DALTON STATE COLLEGE

ANNUAL FIRE SAFETY AND SECURITY REPORT

Report For October 2018

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From President Margaret Venable

To the Dalton State Community –

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

Margaret Venable

From Michael Masters, Director of Public Safety

To the Dalton State Community –

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

Michael Masters

TITLE IX COORDINATOR

Dalton State desires to ensure equal access that meets the needs of individuals and that complies with all federal, state, local, University System of Georgia, and Dalton State mandates and guidelines. Admissions policies, activities, services, and facilities of the College do not exclude any person on the basis of race, color, age, sex, religion, national origin, or disability. Dalton State is an Affirmative Action Program Institution. Any individual who requires assistance for admission to or participation in any program, service, or activity of Dalton State College under Title II of the Americans with Disabilities Act should contact the College's designated Title IX Coordinator: Director of Human Resources, James E. Brown Center, Office 315, 706-272-2034.

ANNUAL SECURITY REPORT

Reporting Crimes and Other Emergencies

Dalton State has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire College community that you immediately report all incidents to the Department of Public Safety/Police (706-272-4461) to ensure an effective investigation and appropriate follow-up actions, including issuing a crime alert or emergency notification.

Voluntary, Confidential Reporting

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

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

Online forms for reporting crimes are available on the Public Safety Website:

https://www.daltonstate.edu/about/safety-overview.cms

Online forms for reporting a sexual assault are available on the Public Safety Website:

https://www.daltonstate.edu/about/safety-overview.cms

Anyone may call Campus Police at 706-272-4461. Callers may remain anonymous.

Reporting to Campus Police

`We encourage all members of the College community to report all crimes and other emergencies to Campus Police in a timely manner. Campus Police have a dispatch center that is available by phone at 706-272-4461, and reports will be taken 24 hours a day, 7 days a week. Though there are many resources available, Campus Police should be notified of any crime, whether or not an investigation continues, to assure the College can assess any and all security concerns and inform the community if there is a significant threat to them.

Emergency Phones

Dalton State has installed emergency phones throughout the campus. Phones are located in public areas of buildings including parking garages, elevators, the residence hall complex, administration buildings, and also numerous outdoor locations. Emergency phones provide direct voice communications to the Campus Police Dispatch Center.

Anonymous Reporting

If you are interested in reporting a crime anonymously, you can utilize the Public Safety Silent Witness program that can be accessed through the Department's website:

https://www.daltonstate.edu/about/safety-overview.cms

Sexual assaults may be reported anonymously by utilizing the form on the Public Safety website:

https://www.daltonstate.edu/about/safety-overview.cms

By policy, we do not attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety.

Reporting to Other Campus Security Authorities

While Dalton State prefers that community members promptly report all crimes and other emergencies directly to the Campus Police at 706-272-4461 or 911, we also recognize that some may prefer to report to other individuals or college offices. The Clery Act recognizes certain college officials and offices as "Campus Security Authorities (CSA)." The Act defines these individuals as "an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues

on behalf of the institution."

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

Official	Campus Address	Phone Number
Campus Police & Public Safety	Health Professions Building Suite 300	706-272-4461 24hrs/7 days
Provost and Vice President for Academic Affairs	Westcott Building, Office 166	706-272-2491
Director of Human Resources	James E. Brown Center, Office 315	706-272-2034
Assistant Director of Student Conduct	Student Center, Office 237	706-272-2999
Dean of Students	Student Center, Office 236	706-272-2505
The Office of Residence Life	Mashburn Hall	1-706-712-8228
VP for Student Affairs and Enrollment Management	Westcott, Office 109	706-272-4475

Pastoral and Professional Counselors

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

It's Up to Each of Us

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

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

Preparation of the Annual Report and Disclosure of Crime Statistics

The Director of Public Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Campus Police Department, information provided by other college offices such as Student Services, Residence Life, and other Campus Security Authorities and information provided by local law enforcement agencies surrounding the campus. Each of these

offices provides updated policy information and crime data. Data is also collected from the Gilmer Center, and appropriate law enforcement reports.

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

There are limited circumstances in which reported crimes may be unfounded by a sworn law enforcement officer as false or baseless. The number of crimes that are unfounded will be reported in the Annual Security Report, and reported to the DOE.

The college distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the college community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Department of Public Safety/Campus Police at 706-272-4461 or by visiting:

https://www.daltonstate.edu/about/statistics.cms

About the Department of Public Safety/Campus Police-

Role, Authority, and Training

The Dalton State College Department of Public Safety protects and serves the college community 24 hours a day, 365 days a year. The department is responsible for a number of campus safety and security programs including emergency management, community safety and security education, physical security, including security technology, behavioral threat assessment, and special event management.

The Department is comprised of:

- 13 Police Officers- Main Campus in Dalton
- 1 Part-time Police Officer- Gilmer Center
- 1 Parking Enforcement Officer
- 3 Police Dispatchers

The police officers at Dalton State:

- Have many years of experience and training;
- Complete a peace officers' training course required of all police officers in Georgia;
- Receive many hours per year of in-service training, specialize in crime prevention, evidence technology, response to emergency situations, emergency first aid, CPR/AED, weapons and tactics, others;
- Public Safety Officers are authorized under OCGA 20-3-72 to make arrests on, and within 500 yards of any property owned, controlled, by the Board of Regents within the State of Georgia. All crimes that occur on campus or college property shall be reported to the Public Safety Department.

The Department of Public Safety Mission Statement: "Protecting our community through professional service, education, diversity and ethical accountability by promoting safety and security."

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

The Department of Public Safety maintains a cooperative relationship with the Dalton Police Department, and other surrounding first responders. This includes interoperable radio capability, training, special events coordination, and investigation of serious incidents.

The Public Safety Department participates in an Intermunicipal Mutual Aid Agreement that authorizes police officers and supervisors of the participating agencies to request mutual aid for incidents based upon a reasonable belief that such aid will enhance the public's and/or officer safety and efficiency. The agencies participating in the agreement with the college include the Dalton Police Department and the Whitfield County Sheriff's Office. The agreement also allows for joint training and cooperation on other matters, such as pre-planned large-scale special events and emergencies, amongst the participating agencies.

Crimes Involving Student Organizations at Off-Campus Locations

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

Dalton State requires all recognized student organizations to abide by federal, state, and local laws, and college regulations. Dalton State may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to violate laws or college regulations.

Timely Warnings and Crime Alerts

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Public

Safety Department issues "Crime Alerts." Public Safety will generally issue Crime Alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and hate crimes. Public Safety will post these warnings through a variety of ways, including but not limited to e-mails, text messages, and phone messages. The College only has the ability to send text message alerts to those who register their cell phone numbers. Text messaging can be a very effective way to send important information quickly to the campus community.

The purpose of these Crime Alerts is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The college will issue Crime Alerts whenever the following criteria are met: 1) a crime is committed; 2) the perpetrator has not been apprehended; and 3) there is a substantial risk to the physical safety of other members of the campus community because of this crime. Such crimes include, but are not limited to: 1) Clery Act crimes that are reported to any campus security authority or to campus police; or 2) the College determines that the incident represents an on-going threat to the campus community.

Additionally, the Public Safety Department may, in some circumstances, issue Crime Alerts when there is a pattern of crimes against persons or property. At Dalton State, the Chief of Police will generally make the determination, in consultation with the VP of Fiscal Affairs, if a Crime Alert is required. However, in emergency situations, any police supervisor may authorize a Crime Alert. For incidents involving off-campus crimes, the college may issue a Crime Alert if the crime occurred in a location used and frequented by the college population.

Emergency Management at Dalton State College

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

Our priorities are:

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

A copy of Dalton State's Emergency Response Procedures is available here:

https://www.daltonstate.edu/skins/userfiles/files/DSC-EOP-10-18-2017-CompletedPYH4(1).pdf

The Roadrunner Alert is Dalton State's mass communication system. It allows the college to send text messages, emails, and voice messages to the community. It is important for everyone to make sure their information is updated each semester, and sign up to receive alerts. More information is available on-line at:

https://www.daltonstate.edu/about/alert.cms

Drills, Exercises and Training

Periodically, Dalton State conducts an emergency management table top exercise to test emergency procedures. The scenarios for these exercises change from year-to-year, and may include several departments from across the campus.

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

In conjunction with at least one emergency management exercise each year, the college will remind the community of the information included in the College's publicly available information regarding emergency response procedures.

Emergency Notification

Dalton State is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. Dalton State's mass communication system is the Roadrunner Alert. It is an emergency notification service available to students, staff, and anyone in the college community who wants to subscribe. The Roadrunner Alert can be used to send emergency messages quickly after the occurrence of an incident. Alerts sent by Roadrunner Alert are also posted to the college and greater community via our website home page and Dalton State's social media outlets.

The Public Safety Department performs a College-wide test of the system each semester. The following procedures outline the process the College uses when issuing emergency notifications.

Procedures Used to Notify the Campus Community-

In the event of a situation that poses an immediate threat to members of the campus community, Dalton State has various systems in place for communicating

information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of campus community. These methods of communication include the mass notification system – Roadrunner Alert, public address system within each building, and public address system in police cars. The college will post updates during a critical incident on the homepage and utilize social media. If the situation warrants, the college may establish a telephone call-in center to communicate with the Dalton State community during an emergency situation.

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

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

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, a Public Safety Supervisor with notify Dispatchers in the Department of Public Safety to issue an emergency notification.

Dalton State will immediately initiate all or some portions of their emergency notification system. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the college may elect to delay issuing an emergency notification. Occasionally it might be several minutes before a notification is sent, during this time official are quickly investigating what

occurred and determining the threat if any to the campus community. As soon as the condition that may compromise efforts is no longer present, the college will issue the emergency notification to the campus community.

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

The Public Safety Department will issue the emergency notification after determining what segment or segments of the Dalton State community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the emergency notification first. Dalton State may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the Roadrunner Alert mass notification system, the college will also post applicable messages about the dangerous condition on the Dalton State homepage to ensure the rest of the campus and the greater community is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, college officials will distribute the notification to the entire campus community.

Determining the Contents of the Emergency Notification-

The Public Safety Office is responsible for issuing the emergency notification (usually the Police Dispatchers) and will use prewritten messages to send to the community in most all situations. The college has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the on-going situation and modify it to address the specifics of the present

incident. In those cases, where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most appropriate message to convey the information to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

Enrolling in the Emergency Notification System

We encourage members of the campus community to enroll in the Roadrunner Alert mass notification system by visiting:

https://www.daltonstate.edu/about/alert.cms

We also encourage the College community members to regularly update their personal information in Banner.

Security of/and Access to College Facilities

On the Dalton State campus, the administrative building is generally open from 8:00 a.m. until 6:00 p.m., Monday through Thursday (8:00 a.m. until 12:00 p.m. on Friday) (with exception to summer), and academic buildings generally are open from 7:00 a.m. until 10:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise authorized access.

Many cultural and athletic events held in the college facilities are open to the public. Other facilities such as the library are likewise open to the public. Only those who have demonstrated a need are issued access to a building.

Special Considerations for Residence Hall Access (Mashburn Hall)

On the Dalton State Campus, all residential rooms have individual electronic access cards that only the residents who reside in a particular residence are issued.

Only residents and their invited guests are permitted in the living areas of the residence hall. It is the resident's responsibility to ensure that his/her guest is aware of the college and residence hall policies. Guests are not provided with building/room access. It is the responsibility of residents and staff members to report individuals who cannot be identified as residents or the guests of residents. When Campus Police receive a report of a suspicious person in the residence hall, a police officer is dispatched to identify that person. The Department of Public Safety staffs each shift with an adequate number of officers to patrol and handle calls for service. Most of these officers spend much of their time patrolling in and around the residence hall complex, especially when the college is closed. Resident Assistants are assigned to residence halls in which they help manage. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated rooms. During the summer when groups who are not regularly associated with Dalton State are using the residence halls, Police conduct more routine patrols of the residence halls.

Security Considerations for the Maintenance of Campus Facilities

Dalton State is committed to campus safety and security. On campus, locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings and from building to building.

Plant Operations and the Department of Public Safety, conducts surveys of college property to evaluate campus safety concerns.

We encourage community members to promptly report any security concern, including concerns about a locking mechanism, lighting, or landscaping to the Plant Operations Department at 706-272-4446 or the Public Safety Department at 706-272-4461.

CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS

In addition to the many programs offered by the Campus Police and other college offices, Dalton State has established a number of programs and policies related to ensuring a reasonably safe campus community.

Campus Assessment, Response, and Evaluation (CARE) Team

The Chancellor's office has directed all USG institutions to create a committee that will attend to the safety of the campus community by addressing potential threats to that community. Dalton State College has responded by establishing a CARE-Team to function as an additional measure for campus safety. The role of the CARE-Team is to act as a behavioral intervention team and to review and respond to incidents of aberrant, dangerous, or threatening behavior that involve members of the campus community. The CARE-Team membership consists of college personnel with student affairs, law enforcement, threat assessment, mental health, and social services expertise. The team may also consult on an as-needed basis with other individuals such as faculty members, human resources staff, etc., who have relevant expertise and knowledge.

The CARE Team differs from the Student Conduct Committee in that the Student Conduct Committee is charged with hearing violations of the Student Code of Conduct. The CARE Team assists with supporting a safer campus environment and will evaluate and respond to reports of disturbing behavior that may, or may not be, violations of the Student Code of Conduct.

Please use the CARE Team report to report concerning behavior:

https://publicdocs.maxient.com/reportingform.php?DaltonStateCollege&layout_id=1

For additional assistance, contact: Dr. Jami Hall, Dean of Students
jhall@daltonstate.edu or 706-272-2505

Weapons Policy

Georgia State law authorizes legal owners of firearms with a valid carry permit to carry a handgun concealed under conditions specified in OCGA 16-11-127.1 or secured in their vehicle. As of July 1, 2016, electroshock weapons are allowed on campus if the individual is over 18 YOA or a currently enrolled student. Failure to comply with state law could result in disciplinary/criminal action against violators. It is the firearm owner's responsibility to comply with state law. More information may be located at; http://www.usg.edu/hb280

Crime Prevention and Safety Awareness Programs

In an effort to promote safety awareness, the Department of Public Safety and the Dean of Students Office maintains a strong working relationship with the community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming. The crime prevention programs teach the participants awareness about specific crimes and ways to prevent them from becoming involved. Risk reduction programs are also available

that identify specific crimes and show participants how to avoid them, and also how to protect themselves if they do become involved. The departments work together to provide the campus community with awareness and prevention programs involving sexual assault, theft, self-defense, and more. If you or your organization would like to request a specific program, please contact Lt. Elicia Walker at ewalker@daltonstate.edu. Below are some of the programs and services available:

Risk Reduction, Public Safety, offered each semester
Sexual Assault and Consent, Public Safety, Instruction to RAs and groups on request
Id Theft, Public Safety, Offered each semester
Texting and Driving, Public Safety, Offered in the fall and winter semesters
The Clothesline Project, Dean of Students, Offered in the fall semester
Sexual Assault Educational Programming, Dean of Students, Offered a few times per year
Various Sexual Assault Educational Movies, Dean of Students, Offered at various day and night time events throughout the year
Active Shooter Awareness, Public Safety, Offered several times per year and upon request

Bystander Intervention

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. Below is a list of some ways to be an active bystander. 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.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources for support in health, counseling, or with legal assistance.

Student Conduct

The mission of student conduct is to investigate possible violations of the Student Code of Conduct and provide student development through intentional educational activities aimed to encourage responsible citizenship, educate about how choices can harm oneself, others, or the community, and reduce violations of campus policies.

The student conduct processes strives to provide fair proceedings and equitable outcomes that ultimately educate students, faculty, and staff involved and to enhance ethical development. Student conduct relies on a collaborative effort between students, faculty, staff, and community members to create the best learning environment for the entire campus community, as well as, to protect the rights, health, and safety

of the entire campus community.

Student Code of Conduct

The Dean of Students Office is responsible for administering the Student Code of Conduct, which articulates the behavioral standards and the equitable procedures used by the college to respond to allegations of student misconduct. The Code of Conduct may be accessed at: https://www.daltonstate.edu/campus_life/student-code-of-conduct.cms

Disciplinary Procedures

1. **Throughout the student conduct disciplinary procedures, accused students shall be afforded the following rights:**
   A. To receive notice of alleged violations
   B. To be provided an opportunity to respond to alleged violations
   C. To seek information from the Student Conduct Administrator or a hearing officer about the review and resolution processes
   D. To be accompanied by one advisor of his/her choice to conduct meetings and hearings (For further information on advisors, see section IV.7)
   E. To present relevant information on his/her behalf
   F. To request relevant witnesses in his/her behalf
   G. To remain silent during any investigations and/or hearing and have no interference of responsibility drawn from such silence. (If the respondent chooses to remain silent, the investigation may still proceed, and policy violation charges may still result, and any charges may be resolved regarding the respondent)
   H. To have unrelated charges and cases resolved separately, unless the respondent consents to having them aggregated
   I. To be informed of any disciplinary outcomes in writing

J. To appeal decisions on specific grounds (For further information on appeals, see section X)

K. To attend classes and required College functions until a hearing is held and a decision is rendered. Exceptions can be made when an interim suspension is imposed. (For further information on interim suspension see Section IX)

2. **Complaints**

A. Anyone may submit a report detailing possible violations of the Student Code of Conduct. Reports should be directed to the student conduct administrator. Reports can be submitted online at https://www.daltonstate.edu/campus_life/student-conduct-about.cms

B. Reports should be submitted as soon as possible after the event takes place, preferably within one week. However, there is no deadline for submitting a compliant, assuming the accused student is or was a student at Dalton State at the time of the violation and there is adequate information to proceed with the conduct process.

C. Complaints should include as much information as possible, such as: the type of misconduct alleged, the name and contact information of the respondent, the date(s), time(s), and place(s) of the misconduct, the name(s) and contact information of any individual(s) with knowledge of the incident, whether any tangible evidence has been preserved, and whether a criminal complaint has been made.

D. Information from complaint may be shared as necessary to investigate. The need to issue a broader warning to the community in compliance with the Clery Act shall be assessed in compliance with federal law.

E. Where appropriate, complainants may file a law enforcement report along with an institutional report.

F. **Confidentiality:** Where a complainant or alleged victim request that his or her identity be withheld or the allegation(s) not be investigated, Dalton State will consider whether or not such request(s) can be honored while still providing a safe and nondiscriminatory environment for the College. The College will inform the requesting party that Dalton State generally cannot guarantee confidentiality. Further, honoring the request may limit Dalton State's ability to respond fully to the incident and may limit Dalton State's ability to discipline the respondent.

G. **Retaliation:** Anyone who, in good faith, reports what she or he believes to be student misconduct, participates in, cooperates in, or is otherwise associated with any investigation, shall not be subjected to retaliation. Anyone who believes he or she has been the target of retaliation for reporting, participating in, or cooperating in, or otherwise being associated with an investigation should immediately contact the student conduct administrator (or public safety if there is an immediate danger). Any person found to have engaged in retaliation in violation of the student conduct policy shall be subject to disciplinary action.

H. **False Complaints:** Individuals who intentionally give false statements to a College official, or who submit false complaints or accusations, including during a hearing, in violation of policy shall be subject to disciplinary action.

I**. Amnesty:** Individuals should be encouraged to come forward and to

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

3. **Initial Evaluation of Student Conduct Reports**

   Regardless of how the College becomes aware of misconduct, it shall ensure a prompt, fair, and impartial review and resolution of complaints alleging student misconduct. The Student Conduct Administrator or designee will review each complaint to determine whether the allegation(s) describe conduct in violation of the Dalton State Code. If reported conduct would not be a violation of the Code, the report shall be dismissed.

   Otherwise a prompt, thorough, and impartial review shall be conducted into each complaint received to determine whether charges against the respondent should be brought.

4. **Types of Resolution Processes**

   When a student is accused of a violation of the Code, there are three different types of disciplinary procedures that could take place depending on type of alleged violation, severity of alleged violation, and possible sanctions. Any sexual misconduct violations will be forwarded to the Title IX coordinator and be subject to the sexual misconduct procedures, located in the sexual misconduct policy.

   A. **General Conduct Process**: these procedures are used for student misconduct cases where suspension or expulsion are not possible

sanctions. Academic dishonesty cases are not included. For further information on the General Conduct Process see Section V.

B. **Suspension and Expulsion Process:** these procedures are used for student misconduct cases where suspension or expulsion are possible sanctions. Use of this process does not mean a student will be suspended or expelled, but means that is a possible sanction should the student be found responsible for a violation. Academic dishonesty cases are not subject to this process. For further information on the Suspension and Expulsion Process see Section VI.

C. **Academic Dishonesty Process:** these procedures are utilized for any academic dishonesty case, where any sanction is possible, including suspension and expulsion. For further information, see Section VII.

5. **Hearing Types**

A. **Administrative Hearing:** a meeting with one hearing officer to determine if a student is responsible or not responsible for an alleged violation. If a student accepts responsibility or is found responsible by a preponderance of evidence, sanctions are also determined by the hearing officer in this hearing. This meeting can occur if a student accepts responsibility for the alleged violation or if a student chooses an administrative hearing opposed to a student conduct panel.

B. **Student Conduct Panel:** a hearing in which a group of trained hearing officers determine whether a student has violated the Code and assign sanctions when an outcome of responsible is reached. The student conduct panel determines responsibility based upon all material available, which can include, but is not limited to, incident reports, police reports, investigative reports, witness statements and/or testimony, statements and/or testimony from the complaining

and accused parties. Notice of the time, date, and location of the panel hearing shall be provided to the respondent (and alleged victim, where applicable) at least five (5) business days in advance of the hearing.

i. The Student Conduct Panel is made up of at least three (3) individuals. These individuals are selected from a pool of trained panelist, which include students, faculty, and staff.

ii. The Student Conduct Panel is not trained by the individuals tasked with investigations allegations of student misconduct.

iii. After all material is presented by the complainant and respondent, including their testimony, and the testimony of witnesses, the Student Conduct Panel shall conduct a closed deliberation, in which they will determine, by majority vote, whether the accused student has committed a violation of the Code by a preponderance of evidence.

iv. If a case involved more than one respondent, the students' Conduct Panel may be conducted together.

6. **Standard of Evidence**

Every hearing officer's decision of responsibility shall be based on a preponderance of evidence. Preponderance of evidence can be defined as just enough information to determine "more likely than not" that a violation did occur or did not occur. Formal rules of evidence do not apply to any part of the student conduct process including investigatory or resolution process.

7. **Advisors**

   Throughout any conduct process, the respondent (and alleged victim, where applicable) shall have the right to use an advisor or his or her choosing, and at his or her own expense, for the express purpose of providing advice and counsel. An advisor can be, but is not limited to a parent, fellow student, faculty member, coach, or attorney. The advisor may be present during meetings and proceedings at which his or her advisee is present, including but not limited to any initial meeting, the investigative phase (if applicable), and the hearing. The advisor may advise his or her advisee in any manner, including providing questions, suggestions, and guidance on responses to any questions of the advisee, but shall not participate directly. The institution shall not prohibit family members of a party from attending if the party requests such attendance in addition to another advisor, however the College may limit each participant to two (2) family members. A student should select an advisor whose schedule allows attendance at the scheduled date and time at any student conduct meeting, including the Student Conduct Panel, if necessary. Delays will not be allowed due to scheduling conflicts of advisors or family members.

8. **Witnesses**

   The complainant, respondent, and hearing officer may arrange for witnesses to present pertinent information to the hearing officer or Student Conduct Panel. Witnesses can include, but are not limited to persons who have pertinent information regarding the matter and/or are a direct witnesses to the matter. Character witnesses are not allowed. The College will try to arrange the attendance of witnesses who are members of the College community and who are identified by the

complainant and/or accused student at least two (2) business days in advance of the hearing. Witnesses will provide information and answer questions during the hearing. Witnesses can submit statements to the hearing officer or panel if they cannot be in attendance at the hearing.

9. **No Shows to Hearings**

   All hearings shall proceed in the event that an accused student or complaining party chooses not to appear. The charges shall be presented and considered in absence of the students, with whatever materials and information are available at that time. Five minutes after the scheduled hearing time, the hearing will begin.

10. **Distance Students**

    Distance Education Students will have a comparable, yet accessible hearing that follows these guidelines as closely as possible.

11. **Record of the Hearing**

    There shall be a single verbatim record, such as an audio recording, of all Student Conduct Panel Hearings, not including deliberations. The record shall be the property of Dalton State College. The tape recording and/or summary transcription of the proceedings shall be kept and made available at the accused student's request (and victim's request, when applicable) for the sole purpose of an appeal of an outcome or sanction. The student may also have a verbatim script of the Student Conduct Panel hearing made at his/her own expense.

Student Conduct Sanctions

Sanctions are possible disciplinary actions which may be imposed upon a student who is determined to be responsible for a violation of the Code through an administrative hearing or student conduct panel.

In determining the severity of sanctions or corrective actions, the following should be considered: the frequency, severity, and/or nature of the offense(s), history of past conduct, an offender's willingness to accept responsibility, previous institutional response to similar conduct, and the institution's interests. The student conduct panel or hearing officer will determine sanctions and issue notice of the sanctions in an outcome letter. Failure to complete or abide by any assigned sanction can lead to further violations of the Code and additional disciplinary action.

More than one sanction may be imposed for a single violation.
The following list of sanctions is not exhaustive and may be enlarged or modified to meet particular circumstances for a given case:

1. **Delays in Obtaining Administrative Services and Benefits from the Institution:** this can include but is not limited to holding transcripts or delaying registration, graduation, or receipt of diploma.
2. **Disciplinary Warning**: a written notice intended to draw attention to the fact that the behavior under review was not in accordance with Dalton State Policy.
3. **Disciplinary Probation**: a written reprimand for violation of specific policy. Probation is for a designated period of time, and if the student is found to violate any College policy during the probationary period more severe disciplinary sanction(s), such as suspension or expulsion, will be imposed.
4. **Disciplinary Suspension**: this is temporary separation from Dalton State College for a designated period of time or until satisfaction of certain conditions, or both. Suspended students cannot be present on campus or enrolled in any classes (including online) during their

suspension. If a suspension is imposed in the middle of a term, all grades for that time period will result in zeros, and no classes can be dropped or withdrawn from. Suspended students cannot benefit from privileges of current students, such as use of the gym, library, or campus housing. Suspended students who need to be on campus for the purpose of re-enrolling should contact the Dean of Students Office and Public Safety for permission prior to coming on campus.

5. **Disciplinary Expulsion**: this is permanent separation from Dalton State College. Students who are expelled are no longer a part of the Dalton State community in any way and cannot regain such status at any point in the future. Expelled Students are not allowed on Dalton State premises without prior approval from the Dean of Students Office and Public Safety.
6. **Loss of Privileges**: denial of specific privileges for a designated period of time (i.e. housing, attending events, use of recreation facilities, etc.)
7. **Fines**: previously established and published fines may be imposed.
    A. A violation of the smoking and tobacco policy results in a $50 fine. The Residential Life contract dictate a higher fine for smoking in Residential Life facilities, which supersedes the $50 general campus smoking and tobacco fine. Any Residential Life fines are specifically violations of that contract and are overseen by the Residential Life Office
8. **Restitution**: compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

9. **Educational Sanctions**: essays, reflection assignments, community service, alcohol and other drug awareness and abuse prevention programs, sensitivity training/awareness programs, and other related educational assignments that encourage learning related to the reviewed incident.
10. **Mentoring:** a set number of meetings with an assigned mentor on campus whose goal is to provide advice to the student in hopes of success at the institution. A mentor can require additional educational assignments or activities as a part of their sessions. (Mentoring is not considered counseling, and as such, mentors are not licensed counselors.)
11. **Referral to Counseling**: an initial referral to Dalton State Counseling services.
12. **Residential Living Evictions:** separation of the student from the residence halls for a defined period of time or permanently. Conditions for readmission to the residence halls may be specified.
13. **Separation of Parties:** actions taken to temporarily or permanently separate two or more individuals on campus. This may include, but is not limited to: change in class, reassignment of residence, no contact order, limitations of where parties can go on campus.

Student Conduct for Title IX Offenses

Title IX offenses include dating violence, domestic violence, sexual assault, and stalking.

Complaints to Dalton State College regarding any of these offenses can be made-

Online: https://publicdocs.maxient.com/reportingform.php?DaltonStateCollege&layout_id=3 Or in person to the Director of Human Resources, Title IX Coordinator located in James E. Brown Center, Office 315 or by phone 706-272-2034.

Procedures: Complaints of these matters involving student on student incidents follow the Student Code of Conduct and Disciplinary Procedures. The respondent shall have the option of having the charges resolved either by (1) a single hearing officer in an administrative hearing, or (2) by multiple hearing officers conduct panel, or (3) the alleged victim (where applicable) and respondent may have the option of selecting informal resolution as a possible resolution in certain student misconduct cases where they mutually agree, except where deemed inappropriate by the Vice President for Student Affairs and Enrollment Management (or his/her designee) or the System Director. All cases involving charges of sexual misconduct that go to a hearing shall be heard by a panel comprised of only staff and/or faculty. The investigators and hearing panelists are trained to deal with Title IX concerns. The respondent and alleged victim (where applicable), as parties to these proceedings, shall have the right to have an advisor (who may or may not be an attorney) of his or her choosing, and at his or her own expense, for the express purpose of providing advice and counsel. The advisor may be present during meetings and proceedings during the investigatory and/or resolution process at which his or her advisee is present. The advisor may advise his or her advisee in any manner, including providing questions, suggestions, and guidance on responses to any questions posed to the advisee, but shall not participate directly during the investigation or hearing process. Efforts will be made to complete the investigation within a reasonable timeframe, which will be determined based upon the allegations, availability of

witnesses and/or evidence, etc. in a particular case. When the timeframe will extend past the reasonable timeframe, the parties will be informed of the delay and the reason for the delay. The investigator shall keep the parties informed of the status of the investigation.

Sanctions are possible disciplinary actions which may be imposed upon a student or organization who is determined to be responsible for a violation of the Code through an administrative hearing or student conduct panel.

In determining the severity of sanctions or corrective actions, the following should be considered: the frequency, severity, and/or nature of the offense(s), history of past conduct, an offender's willingness to accept responsibility, previous institutional response to similar conduct, strength of the evidence, and the wellbeing of the Dalton State College community. The student conduct panel or hearing officer will determine sanctions and issue notice of the sanctions in an outcome letter.

Educational Programs

1. Think About It- an online course required of incoming students. Think About It covers information about substance and sexual abuse and prepares students to confront and prevent, sexual violence, and consent. The program links to campus policies and resources for victims of these offenses offered locally and nationally.

DALTON STATE COLLEGE'S RESPONSE TO SEXUAL AND GENDER VIOLENCE

Dalton State College is committed to providing a safe learning and working environment. In compliance with federal laws, policies and procedures have been adopted 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.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking

A sexual assault is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means violence committed by a person who is or has been in a romantic or intimate relationship with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

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

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

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

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

- ❑ In Georgia, Stalking is defined under OCGA § 16-5-90 as "(a)(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms 'computer' and 'computer network' shall have the same meanings as set out in Code Section 16-9-92; the term 'contact' shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term 'place or places' shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term 'harassing and intimidating' means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made. (2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-

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

Reporting An Incident

If a student, employee or visitor has been the victim of an incident of sexual assault, domestic violence, dating violence, or stalking they should immediately report it to the Department of Public Safety at 706-272-4461. Students may also report to the Student Conduct Administrator in Pope 237 or by phone 706-272-2999. Employees may report to the Director of Human Resources, in the James E. Brown Center, Office 315 or by calling 706-272-2034.

The Dean of Students Office, Residence Life, and other offices will assist any victim of sexual assault, domestic violence, dating violence, and stalking in notifying law enforcement, including campus police, if they elect to do so.

Victims are not required to report to law enforcement in order to receive assistance from or pursue any options with Dalton State.

The Public Safety Department can assist a victim in obtaining a restraining order, or medical assistance after being involved in an incident.

Our Title IX Coordinator can provide the victim with a copy of their rights and option regardless of whether the incident occurred on campus. Also, the victim can get information on counseling, mental health services, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to victims. Also, changes to academic, living, transportation, and working situations, or protective measures regardless of whether the victim reports the incident to law enforcement. Dalton State College's Title IX Coordinator is the Director of Human Resources, James E. Brown Center, office 315, 706-272-2034.

Written Notification of Rights and Options (Crime Victims Bill of Rights)-

The Georgia Crime Victims Bill of Rights, O.C.G.A. 15-17-1, et seq., provides individuals who are victims of certain crimes specific rights. These rights include:

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

The Crime Victims Bill of Rights specifically applies to victims of the following crimes:

- Homicide
- Assault and Battery
- Kidnapping, False Imprisonment and related offenses
- Reckless Conduct
- Cruelty to Children
- Feticide
- Stalking/Aggravated Stalking
- Cruelty to a Person 65 Years of Age or Older
- All Sexual Offenses
- Burglary
- Arson, Bombs and Explosives
- Theft
- Robbery
- Forgery, Deposit Account Fraud, Illegal Use of Financial Transaction Cards, Other Fraud Related Offenses, Computer Crimes, & Identity Theft
- Sale or Distribution of Harmful Materials to Minors
- Elder Abuse
- Homicide by Vehicle
- Feticide by Vehicle
- Serious Injury by Vehicle

In general, after the crime occurs and is reported, and upon initial contact with a victim, law enforcement and court personnel must advise him or her of the following:

- That it is possible that the accused may be released from custody prior to trial;
- That victims have certain rights during various stages of the criminal justice system;
- That victims have the right to refuse or agree to be interviewed by the accused, the accused's attorney, or anyone who represents or contacts you on behalf of the accused;
- That additional information about these stages can be obtained by contacting the pertinent state and/or local agency involved, or by contacting the Criminal Justice Coordinating Council at 404-559-4949;

- That victims may be eligible for monetary compensation for certain out-of-pocket losses incurred as a result of their victimization from the State's Crime Victims Emergency Fund (Crime Victims Compensation) which is administered by the Criminal Justice Coordinating Council;
- That victims may have available to them community-based victim service programs and that more information may be obtained by contacting the Governor's Victim Assistance Helpline at 1-800-338-6745.

Procedures Victims Should Follow-

If an incident of sexual assault, domestic violence, dating violence, or stalking occurs it is important to preserve evidence so that a successful criminal prosecution remains an option. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam – which is important both to address any health issues that may arise and evidence collection. Any clothing removed should be placed in a paper, not plastic, bag. Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented by taking a photograph. Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered.

On & Off Campus Resources-

Both Dalton State and our local community offer other important resources to the victims of sexual violence including medical treatment, counseling and advocacy they may wish to utilize. Whitfield County Victim/Witness Assistance Office is available to assist any student or employee free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or Dalton State to access these resources that include the following.

Brenda Hoffmeyer	**Victim/Witness Coordinator**	**706-826-1300**
DSC Counseling Services		**706-272-4430**
Hamilton Medical Center		**911 or 706-272-6000**
Northwest Georgia Family Crisis Center		**706-278-6595**

Accommodations

Whether or not a student or employee reports to law enforcement and or pursues any formal action, if they report an incident of sexual assault, domestic violence, dating violence, or stalking, Dalton State is committed to providing them as safe a learning or working environment as possible. Upon request Dalton State will make any reasonably available change to a victim's academic, living, transportation, and or working situation. Students and employees may contact the Title IX Coordinator at 706-272-2034 for assistance. If a victim reports to law enforcement, they may assist them in obtaining a no-contact/restraining order from a criminal court.

Dalton State is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property, and is also committed to protecting victims from any further harm, and the College may issue an institutional no-contact order.

Victim Confidentiality

Dalton State recognizes the often-sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents. We are committed to protecting the

privacy of any individual who makes a report. Different officials and personnel are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, including if criminal prosecution is pursued, may be made public and shared with the accused.

Reports made to Campus Security Authorities (college officials; deans, directors, coaches, etc.) may be kept confidential, and identifying information about the victim may not be made public. Information about reports will only be shared with institutional personnel as needed to investigate and effectively respond to the report. Every effort will be made to limit the scope of information shared to keep it to a minimum of detail, and only when absolutely necessary. Reports made to medical professionals and licensed mental health counselors will not be shared with any third parties except in cases of imminent danger to the victim or a third party.

Education Programs

Dalton State College is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches; that includes a clear statement that Dalton State prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for

responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include:

Student orientation

New employee orientation

Residence Hall programs

Poster campaigns

Various activities sponsored by Public Safety and the Dean of Students Office.

Dalton State's Procedures for Responding to Clery Offenses:

Procedure Institution Will Follow for Reports of Sexual Assault:

1. Depending on when reported (immediate vs. delayed report), institution will provide complainant with access to medical care.

2. Institution will assess immediate safety needs of complainant.

3. Institution will assist complainant with contacting local police if complainant requests and complainant will be provided with contact information for local police department.

4. Institution will provide complainant with referrals to on and off campus mental health providers.

5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties.

6. Institution will provide a Criminal Trespass Warning to accused party if deemed appropriate.

7. Institution will provide written instructions on how to apply for Protective Order.

8. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.

9. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

Procedure Institution Will Follow for Reports of Stalking:

1. Institution will assess immediate safety needs of complainant.

2. Institution will assist complainant with contacting local police if complainant requests and complainant provided with contact information for local police department.

3. Institution will provide written instructions on how to apply for Protective Order.

4. Institution will provide written information to complainant on how to preserve evidence.

5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.

6. Institution will provide a Criminal Trespass Warning to accused party, if deemed appropriate.

Procedure Institution Will Follow for Reports of Dating Violence:

1. Institution will assess immediate safety needs of complainant.

2. Institution will assist complainant with contacting local police if complainant requests and complainant provided with contact information for local police department.

3. Institution will provide written instructions on how to apply for Protective Order.

4. Institution will provide written information to complainant on how to preserve evidence.

5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.

6. Institution will provide a Criminal Trespass Warning to accused party, if deemed appropriate.

Procedure Institution Will Follow for Reports of Domestic Violence:

1. Institution will assess immediate safety needs of complainant.

2. Institution will assist complainant with contacting local police if complainant requests and complainant provided with contact information for local police department.

3. Institution will provide written instructions on how to apply for Protective Order.

4. Institution will provide written information to complainant on how to preserve evidence.

5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.

6. Institution will provide a Criminal Trespass Warning to accused party, if deemed appropriate.

CONDUCT PROCEEDINGS

Dalton State College strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal investigation and prosecution, students, employees and other affiliates may also face disciplinary action by the College. Individuals found responsible for having committed such a violation face permanent expulsion, termination of employment, suspension, probation, or educational sanctions. Incidents involving accused students will be handled by Student Conduct, and Incidents involving accused employees/affiliates will be handled by the Director of Human Resources. All conduct proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution. All investigations and proceedings shall be conducted by officials who have received annual training on the nature of the types of cases they are

handling, on how to conduct an investigation, and conduct a proceeding in a manner that protects the safety of victims and promotes accountability.

Investigations shall be conducted in a reasonable time unless there are mitigating circumstances in which case the accuser and accused shall be notified, providing an explanation, and the amount of additional time required.

Determinations shall be made within a reasonable time unless there are mitigating circumstances in which case the accuser and accused shall be notified, providing an explanation, and the amount of additional time required.

Determinations shall be made by Student Conduct using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

In all proceedings, including any related meetings or hearings, both the accused and accuser is entitled to the same opportunities to have others present. This includes the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome of the proceeding, of procedures and timeframe, for appealing the results of the outcome, of any change to the results that occurs prior to the time that they become final, and when such results become final. Disclosure of the outcome shall be made to both parties unconditionally, and each shall be free to share or not share the details with any third parties. A decision of suspension or expulsion reached by the student conduct board may be appealed by the accused student to an Appellate Board within (5) business days of the decision. Such appeals shall be in writing and shall be delivered to the Vice President for Student Affairs and Enrollment Management, Jodi Johnson jjohnson@daltonstate.edu. The Vice President

will compose a committee to review the decision and the committee decision will be final as far as the Dalton State is concerned. These result will become final approximately 10 business days from the request, unless otherwise stated. Dalton State will provide students and employees notification about: existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other service available for victims, both within the institution and in the community.

For additional information about student conduct proceedings please consult the student handbook at:

http://catalog.daltonstate.edu/

For additional information about employee conduct proceedings please consult the Director of Human Resources located in the Jame E. Brown Center, Office 315 or Phone at 706-272-2034.

Student Conduct Complaints may be filed at:

https://publicdocs.maxient.com/incidentreport.php?DaltonStateCollege

Personal Safety

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

One of the more serious crimes that too often is unreported is Sexual Assault. It is important to know what these crimes are, because in many cases, victims do not realize that have been victimized. Additionally, crimes of this nature are very difficult for victims

to report for a number of very complex reasons. We provide the following information to assist those help who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

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

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

Defining Rape and Sexual Assault

RAPE is committed when there is 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.

SEXUAL ASSUALT is defined as when a person engages in sexual intercourse (rape) or deviant sexual behavior with a complainant without the victim's consent (sexual battery, aggravated battery).

In Georgia, CONSENT is not defined in reference to sexual activity. However, Dalton State defines CONSENT as an agreement or permission to do or allow something to happen. While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

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

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates from the Women's Resource Center can be available to the victim to provide support - 706-876-1322 or 911.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used "date rape" drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Contact campus police – Sexual assault is a crime; it is vital to report it. It is important to remember report a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.

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

Our Commitment to Addressing Sexual Assault/Rape

Dalton State does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, College policies and may violate Federal and State Laws. Violations of this policy are subject to disciplinary sanctions through the Student Conduct process and/or those outlined in applicable College policies.

Please visit:

https://www.daltonstate.edu/campus_life/student-code-of-conduct.cms

Dalton State provides the following resources to all sexual assault victims:

- There are options available to defer costs associated with sexual assaults.
- Dalton State can put victims in touch with a Victim Advocate. The Advocate will provide support and guidance to victims and enable them to receive advocacy, information, and assistance both judicially and academically.
- Campus Police are active participants in the Sexual Assault Response Team (SART). This is to ensure victims are provided the appropriate care in a timely fashion and with only well trained professionals.
- On campus counseling services are available to students through Counseling and Career Services.
- Accommodations such as housing reassignments, class changes, etc. will be made to victims of sexual assault.

Procedures for Responding to Reports of Sexual Assault

Procedure Institution Will Follow for Reports of Sexual Assault:

1. Depending on when reported (immediate vs. delayed report), institution will provide complainant with access to medical care.
2. Institution will assess immediate safety needs of complainant.
3. Institution will assist complainant with contacting local police if complainant requests and complainant will be provided with contact information for local police department.
4. Institution will provide complainant with referrals to on and off campus mental health providers.
5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties.
6. Institution will provide a Criminal Trespass Warning to accused party if deemed appropriate.
7. Institution will provide written instructions on how to apply for Protective Order.
8. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
9. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

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

- The right to report the incident to the campus police, Faculty and Staff will assist victims in notifying campus police. Filing a police report does not mean the victim

must pursue criminal charges. The victim maintains his or her rights throughout the process.

- In addition to the campus services listed below, there are also several community service organizations that can provide counseling, mental health, and other related services to sexual assault victims. The Counseling Center located in Health Professions Room 266 can assist with connecting victims to these services. Please note that not all services are available at all campus locations:
    - Dalton State Counseling Center 706-272-4430
    - Whitfield County Victim/Witness Assistance 706-876-1322
    - Georgia Crisis and Access 1-800-715-4225
    - Dalton State College Public Safety 706-272-4461

- If a victim of a sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Director of Human Resources (Title IX Coordinator), and other offices, will assist the individual with making these changes, as long as they are reasonably available.

College Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor in The Dalton State Counseling Center or another confidential counselor. The Public Safety Department is always available to assist a victim with getting the support she/he requests.

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

The Student Conduct Administrator manages the resolution proceeding in which a student is the alleged perpetrator. For more information on student conduct proceedings:

https://www.daltonstate.edu/campus_life/student-code-of-conduct.cms

Sexual Misconduct Policy:

https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&ved=0ahUKEwiU7_u7kLDbAhXJ2VMKHbu8Ch4QFggvMAE&url=https%3A%2F%2Fwww.daltonstate.edu%2Fskins%2Fuserfiles%2Ffiles%2FDSC-Sexual-Misconduct-Policy.pdf&usg=AOvVaw01zzCbtNrBX_t7T4r9L1Is

Human Resources is responsible for managing proceedings for those cases in which an employee is the respondent.

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

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

Sexual Assault Prevention Education Programs

The Deans Office and Public Safety provide most of the programs to the campus community:

- Risk Reduction- Public Safety
- Sexual Assault and Consent- Public Safety
- Various Sexual Assault Programs- Student Life

VAWA Amendments Policy Statement

Introduction

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

Reporting an Incident

If a student, employee or visitor has been the victim of an incident of sexual violence they should immediately report it to the Department of Public Safety/Police at 706-272-4461, or in the Health Profession Building Suite #300 in person. In the case of an emergency or ongoing threat if possible get to a safe location and please report the incident by calling 911.

Students may also report to the Student Conduct Administrator, in Office 237 of the Pope Student Center, or by phone at 706-272-2999. Employees may also report to the Director of Human Resources, in the James E. Brown Center, Office 315 or by phone at 706-272-

2034. Dalton State College officials will assist any victim in notifying law enforcement, including campus police, if they elect to do so. Victims are also entitled not to report to law enforcement. Any student or employee who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options when reported to the Department of Public Safety.

A sexual assault is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means violence committed by a person who is or has been in a romantic or intimate relationship with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

Procedures Victims Should Follow

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

On & Off Campus Resources

Both Dalton State College and our surrounding community offer other important resources to the victims of sexual violence including medical treatment, counseling and advocacy they may wish to utilize. Whitfield County Victim/Witness Office is available to assist any student or employee free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or Dalton State College to access these resources that include the following.

Brenda Hoffmeyer	**Victim/Witness Coordinator**	**706-826-1300**
DSC Counseling Center		**706-272-4430**
Hamilton Medical Center		**911 or 706-272-6000**
Northwest Georgia Family Crisis Center		**706-278-6595**

Accommodations

Whether or not a student or employee reports to law enforcement and or pursues any formal action, if they report an incident of sexual violence, Dalton State is committed to providing them as safe learning or working environment as possible. Upon request the College will make any reasonably available change to a victim's academic, living, transportation, and or working situation. Students and Employees may contact the Title IX Coordinator at 706-272-2034 for assistance.

If a victim reports to law enforcement, they may assist them in obtaining a no-contact/restraining order from a criminal court. Dalton State is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Dalton State is also committed to protecting victims from any further harm, and student

conduct may issue a temporary no-contact order pending the outcome of any conduct proceeding. When a student or employee reports to Dalton State that they have been a victim of dating violence, sexual assault, domestic violence, or stalking, (on or off campus), Dalton State will provide the victim with a written explanation of their rights.

Victim Confidentiality

Dalton State recognizes the sensitive nature of sexual violence and is committed to protecting the privacy of any individual who reports an incident of sexual violence.

Education Programs

- Students and employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches; that includes a clear statement that Dalton State College prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include:
- Risk Reduction- A class taught by the Public Safety Department that teaches ways in which students can reduce their risk of assault by taking various steps. Offered once per semester and on demand to groups.
- Sexual Assault and Consent- A class taught by Public Safety that defines consent and gives the student real life examples of when consent should be obtained.
- Various Sexual Assault Awareness and Primary Prevention Programs- The Dean of Students Office offers several opportunities for education on sexual assault, stalking,

domestic violence, etc. each semester. Students are encouraged to check the Dean of Students website often.

Conduct Proceedings

Dalton State College strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal action, students, employees and other affiliates may also face disciplinary action. Individuals found responsible for having committed such a violation face permanent expulsion, termination of employment, suspension, probation, or protective measures that may be utilized under institutional policy such as no contact orders, restitution, written statements, or similar actions.

All conduct proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and conduct a hearing in a manner that protects the safety of victims and promotes accountability. Determination of responsibility shall be made by using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

In all proceedings, including any related meetings, both the accused and accuser are entitled to the same opportunities to have others present including the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome, of procedures for appealing the results of the outcome, of any change to the results that occurs prior to the time that they become final, and when such results become final. Disclosure of the outcome shall be made to both parties unconditionally, and each shall be free to share or not share the details with any third parties. Officials involved in the disciplinary process have received

training on how to conduct investigations and the hearing process. They are also instructed in issues relating to dating violence, domestic violence, sexual assault, and stalking.

For additional information about student conduct proceedings please consult the Student handbook available at:

https://www.daltonstate.edu/campus_life/student-code-of-conduct.cms

For additional information about employee conduct proceedings please consult the Director of Human Resources (Lead Title IX Coordinator) at 706-272-2034.

Bystanders

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. Below is a list of some ways to be an active bystander. 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.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.

2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.

3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on- or off-campus resources for support in health, counseling, or with legal assistance.

Sex Offender Registration – Campus Sex Crimes Prevention Act

Megan's Law

Members of the general public may view sex offenders in their area. This information is also available on the Internet for Georgia at: http://gbi.georgia.gov/georgia-sex-offender-registry

Missing Student Notification Policy

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

When it is determined that a residential student is missing, staff will be guided by this Missing Student Notification Policy and related procedures.

Provisions

To provide a plan to inform Dalton State College students who reside in residential life (housing) a policy governing required notifications within twenty-four (24) hours after the time a student is deemed to be missing.

Policy:

Emergency contacts will be contacted;

- Not later than twenty-four (24) hours after the time the student is determined to be missing.
- Students who are under age eighteen (18) and are not emancipated will be informed each academic year that the institution is required to notify the custodial parent not later than twenty-four (24) hours after the time the student is determined to be missing.

Students will be informed that Dalton State College will notify Campus Police not later than 24-hours after the time the student is determined to be missing.

Missing Person Procedures:

A student is determined to be missing when a report comes to the attention of Dalton State College which determines the report to be credible. Circumstances may include, but are not limited to establishing that:

a. a student is out of contact after reasonable efforts to reach that student by phone calls, emails, and/or in-person attempts to establish contact;

b. circumstances indicate an act of criminality involved, even lacking twenty-four (24) hours in time;

c. circumstances indicate that physical safety is in danger, even lacking twenty-four (24) hours in time;

d. circumstances become known that medicine dependence may threaten life or health, even lacking twenty-four (24) hours in time;

e. existence of a physical / mental disability indicates that the student's physical safety is in danger, even lacking twenty-four (24) hours in time.

Any official missing person's report relating to such student requires that the Dalton State College Police Department be notified immediately to investigate and make a determination that a student who is subject of a missing report has been missing for more than 24 hours and has not returned to campus.

During the investigation, the following information should be established and documented in a police report:

- Name and location / contact information of the person reporting the missing student
- Name / vital information of the student reported to be out of contact
- Nature of the circumstances supporting the determination that the student is out of contact (time/date last seen or in contact with)
- Avenues to establish that the student remains out of contact (failure to respond to phone, email and in-person attempts to contact by a Dalton State College official; parental notice or notice from reporting person outside the College; establishment of lapse of time of class attendance, lapse in affiliation with roommates and friends, or use of Dalton State College facilities / services; concern of incident of criminality or safety, etc.)
- Dates and times of notifications made

The Residence Life Director (if the incident occurs within Mashburn Hall) and VP of Student Affairs and Enrollment Management will be informed by the Dalton State College Police Department after the officer's initial attempt to contact the student does not successfully establish contact or lead to information that results in actual contact being made with the student. During business hours, the VP of Student Affairs and Enrollment Management may also involve other Dalton State College faculty, staff and Administrators to assist in establishing contact or avenues to pursue contact. The VP of Student Affairs and Enrollment Management will notify the listed confidential contact and the custodial parent or guardian if a resident or student is under 18 years of age and not an emancipated individual within 24 hours from when the student was reported as missing. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, the local law enforcement agency that has jurisdiction in the area that the student is missing must be notified within 24 hours. Residents are required to maintain current resident and student profiles containing; personal cell number and current address, emergency contact name, phone number and addresses, etc. with Residence Life.

DAILY CRIME AND FIRE LOG

The Department of Public Safety maintains a combined Daily Crime and Fire Log of all crime and fire incidents reported to the Department in their CAD database. The log is available in print form from Public Safety on request. This log identifies the type, location, and time of each criminal incident reported to campus police.

Upon request a copy of any maintained Daily Crime and Fire Log will be made available for viewing.

DALTON STATE POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

The Dalton State campus has been designated drug and alcohol free and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Campus affiliated violators are subject to College disciplinary action, criminal prosecution, fine and incarceration.

It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the College Alcohol Policy for anyone to consume or possess alcohol in any public/private area of campus without prior College approval provided by the President of the College. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the College.

Dalton State College strictly prohibits the consumption, sale, distribution, or possession of any illegal substance or alcoholic beverage on college property or at events sponsored by Dalton State College unless permission is granted by the President of the college. Behaviors which are prohibited include, but are not limited to:

* Being intoxicated on the Dalton State campus or at a college-sponsored activity;
* Operating any vehicle on campus while under the influence of any drug, including alcohol;
* Using club or student activity money to purchase any controlled substance, or alcoholic beverages.

Dalton State College is committed to following State of Georgia Laws concerning drug and alcohol abuse. Any violation of those laws, which are incorporated into the Dalton State Alcohol and Drug Abuse policy, will result in disciplinary action as decided by the Student Conduct Office. If you have any questions concerning Georgia State Laws or Dalton State's policy on alcohol and drug abuse contact Public Safety at (706) 272-4461.

Alcohol Offenses

Georgia Law 40-6-391 states that:

- A person shall not drive or be in actual physical control of any moving vehicle while:
  - Under the influence of alcohol to the extent that is less safe for the person to drive;
  - Under the influence of any drug to the extent that is less safe for the person to drive;
  - Under the intentional influence of any glue, aerosol, or other toxic vapor to the extent that is less safe for the person to drive;
  - Under the combined influence of any two or more of the substances specified in paragraphs (1) through (3) of this subsection to the extent that it is less safe for the person to drive;
  - The person's alcohol concentration is 0.08 grams or more at any time within three hours after such driving or being in actual physical control from alcohol consumed before such driving or being in actual control ended; or
  - Subject to the provisions of subsection (b) of the Code Section, there is any amount of marijuana or a controlled substance, as defined in Code Section 16-

13-21, present in the person's blood or urine, or both, including the metabolites and derivatives of each or both without regard to whether or not any alcohol is present in the person's breath or blood.

(k)(1) A person under the age of 21 shall not drive or be in actual physical control of any moving vehicle while the person's alcohol concentration is 0.02 grams or more at any time within three hours after such driving or being in physical control from alcohol consumed before such driving or being in actual physical control of the vehicle ended.

Legal Consequences for a DUI conviction:

Under age 21

* Fine of up to $1000
* License will be revoked
* Must attend DUI school
* Must serve at least 40 hours of community service
* 24 hours of incarceration
* Completion of DUI Alcohol or Drug Use Risk Reduction Program
* Mandatory drug and alcohol screenings
* 12 months probation

Over age 21

First Offense

* Fine of up to $1000
* Imprisonment 10 days to 12 months
* 40 hours of community service
* Completion of DUI Alcohol or Drug Use Risk Reduction Program
* Clinical evaluation and completion of Substance Abuse Treatment Program if recommended

* 12-month probation less time served

Second Offense

* Fine up to $1000
* Imprisonment 90 days to 12 months
* 30 days community service
* Completion of DUI Alcohol or Drug Use Risk Reduction Program
* Clinical evaluation and completion of Substance Abuse Treatment Program if recommended
* 12-month probation less time served

Health Risks

Cirrhosis of the liver, kidney damage, physical and psychological addiction, hallucinations, lung damage, diminished sperm count in males, impairment of motor coordination and perception, heart disease and failure, damage to the developing fetus, stomach ulcers, brain damage, coma, depression, and psychosis are all health risks associated with the use of illicit drugs and alcohol.

Drug and alcohol abuse result in significant health problems for those who use them. Drug and alcohol use in the workplace not only contributes to lost productivity, but also causes tremendous financial losses related to absenteeism, accidents, health care, loss of trained personnel, and employee treatment programs. Drug and alcohol abuse causes physical and emotional dependence. Certain drugs, such as opiates, barbiturates, alcohol and nicotine create physical dependence. With prolonged use, these drugs become part of the body chemistry. When a regular user stops taking the drug, the body experiences the physiological trauma known as withdrawal. Psychological dependence occurs when taking drugs becomes the center of the user's life. Drugs have an effect on

the mind and body for weeks or even months after drug use has stopped. Drugs and alcohol can interfere with memory, sensation, and perception. They distort experiences and cause loss of self-control that can lead users to harm others as well as themselves.

There are certainly many additional health risks associated with substance abuse too lengthy to list. The above are some of the most common and detrimental. For more information concerning these health risks and others, please contact Hamilton Medical Center or the Westcott Center of Hamilton Medical Center.

Drug and Alcohol Counseling, Treatment or Rehabilitation Programs Available to Students

Several campus offices can provide assistance or act as a referring agency for those with substance abuse problems. The Dalton State Counseling Center, and the Department of Public Safety can all provide assistance and referrals.

Services offered by The Dalton State Counseling Center include programs and resources to educate and inform students concerning substance abuse and its emotional, physical, and familial effects.

These institutional departments will:

* provide information and act as a referral service for students and employees with substance abuse problems;
* provide consultation to campus organizations and offices;
* provide multi-media resources on substance abuse information and alternatives to substance abuse;
* maintain drug education and resource material for students and employees;
* explain to employee's group insurance covered charges related to alcohol/ substance abuse referral and treatment.

All inquiries, treatment, and referrals by the Academic Resources Office staff will be treated with utmost confidence.

Resources or Students/Faculty/Staff, Community Support Programs/Agencies

Program:	Contact:
Al-Anon for Friends and Families of Alcoholics	800-568-1619
Grupo AA en Español and Aprendiendo A Vivir	706-278-0878
Alcoholics Anonymous	706-279-9944
Alcohol and Drug Abuse Services (State)	866-845-8975
Carter Hope Center	706-226-7044
Drug Information	800-234-0420
MADD (Mothers Against Drunk Driving)	888-833-6033
Narcotics Anonymous	706-279-9974
Hamilton Medical Center Westcott Center for Behavioral Health	706-272-6480

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

Dalton State prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the College or used as part of College activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room. This also includes prohibiting the presences of students under the age of twenty-one in residence hall rooms where alcohol is present. In addition, the smoking of any material is prohibited in all facilities of Dalton State at all locations.

Alcohol Prohibition

Dalton State prohibits the possession and use of alcoholic beverages on any college property (open areas or private areas) (education and research areas) or in affiliation with any College events. However, the use of alcoholic beverages, subject to the laws of Georgia may be permitted at College sponsored activities in designated locations preapproved by the appropriate authority.

Policies Specific to Students

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

Residence Life Alcohol Policy

<u>Alcohol and Illegal Substances</u>

Alcohol Policy

The possession or use of alcoholic beverages is prohibited in the on-campus residence hall building (Mashburn Hall) or on residence hall grounds.

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

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

Failure to comply with directions or to present identification to College Officials acting in the performance of their duties is a violation of the Student Code of Conduct and will result in a referral to the Office of Residence Life or the Office of Student Conduct.

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

Illegal Substances (Drugs)

It is a violation of state law and College policy to illegally possess, use, distribute, manufacture, sell or be under the influence of illegal drugs. Students who violate this policy will be referred to the office of Residence Life, the Student Conduct Administrator, and/or Campus Police.

It is against residence hall policy for a student to be in campus housing and be in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Office of Residence Life, the Student Conduct System and/or Campus Police.

Know the signs:

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

Know how to help:

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

Policies Specific to Faculty and Staff

Dalton State College strictly prohibits the consumption, sale, distribution, or possession of any illegal substance or alcoholic beverage on college property or at events sponsored by Dalton State College. Behaviors which are prohibited include, but are not limited to:

- Being intoxicated on the Dalton State campus or at a college-sponsored activity;
- Operating any vehicle on campus while under the influence of any drug, including alcohol;
- Using club or student activity money to purchase any controlled substance, including alcoholic beverages.

Dalton State College is committed to following Georgia State laws concerning drug and alcohol abuse. Any violation of those laws, which are incorporated into the Dalton State Alcohol and Drug Abuse policy, will result in disciplinary action as decided by Human Resources. An employee must notify his or her supervisor of any criminal drug conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

If you have any questions concerning Georgia state laws or Dalton State's policy on alcohol and drug abuse contact Public Safety at (706) 272-4461.

Underage Drinking

Except as otherwise authorized by law:

(1) No person knowingly, directly or through another person, shall furnish, cause to be furnished, or permit any person in such person's employ to furnish any alcoholic beverage to any person under 21 years of age;

(2) No person under 21 years of age shall purchase, attempt to purchase, or knowingly possess any alcoholic beverage;

(3) No person under 21 years of age shall misrepresent such person's age in any manner whatever for the purpose of obtaining illegally any alcoholic beverage;

(4) No person knowingly or intentionally shall act as an agent to purchase or acquire any alcoholic beverage for or on behalf of a person under 21 years of age; or

(5) No person under 21 years of age shall misrepresent his or her identity or use any false identification for the purpose of purchasing or obtaining any alcoholic beverage.

(b) The prohibitions contained in paragraphs (1), (2), and (4) of subsection (a) of this Code section shall not apply with respect to the sale, purchase, or possession of alcoholic beverages for consumption:

(1) For medical purposes pursuant to a prescription of a physician duly authorized to practice medicine in this state; or

(2) At a religious ceremony.

(c) The prohibitions contained in paragraphs (1), (2), and (4) of subsection (a) of this Code section shall not apply with respect to the possession of alcoholic beverages for consumption by a person under 21 years of age when the parent or guardian of the person under 21 years of age gives the alcoholic beverage to the person and when possession is in the home of the parent or guardian and such parent or guardian is

present.

(d) The prohibition contained in paragraph (1) of subsection (a) of this Code section shall not apply with respect to sale of alcoholic beverages by a person when such person has been furnished with proper identification showing that the person to whom the alcoholic beverage is sold is 21 years of age or older. For purposes of this subsection, the term "proper identification" means any document issued by a governmental agency containing a description of the person, such person's photograph, or both, and giving such person's date of birth and includes, without being limited to, a passport, military identification card, driver's license, or an identification card authorized under Code Sections 40-5-100 through 40-5-104. "Proper identification" shall not include a birth certificate and shall not include any traffic citation and complaint form.

(e) If such conduct is not otherwise prohibited pursuant to Code Section 3-3-24, nothing contained in this Code section shall be construed to prohibit any person under 21 years of age from:

(1) Dispensing, serving, selling, or handling alcoholic beverages as a part of employment in any licensed establishment;

(2) Being employed in any establishment in which alcoholic beverages are distilled or manufactured; or

(3) Taking orders for and having possession of alcoholic beverages as a part of employment in a licensed establishment.

(f) Testimony by any person under 21 years of age, when given in an administrative or judicial proceeding against another person for violation of any provision of this Code section, shall not be used in any administrative or judicial proceedings brought against such testifying person under 21 years of age.

(g) Nothing in this Code section shall be construed to modify, amend, or supersede Chapter 11 of Title 15 of the code of GA.

(h) In any case where a reasonable or prudent person could reasonably be in doubt as to

whether or not the person to whom an alcoholic beverage is to be sold or otherwise furnished is actually 21 years of age or older, it shall be the duty of the person selling or otherwise furnishing such alcoholic beverage to request to see and to be furnished with proper identification as provided for in subsection (d) of this Code section in order to verify the age of such person; and the failure to make such request and verification in any case where the person to whom the alcoholic beverage is sold or otherwise furnished is less than 21 years of age may be considered by the trier of fact in determining whether the person selling or otherwise furnishing such alcoholic beverage did so knowingly.

(i) Any retailer or retail consumption dealer, or any person acting on behalf of such retailer or retail consumption dealer, who upon requesting proper identification from a person attempting to purchase alcoholic beverages from such retailer or retail consumption dealer pursuant to subsection (h) of this Code section is tendered a driver's license which indicates that such driver's license is falsified, is not the driver's license of the person presenting it, or that such person is under the age of 21 years, the person to whom said license is tendered shall be authorized to either write down the name, address, and license number or to seize and retain such driver's license and in either event shall immediately thereafter summon a law enforcement officer who shall be authorized to seize the license either at the scene or at such time as the license can be located. The procedures and rules connected with the retention of such license by the officer shall be the same as those provided for the acceptance of a driver's license as bail on arrest for traffic offenses pursuant to Code Section 17-6-11.

(j) (1) As used in this subsection, the term:

(A) "Alcohol related overdose" means an acute condition, including, but not limited to, extreme physical illness, decreased level of consciousness, respiratory depression, coma, mania, or death, resulting from the consumption or use of alcohol or that a layperson would reasonably believe to be resulting from the consumption or use of

alcohol for which medical assistance is required.

(B) "Medical assistance" means aid provided to a person believed to be experiencing an alcohol related overdose by a health care professional licensed, registered, or certified under the laws of this state who, acting within his or her lawful scope of practice, may provide diagnosis, treatment, or emergency services relative to such overdose.

(C) "Seeks medical assistance" means accesses or assists in accessing the 9-1-1 system or otherwise contacts or assists in contacting law enforcement or a poison control center or provides care to a person experiencing or believed to be experiencing an alcohol related overdose while awaiting the arrival of medical assistance to aid such person.

(2) Any person who in good faith seeks medical assistance for someone who is experiencing an alcohol related overdose shall not be arrested, charged, or prosecuted for a violation of paragraphs (2) through (5) of subsection (a) of this Code section if the evidence for the arrest, charge, or prosecution of such violation resulted from seeking such medical assistance. Any person who is experiencing an alcohol related overdose and, in good faith, seeks medical assistance for himself or herself or is the subject of such a request shall not be arrested, charged, or prosecuted for a violation of paragraphs (2) through (5) of subsection (a) of this Code section if the evidence for the arrest, charge, or prosecution of such violation resulted from seeking such medical assistance. Any such person shall also not be subject to:

(A) Penalties for a violation of a permanent or temporary protective order or restraining order; or

(B) Sanctions for a violation of a condition of pretrial release, condition of probation, or condition of parole based on a violation of paragraphs (2) through (5) of subsection (a) of this Code section.

(3) Nothing in this subsection shall be construed to limit the admissibility of any evidence in connection with the investigation or prosecution of a crime with regard to a

defendant who does not qualify for the protections of paragraph (2) of this subsection or with regard to other crimes committed by a person who otherwise qualifies for protection pursuant to paragraph (2) of this subsection. Nothing in this subsection shall be construed to limit any seizure of evidence or contraband otherwise permitted by law. Nothing herein shall be construed to limit or abridge the authority of a law enforcement officer to detain or take into custody a person in the course of an investigation or to effectuate an arrest for any offense except as provided in paragraph (2) of this subsection.

Carrying False I.D.

No person under the age of 21 shall misrepresent his or her identity or use any false identification for the purpose of purchasing or obtaining any alcoholic beverage.

Public Drunkenness

A person cannot appear to be in an intoxicated condition in any public place or within the curtilage of any private residence not his own other than by invitation of the owner or lawful occupant, which condition is manifest by boisterousness, by indecent condition or act, or by vulgar, profane, loud, or unbecoming language.

Driving Under the Influence (DUI)

A person shall not drive or be in actual physical control of any moving vehicle while:
(1) Under the influence of alcohol to the extent that it is less safe for the person to drive;
(2) Under the influence of any drug to the extent that it is less safe for the person to drive;
(3) Under the intentional influence of any glue, aerosol, or other toxic vapor to the extent that it is less safe for the person to drive;

(4) Under the combined influence of any two or more of the substances specified in paragraphs (1) through (3) of this subsection to the extent that it is less safe for the person to drive;

(5) The person's alcohol concentration is 0.08 grams or more at any time within three hours after such driving or being in actual physical control from alcohol consumed before such driving or being in actual physical control ended; or

(6) Subject to the provisions of subsection (b) of this Code section, there is any amount of marijuana or a controlled substance, as defined in Code Section 16-13-21, present in the person's blood or urine, or both, including the metabolites and derivatives of each or both without regard to whether or not any alcohol is present in the person's breath or blood.

(b) The fact that any person charged with violating this Code section is or has been legally entitled to use a drug shall not constitute a defense against any charge of violating this Code section; provided, however, that such person shall not be in violation of this Code section unless such person is rendered incapable of driving safely as a result of using a drug other than alcohol which such person is legally entitled to use.

(c) Every person convicted of violating this Code section shall, upon a first or second conviction thereof, be guilty of a misdemeanor, upon a third conviction thereof, be guilty of a high and aggravated misdemeanor, and upon a fourth or subsequent conviction thereof, be guilty of a felony except as otherwise provided in paragraph (4) of this subsection and shall be punished as follows:

(1) First conviction with no conviction of and no plea of nolo contendere accepted to a charge of violating this Code section within the previous ten years, as measured from the dates of previous arrests for which convictions were obtained or pleas of nolo contendere were accepted to the date of the current arrest for which a conviction is obtained or a plea of nolo contendere is accepted:

(A) A fine of not less than $300.00 and not more than $1,000.00, which fine shall not, except as provided in subsection (g) of this Code section, be subject to suspension, stay, or probation;

(B) A period of imprisonment of not fewer than ten days nor more than 12 months, which period of imprisonment may, at the sole discretion of the judge, be suspended, stayed, or probated, except that if the offender's alcohol concentration at the time of the offense was 0.08 grams or more, the judge may suspend, stay, or probate all but 24 hours of any term of imprisonment imposed under this subparagraph;

(C) Not fewer than 40 hours of community service, except that for a conviction for violation of subsection (k) of this Code section where the person's alcohol concentration at the time of the offense was less than 0.08 grams, the period of community service shall be not fewer than 20 hours;

(D) Completion of a DUI Alcohol or Drug Use Risk Reduction Program within 120 days following his or her conviction; provided, however, that if the defendant is incarcerated and such program cannot be completed within 120 days, it shall be completed within 90 days of his or her release from custody. The sponsor of any such program shall provide written notice of the Department of Driver Services' certification of the program to the person upon enrollment in the program;

(E) A clinical evaluation as defined in Code Section 40-5-1 and, if recommended as a part of such evaluation, completion of a substance abuse treatment program as defined in Code Section 40-5-1; provided, however, that in the court's discretion such evaluation may be waived; and

(F) If the person is sentenced to a period of imprisonment for fewer than 12 months, a period of probation of 12 months less any days during which the person is actually incarcerated;

(2) For the second conviction within a ten-year period of time, as measured from the dates of previous arrests for which convictions were obtained or pleas of nolo contendere were accepted to the date of the current arrest for which a conviction is obtained or a plea of nolo contendere is accepted:

(A) A fine of not less than $600.00 and not more than $1,000.00, which fine shall not, except as provided in subsection (g) of this Code section, be subject to suspension, stay, or probation;

(B) A period of imprisonment of not fewer than 90 days and not more than 12 months. The judge shall probate at least a portion of such term of imprisonment, in accordance with subparagraph (F) of this paragraph, thereby subjecting the offender to the provisions of Article 7 of Chapter 8 of Title 42 and to such other terms and conditions as the judge may impose; provided, however, that the offender shall be required to serve not fewer than 72 hours of actual incarceration;

(C) Not fewer than 30 days of community service;

(D) Completion of a DUI Alcohol or Drug Use Risk Reduction Program within 120 days following his or her conviction; provided, however, that if the defendant is incarcerated and such program cannot be completed within 120 days, it shall be completed within 90 days of his or her release from custody. The sponsor of any such program shall provide written notice of the Department of Driver Services' certification of the program to the person upon enrollment in the program;

(E) A clinical evaluation as defined in Code Section 40-5-1 and, if recommended as a part of such evaluation, completion of a substance abuse treatment program as defined in Code Section 40-5-1; and

(F) A period of probation of 12 months less any days during which the person is actually incarcerated;

(3) For the third conviction within a ten-year period of time, as measured from the dates of previous arrests for which convictions were obtained or pleas of nolo contendere were accepted to the date of the current arrest for which a conviction is obtained or a plea of nolo contendere is accepted:

(A) A fine of not less than $1,000.00 and not more than $5,000.00, which fine shall not, except as provided in subsection (g) of this Code section, be subject to suspension, stay, or probation;

(B) A mandatory period of imprisonment of not fewer than 120 days and not more than 12 months. The judge shall probate at least a portion of such term of imprisonment, in accordance with subparagraph (F) of this paragraph, thereby subjecting the offender to the provisions of Article 7 of Chapter 8 of Title 42 and to such other terms and conditions as the judge may impose; provided, however, that the offender shall be required to serve not fewer than 15 days of actual incarceration;

(C) Not fewer than 30 days of community service;

(D) Completion of a DUI Alcohol or Drug Use Risk Reduction Program within 120 days following his or her conviction; provided, however, that if the defendant is incarcerated and such program cannot be completed within 120 days, it shall be completed within 90 days of his or her release from custody. The sponsor of any such program shall provide written notice of the Department of Driver Services' certification of the program to the person upon enrollment in the program;

(E) A clinical evaluation as defined in Code Section 40-5-1 and, if recommended as a part of such evaluation, completion of a substance abuse treatment program as defined in Code Section 40-5-1; and

(F) A period of probation of 12 months less any days during which the person is actually incarcerated;

Refusing a Chemical Test

Georgia law requires a driver to submit to a breath test. This implied consent means that a person doesn't have the right to an attorney before testing. If a person refuses to submit to a breath test: 1) the test will not be done; 2) the person's license will be suspended for one year; 3) the person will most likely be charged with DUI.

Open Container Law

Consumption of alcoholic beverage or possession of open container of alcoholic beverage in passenger area:

(a) As used in this Code section, the term:

(1) "Alcoholic beverage" means:

(A) Beer, ale, porter, stout, and other similar fermented beverages, including sake or similar products, of any name or description containing one-half of 1 percent or more of alcohol by volume, brewed or produced from malt, wholly or in part, or from any substitute therefor;

(B) Wine of not less than one-half of 1 percent of alcohol by volume; or

(C) Distilled spirits which is that substance known as ethyl alcohol, ethanol, or spirits of wine in any form, including all dilutions and mixtures thereof from whatever source or by whatever process produced.

(2) "Open alcoholic beverage container" means any bottle, can, or other receptacle that:

(A) Contains any amount of alcoholic beverage; and

(B) (i) Is open or has a broken seal; or

(ii) The contents of which are partially removed.

A container that has been sealed or resealed pursuant to Code Section 3-5-4 or 3-6-4 shall not constitute an open alcoholic beverage container for purposes of this Code section.

(3) "Passenger area" means the area designed to seat the driver and passengers while a motor vehicle is in operation and any area that is readily accessible to the driver or a passenger while in his or her seating position; provided, however, that such term does not include any locked glove compartment or, in a passenger car not equipped with a trunk, any area behind the rearmost upright seat or not normally occupied by the driver or passengers.

(b) (1) A person shall not:

(A) Consume any alcoholic beverage; or

(B) Possess any open alcoholic beverage container

in the passenger area of any motor vehicle which is on the roadway or shoulder of any public highway.

(2) The provisions of paragraph (1) of this subsection shall not apply to any passenger in the passenger area of a motor vehicle designed, maintained, or used primarily for the transportation of persons for compensation or in the living quarters of a motor home or house trailer.

(3) Only a person who consumes an alcoholic beverage or possesses an open alcoholic beverage container in violation of this Code section shall be charged with such offense; provided, however, that an operator of a motor vehicle who is alone in the passenger area of such motor vehicle shall be deemed to be in possession of any open alcoholic beverage container in such passenger area.

Possession of Controlled Substance or Marijuana

Purchase, possession, manufacture, distribution, or sale of controlled substances or marijuana; penalties

(a) Except as authorized by this article, it is unlawful for any person to purchase, possess, or have under his or her control any controlled substance.

(b) Except as authorized by this article, it is unlawful for any person to manufacture,

deliver, distribute, dispense, administer, sell, or possess with intent to distribute any controlled substance.

(c) Except as otherwise provided, any person who violates subsection (a) of this Code section with respect to a controlled substance in Schedule I or a narcotic drug in Schedule II shall be guilty of a felony and, upon conviction thereof, shall be punished as follows:

(1) If the aggregate weight, including any mixture, is less than one gram of a solid substance, less than one milliliter of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of less than one gram, by imprisonment for not less than one nor more than three years;

(2) If the aggregate weight, including any mixture, is at least one gram but less than four grams of a solid substance, at least one milliliter but less than four milliliters of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of at least one gram but less than four grams, by imprisonment for not less than one nor more than eight years; and

(3) (A) Except as provided in subparagraph (B) of this paragraph, if the aggregate weight, including any mixture, is at least four grams but less than 28 grams of a solid substance, at least four milliliters but less than 28 milliliters of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of at least four grams but less than 28 grams, by imprisonment for not less than one nor more than 15 years.

(B) This paragraph shall not apply to morphine, heroin, or opium or any salt, isomer, or salt of an isomer; rather, the provisions of Code Section 16-13-31 shall control these substances.

(d) Except as otherwise provided, any person who violates subsection (b) of this Code section with respect to a controlled substance in Schedule I or Schedule II shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less

than five years nor more than 30 years. Upon conviction of a second or subsequent offense, he or she shall be imprisoned for not less than ten years nor more than 40 years or life imprisonment. The provisions of subsection (a) of Code Section 17-10-7 shall not apply to a sentence imposed for a second such offense; provided, however, that the remaining provisions of Code Section 17-10-7 shall apply for any subsequent offense.

(e) Any person who violates subsection (a) of this Code section with respect to a controlled substance in Schedule II, other than a narcotic drug, shall be guilty of a felony and, upon conviction thereof, shall be punished as follows:

(1) If the aggregate weight, including any mixture, is less than two grams of a solid substance, less than two milliliters of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of less than two grams, by imprisonment for not less than one nor more than three years;

(2) If the aggregate weight, including any mixture, is at least two grams but less than four grams of a solid substance, at least two milliliters but less than four milliliters of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of at least two grams but less than four grams, by imprisonment for not less than one nor more than eight years; and

(3) If the aggregate weight, including any mixture, is at least four grams but less than 28 grams of a solid substance, at least four milliliters but less than 28 milliliters of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of at least four grams but less than 28 grams, by imprisonment for not less than one nor more than 15 years.

(f) Upon a third or subsequent conviction for a violation of subsection (a) of this Code section with respect to a controlled substance in Schedule I or II or subsection (i) of this Code section, such person shall be punished by imprisonment for a term not to exceed twice the length of the sentence applicable to the particular crime.

(g) Except as provided in subsection (l) of this Code section, any person who violates

subsection (a) of this Code section with respect to a controlled substance in Schedule III, IV, or V shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one year nor more than three years. Upon conviction of a third or subsequent offense, he or she shall be imprisoned for not less than one year nor more than five years.

(h) Any person who violates subsection (b) of this Code section with respect to a controlled substance in Schedule III, IV, or V shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one year nor more than ten years.

(i) (1) Except as authorized by this article, it is unlawful for any person to possess or have under his or her control a counterfeit substance. Any person who violates this paragraph shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one year nor more than two years.

(2) Except as authorized by this article, it is unlawful for any person to manufacture, deliver, distribute, dispense, administer, purchase, sell, or possess with intent to distribute a counterfeit substance. Any person who violates this paragraph shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one year nor more than ten years.

(j) (1) It shall be unlawful for any person to possess, have under his or her control, manufacture, deliver, distribute, dispense, administer, purchase, sell, or possess with intent to distribute marijuana.

(2) Except as otherwise provided in subsection (c) of Code Section 16-13-31 or in Code Section 16-13-2, any person who violates this subsection shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than one year nor more than ten years.

(k) It shall be unlawful for any person to hire, solicit, engage, or use an individual under the age of 17 years, in any manner, for the purpose of manufacturing, distributing, or

dispensing, on behalf of the solicitor, any controlled substance, counterfeit substance, or marijuana unless the manufacturing, distribution, or dispensing is otherwise allowed by law. Any person who violates this subsection shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than five years nor more than 20 years or by a fine not to exceed $20,000.00, or both.

(l) (1) Any person who violates subsection (a) of this Code section with respect to flunitrazepam, a Schedule IV controlled substance, shall be guilty of a felony and, upon conviction thereof, shall be punished as follows:

(A) If the aggregate weight, including any mixture, is less than two grams of a solid substance of flunitrazepam, less than two milliliters of liquid flunitrazepam, or if flunitrazepam is placed onto a secondary medium with a combined weight of less than two grams, by imprisonment for not less than one nor more than three years;

(B) If the aggregate weight, including any mixture, is at least two grams but less than four grams of a solid substance of flunitrazepam, at least two milliliters but less than four milliliters of liquid flunitrazepam, or if the flunitrazepam is placed onto a secondary medium with a combined weight of at least two grams but less than four grams, by imprisonment for not less than one nor more than eight years; and

(C) If the aggregate weight, including any mixture, is at least four grams of a solid substance of flunitrazepam, at least four milliliters of liquid flunitrazepam, or if the flunitrazepam is placed onto a secondary medium with a combined weight of at least four grams, by imprisonment for not less than one nor more than 15 years.

(2) Any person who violates subsection (b) of this Code section with respect to flunitrazepam, a Schedule IV controlled substance, shall be guilty of a felony and, upon conviction thereof, shall be punished by imprisonment for not less than five years nor more than 30 years. Upon conviction of a second or subsequent offense, such person shall be punished by imprisonment for not less than ten years nor more than 40 years or life imprisonment. The provisions of subsection (a) of Code Section 17-10-7 shall not

apply to a sentence imposed for a second such offense, but that subsection and the remaining provisions of Code Section 17-10-7 shall apply for any subsequent offense. (m) As used in this Code section, the term "solid substance" means a substance that is not in a liquid or gas form. Such term shall include tablets, pills, capsules, caplets, powder, crystal, or any variant of such items.

Possession and Use of Drug Paraphernalia

It shall be unlawful for any person to use, or possess with the intent to use, any object or materials of any kind for the purpose of planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body marijuana or a controlled substance.

Synthetic Marijuana

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

Drugs Risks and Consequences

Notes:

- Alcohol and other drug use during pregnancy increases risk of physical harms to fetus.
- Additional risks of harm may occur from toxic impurities present in street drugs.

- Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.
- Drugs taken by injection can increase the risk of infection (e.g. HIV, hepatitis, etc.) through needle contamination.

For more information visit: www.drugabuse.gov

Drug and Alcohol Abuse Education Programs

Services offered by The Dalton State Counseling Center include programs and resources to educate and inform students concerning substance abuse and its emotional, physical, and familial effects. The Ken White Student Health Center, Counseling Center and DOS offered a spring break programing event focused on alcohol awareness. KWSHC also offered this at Spring Day of Wellness in Gilmer

Dalton State College Counseling Center Can:

* Provide information and act as a referral service for students and employees with substance abuse problems;

* Provide consultation to campus organizations and offices;

* Provide multi-media resources on substance abuse information and alternatives to substance abuse;

* Maintain drug education and resource material for students and employees;

All inquiries, treatment, and referrals by The Dalton State Counseling Center staff will be treated with utmost confidence.

Community Support Programs/Agencies

Program:	Contact:
Al-Anon for Friends and Families of Alcoholics	800-568-1619
Grupo AA en Español and Aprendiendo a Vivir	706-278-0878
Alcoholics Anonymous	706-279-9944
Alcohol and Drug Abuse Services (State)	866-845-8975
Carter Hope Center	706-226-7044
Drug Information	800-234-0420
MADD (Mothers Against Drunk Driving)	888-833-6033
Narcotics Anonymous	706-279-9974
Hamilton Medical Center Westcott Center for Behavioral Health	706-272-6480

ANNUAL DISCLOSURE OF CRIME STATISTICS

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

The Public Safety Department collects the crime statistics disclosed in the charts through a number of methods. Police dispatchers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer turns in a report, it is appropriately classified in the correct crime category by the dispatcher when entering the report. The Department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook

and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the Department of Public Safety maintains, the statistics below also include crimes that are reported to various campus security authorizes, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Definitions of Reportable Crimes

Primary Crimes:

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

Manslaughter by Negligence – is defined as the killing of another person through gross negligence.

Sex offenses – Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Attempted sexual assaults within the four types of sex offenses count in the statistics.

A. *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 both the rape of males and females.*
B. *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.*
C. *Incest —Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.*

D. Statutory Rape — Sexual intercourse with a person who is under the statutory age of consent.

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

Aggravated Assault – is defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. In making determinations about whether or not an assault that is carried out with hands and feet is aggravated, Dalton State will consider not only the intent of the attacker but the extent of the injuries. If an attack results in broken bones, a loss of consciousness or significant blood loss, or requires medical treatment, the incident must be classified as aggravated.

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

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

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

Hate Crimes

Hate Crimes – A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

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

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

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

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

Categories of Prejudice:

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

Gender – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived gender. E.g. male or female.

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

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

Ethnicity– A preformed negative opinion or attitude toward a group of persons whose members identify 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 towards 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 towards a person or group of persons based on their actual or perceived gender identity e.g male or female.

Dating violence, domestic violence, and stalking

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

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

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or,
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- Does not include roommates

Stalking – 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.

Sexual activity requires consent, which is defined as voluntary, positive agreement between the participants to engage in specific sexual activity.

Communicating consent:

- Consent to sexual activity can be communicated in a variety of ways, but one should presume that consent has not been given in the absence of clear, positive agreement.
- While verbal consent is not an absolute requirement for consensual sexual activity, verbal communication prior to engaging in sex helps to clarify consent. Communicating verbally before engaging in sexual activity is imperative. However potentially awkward it may seem, talking about your own and your partner's sexual desires, needs, and limitations provide a basis for a positive experience.
- Consent must be clear and unambiguous for each participant at every stage of a sexual encounter. The absence of "no" should not be understood to mean there is consent.
- A prior relationship does not indicate consent to future activity.

Alcohol and drugs:

- A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, is not capable of giving valid consent.
- The use of alcohol or drugs may seriously interfere with the participants' judgment about whether consent has been sought and given.

Crime Statistics

The Dalton State College Department of Public Safety maintains a close relationship with local law enforcement agencies to ensure that we are notified of any crime report that is made directly to them. The Department of Public Safety will disclose any crime report made directly to any local law enforcement agency by a member of the campus community, and any such reports are included in our statistics. Our statistics are included on the next page and include both of our campuses;

On Campus:

- Dalton State College - main campus located at 650 College Drive- Dalton, Georgia 30721
- Dalton State College - Gilmer County Campus located at 103 Dalton Street- Ellijay, Georgia 30540

Student Housing:

- Mashburn Hall- 623 Campus Place – Dalton, Georgia 30721

DALTON STATE COLLEGE MAIN CAMPUS - 650 COLLEGE DRIVE DALTON, GA					
		GEOGRAPHIC LOCATION			
OFFENSE	YEAR	ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
	2017	0	0	0	0
MURDER/NON NEGLIGENT MANSLAUGHTER	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
RAPE	2016	1	1	0	0
	2015	1	1	0	0
	2017	0	0	0	0
FONDLING	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
INCEST	2016	0	0	0	0
	2015				
	2017	0	0	0	0
STATUTORY RAPE	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
ROBBERY	2016	0	0	0	0
	2015	0	0	0	0
	2017	1	1	0	0
AGGRAVATED ASSAULT	2016	1	1	0	0
	2015	0	0	0	0
	2017	0	0	0	0
BURGLARY	2016	0	0	0	0
	2015	2	2	0	0
	2017	0	0	0	0
MOTOR VEHICLE THEFT	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
ARSON	2016	0	0	0	0
	2015	0	0	0	0

HATE CRIMES	2017	NO HATE CRIMES
	2016	NO HATE CRIMES
	2015	ONE ON CAMPUS VANDALISM CHARACTERIZED BY RACE
UNFOUNDED CRIMES	2017	NO UNFOUNDED CRIMES
	2016	NO UNFOUNDED CRIMES
	2015	NO UNFOUNDED CRIMES

VAWA OFFENSES REPORTING

		GEOGRAPHIC LOCATION			
OFFENSE	**YEAR**	**ON CAMPUS PROPERTY**	**ON CAMPUS STUDENT HOUSING**	**NON-CAMPUS PROPERTY**	**PUBLIC PROPERTY**
	2017	1	1	0	0
DOMESTIC VIOLENCE	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
DATING VIOLENCE	2016	0	0	0	0
	2015	0	0	0	0
	2017	0	0	0	0
STALKING	2016	4	2	0	0
	2015	2	0	0	0

ARREST AND DISCIPLINARY REFERRALS

		GEOGRAPHIC LOCATION			
OFFENSE	**YEAR**	**ON CAMPUS PROPERTY**	**ON CAMPUS STUDENT HOUSING**	**NON-CAMPUS PROPERTY**	**PUBLIC PROPERTY**
ARRESTS:	2017	0	0	0	0
WEAPONS:CARRYING,POSSESSION,ETC.	2016	0	0	0	0
	2015	0	0	0	0
DISCIPLINARY REFERRALS:	2017	0	0	0	0
WEAPONS:CARRYING,POSSESSION,ETC.	2016	0	0	0	0
	2015	0	0	0	0
ARRESTS:	2017	4	4	0	0
DRUG ABUSE VIOLATIONS	2016	4	4	0	0
	2015	0	0	0	0
DISCIPLINARY REFERRALS:	2017	2	2	0	0
DRUG ABUSE VIOLATIONS	2016	4	4	0	0
	2015	2	2	0	0
ARRESTS:	2017	7	7	0	0
LIQUOR LAW VIOLATIONS	2016	1	1	0	0
	2015	1	1	0	0
DISCIPLINARY REFERALS:	2017	1	1	0	0
LIQUOR LAW VIOLATIONS	2016	0	0	0	0
	2015	7	7	0	0

DALTON STATE COLLEGE ELLIJAY CAMPUS - 103 DALTON STREET ELLIJAY, GA					
		GEOGRAPHIC LOCATION			
OFFENSE	YEAR	ON CAMPUS PROPERTY	(NO) STUDENT HOUSING	NON-CAMPUS PROPERTY	PUBLIC PRPERTY
	2017	0		0	0
MURDER/NON NEGLIGENT MANSLAUGHTER	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
MANSLAUGHTER BY NEGLIGENCE	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
RAPE	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
FONDLING	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
INCEST	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
STATUTORY RAPE	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
ROBBERY	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
AGGRAYATED ASSAULT	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
BURGLARY	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
MOTOR VEHICLE THEFT	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
ARSON	2016	0		0	0
	2015	0		0	0

HATE CRIMES	2017	NO HATE CRIMES REPORTED
	2016	NO HATE CRIMES REPORTED
	2015	NO HATE CRIMES REPORTED
UNFOUNDED CRIMES	2017	NO UNFOUNDED CRIMES
	2016	NO UNFOUNDED CRIMES
	2015	NO UNFOUNDED CRIMES

VAWA OFFENSES REPORTING

		GEOGRAPHIC LOCATION			
OFFENSE	**YEAR**	**ON CAMPUS PROPERTY**	**(NO) STUDENT HOUSING**	**NON-CAMPUS PROPERTY**	**PUBLIC PROPERTY**
	2017	0		0	0
DOMESTIC VIOLENCE	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
DATING VIOLENCE	2016	0		0	0
	2015	0		0	0
	2017	0		0	0
STALKING	2016	0		0	0
	2015	0		0	0

ARREST AND DISCIPLINARY REFERRALS

		GEOGRAPHIC LOCATION			
OFFENSE	**YEAR**	**ON CAMPUS PROPERTY**	**(NO) STUDENT HOUSING**	**NON-CAMPUS PROPERTY**	**PUBLIC PROPERTY**
ARRESTS:	2017	0		0	0
WEAPONS:CARRYING,POSSESSION,ETC.	2016	0		0	0
	2015	0		0	0
DISCIPLINARY REFERRALS:	2017	0		0	0
WEAPONS:CARRYING,POSSESSION,ETC.	2016	0		0	0
	2015	0		0	0
ARRESTS:	2017	0		0	0
DRUG ABUSE VIOLATIONS	2016	0		0	0
	2015	0		0	0
DISCIPLINARY REFERRALS:	2017	0		0	0
DRUG ABUSE VIOLATIONS	2016	0		0	0
	2015	0		0	0
ARRESTS:	2017	0		0	0
LIQUOR LAW VIOLATIONS	2016	0		0	0
	2015	0		0	0
DISCIPLINARY REFERALS:	2017	0		0	0
LIQUOR LAW VIOLATIONS	2016	0		0	0
	2015	0		0	0

ANNUAL FIRE SAFETY REPORT

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The chart and information on the following pages detail all information required by this act for Dalton State College for on campus housing. Dalton State only maintains housing at the main campus location located at 650 College Drive Dalton, Georgia, 30721.

Definitions

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

On-Campus Student Housing – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

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

Residence Hall Fire Drills

Fire drills are conducted in Mashburn Hall (residential housing) during the school year to allow occupants to become familiar with and practice their evacuation skills. The drills are conducted by the Residence Assistants, Housing Management and College Police.

		STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES IN 2015			
RESIDENTIAL FACILITIES	TOTAL FIRES IN EACH BUILDING	CAUSE OF FIRE	NUMBER INJURED REQUIRING TREATMENT	NUMBER OF DEATHS/FIRE	VALUE OF PROPERTY DAMAGE
2209 Roadrunner Place	0				
2213 Roadrunner Place	1	Cooking- Stove Fire	0	0	$0
2221 Roadrunner Place	1	Cooking- Stove Fire	0	0	$500
2238 Roadrunner Place	0				
615 Campus Place	0				
619 Campus Place	0				
623 Campus Place	0				
614 Campus Place	0				
618 Campus Place	0				

		STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES IN 2016			
RESIDENTIAL FACILITIES	TOTAL FIRES IN EACH BUILDING	CAUSE OF FIRE	NUMBER INJURED REQUIRING TREATMENT	NUMBER OF DEATHS/FIRE	VALUE OF PROPERTY DAMAGE
2209 Roadrunner Place	0				
2213 Roadrunner Place	0				
2221 Roadrunner Place	0				
2238 Roadrunner Place	0				
615 Campus Place	0				
619 Campus Place	0				
623 Campus Place	0				
614 Campus Place	0				
618 Campus Place	0				
Mashburn Hall	0				

(Mashburn Hall is a new residence hall building taking the place of other individual buildings as of July, 2016)

		STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES IN 2017			
RESIDENTIAL FACILITY	TOTAL FIRES IN EACH BUILDING	CAUSE OF FIRE	NUMBER INJURED REQUIRING TREATMENT	NUMBER OF DEATHS/FIRE	VALUE OF PROPERTY DAMAGE
Mashburn Hall	0	NA	0	0	0
623 Roadrunner Place					

Fire Safety

Dalton State takes Fire Safety very seriously and continues to enhance its programs to the community through education, engineering and enforcement. Educational programs are available throughout the year to residents so they are aware of the rules and safe practices. These programs, which are available, include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

FIRE SAFETY REPORT FOR CAMPUS HOUSING

According to current Department of Education Guidelines for fire safety, DSC has compiled the following information and statistics relevant to fire safety at DSC.

I. Description of the Fire Protection Equipment in Mashburn Hall (residential housing)

- There is one building capable of housing 360 residents on four different floors.
- Multiple fire extinguishers are located on each floor for easy access. In addition, the building is equipped with a sprinkler system. Fire extinguishers and suppression equipment are checked routinely.

II. Number of Regular Mandatory Supervised Fire Drills and Training Exercises:

1. Fire Drill, Mashburn Hall, Spring 2017
2. Fire Drill, Mashburn Hall, Fall 2017
3. Tabletop Exercise, Fall 2017, Fire and Tornado Events
4. Continued Education for Residents Fall 2017

III. Policies or Rules on Fire Safety Education and Training Programs Provided

- Fire training is provided to residents, and fire safety pamphlets handed out. In addition, students, faculty, and staff may request additional training.
- Although the potential for fire always exists, routine inspections, maintenance and training are effective elements in reducing bodily injury, loss of life, and damage to property. Faculty, staff, and students should all be knowledgeable of those elements that cause fires and how to eliminate them. All persons should be aware of the fire safety regulations and conditions that have the potential to start a fire such as the use of extension cords or the improper storage of chemicals, paint, cleaning supplies, rags, papers, etc. Portable appliances should also be used cautiously such as small heaters can start a fire if placed too close to flammable materials. Also open flames such as smoking or even candles are not to be used in student housing because of the risk of fire. Routine inspections and maintenance of fire extinguishers, fire hydrants, smoke alarms, and emergency call boxes are essential. At the same time, each Resident/Student should be aware of their Emergency Evacuation Guidelines and Assembly Points. Emergency evacuation information is provided by the Residence Life Staff at the beginning of the semester. Upon the activation of a fire alarm, all residents are required to exit the building without using elevators and assemble at their designated assembly point.

IV. Procedures to Follow in the Event of a Fire

- Any person seeing or suspecting a fire should call (706) 272-4461 or 911. If the fire is small, such as a wastebasket fire, a reasonable

attempt to extinguish the flames should be made. Even though the fire may be completely extinguished, the incident must be reported to DSC Public Safety, as the underlying cause for the fire may be remaining. It is STRONGLY encouraged that all reports of fires go to the Public Safety Department, extinguished fires may be made to the Residential Life Director or Assistant Director if there is not a health or safety concern. Everyone is required to evacuate the building in the event of a fire alarm or upon the discovery of smoke or fire.

V. Fire Prevention

- Waste must be stored and properly disposed of to prevent the creation of a fire and safety hazard.
- Flammable materials should be stored in a properly labeled flame resistant cabinet.
- Do not overload outlets with multiple outlet cords or multiple plug adapters.
- Keep closets free of old rags, paper or other combustible odds and ends.
- Keep all walkways and stairwells free from obstruction at all times.

VI. Fire Evacuation

- Upon Discovery of a fire or smoke, exit the dorm.
- Go immediately to the designated assembly area and wait for further instructions.
- Stay clear of emergency response personnel and equipment.
- Do not reenter the building until emergency response officials have declared that it is safe to do so.

(Emergency fire drills shall be conducted for each building at least once per year.)

Dalton State is always trying to improve existing practices and systems for the safety of the Residential Life Community, and will make improvements as deemed necessary by the institution.

In addition to the above requirements, institutions are required to maintain a log of all fire related Incidents involving the campus community (i.e. students, faculty, & staff). The law also prescribes additional fire safety reports be published for the campus community that includes the statistical portion of the annual DOE Fire Log. The fire log will be maintained in the Department of Public Safety and fire statistics will be included in the Cleary report.

It should be also noted that false alarms in other campus buildings provide students, faculty, staff, and first responder's additional training in responding to incidents related to fire.

Fire Incident Reporting

Students, faculty and staff are instructed to call 272-4461 or 911 to report a fire emergency. Non-emergency notifications (e.g. evidence that something burned) should be made to housing management.

Plans for Future Improvements in Fire Safety

We continue to monitor trends related to residence hall fire incidents and alarms to provide a fire safe living environment for all students. New programs and policies are developed as needed to help insure the safety of all students, faculty and staff.

Residence Life (Mashburn Hall) 1-706-712-8228

Public Safety (24/7) 706-272-4461

Dalton Fire Department (Emergency) 911

Useful Web Links:

http://www.usfa.dhs.gov/citizens/college/

http://www.ed.gov

http://www.campusfiresafety.org/

http://www.campus

http://www.firewatch.com

CRIME PREVENTION TIPS

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

Theft

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

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

- Keep doors to residence halls, labs, offices locked when not occupied.
- Don't provide access to unauthorized persons in the buildings or classrooms.
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, checkbooks in a lock box or locked drawer.
- Keep a list of all valuable possessions including the makes, models, and serial numbers.
- Don't leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time.
- Don't lend credit cards or identification cards to anyone.
- Report loitering persons or suspicious persons to campus police immediately; don't take any chances.

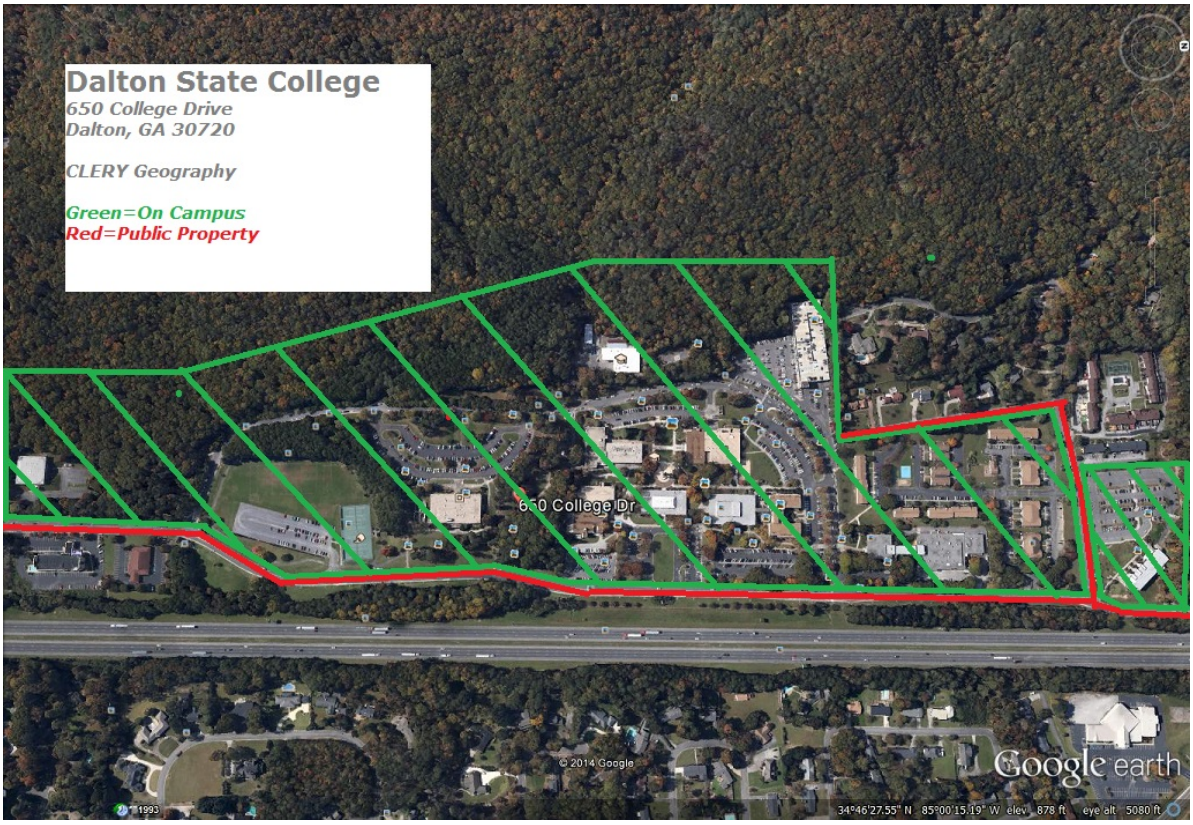
Identity Theft

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

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

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

- Do not give anyone your personal information unless there is a reason to trust them and the release is for good reason.
- Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.
- Examine financial information often to assure all transactions are authorized and accounted for.
- Use of computer security software on computers and installation of firewalls are good.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650 College Drive
Dalton, GA 30720
CLERY Geography
Green=On Campus
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650 College Dr
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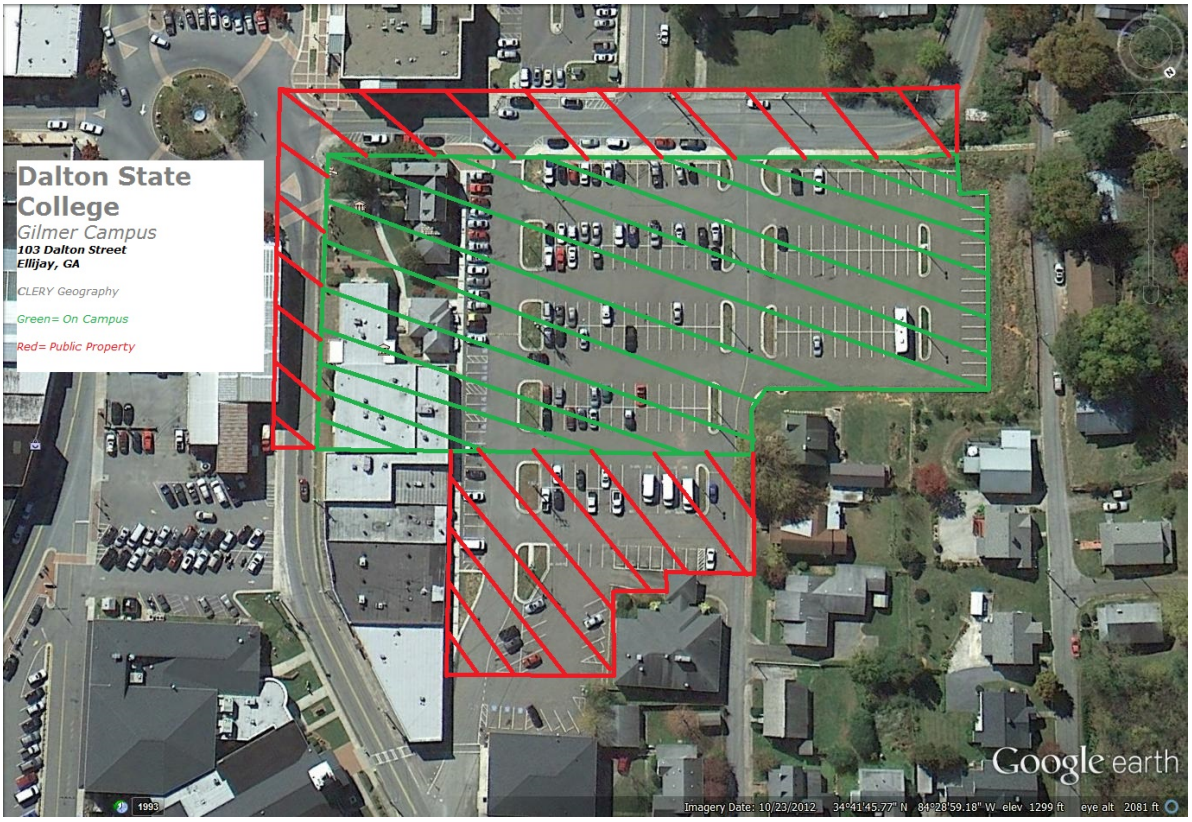
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