your gut. Get somewhere safe and find someone you trust or call law enforcement.
8. **Don't leave a drink unattended.** That includes when you use the bathroom, go dancing, or leave to make a phone call. Either take the drink with you or throw it out. Avoid using the same cup to refill your drink.
9. **Don't accept drinks from people you don't know or trust.** This can be challenging in some settings, like a party or a date. If you choose to accept a drink from someone you've just met, try to go with the person to the bar to order it, watch it being poured, and carry it yourself.

E. Victim Confidentiality

The College will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of the law and as previously mentioned in this document.

Sex Offender Registration

The federal Campus Sex Crimes Prevention Act, enacted on Oct. 28, 2000, and also referred to as Megan's Law, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteer services or is a student.

In Georgia, convicted sex offenders must register with the Georgia Department of Corrections. You may obtain state information on individuals registered as sex offenders by visiting the Georgia Bureau of Investigation Sex Offender Registry web site at <http://gbi.georgia.gov/georgia-sex-offender-registry>.

MISSING STUDENT NOTIFICATION POLICY

The policy required for missing student notification is not applicable to Columbus Technical College due to the College not providing student housing.

DAILY CRIME LOG

Consistent with the Clery Act requirements, the Campus Police maintains a Daily Crime Log that records, listed by the date and time the incident occurred and was reported, all crimes and other serious incidents that occur on campus; in a non-campus building or property owned or operated by the College or its students “in a reasonably contiguous geographic area”; on public property within, adjacent to or immediately accessible from the campus; or within the department’s patrol jurisdiction. The Daily Crime Log is available for public inspection at the main Campus Police Department located in Patrick Hall, room P-206, Monday through Thursday, 7am to 10:30pm.

The Daily Crime Log includes the nature, date and time the incident occurred and was reported, and general location of each crime to the department, as well as its disposition. The department posts incidents in the Daily Crime Log within two business days of receiving a report of an incident, and, in accordance with the Clery Act requirements, may exclude incidents from the log in certain circumstances, particularly those in which inclusion may compromise the investigation. Limited information may be temporarily withheld if it could jeopardize an ongoing investigation or the safety of an individual; cause a suspect to flee or evade detection; result in the destruction of evidence; if the disclosure is prohibited by law; or if the disclosure would compromise the confidentiality of the victim.

CTC’s POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

CTC is committed to operating in accordance with the laws of the state of Georgia with regard to the use, sale, possession and consumption of alcoholic beverages. It is the responsibility of all members of the College community to abide by those laws. Columbus Technical College is in compliance with section 1213 of the Higher Education Act of 1965 regarding the possession, use and sale of alcoholic beverages and illegal drugs. Any violation of the act or of federal and state laws pertaining to the possession, use and sale of alcoholic beverages and illegal drugs can be dealt with through the criminal justice system and/or through the college judiciary system.

College campus police regularly patrol the campus and respond to calls for service. Officers routinely enforce Georgia state laws regarding underage drinking and the use, possession and sale of alcoholic beverages at CTC by either referring the student to the appropriate conduct officer, by issuance of a citation, or by arrest. Officers also respond to complaints of drug activity and enforce state and federal drug laws.

More information on campus judicial procedures and processes can be found in the [CTC Catalog and Student Handbook/Policies and Procedures/Student Code of Conduct](#).

CTC's Drug and Alcohol Policy. CTC's Drug and Alcohol Policy. Columbus Technical College is committed to promoting the health and safety of the campus community through alcohol and drug education programs and the enforcement of policies and state law. Federal law requires CTC to notify faculty, staff and students of its alcohol and drug policy, which can be accessed on the College's webpage at <https://www.columbustech.edu/students/drug-free-policy.cms>.

CTC complies with the Drug-Free Schools and Communities Act and conducts a biennial review of its programs to determine the effectiveness and implement changes to the program if they are needed to ensure that the sanctions required by the program are consistently enforced. The biennial review can be found at <https://www.columbustech.edu/why-ctc/campus-police.cms>.

Drug and Alcohol Education Programs and Assistance Available. A combination of several campus offices will provide assistance or act as a referring agency for Columbus Technical College. Included in the campus efforts to assist those with substance abuse problems is the CARE Center. The CARE Center (counseling services) located in Carl Patrick Hall, Room 600 and can be reached by dialing 706-649-1938, CARECenter@columbustech.edu. The CARE Center offers a structured, comprehensive academic and personal support system for all students. The center staff provide a full range of academic, personal, and career counseling. The counselor serves as administrator/facilitator of the AlcoholEdu program. Additionally, the CARE Center staff work very closely with other offices on campus to support students and maintain a listing of referral agencies for off-campus resources when such assistance is more appropriate.

Medical Amnesty Law

This law is aimed to reduce the number of drug overdose victims by providing protection from arrest for drug violations, parole or probation violations, and alcohol related violations. The law, in effect since April 24, 2014, says that anyone seeking medical assistance for themselves or someone else for a drug overdose can't be charged if the evidence of a drug violation results solely from seeking such medical assistance. Protections offered by the law include: (a) possession for a controlled substance if the aggregate weight including any mixture is less than 4 grams of a solid substance, less than one milliliter of liquid substance, or if the substance is placed onto a secondary medium with a combined weight of less than four grams; (b) possession of marijuana less than 1 ounce; (c) possession of drug related objects; (d) violation of a temporary protective order; (e) violation of parole or probation (for possessing such drug or in the company of persons who possess controlled substances); (f) or violation of a pretrial release (for possessing such drug or in the company of persons who possess controlled substances).

CTC's ANNUAL DISCLOSURE OF CRIME STATISTICS

Columbus Technical College Campus Police prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Crime statistics that occurred on the Columbus Technical College campus were compiled by the Campus Police for the years 2015, 2016, and 2017. Also included are statistics reported by other law enforcement agencies for all non-campus buildings and property and public property adjacent to the campus.

The Campus Police will disclose any crime report made directly to any local law enforcement agency by a member of the campus community. Annual statistics are also collected from the Campus Police and the Office of Student Affairs and distributed by October 1 of each year in the publication "Columbus Technical College Annual Security Report" which can be found here:

The statistics are gathered from January 1 to December 31, each year.

Unfounded Crime Reports

Columbus Technical College has no unfounded crime reports for the years 2015,2016, and 2017/

DEFINITIONS OF CLERY ACT REPORTABLE CRIMES

Criminal Homicide

Murder and non-negligent manslaughter

The willful, non-negligent, killing of one human being by another.

Manslaughter by Negligence

The killing of another person through gross negligence.

Sexual Assault (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

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape

Sexual intercourse with a person who is under the statutory age of consent.

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a 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, or personal property of another person, etc.

Hate Crimes

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

The crimes listed below are only required to be reported if they are motivated by bias:

Larceny/Theft

The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

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

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.

Columbus Technical College has no reported hate crimes for the years of 2015,2016,2017.

Categories of Prejudice/Bias

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 or perceived country of birth.

Disability

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

Gender Identity

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender nonconforming individuals.

OTHER CLERY ACT REPORTABLE OFFENSES

Liquor Law Violations

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

Drug Law Violations

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapon Law Violations

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

VIOLENCE AGAINST WOMEN ACT (VAWA)/CAMPUS SaVE ACT CRIMES

Sexual Assault

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

Dating Violence

Violence committed by a person

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim.

(B) The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of:

- i. The length of the relationship;
- ii. The type of the relationship; and
- iii. The frequency of interaction between the persons involved in the relationship.

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 laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's 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.

Hate Crimes

Columbus Technical College has no reported hate crimes for the years of 2015,2016,2017.

Hate crimes must be recorded by category of bias. The categories are:

- Race
- Gender
- Gender Identity
- Religion
- Sexual Orientation
- Ethnicity
- National Origin
- Disability

CTC 2015-2017 Crime Statistic Log

Main Campus

Note: If any hate crimes occurred, they would be noted on the Crime Statistic Log according to the bias category, Clery geography and type of crime.

Category	On-Campus Criminal Offenses			Non-Campus Criminal Offenses			Number of Arrests			Public Property		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Criminal Homicide												
<i>Murder and Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses												
<i>Rape</i>	0	0	0	0	1	0	0	0	0	0	0	0
<i>Fondling</i>	1	0	0	0	0	0	1	0	0	0	0	0
<i>Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Number of Arrest for Selected Offenses												
Drug Violations	1	0	0	0	0	0	1	0	0	0	0	0
Liquor Law Violations	1	0	0	0	0	0	1	0	0	0	0	0
Weapons Violations	1	0	0	0	0	0	1	0	0	0	0	0
Number of Judicial Referrals For Selected Offenses												
Drug Violations	1	1	0	0	0	0	1	0	0	0	0	0
Liquor Law Violations	0	1	0	0	0	0	1	0	0	0	0	0
Weapons Violations	0	1	0	0	0	0	1	0	0	0	0	0
VAWA/SaVE Act Offenses												
<i>Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	0

CAMPUS MAP INDICATING CLERY GEOGRAPHY

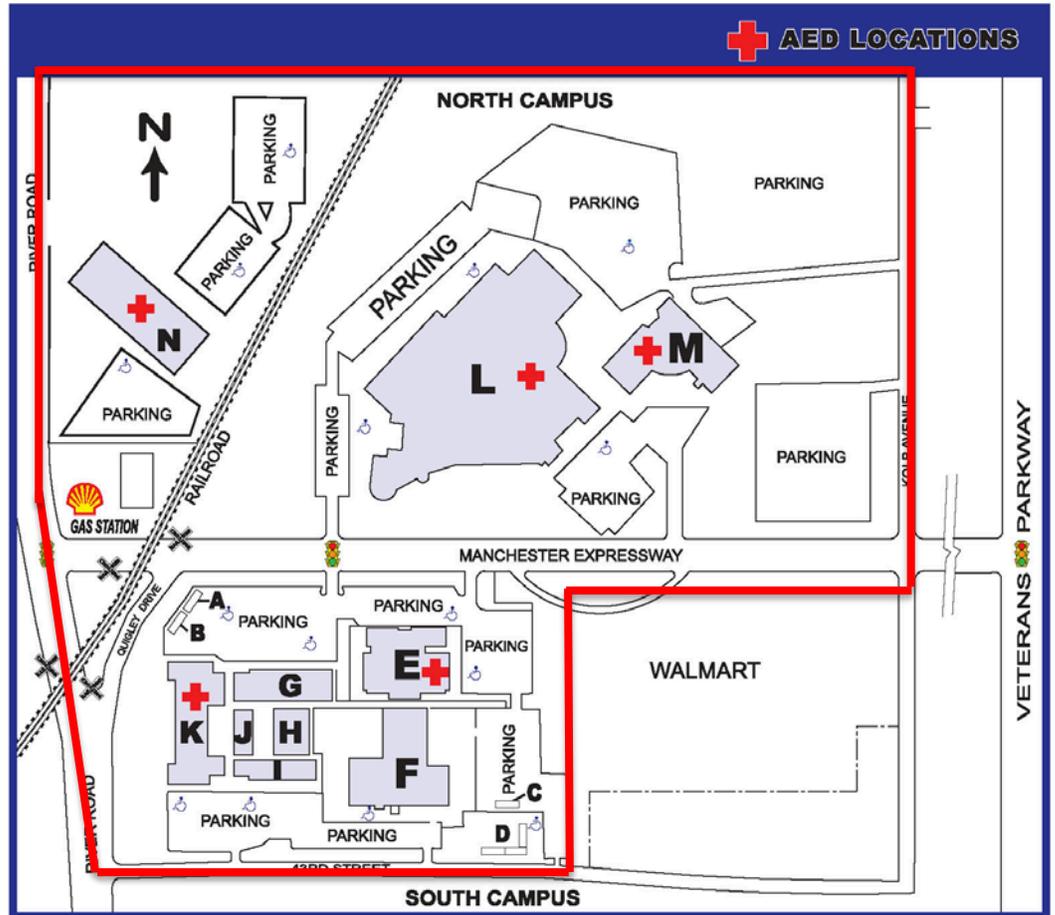


COLUMBUS TECHNICAL COLLEGE CAMPUS MAP

DIRECTIONS FROM THE NORTH:
 Travel I-185 South to Exit 7 and Turn West (right)
 Stay on Manchester Expressway crossing Veterans Parkway
 The school will be at the next light; Parking North and South

DIRECTIONS FROM THE SOUTH:
 Travel I-185 North to Exit 7B to the right (East)
 Loop around onto Manchester Expressway
 Continue on and cross Veterans Parkway
 The school will be at the next light; Parking North and South

LEGEND	
A, B, C, D	PORTABLE CLASSROOMS
E	W.G. HARTLINE BUILDING FINANCIAL AID / ADMISSIONS BUSINESS OFFICE / COUNSELING TESTING CENTER / COSMETOLOGY
F	WELDING / AIR CONDITIONING AUTOMOTIVE
G	MACHINE TOOL
H	INDUSTRIAL SYSTEMS
I	CARPENTRY / CABINETMAKING / CENTRAL RECEIVING AND SHIPPING
J	OPERATIONS / SNACK BAR
K	MAJOR APPLIANCE / COSMETOLOGY
L	PATRICK HALL
M	LIBRARY ADULT EDUCATION RESEARCH AND EVALUATION
N	WRIGHT HEALTH SCIENCE CENTER STUDENT PARKING AVAILABLE WITHIN THESE PARKING AREAS
	HANDICAP PARKING
	AED (Automated External Defibrillator)
INFORMATION CENTER ADMINISTRATION BUILDING ROOM 151	
SECURITY OFFICE - PATRICK HALL ROOM 206 706.649.1933	



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CTC 2017 Crime Statistic Log

Culinary Arts Campus

Note: If any hate crimes occurred, they would be noted on the Crime Statistic Log according to the bias category, Clery geography and type of crime.

Category	On-Campus Criminal Offenses			Non-Campus Criminal Offenses			Number of Arrests			Public Property		
		2016	2017		2016	2017		2016	2017		2016	2017
Criminal Homicide												
<i>Murder and Non-Negligent Manslaughter</i>		0	0		0	0		0	0		0	0
<i>Negligent Manslaughter</i>		0	0		0	0		0	0		0	0
Sex Offenses												
<i>Rape</i>		0	0		0	0		0	0		0	0
<i>Fondling</i>		0	0		0	0		0	0		0	0
<i>Incest</i>		0	0		0	0		0	0		0	0
<i>Statutory Rape</i>		0	0		0	0		0	0		0	0
Robbery		0	0		0	0		0	0		0	0
Aggravated Assault		0	0		0	0		0	0		0	0
Burglary		0	0		0	0		0	0		0	0
Motor Vehicle Theft		0	0		0	0		0	0		0	0
Arson		0	0		0	0		0	0		0	0
Number of Arrest for Selected Offenses												
Drug Violations		0	0		0	0		0	0		0	0
Liquor Law Violations		0	0		0	0		0	0		0	0
Weapons Violations		0	0		0	0		0	0		0	0
Number of Judicial Referrals For Selected Offenses												
Drug Violations		0	0		0	0		0	0		0	0
Liquor Law Violations		0	0		0	0		0	0		0	0
Weapons Violations		0	0		0	0		0	0		0	0
VAWA/SaVE Act Offenses												
<i>Dating Violence</i>		0	0		0	0		0	0		0	0
<i>Domestic Violence</i>		0	0		0	0		0	0		0	0
<i>Stalking</i>		0	0		0	0		0	0		0	0
Hate Crimes		0	0		0	0		0	0		0	0

MAP INDICATING CLERY GEOGRAPHY

Columbus Technical College Culinary

