



# **Annual Security Report 2020**

Crime statistics 2017 – 2019

## **JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT**

### **WEST GEORGIA TECHNICAL COLLEGE**

Adamson Square

C.E.C. Instructional Site

Carroll Campus

Coweta Campus

Douglas Campus

Franklin Instructional Site

Greenville Instructional Site

Lagrange Campus

Murphy Campus

October 2020



Welcome to the 2020 Annual Security Report for West Georgia Technical College. While COVID-19 changed many things for everyone in 2020, our responsibilities for safety and security of the campus and its community has remained top priority for us. The security report reflects many new procedures and policies which are intended to be more beneficial for our students and employees.

COVID-19 required many changes and new job requirements from all of us, police included. Our focus throughout this year has been, and remains, the overall health and wellness of our campus community. All departments have coordinated with each other and outside sources such as the Department of Public Health in each of our regions to insure we follow current and best practices in screening entrants, monitoring the wellness of everyone and if need be, a coordinated effort to ensure a deep cleansing and disinfection of suspected at risk areas.

Our campuses have remained well-served through continued coordination with all local first responders and our own police department officers received more training than is typical for a normal year. Our department has remained focused on serving our community, providing protection for everyone and expanding our efforts and availability to assist in daily operations of the college.

Our mission is to continue to serve and remain fluid to new required task and adjustments in the preservation of life and protection of property while respecting everyone associated with our college community.

Sincerely,

Chief James Perry

## **Reporting Crimes and Emergencies [668.46 (b)(2)]**

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

All crimes and emergencies should be promptly reported to the West Georgia Technical College Police Department at 855-579-4357. Reporting crimes or emergencies is voluntary. West Georgia Technical College has taken measures to ensure the safety and security of the campus community; however, the campus environment is not immune from criminal incidents that occur in the surrounding community. The College takes great pride in ensuring the campus community is one where students, faculty, staff, and visitors can work, study, live, and enjoy all that West Georgia Technical College has to offer. Ultimately, it is up to each of us to be aware of our surroundings and use reasonable judgment while on campus or attending a College function. It is also up to each of us to report any incident we may feel is against college policy or a threat to another individual.

### **Voluntary, Confidential Reporting**

Reporting crimes or emergencies is voluntary. All crimes and emergencies should be accurately and promptly reported to the West Georgia Technical College Police Department at 8555794357, or the local police agency, when attending a WGTC class or WGTC sponsored function at an off-campus location.

West Georgia Technical College does not have any non-campus organizations or housing, but student organizations may sponsor an event, such as a dance, at an off-campus facility. At those times, a College police officer may be assigned to the event for security purposes. If a College police officer is not present, the local law enforcement agency will be responsible for responding to a crime or incident, and will report any problems to the College Police. All crimes should be reported to the West Georgia Technical College Police Department for the purpose of investigating the crime, making a timely warning report and for annual disclosure in the crime statistics.

College Police do not have a process for voluntary confidential reporting due to state open-records laws. If you are the victim of a crime and do not want to pursue action within the West Georgia Technical College or within the criminal justice system, you may still want to consider making an anonymous report. You may contact the West Georgia Technical College Police Department at 855-579-4357 to report a crime anonymously. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Professional and pastoral counselors are exempt from reporting requirements. West Georgia Technical College does not employ pastoral and/or professional counselors.

## Reporting to Campus Police

Accurate and prompt reporting of all crimes to the Campus Police and other appropriate law enforcement agencies is encouraged, when the victim of a crime elects to or is able (physically/mentally) to make such a report. The West Georgia Technical College Police Department is open Monday through Thursday 7am till 10pm and Fridays 8am till 12 noon. There are several ways to contact the department for assistance:

**Telephone:** If you are on campus, dial extension 4357 from any Cisco phone. If you are off campus, dial 855-579-4357.

**Email:** For non-emergency questions, comments or concerns, email [james.perry@westgatech.edu](mailto:james.perry@westgatech.edu)

**In Person:** Carroll, Douglasville, Coweta, Murphy and Lagrange campus each have a police office on the campus. Please make this location known to you and meet with the officer in person if needed. In the event of an emergency, call 855-579-4357 to ensure contact with an officer.

## Crimes Involving Student Organizations at Off-Campus Locations

Crimes involving anyone at off campus locations should be reported to the local law enforcement agency with jurisdiction of the location. WGTC does not have any officially recognized off-campus student organizations.

## Reporting to Other Campus Security Authorities

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

- A campus law enforcement unit;
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department such as an individual who is responsible for monitoring the entrance into institutional property (e.g. an access monitor);
- An individual or organization specified by the college campus security statement as the individual or organization to which students and employees should report criminal offenses;
- An official of a school who has significant responsibility for student and campus activities including, but not limited to, student housing, student discipline, and campus judicial proceedings.

CSA's for West Georgia Technical College		
Lori Basham	Admissions Director	706-759-4589
Tonya Whitlock	Vice President for Student Affairs	678-664-0532
Daphney Bryant	Student Organization Advisor	770-537-6036
Deona Carter	Mgr. Student Success Customer Care	678-821-3761
Latoya Cotton	Coordinator Student Org and Act	770-537-5721
Kimberly Crockett	Success Coordinator/Student Navigation	706-756-4678
Janierro Hailey	Enrollment Center Coordinator	770-947-7223
Annie Ruth Harp	Student Organization Advisor	770-755-7869
Melinda Hofius	Mgr. (DTAE) Student Life	770-537-5722
Zelma Jones	Special Services Coordinator	770-824-5241
Misty Lang	Student Engagement Manager	770-537-6023
Angelia Long	Enrollment Center Coordinator	770-830-2179
Laura Thornton	Registrar (DTAE)	770-537-5720
April Welch	Dean of Students	770-755-7839
Dawne White	Manager, Career and Student Support	770-824-5245

Title II of Public Law 101-542 requires this college to keep statistics on campus crime beginning in September 1992. These statistics are available upon request. In compliance with this law, all students, staff, and faculty are requested to notify campus police immediately to report any of the following offences occurring on campus: murder, rape, robbery, aggravated assault, burglary, theft, liquor law violations, drug abuse violations, and weapons possessions. These files are maintained in the Police Department.

CSA's are responsible for immediately reporting crimes and incidents that occur on the WGTC campus or all property affiliated with the WGTC. A CSA report form has been created to document this information and distribute to the campus Police Department.

Statistical crime information from WGTC PD, other CSA's and outside law enforcement agencies are integrated into a single page, included at the end of this document on the WGTC PD web page, and provided in a hard copy document upon request. The statistics are also reported to the U.S. Department of Education.

## About the WGTC Police Department

### Authority and Jurisdiction

The WGTCPD is recognized by the State of Georgia as a full authority law enforcement agency. Under Georgia O.C.G.A. § 20-8-1, O.C.G.A. § 35-8-2.10 and O.C.G.A. § 20-4-39, the WGTCPD has full police authority under these provisions and is authorized to make arrests on and within 500 feet of any property owned or controlled by the Technical College System of Georgia within the State of Georgia.

WGTCPD is responsible for the safety and security of all campuses, facilities, students and employees of the College and its adjoining grounds. We are sworn to enforce the laws of the State of Georgia within our campuses, or we may refer students to the Office of Student Affairs for violations of the College's rules and Student Code of Conduct. Campus Police take possession of any "Lost and Found" property recovered within our jurisdiction.

All WGTC law-enforcement personnel receive a minimum of 20 hours of law enforcement training annually. Training includes the use of force, firearms qualifications, de-escalation, and community relations. Additional training such as legislative updates, first aid, and CPR are also provided.

*West Georgia Technical College Police are on duty on each campus during student hours of operation and during special events as needed.*

### Officer on Duty Phones

Any member of the College community who is a victim of a crime on campus, or who witnesses a crime on campus should call WGTCPD and then the local 911 center if needed. Campus officers typically can respond to a call for assistance quicker than a 911 call. The following number is the campus police dispatch center and is manned during campus hours ensuring a timely response to your needs. **Campus Police Dispatch: 855-579-4357**

### Working Relationships with Local, State, and Federal Law Enforcement Agencies

The West Georgia Technical College Police maintains a cooperative relationship with the Georgia State Patrol, Georgia Bureau of Investigations Office, and all surrounding police agencies. This includes intraoperative radio capability, training programs, special events coordination, and investigation of serious incidents.

## **Timely Warning Reports – Crime Alerts**

West Georgia Technical College Police will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

A timely warning notice is considered for distribution to the WGTC community for all Clery Act crimes that are (1) reported to Campus Police (2) reported to campus security authorities or local police and (3) determined by the institution to represent a serious or continuing threat to students and employees. Such reports shall be provided to students and employees in a manner that is timely, that withholds as confidential the names and other identifying information of victims, and will provide protective advice that will aid in the prevention of similar occurrences

The decision to issue a timely warning shall be decided on a case-by-case basis. The decision is made by either the WGTC Chief of Police or his designee, after considering all available facts, including whether the crime is considered to be a serious or continuing threat to student or employees. Certain specific information may be withheld from a warning if there is a possible risk of compromising law enforcement efforts. But if a crime occurs that would pose a serious or continuing threat to the WGTC community, a timely warning notice would be distributed to the campus community.

### **How Will Timely Warnings Be Issued**

The warning process will at a minimum entail a combination of the following:

- All-campus electronic mail notifications
- Electronic posting on the WGTC PD website at: <https://www.westgatech.edu/contact-us/wgtc-police-department/>
- Physical postings of bulletins in designated campus buildings by campus police and assigned personnel, depending upon circumstances
- The campus wide Voice over Internet Protocol (VoIP) announcement system.

The Campus Police Chief or designee reviews all Campus Police reports to determine if there is an ongoing threat to the community and if the distribution of a timely warning notice is warranted.

# **Emergency Response and Evacuation Procedures**

## **Emergency Management at West Georgia Technical College**

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

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

The Chief of Police is responsible for annual review of these procedures with input from other key stakeholders on campus, including the Public Safety Review Team, as well as selected others with specific responsibilities outlined in the plan.

The College's Emergency Operation Plan contains "best practices" and information about Emergency Guidelines for the campus community; college emergency procedures; pre-emergency planning and performance expectations; "shelter-in-place," "secure-in-place" and evacuation guidelines; and local contingency and continuity planning requirements. College departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility.

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

The Chief of Police and the IT Department tests these systems for content and accuracy.

The Cisco emergency announcement system is used each day to announce closing of each campus. This serves as a daily test of one emergency broadcast system the college has. Other system test such as Alertus are conducted periodically to test that system. The police department and campus safety teams participate and conduct drills in participation with State recognized dates for tornado and earth quake drills. Severe weather drills are conducted on random dates throughout the year.

Campus Police have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually Campus Police, local law enforcement agencies, local fire responders and emergency medical services. All departments typically respond and work together to manage the incident. Depending on the nature of the incident, other College departments and local or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for West Georgia Technical College are publicized each year as part of the institution's Clery Act compliance efforts (WGTC's Annual Safety and Security Report). That information is available on the West Georgia Technical College website at:

<https://www.westgatech.edu/contact-us/wgtc-police-department/>

## **Emergency Notifications**

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

## **Authorization of WGTC Emergency Notification System**

The Police Chief of WGTC or his designee are responsible for activating the emergency notification system, which is the Alertus system. In the event of an immediate need, determining the segment of the community to receive the notification (if the threat is limited to a particular building or segment of the population) and activating the system to all students and employees registered after confirming a significant emergency or dangerous situation has indeed occurred.

Emergencies on campus are typically confirmed by the West Georgia Technical College Police Department, in consultation with other offices such as the National Weather Service and/or responding law enforcement or fire departments. The West Georgia Technical College Police Department and the campus safety team and safety team members are authorized to initiate emergency notifications where an imminent threat exists.

The initial notification will consist of "clear speak" language, stating the known facts of the emergency and precautions to take at the time. As more information is able to be developed a more informed message will be disseminated. The Chief of Police or his designee will then notify the Office of the President and Public Relations who, in turn, will notify local media outlets to provide information to the larger community. The Chief of Police or his designee will be responsible for disseminating the following notifications using some or all of the below listed systems when activation is required and to providing follow-up information regarding the emergency as needed:

West Georgia Technical College's Emergency Notification System is offered and provided to all students, faculty, staff, maintenance, and the administration of the college. This consist of each person's email account through the college. When students are registered, their accounts are created for them. Other emergency notification systems exist including the Cisco phone announcement system, Alertus computer emergency notification and door to door announcements as necessary.

## **Evacuation Procedures**

WGTC has established procedures to ensure to the greatest extent possible the safety and welfare of the College's students and employees.

### **Building/Campus Evacuation**

- All occupants of a given building should exit the building according to the posted Fire Evacuation Route.
- Once the occupants are outside the building they should proceed to the designated Evacuation Safety Zone for that building. Safety zones can be located for your building on the accompanying map.
- Faculty will be responsible for accounting for their students once they reach the evacuation zone. They should carry a class roster with them during the evacuation procedures.

In the event that it is necessary to evacuate the entire campus by automobile the following procedure will be taken:

- Campus police will designate WGTC personnel to assist in directing traffic.
- Administrative management and appointed personnel will be responsible for contacting local authorities with duties of directing traffic.
- Sheriff's department or campus personnel will suspend oncoming traffic at the entrance until the campus is cleared.
- Vehicles are to vacate parking lots beginning with vehicles nearest entrance and proceed in like manner until campus is vacated.

### **Shelter-in-Place**

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

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

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

When this occurs:

- Remain CALM.
- Faculty should recommend students and others not to leave or go outside.
- Close all windows, exterior doors, and any other openings that lead to the outside.
- Stay away from all windows and doors.
- Plant Operations personnel or trained crisis coordinators should shut down all building ventilation fans and air conditioners, when, and if, appropriate.
- Select interior room(s) on the ground floor, with the fewest window or air vents.
- Room(s) should have adequate space for everyone to be able to sit down comfortably.
- Avoid overcrowding by selecting several rooms when necessary.
- Remain alert for instructions and updates as they become available from the emergency personnel and university administrators.

### **Response to an act of violence on campus:**

West Georgia Technical College is committed to the protection of its students, staff, and faculty against acts of violence. Acts of violence could include, but are not limited to, active shooter situations, hostage situations, work-place violence, and terrorism. Such acts of violence have occurred on multiple campuses across the nation. These incidents have happened with little or no warning on campus or in close proximity to campus. Violent situations are oftentimes dynamic and evolve rapidly, demanding immediate notification of first responders and quick responses to protect the innocent.

These type events may happen at any location including schools, shopping malls, industrial plants and other locations. Your best options for survival include being prepared to take action and pre-planning your actions based on your location. If you can escape safely, do so. If not, your best option may be to defend your location by barricading the door and or windows to block the aggressor from entry into your location. Many training videos and presentations are available for your consideration to assist in your planning and decision on how to protect yourself.

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

- Remain as calm as possible
- Determine your course of action. The best way to survive an active shooter incident is to not be where the shooter is and to not go where he or she can see you. You have two choices.

1. Evacuate (Run)
    - a. Exit the building immediately, if it is safe to do so
    - b. Move quickly to a safe location away from the incident
    - c. Leave belongings behind that will slow you down
    - d. When you see police vehicles, move toward them when it is safe to do so with your hands on your head and presenting no threat to them
    - e. Follow the directions of any emergency responders you encounter
  2. Secure-in-Place (Hide)
    - a. Go to the nearest room or office
    - b. Close, lock, and barricade the door with any heavy furniture possible
    - c. Cover windows, if possible
    - d. Turn out the lights, if possible
    - e. Silence all noise-producing sources, including your cell phones
    - f. If you can provide any valuable information to the responding units, such as the whereabouts of the shooter, call campus police at 855-579-4357 or 911.
- If you are in a room with others, spread out in the room, keep quiet, and determine a plan of attack if an armed person enters your room.
  - If you are faced with a shooter, you have a choice to make, and only you can make the choice. You can stay still and hope they don't shoot you, run for an exit as fast as you can, or even attack the shooter (fight). This is very dangerous. A moving target is much harder to hit than a stationary one and the last thing the shooter will expect is to be attacked by an unarmed person. Any option you choose may still result in a negative consequence.
  - If someone near you has a life-threatening injury, and it is possible for you to safely provide first aid, do so up to but not exceeding your level of training.

### **How to evacuate:**

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed with caution to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify College Police Emergency at 855-579-4357 or, from a Cisco phone, ext. 4357.

- Remain CALM.
- Do NOT use elevators. Use the stairs.
- Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform College Police or the responding Fire Department of the individual's location.
- Proceed to a clear area at least 150 feet away from the building. Keep all walkways clear for emergency vehicles.

- Make sure all personnel are out of the building.
- Do not re-enter the building.

### **Muster and Head Count**

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

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

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

### **Emergency Action Plan**

Each classroom and laboratory contain a posted emergency action plan for fire or hazardous weather conditions. The plan includes evacuation instructions in case of emergency. In the event of fire, personal injury, or criminal action, someone witnessing the incident should notify the nearest instructor or staff member immediately. That person should also notify the Campus Police (855-579-4357). If the situation is a dire emergency, an employee should call 911 as soon as it is safe to do so. A student who experiences any personal injury must complete and submit an incident report to the Campus Police as soon as possible.

### **Security of and Access to College Facilities**

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

Security cameras are placed at strategic locations around the campus, in some of the facilities for safety reasons, and most of the parking area. Specific building interior corridor facilities have interior cameras focused on areas of higher risk, such as facility entrances, elevators and

telecommunication rooms. These cameras are not actively monitored, but all footage is saved on a digital feed. Cameras are checked routinely through visual confirmation to ensure the component is working via the central monitoring station. Employees of the College (faculty and staff) may be present in buildings after-hours provided that they have supervisory approval. Student assistants may be present in the building as well. The West Georgia Technical College Police Department is responsible for verifying the eligibility of student assistants to stay in closed buildings after-hours. Police officers regularly patrol all campus facilities to maintain security and inspect doors and locks to ensure they are properly maintained.

Faculty, staff and students are to wear college issued identification badges when on campus. Each new student should obtain one of these during their orientation. All vehicles belonging to faculty, staff and students should display a West Georgia Technical College parking hang tag from the interior rear view mirror. Hang tags can be obtained for free from the campus police officer. Information obtained during this application is used for emergency purposes to identify and locate an owner of a vehicle and is maintained by the college police department only.

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

The Maintenance Department maintains college buildings and grounds with concern for safety and security. This department inspects campus facilities regularly and promptly makes repairs. Students and employees must call the Campus Police at 855-579-4357 to report any hazard. The Maintenance Department routinely inspects college facilities to review lighting and environmental safety.

### **Security Awareness and Crime Prevention Education on Campus**

Security awareness and crime prevention programs on personal safety are sponsored by various departments at WGTC throughout the year. Security awareness programs are designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

Campus Police facilitate programs for students, faculty, staff, orientations, and organizations. Crime prevention and security awareness programs available include active shooter response and general campus safety and crime prevention.

### **Crime Prevention Education**

The West Georgia Technical College Police Department facilitates community education presentations that promote personal safety for students, staff, and faculty. Any student organization or campus department can request a training presentation from the Police Department. These presentations cover topics such as Social Media Safety, Internet Safety, Crime Prevention, Community and Law Enforcement Interaction Safety, Identity Theft Prevention, Active Shooter Response, Date Rape Prevention, and General Campus Safety. Our

campus officers present to all student orientation and new hire orientation sessions throughout the year, and our presentations can be crafted to fit any audience. Other presentations are scheduled as requested by instructors or supervisors over classes or offices. To schedule a class or to learn more on what classes are available, email Chief Perry at [james.perry@westgatech.edu](mailto:james.perry@westgatech.edu)

## **Personal Safety and Crime-Prevention**

All members of the campus community share responsibility for ensuring their personal safety and securing their personal property. West Georgia Technical College places a priority on safety and security through its commitment to providing a safe and secure environment. The majority of crimes occurring on college campuses across the United States are preventable crimes of opportunity.

The following consist of suggestions providing guidance to prevent becoming the victim of crime:

- Report all suspicious incidents and persons to campus Police immediately.
- Avoid dark, secluded places when alone
- If possible, avoid walking at night alone.
- Walk with others, making sure to stay in well-lit areas.
- Always limit alcohol consumption and leave any social functions that have too many people drinking in excess.
- Never leave valuables unattended in rooms or vehicles.
- Maintain serial numbers and incorporate property identification numbers on your valuables.
- Always carry your keys with you at all times and never lend them to anyone.
- Always lock vehicles and never leave valuables in view.
- Tell someone where you are going and when you can be expected to return.
- Vary your route and schedule if you exercise outdoors on a regular basis
- Do not overload yourself with books or other items. Keep your hands free.
- Carry a purse close to your body, preferably in front. If it has a shoulder strap, be prepared to let it go if snatched.
- Never leave laptop computers, textbooks, cellular telephones, book bags, purses, or other valuables unattended in classrooms, the library, common study areas, or outdoor spaces.
- Head to an area with other people present if a stranger approaches you and you feel concerned or uncomfortable.
- Prevent theft by keeping cash, checks, credit cards, and books with you at all times. Never leave them unattended.

- Store computers, lab equipment and audiovisual equipment when not in use, in a locked office or classroom.
- Keep the campus safe by reporting all suspicious or criminal activity to police.
- Attend crime prevention / safety programs as they are offered.
- Take responsibility to protect yourself and your students.
- When confronted by thieves, give them what they want. Do not pursue the thieves. Get a detailed description and call Campus Police at 855-579-4357 and then 911 if necessary.

### **Safety Escorts**

WGTCPD provides safety escorts for any student, faculty, staff member, or visitor that requests an officer to escort them to or from their vehicle. This service can be requested by contacting: Campus police dispatch at 855-579-4357. We have many campuses and buildings so be prepared to tell the dispatch center exactly where you are.

## **WGTC Behavioral Intervention Team Policies & Procedures**

### **Mission**

The West Georgia Technical College Behavioral Intervention Team (BIT), referred to as KnightCARE, is a multidisciplinary team comprised of faculty, staff, and law enforcement officials that is responsible for proactively responding to situations that may pose a threat to the safety and wellbeing of the WGTC community. The BIT provides a consistent framework for responding to behavioral issues to deliver professional assessment, effective management, and timely intervention tailored to the unique needs of each situation. The BIT recommends collaborative and meaningful interventions aimed at helping WGTC students achieve success.

### **Key Objectives**

- Protect the campus community in cases of imminent threats to self and others by a student or staff member
- Assist WGTC faculty, staff and students in identifying behaviors that signal an individual who may be distressed, disruptive, and/or dysregulated and therefore pose a potential risk to self or others
- Centralize the process of collecting reports and assessing “red flags” raised by student behavior as they are documented by different sources within the college before a crisis
- Provide structured guidance and support for any member of the campus community who reports disruptive and/or problematic behaviors that might lead to aggression or self-harm
- Develop a coordinated plan to help a student in crisis in order to mitigate risk, facilitate early intervention, and protect and maintain campus safety
- Coordinate follow-up with the student and/or staff member to ensure that recommended services, support, and resources are deployed effectively

- Balance FERPA, HIPAA, and individual privacy concerns with WGTC's need-to-know and emergency communication needs

## **Procedures**

WGTC's Behavioral Intervention Team assists faculty, staff, and students in addressing situations where a person is displaying disruptive, threatening or distressed behavior.

The Behavioral Intervention Team is an interdisciplinary team that examines reports of such behavior to evaluate risk levels and identify persons whose behavior may endanger their own or others' health and safety. The BIT meets, as needed, to review and analyze information in order to address the needs of students who are experiencing significant behavioral disturbances.

The Behavioral Intervention Team is designed to provide resources, recommendations and referrals to those dealing with threatening or disruptive situations. It *does not* adjudicate, discipline or impose sanctions against any member of the campus community, nor does it provide or mandate treatment and, therefore, is not a disciplinary body.

The team:

- Responds to reports of behavioral risk or threat by formally assessing whether a person poses a risk to self or others
- Makes recommendations for responses to circumstances of violence, threatening behavior, unwanted pursuit, or harassment
- Provides resource information helpful to students, faculty and staff
- Identifies resources for troubled students and personnel and makes referrals to appropriate campus and off-campus agencies
- Investigates each situation and recommends appropriate referrals to Student Affairs, Human Resources or WGTC Police that may lead to ongoing monitoring and observation of behavior patterns which may result in suspension, dismissal, termination of employment, or filing of criminal charges
- Regularly reviews outcomes of actions taken by the Behavioral Intervention Team to ensure that the proper actions have been taken to address each situation effectively

## **Reporting Dangerous or Disruptive Behavior**

Anyone in the WGTC community who observes an emergency or behavior that is dangerous or severe should contact WGTC Police at 855-579-4357 immediately. Dangerous or severe behavior includes any incident where a person is demonstrating an imminent threat to self, for example a suicide threat or plans for suicide attempt, or a direct threat to others including actions or remarks about actual or planned physical violence or harm, sexual assault, or property vandalism.

Faculty, staff, and students who are concerned about behavior that is disturbing, disruptive or distressed but does not pose an imminent danger should complete a Behavioral Intervention Team Incident Report (KnightCARE) at [https://docs.google.com/forms/d/e/1FAIpQLScofihw6N2uQ8W56dJiZRn-NgConyGwe\\_SHz4Q2FVZXR\\_v6dQ/viewform](https://docs.google.com/forms/d/e/1FAIpQLScofihw6N2uQ8W56dJiZRn-NgConyGwe_SHz4Q2FVZXR_v6dQ/viewform) Once the report is received, the Vice President of Student Affairs will present the case to the BIT for an assessment and develop an appropriate response plan. BIT's response will be based on the nature of the behavior, the severity of the risk, and the needs of the student.

### **Things to Remember When Submitting a Report**

- Before submitting a report, faculty and staff may consult with a member of the BIT. However, completing a BIT form may still be required following the consultation.
- The report will be reviewed by the Vice President of Student Affairs or her/his designee to decide if the BIT team should meet immediately or address the issue at its regularly scheduled meeting.
- The faculty or staff member who submits the information will receive an acknowledgement from the Vice President of Student Affairs confirming the appropriate response has been or is being made.
- Faculty and staff submitting a report should not expect detailed information about the disposition of their submission because the issue may involve due process or confidentiality rights of the student.
- Faculty and staff should submit additional reports as new concerns arise or as behavior is repeated, even if they have done so before. A single incident may not be sufficient enough to take action, but a pattern of incidents may require an institutional response.

### **Disruptive/Threatening Behaviors to Report**

- Extreme rudeness or insubordination to college officials, staff, faculty, or administrators
- Repeated or excessive classroom disruption
- Drunkenness or being under the influence of illicit drugs on campus property
- Threatening words or actions (directly threatening other students or staff)
- Writings that convey clear intentions to harm self or others (in academic assignments or on social media)
- Observed self-injurious behavior, such as cutting, burning, eating disorders, etc.
- Online postings in social media such as Facebook, Instagram, SnapChat, blogs, websites, e-portfolios, class journals, etc. that involve direct and explicit threats
- Suicidal behavior, including threats ("I am going to kill myself"), gestures (pointing a finger to the head to indicate shooting) expressions of suicidal ideation ("I've always thought about killing myself by taking pills"), or documented suicide attempts
- Acts or overt expressions motivated by hatred or discrimination
- Paranoia or delusion (a student groundlessly believes they are being targeted)

- Stalking a staff member or another student
- Intimate partner violence
- Hazing
- Flat affect
- “Accidental” overdose, including all involuntary hospitalizations for non-responsive intoxication

## **Signs of Distress**

Students experiencing psychological or emotional distress may not directly express their feelings, but they will usually exhibit behaviors that are out of the ordinary for the student and/or considered socially inappropriate or strange. Use of drugs or alcohol may also mirror these symptoms and the distressed student will still benefit from intervention.

Individuals who are in distress are at greater risk of suicide especially when behaviors are new or have increased, often in response to a recent painful event, including loss or changes.

## **Distressed Behaviors to Report**

- Repeated or excessive classroom disruptions (hostile or antagonistic behaviors)
- Inappropriate or exaggerated emotional responses to a given situation including lack of emotional response to a stressful situation
- Loss of contact with reality including rambling or incoherent speech, laughter that is out of context, visual, tactile or auditory hallucinations
- Significant decline in academic performance
- Frequent attempts to obtaining postponement of tests or extensions on assignments that are due
- Observable or disturbing change in interaction patterns in the class (when it is linked with other concerning behaviors)

## **Confidentiality**

- A student in distress has a right to privacy. In most situations, information provided by the student is confidential and is only released with student permission.
- Written records, including student conduct reports, are protected by the Family Education Rights and Privacy Act (FERPA). Except in extraordinary circumstances, permission to release this information is to be given by the student in writing.
- FERPA does permit the release of information when necessary to protect the health or safety of the student or others.
- When a student presents an imminent danger to self or others, it is both permissible and crucial to notify the WGTC Campus Police (and/or call 911) and the student’s emergency contact.

## **Weapons on Campus**

WGTC and the Technical College System of Georgia is committed to providing all employees, students, volunteers, visitors, vendors and contractors a safe and secure workplace and/or academic setting. The possession, carrying, or transportation of a firearm, weapon, or explosive compound/material in or on college building or property shall be governed by Georgia state law. All individuals are expected to comply with the related laws. Failure to follow laws pertaining to weapons is considered a violation of the Student Code of Conduct. Relevant Georgia laws to be aware of and compliant with include but may not be limited to:

O.C.G.A. § 16-8-12(a)(6)(A)(iii)

O.C.G.A. § 16-7-80 O.C.G.A. § 16-7-81

O.C.G.A. § 16-7-85

O.C.G.A. § 16-11-121 O.C.G.A. § 16-11-125.1

O.C.G.A. § 16-11-126

O.C.G.A. § 16-11-127 O.C.G.A. § 16-11-127.1

O.C.G.A. § 16-11-129

O.C.G.A. § 16-11-130 O.C.G.A. § 16-11-133 O.C.G.A. § 16-11-135

O.C.G.A. § 16-11-137

O.C.G.A. § 43-38-10

## **WGTC's Response to Sexual and Gender Violence**

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

### **Sexual Harassment and Misconduct**

It is the purpose of this procedure to ensure that all students within the Technical College System of Georgia (TCSG) and its colleges are provided access to a safe educational environment free from any discrimination on the basis of sex. To that end, this procedure

prohibits sex discrimination of any kind, including sexual harassment and sexual misconduct (“prohibited conduct”). Sexual misconduct includes, but is not limited to, domestic violence, sexual violence, dating violence, sexual assault, sexual exploitation, and stalking.

All students and employees are expressly prohibited from engaging in any form of prohibited conduct in all interactions with each other, whether or not the interaction occurs during class or on or off campus. Visitors to campuses also shall not engage in prohibited conduct, and may be barred from campus.

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

TCSG strongly encourages all students and requires employees to report any instances of sexual harassment or sexual misconduct promptly and accurately. TCSG will not tolerate retaliation for having filed a good faith complaint or for having provided any information in an investigation. Any individual who retaliates against a complainant or witness in an investigation will be subject to disciplinary action, up to and including expulsion or dismissal.

Employee complaints of unlawful harassment or discrimination shall be conducted pursuant to the process outlined in the procedure governing Unlawful Harassment, Discrimination, and Retaliation in Employment.

For a complete copy of West Georgia Technical College’s policy governing sexual misconduct, visit:

<http://westgatech.smartcatalogiq.com/2020-2021/Student-Catalog/Student-Information/Student-Code-of-Conduct/Unlawful-Harassment-and-Discrimination-of-Students>

<http://westgatech.smartcatalogiq.com/2020-2021/Student-Catalog/Student-Information/Student-Code-of-Conduct/Sexual-Harassment-and-Misconduct>

## **Defining Rape and Sexual Assault**

**Consent:** Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Central to the concept of consent is the understanding that every person has a right to control his/her body and to not be acted upon by someone else in a sexual manner unless he/she gives clear permission to do so. The person initiating the sexual activity is responsible for obtaining permission from the person or persons he/she wants to engage in sexual activity with. Consent is always freely given, and every person involved in a sexual situation must feel that they are able to say “yes” or “no” at any point during sexual activity. Absence of clear permission means you *can’t* touch someone, not that you *can*. In most

cases, consent should be a clear verbal agreement. However, if a person is seeking consent from someone who cannot communicate verbally, he/she should obtain consent using another agreed upon method of communication. Non-verbal communication includes sign language, writing or typing messages, gestures, nodding or shaking one's head, and blinking, to name just a few.

In Georgia, the term consent is not defined however O.C.G.A. 16-1-3(19) defines "without consent" as a person whose concurrence is required, has not, with knowledge of the essential facts, voluntarily yielded to the proposal of the accused or of another.

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

In Georgia, O.C.G.A. 16-6-5.1, sexual assault is defined as "sexual contact" that is perpetrated by "a person who has a supervisory or disciplinary authority over another individual." More specifically, sex offenses are defined individually in the Georgia State Code.

**Rape:** Defined in the FBI's Uniform Crime Reporting system as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Georgia State code 16-6-1 states:

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

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

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

(a) For the purposes of this Code section, the term "intimate parts" means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female.

(b) A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.

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

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

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

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

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

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

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

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

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the alleged victim.

Dating violence includes but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

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

**Stalking:** The term “stalking” means:

- Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - fear for his or her safety or the safety of others or
  - suffer substantial emotional distress
  - For the purposes of this definition:
    - Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
    - Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
    - Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.
- For the purposes of complying with the requirements of this section, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- Georgia State code 16-5-90 defines stalking as follows:
  - A 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.

- 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.

## **Education and Prevention Programs**

Due to added emphasis on the Clery Act: Violence Against Women Act, the College offers two courses through a service called EverFi. The courses are Haven: Understanding Sexual Assault and Alcohol Edu for College.

West Georgia Technical College is required to provide education and prevention programs to educate the campus community on sexual assault and violence, intervention, and reporting. These programs are intended to end sexual violence through the encouragement of positive behaviors. Listed below are the educational programs available:

- **SAPU** – an online program for students that addresses the critical issues of sexual assault, relationship violence, stalking, and sexual harassment.
- **Sexual Assault Prevention for Faculty and Staff** – an online training course designed to provide employees with information to prevent sexual harassment and properly report complaints of sexual harassment or retaliation. In addition to completing the online training, employees must acknowledge receiving the Statewide Sexual Harassment Prevention Policy.

## **Procedures for Reporting a Complaint**

West Georgia Technical College prohibits domestic violence, dating violence, sexual assault, or stalking by students, staff, faculty and visitors. The College has procedures in place that serve to be sensitive to those who report sexual assault, nonconsensual sexual contact, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy,

legal assistance, and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the College Police or local law enforcement. Students and employees should contact the WGTC Police Department at 855-579-4357 or the **Title IX Coordinator, Dr. April Welch by emailing her at [april.welch@westgatech.edu](mailto:april.welch@westgatech.edu) or by phone at 770-755-7839.**

WGTC has procedures in place that serve to be sensitive to those who report sexual assault, nonconsensual sexual contact, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the WGTC Police or local law enforcement.

The Technical College System of Georgia sets West Georgia Technical College's [Title IX Process for Complainants & Respondents](#).

#### **Procedures Victims Should Follow**

- If you are a victim of sexual violence, call the WGTC Police, at 855-579-4357 or 911. Victims do not have to press charges. By having a rape kit completed to collect evidence at the time of the assault, victims can press charges at a later date.
- It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards/investigators or police. Although the college strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The College will assist any victim with notifying local police if they so desire.

- If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Dr. April Welch, by emailing her at April.Welch@westgatech.edu or by phone at 770-755-7839, 200 Campus Drive, Newnan, Ga. 30263 and to Campus Police at 855-579-4357, or in person at any campus police office (if the victim so desires). The College will provide resources on campus, off campus, or both, including written information, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.
- Once an individual makes a complaint, or receives notice that a complaint has been made against him or her, that individual will be referred to an individual regarding support services, such as counseling, advocacy, academic support, disability services, health and mental services, and legal assistance, as is available at the institution.

### **Assistance for Victims: Rights and Options**

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

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

- 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 in this chapter or as otherwise required 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.

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

### **Who is Eligible to Apply for a TPO?**

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

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

### **How is a TPO Obtained?**

The first step in obtaining a TPO is the application process. A representative (advocate) will assist you with the required paperwork. The advocate is located at the county courthouses in Carroll, Heard, Haralson, Douglas, Meriwether, Coweta and Troup counties in the Office of the District Attorney.

The advocate will provide the required paperwork for parties seeking temporary protective orders. Additional duties of the advocate include entering information into the state computer system and screening cases before bringing said matters before the presiding judge.

If there is a finding by the judge that there is probable cause to believe that an act of family violence has occurred in the past and may occur in the future, the Court may order such relief as is deemed appropriate.

After the responding party has been served with a copy of the order by the Sheriff's Office, a hearing will be held within 30 days. Both parties will have the opportunity to be present at the hearing. An assisting Superior Court Judge will determine by a preponderance of the evidence if it is warranted to continue the protective order for a period of up to 12 months. Specific information about the process and contact information for obtaining a protective order in each county can be obtained by contacting the district attorney's office.

### **Criminal Trespass Warning**

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

The College does not publish the name of crime victims nor house identifiable information regarding victims in the College Police Departments Daily Crime Log or online. The College does not maintain any public directory information on students, but does have public directory information on faculty and staff. Victims may request that directory information on file be removed from public sources by contacting Ben Chambers, Director of Public Relations at 678-664-0525 or [ben.chambers@westgatech.edu](mailto:ben.chambers@westgatech.edu) .

### **Resources for Crime Victims [668.46(b) (11) (iv)] [668.46(b) (11) (v)]**

Crime victims have a number of offices at WGTC available to them that are here to offer support and provide information about programs and services available. Services include resources to students and employees for counseling, mental health, or other services for victims of sex offenses. Some of the offices a student or employee may contact for information and assistance include:

Vice President for Student Affairs.....	678-664-0532
Human Resources.....	770-824-5202
Local Police, Fire, EMS.....	911
Domestic & Family Violence Hotline.....	800-334-2836
Georgia Network to End Sexual Assault.....	404-815-5261
Georgia Legal Services.....	404-894-7707
Mental Health Crisis Line.....	800-493-1932

The College does not provide counseling services. Faculty and staff have access to professional counseling through the Employee Assistance Program provided through Tanner Medical Center. Access to services is available 24/7 by calling 770-214-2273 or by request through the website at [www.tanner.org/engage-eap-team](http://www.tanner.org/engage-eap-team)

Students seeking professional services are provided information for service providers specific to their particular needs and situation. Additional assistance with the referral is made on an individual basis. The college does publish a list of Sources of Counseling, Advocacy and Support through the website,

<http://westgatech.smartcatalogiq.com/2020-2021/Student-Catalog/Student-Information/Student-Code-of-Conduct/Unlawful-Harassment-and-Discrimination-of-Students>

## How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. West Georgia Technical College and Police 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.

- 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.
- Confront and report people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take advantage of another person.

- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on- or off-campus resources listed in this document for support in health, counseling, or with legal assistance.

*(Bystander intervention strategies have been adapted from Stanford University)*

## **Risk Reduction**

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

- Know your resources. Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus police station, and a local sexual assault service provider. Notice where emergency phones are located on campus, and program the campus police number into your cell phone for easy access.
- Stay alert. When you're moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus police for an escort. If you're alone, only use headphones in one ear to stay aware of your surroundings.
- Be careful about posting your location. Many social media sites, like Facebook and Foursquare, use geolocation to publicly share your location. Consider disabling this function and reviewing other social media settings.
- Make others earn your trust. A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.
- Think about Plan B. Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can't use a credit card? Do you have the address to your college memorized? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?
- Be secure. Lock your door and windows when you're asleep and when you leave the room. If people constantly prop open the main door to the college or class room, tell campus police or a trusted authority figure.

## Safety in Social Settings

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

- Make a plan. If you're going to a party, go with people you trust. Agree to watch out for each other and plan to leave together. If your plans change, make sure to touch base with the other people in your group. Don't leave someone stranded in an unfamiliar or unsafe situation.
- Protect your drink. Don't leave your drink unattended, and watch out for your friends' drinks if you can. If you go to the bathroom or step outside, take the drink with you or toss it out. Drink from unopened containers or drinks you watched being made and poured. It's not always possible to know if something has been added to someone's drink. In drug-facilitated sexual assault, a perpetrator could use a substance that has no color, taste, or odor.
- Know your limits. Keep track of how many drinks you've had, and be aware of your friends' behavior. If one of you feels extremely tired or more drunk than you should, you may have been drugged. Leave the party or situation and find help immediately.
- It's okay to lie. If you want to exit a situation immediately and are concerned about frightening or upsetting someone, it's okay to lie. You are never obligated to remain in a situation that makes you feel uncomfortable, pressured, or threatened. You can also lie to help a friend leave a situation that you think may be dangerous. Some excuses you could use are needing to take care of another friend or family member, an urgent phone call, not feeling well, and having to be somewhere else by a certain time.
- Be a good friend. Trust your instincts. If you notice something that doesn't feel right, it probably isn't.
- Know what you're drinking. Don't recognize an ingredient? Use your phone to look it up. Consider avoiding large-batch drinks like punches or "jungle juice" that may have a deceptively high alcohol content. There is no way to know exactly what was used to create these drinks.

- Trust your instincts. If you feel unsafe, uncomfortable, or worried for any reason, don't ignore these feelings. Go with your gut. Get somewhere safe and find someone you trust or call law enforcement.
- Don't accept drinks from people you don't know or trust. This can be challenging in some settings, like a party or a date. If you choose to accept a drink from someone you've just met, try to go with the person to the bar to order it, watch it being poured, and carry it yourself.

## **Victim Confidentiality**

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

## **HEOA [493(a)(1)(A)]**

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

## **Sex Offender Registration**

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

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

## **WGTC's Policies Governing Alcohol and Other Drugs**

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

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

More information on campus judicial procedures and processes can be found in the West Georgia Technical College student handbook.

### **WGTC's Drug and Alcohol Policy**

West Georgia Technical College is committed to promoting the health and safety of the campus community through alcohol and drug education programs and the enforcement of policies and state law. Federal law requires WGTC to notify faculty, staff and students of its alcohol and drug policy, which can be accessed on the College's webpage

<https://www.westgatech.edu/wp-content/uploads/2018/03/Drug-and-Alcohol-Policy.pdf>

*2020-2021 Drug and Alcohol Policy*

### **Alcohol & Drug-Free Campus Policy** [668.46(b)(8)] [668.46(b)(9)] [668.46(b)(10)]

In accordance with the Drug Free Schools and Communities Act Amendments of 1989 (US sections 120a-d), WGTC has implemented a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees. College standards of conduct clearly prohibit the unlawful possession, use, or distribution of alcohol, marijuana, a controlled substance, or other illegal or dangerous drugs on campus

or as part of any student-sponsored activities. College policies prohibit the possession or consumption of alcoholic beverages and illicit drugs on the campuses, in college facilities, or at college-related functions. College policies also prohibit students under the influence of alcohol or nonprescription drugs from appearing on the campuses, at clinical facilities, or at student-related functions and activities. As noted in the Student Code of Conduct, the College will impose sanctions up to and including dismissal and referral for prosecution for the violation of these standards.

## **Drug and Alcohol Education Programs and Assistance Available.**

The Office of Student Affairs assists students with drug- or alcohol-related problems by referring them to appropriate community resources designed to address these problems. Other local area assistance programs are available and college resources can assist in locating and scheduling appointments with these sources.

## **Medical Amnesty Law**

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

### Crime Statistics, Adamson Sq. Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	1	1	N/A
	2018	0	0	1	1	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	1	1	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	1	0	1	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Adamson Sq. Campus	Total	0	1	2	3	N/A

**Crime Statistics, Adamson Sq. Campus – Three (3) Year Comparison**

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Adamson Sq. Campus	Total	0	0	0	0	N/A

### Crime Statistics, Carroll Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	1	0	0	1	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Carroll Campus	Total	1	0	0	1	N/A

### Crime Statistics, Carroll Campus – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Carroll Campus	Total	0	0	0	0	N/A

### Crime Statistics, CEC Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	1	1	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
CEC Campus	Total	0	0	1	1	N/A

### Crime Statistics, CEC Campus – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
CEC Campus	Total	0	0	0	0	N/A

### Crime Statistics, Coweta Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Coweta Campus	Total	0	0	0	0	N/A

### Crime Statistics, Coweta Campus – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Coweta Campus	Total	0	0	0	0	N/A

### Crime Statistics, Douglas Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	1	0	0	1	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Douglas Campus	Total	1	0	0	1	N/A

### Crime Statistics, Douglas Campus – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Douglas Campus	Total	0	0	0	0	N/A

For the calendar year of 2019 no reports were unfounded.

West Georgia Technical College does not have residential housing facilities.

### Crime Statistics, Franklin Site – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Franklin Campus	Total	0	0	0	0	N/A

### Crime Statistics, Franklin Site – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Franklin Campus	Total	0	0	0	0	N/A

### Crime Statistics, Greenville Site– Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Greenville Campus	Total	0	0	0	0	N/A

### Crime Statistics, Greenville Site – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Greenville Campus	Total	0	0	0	0	N/A

### Crime Statistics, LaGrange Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
LaGrange Campus	Total	0	0	0	0	N/A

**Crime Statistics, LaGrange Campus – Three (3) Year Comparison**

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
LaGrange Campus	Total	0	0	0	0	N/A

### Crime Statistics, Murphy Campus – Three (3) Year Comparison

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-Negligent Manslaughter	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Manslaughter By Negligence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Fondling	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Incest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Statutory Rape	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Robbery	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Aggravated Assault	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Burglary	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Motor Vehicle Theft	2017	0	0	0	0	N/A
	2018	2	0	0	2	N/A
	2019	0	0	0	0	N/A
Liquor Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Arrest	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A

Crime Statistics Cont.	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Liquor Law violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Weapons Law Violations referred for disciplinary Action	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Murphy Campus	Total	2	0	0	2	N/A

### Crime Statistics, Murphy Campus – Three (3) Year Comparison

Offense (Crimes Not Reported by Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Domestic Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Dating Violence	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Stalking	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Hate Crimes	2017	0	0	0	0	N/A
	2018	0	0	0	0	N/A
	2019	0	0	0	0	N/A
Murphy Campus	Total	0	0	0	0	N/A

For the calendar year of 2019 no reports were unfounded.

West Georgia Technical College does not have residential housing facilities.