

Atlanta Metropolitan State College

Police Department

2020 Annual Security Report



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To the AMSC Community –

On behalf of the Atlanta Metropolitan State College Police Department, I want to thank you for your interest in our Annual Security Report (ASR). We publish this report because it contains valuable information regarding our campus community. We also publish the report to comply with the important provisions of the Federal Clery Act.

The AMSC Police Department is committed to providing safe and secure services in a professional manner. As part of this commitment, we will continue to place Students, Faculty, Staff, and Visitors first as we strive to be the best Campus Police Department in the State of Georgia.

With each and every roll call, the members of the AMSC Police Department embraces five principles:

- Be Respectful!
- Be Professional!
- Be a Person of Integrity!
- Don't break the law to enforce it!
- Be Honest!

These principles guide our service everyday as we protect this beautiful campus and all of our community partners. Our motto is “Semper Servo”, which means always serving!

We welcome you to stop by and visit our department.

Semper Servo!

Sincerely,

Chief W. Gammon, M.P.A
Chief of Police

ANNUAL SECURITY REPORT

REPORTING CRIMES AND OTHER EMERGENCIES

Atlanta Metropolitan State College (AMSC) has several ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate college officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire college community that you immediately report all incidents to the Police Department. The Police Department can be reached at 404-756-4477 for non-emergencies, and 404-756-4040 for all emergencies. Reporting all criminal incidents to the Police Department ensures a thorough investigation and appropriate follow-up actions, including issuing a Trailblazer Crime Alert or emergency notification.

Voluntary, Confidential Reporting

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

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the college or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wishes to keep your personal identifiable information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the College to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report (ASR). Confidentiality reports may be filed with the Office of Counseling and Disability Service. Reports filed directly to the Police Department are subject to open records request. Anyone may call the Police Department Tip Line at **678-623-1262** to report crime or safety concerns. Callers calling on this number may remain anonymous. However, please remember that this line is not for emergencies, and all emergency calls should be made to the Police Department at **404-756-4040**.





Reporting to AMSC Police Department

We encourage all members of the AMSC college community to report all crimes and other emergencies to the Police Department in a timely manner. The dispatch center is available by phone at 404-756-4477 twenty-four hours a day for non-emergencies and 404-756-4040 for emergencies. You can also stop by the Police precinct located at the Administration Building, suite 134, Monday thru Thursday from 9:00 am – 6:00 pm, Friday 9 am – 1 pm. During the summer months (June & July) Monday thru Thursday from 9:00 am – 7:00 pm, closed on Fridays. Though there are many resources available, AMSC Police should be notified of any crime, whether or not an investigation continues, this assures that the college can assess any and all security concerns and inform the AMSC Campus community if there is a significant threat.

Emergency Phones and Call Boxes

Several emergency phones and call boxes have been installed throughout the campus. Phones are typically located in parking lots. Emergency phones provide direct voice communications to the Dispatch Center.

Anonymous Reporting

At times, it is possible for individuals to witness a crime or have information about a crime that they would like to share with the Police Department. To report information about a crime anonymously, you can utilize the Police Department Silent Witness program that can be accessed through the Department's website: <http://www.atlm.edu/administration/public-safety.aspx>. Persons may also report crimes through Crime Stoppers at 404-577-TIPS (8477) or via the Crime Stoppers web site at <http://www.crimestoppersatlanta.org/>. In addition, anyone may call the Police Department Tip Line at 678-623-1262 to report crime or safety concerns.

Reporting to Other Campus Security Authorities

While the college prefers that community members promptly report all crimes and other emergencies directly to the Police Department at 404-756-4040 or 911, we also recognize that some may prefer to report to other individuals or college offices. The Clery Act recognizes certain college officials and offices as "Campus Security Authorities (CSA)." The Act defines CSA's as "an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

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

Official	Location	Phone Number
AMSC Police Department	Administration, Bldg. 600 1 st Floor, suite 134	404-756-4477 Non-emergencies 404-756-4040 Emergencies
Student Affairs	Student Center, Bldg. 600 1 st Floor, suite 115	404-756-4585
Human Resources Title IX & Judicial Affairs	Administration, Bldg. 600 2 nd Floor, suite 215	404-756-4047
Office of Student Conduct & Veterans Affairs	Student Center, Bldg. 800 2 nd floor, suite 213	678-623-1266
Student Activities	Student Center, Bldg. 800 2 nd floor, suite 201	404-756-4916
Center for Academic Advising & Student Success	Library, Bldg. 600 3 rd Floor, suite 313	404-756-4784

Pastoral and Professional Counselors

<http://www.atlm.edu/students/counseling-and-disability-services.aspx>

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



It's Up to Each of Us

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

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

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Police Department as well as information provided by other AMSC offices such as Student Affairs, Student Activities, Student Conduct, and other Campus Security Authorities (CSA's). In addition, information is requested by local law enforcement agencies surrounding the main campus. Each of these offices provides updated policy information and crime data.

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

AMSC distributes a notice of the availability of this Annual Security Report by October 1 of each year to every member of the AMSC community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the AMSC Police Department at 404-756-4477 or by visiting <http://www.atlm.edu/administration/public-safety.aspx>



ATLANTA METROPOLITAN STATE COLLEGE POLICE DEPARTMENT

The Police Department at Atlanta Metropolitan State College serves the AMSC College community 24 hours a day, 365 days a year. The Department is responsible for a number of campus safety and security programs including Emergency Management, Community Safety, Security Education, physical security, identity management, access control, behavioral threat assessment, and special event management.

Officers of the Police Department are state officers and obtain their arrest authority from state law (O.C.G.A 20-

3-72, 20-80-2, and 20-8-3). Before any police officer is authorized to act in an official capacity, officers must meet the requirements set forth in state law (O.C.G.A 35-8-8) in order to become a certified peace officer. All AMSC police officers have the power to arrest on and off campus and the authority to enforce all state laws. The Department jurisdiction includes all of the entire campus and extends to 500 yards (1/4 of a mile) outside any AMSC Property owned, leased, or under the control of the Georgia Board of Regents. If an offense happens within the officer's jurisdiction, officers may leave the jurisdiction to pursue the offender. In addition, the Police Department also employs non-sworn security officers to assist in this mission. Non-sworn officers assist the campus police in keeping order and peace.

The Police Department also has administrative support personnel and a Communication division to assist in the day to day operations of the department.

The police officers at AMSC Campus:

Complete a training course required of all municipal, county, and State officers in Georgia; Receive twenty or more hours per year of in-service training, specializing in crime prevention, fingerprint technology, evidence technology, hazardous device technology emergency first aid, CPR/AED, weapons and tactics;

AMSC Police Department officers are certified under O.C.G.A. 35-8-1 and have the same authority as municipal police officers in the State of Georgia, being authorized to carry firearms and empowered to make arrests. All criminal incidents are investigated by the AMSC Police Department on the campus of Atlanta Metropolitan State College. All crimes that occur on campus or AMSC property shall be reported to the Police Department. All crimes that occur outside of the campus should be reported to the Atlanta Police Department.



Atlanta Metropolitan State College Police Department

“Mission Statement”

Semper Servo – “Always Serving”

To provide a safe and secure campus that provides for an environment for learning and empowerment.

To enforce federal, state, and city laws and campus policy, to serve the diverse public, prevent and detect criminal activity and foster collaborative relationships with students, staff, faculty as well as local agencies, and the community.

Additionally, we will promote the growth and development of the members of the Police Department to ensure professionalism, integrity, and customer service above all.

Atlanta Metropolitan State College has one of the lowest crime rates among colleges and universities in the University System of Georgia. We are committed to maintaining this safe environment.

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

The AMSC Police Department maintains a cooperative relationship with the Atlanta Police Department, Fulton County Sheriff’s Office, State Police, Georgia Bureau of Investigations and surrounding police agencies. This includes intraoperative radio capability when needed, training programs, special events coordination, and investigation of serious incidents.

Crimes Involving Student Organizations at Off-Campus Locations

AMSC College relies on its close working relationships with Atlanta Police Department and other agencies in the metro Atlanta area to receive information about incidents involving AMSC students and recognized student organizations, on and off campus. In coordination with local law enforcement agencies, the Police Department will actively investigate certain crimes occurring on or near campus. If the Police Department learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about the situation to the Office of Judicial Affairs, as appropriate.

The college requires all recognized student organizations to abide by federal, state, and local laws, and college regulations. The college may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to affect a substantial college interest (as defined in the College Off-Campus Misconduct Policy located in the student handbook at www.atlm.edu).

TIMELY WARNING REPORTS – CRIME ALERTS

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Police Department issues “Trailblazer Crime Alerts.” The Police Department will generally issue Crime Alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sexual assaults; and hate crimes. The Police Department will post these warnings through a variety of ways, including but not limited to posters, e-mails, texts, and social media. The college also has the ability to send text message alerts to those who register their cell phone numbers. The text messaging can be a very effective way to send important information to the campus community.

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

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



EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at AMSC

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

Our priorities are:

- Life safety.
- Infrastructure integrity.
- Environmental protection during an emergency.
- Coordination with college departments to write, maintain, test, and exercise the CEMP Cooperation, Integration, and Mutual Aid with local, state and federal planning, response, and Police Department agencies and their CEMPs.

Detailed information regarding the college's emergency notification policy and how to enroll in the emergency notification system are included at www.atlm.edu so that you can receive emergency notices on your home and cellular telephones.

Drills, Exercises and Training

Annually, the College conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year-to-year and include several departments from across the campus.

To ensure the AMSC emergency management plan remains current and actionable, AMSC will conduct an emergency management exercise at a minimum once annually. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The Police Department conducts after-action reviews of all emergency management exercises.

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

Emergency Notification

Atlanta Metropolitan State College is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. AMSC uses the emergency notification system Blackboard Connect which allows AMSC to contact registered members via telephone, text, landline and email. Blackboard connect is an emergency notification service available to students, staff, and anyone in the AMSC community who wants to subscribe. Blackboard connect can be used to send emergency messages within minutes of the occurrence of an incident.

AMSC performs a college-wide annual test of the system. The following procedures outline the process the college uses when issuing emergency notifications.

Procedures Used to Notify the Campus Community

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

will establish a telephone call-in center to communicate with the College community during an emergency situation.

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

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

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

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

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

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

Determining the Contents of the Emergency Notification

The office responsible for issuing the emergency notification will be in contact with the Police Department and local first responders, to determine the content of the notification. AMSC has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases, where there are no pre-determined

template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure individual are aware of the situation and that they know the steps to take to safeguard their personal and community safety.



AMSC -Closed Thursday, Jan. 18th ▶ Add label ☆



ATLM Alert

to me

Jan 17 [View details](#)



Atlanta Metropolitan State College

Because of inclement weather, Atlanta Metropolitan State College will be closed Thursday, January 18. Please check local television broadcasts and the college website for updates.

This e-mail has been sent to you by ATLANTA METROPOLITAN STATE COLLEGE. To maximize their communication with you, you may be receiving this e-mail in addition to a phone call with the same message. If you no longer wish to receive email notifications from ATLANTA METROPOLITAN STATE COLLEGE, please [click here](#) to unsubscribe.

AMSC College Emergency Notification System

Members of the campus community should update their personal contact information on a regular basis. Doing so assists in ensuring the college has the correct contact information within the Blackboard Connect emergency communication system. Students should update their information in the student portal accessible from the college website at

<https://atlm.view.usg.edu/d2l/login>

Faculty and staff should update their information in the OneUSG system. Again, updating your information assists with your receipt of timely alerts.

The Police Department trains annually on emergency events and critical incidents and trains for operational readiness when dealing with these incidents. Below are several reasons why a **Trailblazer Alert** could be initiated and what to do in case you receive an alert.

What is a 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 as few windows as possible or no windows. When authorities issue directives to shelter-in-place, do not walk outdoors. Take refuge indoors immediately.

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

- Active shooter
- Severe weather
- Hazardous materials

- Civil unrest
- Hostage situation
- Any situation in which it is best for you to stay where you are to avoid any outside threat.

When this occurs

1. Remain Calm
2. Follow the instructions of the Building Captain, Instructors, or First Responders.
3. Faculty/Staff should encourage students and others not to leave or go outside.
4. Select a small interior room with as few windows as possible or no windows.
5. Close and lock all windows, exterior doors, and any other opening that lead to the outside.
6. Stay away from all windows and doors.
7. Plant Operations personnel should shut down all building ventilation fans and air conditioners when and if appropriate.
8. If you are told there is a danger of explosion, close the window shades, blinds, or curtains.
9. Select interior room(s) above the ground floor, with the fewest windows or air vents.
10. Room(s) should have adequate space for everyone to be able to sit down comfortably
11. Avoid overcrowding by selecting several rooms when necessary.

For severe weather and civil unrest:

1. Stay inside and move away from windows.
2. Close and lock all exterior doors and offices.
3. For extreme weather, relocate to lower levels in the building.

For external chemical, biological or radiological incidents:

1. Stay inside and move to an inner corridor or office.
2. Plant Operations personnel or trained crisis coordinators may shut down all building ventilation fans and air conditioners, when necessary and appropriate.
3. Because many chemical agents are heavier than air and tend to hold close to the ground, move to higher levels of the building if possible to reduce the transfer of contaminated air from the outside to the inside.
4. Remain alert for instructions and updates as they become available from the emergency personnel and university administrators.

How to evacuate:

At the sound of a fire alarm or if you are instructed to evacuate, leave the area immediately, proceed to the nearest exit and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit and notify AMSC Police at extension 4040 or at 404-756-4040.

1. Remain CALM.
2. Listen to the Building Captains.
3. Do **NOT** use elevators. Use the stairs.
4. 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 the Police Department or the responding fire department of the individual's location.

5. Proceed to a clear area at least 150 feet away from the building. Keep all walkways clear for emergency vehicles.

6. Make sure all personnel are out of the building.

7. Do not re-enter the building.

Once you have evacuated your building, follow the instructions of the Police or Building Captains. At the staging area it is critical to get a head count of all persons to ensure that the building has been cleared.



SECURITY OF AND ACCESS TO COLLEGE FACILITIES

At AMSC campus, administrative buildings are open from 8:00 a.m. until 6:30 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 11:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise authorized access. Although AMSC is an open campus, campus building usage is for Faculty, staff, and students. All others and campus guests must have permission from appropriate college officials to use and access academic buildings and classrooms.

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

Residence Halls

At the moment AMSC does not have any residential facilities.

Security Considerations for the Maintenance of Campus Facilities

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

Environmental Health & Safety, in conjunction with representatives from the Police Department, conduct surveys of the AMSC campus property at least twice each year to evaluate campus lighting.

We encourage community members to promptly report any security concern, including concerns about locking mechanism, lighting, or landscaping to the College Police.

CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS

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

Behavioral Intervention Team

In order to extend our efforts on emergency preparedness and prevention, AMSC has established a Behavioral Threat Management Team. The objective of the Behavioral Threat Management Team (BTMT) is to put in place a structured process for evaluating potentially threatening situations that occur at the College. The multi-disciplinary team is comprised of members from around the College community.

Weapons Policy (HB 280)

http://www.usg.edu/news/release/guidelines_for_the_implementation_of_house_bill_280

Georgia law regarding possession of weapons on campus (O.C.G.A. § 16-11-127.1) was changed, effective July 1, 2017, the law now allows weapons license holders to carry handguns on property owned or leased by public colleges and universities with limitations. The law allows for the carrying

of handguns only, and the handgun must be concealed.

There are several restrictions on the carrying of handguns on campus. License holders and others may not carry or possess handguns in student housing facilities (including fraternities and sororities housed in buildings or on land owned or leased by a University System of Georgia institution); buildings or property used for intercollegiate sporting events; spaces utilized for daycare or preschool functions; offices for staff, faculty, or administration; spaces while being used for classes in which high school students are enrolled; and spaces while being used for disciplinary proceedings of any kind. Georgia law, under the same code section, also allows the carrying of electroshock weapons on campus. Electroshock weapons are devices commonly referred to as Tasers or stun guns. Per O.C.G.A. 16-11-127.1(b)(19), “Any person who is 18 years of age or older or currently enrolled in classes on the campus in question and carrying, possessing, or having under such person’s control an electroshock weapon while in or on any building or real property owned by or leased to such public technical school, vocational school, college or university or other public institution of postsecondary education; provided, however, that, if such person makes use of such electroshock weapon, such use shall be in defense of self or others. The exemption under this paragraph shall apply only to such person in regard to such electroshock weapon. As used in this paragraph, the term “electroshock weapon” means any commercially available device that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge, including, but not limited to, a stun gun or Taser as defined in subsection (a) of Code Section 16-11- 106. Other than the exceptions listed in the preceding paragraphs, it is against Georgia state law to possess any other weapon on campus. Georgia law defines “weapon” as “ any pistol, revolver, or any

weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight- edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind.”

Crime Prevention and Safety Awareness Programs

In an effort to promote safety awareness, the Police Department maintains a strong working relationship with the community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming. If you or your organization would like to request a specific program, please contact the Police Department at 404-756-4477

The following Crime Prevention and Safety Awareness Programs are provided or available upon request:

- Alcohol and Drug Safety/Awareness related programs for students.
- New Student Orientation provides general safety awareness and crime prevention tips for new students.
- General safety awareness and crime prevention information provided to current students upon request.
- Self Defense Training was provided to students and staff.

- Active Shooter/Threat Awareness Training provided to faculty/staff.
- Sexual Assault Awareness seminars in conjunction with Student Activities.

The Office of Student conduct

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

The Student Code of Conduct

http://www.atlm.edu/downloads/Student_Conduct_Policy_Judicial_Affairs_080817.pdf

The Office of Student Conduct is responsible for administering the code of conduct for students, which articulates the behavioral standards and the equitable procedures employed by the college to respond to allegations of student misconduct.

The Code of Conduct for students is administered at all college campuses on college property and may also address off campus student misconduct when a student's behavior affects a substantial college interest.

Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the College.

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

Parental Notification Policy

The college reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes AMSC to disclose disciplinary records concerning violations of the college's rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21 regardless of whether the student is a dependent.

AMSC may also report non-alcohol or drug related incidents to parents or legal guardians of dependent students under circumstances described in the Student Guide to General College Policy and Rules.

AMSC COLLEGE'S RESPONSE TO SEXUAL AND GENDER VIOLENCE

AMSC does not discriminate on the basis of sex in its educational programs, and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. As a result, Atlanta Metropolitan State College issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a College official. In this context, AMSC prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity

and worth of all members of the college community.

Personal Safety

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

One of the more serious crimes that too often is unreported is sexual assault. It is important to know what these crimes are, because in many cases, victims do not realize that have been victimized. Additionally, crimes of this nature are very difficult for victims to report for a number of very complex reasons. We provide the following information to provide those help who may have been victims of sexual assault or who have a friend who has been sexually assaulted. There are many guidelines to help you be more alert and aware of the situation to prevent such serious crimes. Such as:

Know your surroundings

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

Defining Rape and Sexual Assault

In the State of Georgia, rape (O.C.G.A 16-6-1) is defined as the carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

In the State of Georgia there is no general definition for the general term of sexual

assault. However, sex offenses are defined individually in the Georgia State Code. For the purpose of the AMSC Campus, Sexual Assault is an offense that meets the definition of rape, sexual battery, or aggravated sexual battery. 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.

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

In Georgia, the term Domestic Violence is not defined but Family Violence is defined under OCGA 19-3-1 as "the term "family violence" means the occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or other persons living or formerly living in the same household:(1) Any felony; or (2) Commission of offenses of battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass.

In Georgia, the term Dating Violence, is not defined. However, "Family Violence" as defined under OCGA 19-3-1 includes some dating situations- i.e. persons who are parents of the same child, other persons living or formerly living in the same household.

In Georgia, Stalking is defined under OCGA 16-5-90 as (a)(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without

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

(2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110 , standing order issued under Code Section 19-1-1 , temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, such person's

consent in such a manner that causes other persons to harass or intimidate such person or phone number of a person for whose benefit the bond, order, or condition was made and without 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.

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

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or Police Department.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only

detectable in the urine for 6-8 hours after ingestion.

- Contact the police – Sexual assault is a crime; it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. The final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

Our Commitment to Addressing Sexual Assault/Rape

AMSC does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, and AMSC College policies, and may violate Federal and State Laws. Violations of this policy are subject to disciplinary sanctions through the Office of Judicial Affairs and/or those outlined in applicable College policies as well as criminal prosecution. The Police Department is committed to providing a safe and secure campus and will investigate every incident of sexual misconduct and seek criminal charges where state law and statutes authorize. Please visit www.atlm.edu to review procedures, policies and protocols for reporting and addressing allegations of student sexual misconduct.

The College provides the following rights to all sexual assault victims:

- A Victim Advocate will be made available to all victims of crimes

through the appropriate prosecuting office. The Victim Advocate will provide support and guidance to victims and enable them to receive advocacy, information, and assistance judicially.

- The Police Department is an active participant in the Campus Sexual Assault Response Team. This is to ensure victims are provided the appropriate care in a timely fashion and with only well-trained professionals.
- On campus counseling services are available to students through Counseling and Disabilities Services.
- “Hardship withdrawal” is a special procedure that enables victims of violence to retroactively withdraw from a semester or individual courses.

College Procedures for Responding to Reports of Sexual Assault

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

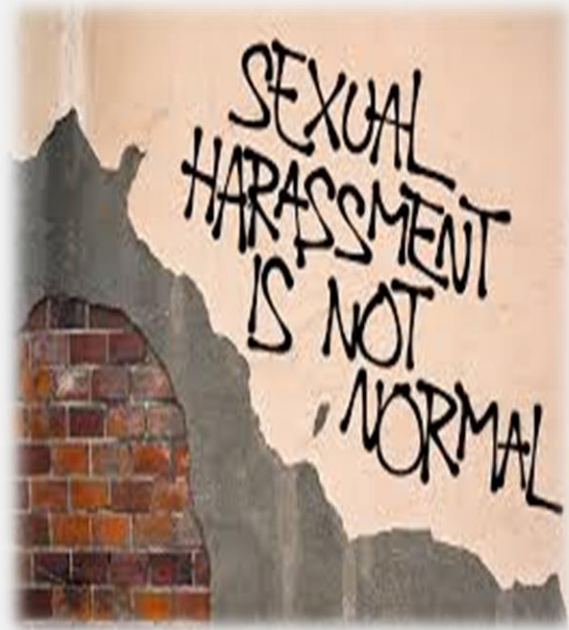
- The right to report the incident to the Police Department or local authorities.
The Police Department investigates all crimes (that occur on the Campus of AMSC) reported to the Police Department and has officers specially trained to work sex crimes. The Police Department will also assist students in seeking help with crimes that did not occur on the AMSC Campus.
- The College will assist victims in notifying either the College or local

police and assist the victim with their rights throughout the process.

- In addition to the campus services listed below, there are also several community service organizations that can provide counseling, mental health, and other related services to sexual assault victims.
- Fulton County Solicitors Office (Victim Assistance) - 404-612-6883.
- Fulton County District Attorney Office (Victim Assistance) - 404-612-4986.
- Georgia Network to End Sexual Assault- 404-815-5261.
- Grady Rape Crisis Center – 404-616-4861.
- AMSC Counseling and Disability Services – 404-756-4016.

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

In matters of a criminal nature, the Police Department conducts a criminal investigation which is totally separate from the administrative investigation the Institution conducts.



College Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor in the office of Counseling and Disability Services or with another professional counselor. The Police Department staff are always available to assist a victim with getting the support she/he requests.

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

The Office of Human Resource manages the resolution proceeding in which a student is the alleged perpetrator. The Lead Title IX Coordinator is Mrs. Mitzi Williams, Chief Director of Human Resource. She can be contacted at 404-756-4047 or via E-mail at mwilliams@atlm.edu. The full text of the protocol for how AMSC responds to sexual assault complaints through the campus conduct process can be found in the student handbook located on the college website [http://www.atlm.edu/downloads/Sexual Misconduct Policy June 2017.pdf](http://www.atlm.edu/downloads/Sexual_Misconduct_Policy_June_2017.pdf). The Human Resource Office is responsible for managing proceedings for those cases in which an employee is the respondent.

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

During any sexual assault complaint proceeding, the College has a range of sanctions available. Those sanctions may range from probation to expulsion from the College, depending upon the nature and circumstances of the specific incident. Just a reminder, this process is totally separate from the criminal investigation.

Sexual Assault Prevention Education Programs

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

- Sexual Assault Familiarization
- Bystander intervention
- Don't be a victim campaign

Sex Offender Registration – Campus Sex Crimes Prevention Act

Megan’s Law

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteer services or is a student. In Georgia, convicted sex offenders must register with the Sheriff of the county in which they reside. You may obtain information on individuals registered as sex offenders by visiting the Georgia Bureau of Investigation Sex Offender Registry web site at <http://gbi.georgia.gov/georgia-sex-offender-registry>.

Daily Crime Log

The Police Department maintains a Daily Crime Log of all crime incidents reported to the Department. The Police Department publishes the Daily Crime Log. This log identifies the type, location, and time of each criminal incident reported to College Police.

The most current information is available in the lobby of the Police Department. Upon request, a copy of any maintained Daily Crime Log will be made available for viewing, within 48 hours of notice.

AMSC POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

AMSC Alcohol and Drug Policy

AMSC prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the College or used as part of College activities. AMSC recognizes and supports present local, state, and federal laws and policies of the Board of Regents, with respect to the sale, use, distribution, and possession of alcoholic beverages and illegal drugs, as well as the Drug-Free Postsecondary Education Act of 1990 with respect to the manufacture, distribution, sale, possession, or use of marijuana, controlled substances, or dangerous drugs on college campuses and elsewhere.

Standards of Conduct

- State of Georgia Statutes declare that it is unlawful for any person less than 21 years of age to possess or consume alcoholic beverages.
- It is unlawful to sell, give, serve, or permit to be served alcoholic beverages to a person less than 21 years of age. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.
- It is unlawful to be under the influence of, use, possess, distribute, sell, offer, or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law.

- AMSC prohibits the possession, use, or distribution of drugs and alcohol by students and employees on the AMSC campus or as any part of AMSC's activities, whether on or off campus.

Atlanta Metropolitan State College Alcohol Policy

- AMSC expressly prohibits the use, possession, sale or distribution of alcoholic beverages on campus by any campus constituency.
- Student activity funds or state funds may not be used for the purchase of alcoholic beverages.
- AMSC is committed to recognizing, upholding and enforcing the laws of the State of Georgia. Violation of those state laws, incorporated into the AMSC Alcohol Policy, will not be condoned on the campus or at any activity held off campus by any constituency.

Exceptions to the policy of no alcohol on campus may from time to time be permitted at the discretion of the President of Atlanta Metropolitan State College.

Policies Specific to Students

Any student who violates this policy is subject to disciplinary action including sanctions as outlined in the Student Code of Conduct in addition to any penalties resulting from violating local, state and or federal law. Disciplinary sanctions may include: Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the College. In most cases the Office of Student Conduct will also assign developmental and educational interventions designed to promote greater awareness and improved decision-making for students and to further deter future misconduct.

Policies Specific to Faculty and Staff

As a condition of College employment, every employee shall abide by the terms of this policy. Any employee who violates this policy is subject to College sanctions, including dismissal, as well as criminal sanctions provided by federal, state or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program. An employee must notify his or her supervisor of any criminal drug conviction for a violation occurring in the College workplace no later than five (5) days after such conviction.

Drugs Possession/Use

No person shall possess, consume, manufacture, dispense, be in the presence of or under the influence of illegal drugs or engage in improper self-medication while on College property or conducting College business. No person shall possess or utilize paraphernalia explicitly for drugs use.

AMSC prohibits:

- Selling, possessing or using any substance currently classified as a dangerous drug by the Georgia Controlled Substance Act or classified as illegal by state or federal law;
- Possession of drugs that may be used to incapacitate other individuals;

- Possession and/or use of drug paraphernalia, including but not limited to any form of bong or smoking device, such as a hookah, even if not used or if used for tobacco products;
- Students' presence where a drug-related violation is occurring, regardless of whether the resident/guest is using or possessing drugs.

Education and Research Areas

AMSC specifically prohibits the use, possession and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings, arenas or areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not be granted to use or possess alcoholic beverages in a facility that is being used for one of the above functions.

Open Areas to the Public

AMSC prohibits the possession and use of alcoholic beverages or other drugs in areas open to the public including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the State of Georgia may be permitted at College sponsored activities in areas designated by, and with the prior approval, of the President or his designee.

Members of the public are subject to federal, state and local laws. Members of the campus community can be charged additionally under violation of a College rule or regulation if they violate policies relating to illegal use of alcohol and other drugs. Students must adhere to policies and laws including, but not limited to: underage drinking, carrying or possessing a false id, driving under the influence, refusing a chemical test, open container laws, and related violations.

Private Areas or Closed Areas

The possession and use of alcoholic beverages are prohibited in conference rooms, offices, office reception rooms, closed buildings, and areas of buildings not open to the public or from which the public has been excluded, except the use of alcoholic beverages, subject to the laws of the State of Georgia, may be permitted in specific private or closed areas designated by, and with the prior approval of, the President of Atlanta Metropolitan State College.

Local, State & Federal Legal Sanctions

Penalties for Alcohol

O.C.G.A. 3-3-23. Furnishing to, purchase of, or possession by persons under 21 years of age of alcoholic beverages; identification; serving, or handling by persons under 21 years of age in the course of employment; seller's receipt of false identification; immunity for seeking medical assistance for alcohol related overdose

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O.C.G.A. 40-6-391 Driving under the influence of alcohol, drugs, or other intoxicating substances.

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O.C.G.A. 40-6-392. Chemical tests for alcohol or drugs

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O.C.G.A. 16-11-41 Public drunkenness

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O.C.G.A. 40-6-253. Consumption of alcoholic beverage or possession of open container of alcoholic beverage in passenger area

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O.C.G.A. 16-13-32.4 Manufacturing, distributing, dispensing, or possessing controlled substances in, on, or near public or private schools

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16-13-32.2. Possession and use of drug related objects (hookah pipes, bong, “homemade” smoking devices, any other smoking device or smoking paraphernalia)

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16-13-30. Purchase, possession, manufacture, distribution, or sale of controlled substances or marijuana; penalties

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Georgia’s 9-1-1 Medical Amnesty Law, O.C.G.A. 3-3-23, authorizes law enforcement officers to maintain and administer opioid antagonists in suspected cases of opioid overdoses.

AMSC Police Department currently housed eight, 4 mg bottles of NARCAN (Naloxone hydrochloride) Nasal Spray in the event of an overdose on campus.

Know the signs:

- Person is passed out or is difficult to awaken.
- Person is cold, clammy, pale or bluish skin.
- Person has slowed breathing.
- Vomiting (asleep or awake)

Know how to help:

- Turn a vomiting person on his/her side to prevent choking.
- Clear vomit from the mouth.
- Keep the person awake.
- NEVER leave the person unattended.
- Call 911 for medical assistance.

For more information on the risks and consequences of drug and alcohol abuse visit:

www.drugabuse.gov.

Risks Associated with the Abuse of Alcohol and with Use of Illicit Drugs

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely increasing the likelihood that the driver will be involved in an accident. Moderate doses of alcohol may increase the incidence of a variety of aggressive acts, including murder, rape, armed robbery, vandalism, spouse and child abuse, and drunk driving. High doses of alcohol often cause marked impairment in higher mental function, severely altering a person's ability to learn and remember information and make judgments. Heavy use may cause chronic depression and suicide and is also greatly associated with the abuse of other drugs. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. The use of even small amounts of alcohol by a pregnant woman can damage her fetus.

Long-term heavy alcohol use can cause digestive disorders, cirrhosis of the liver, circulatory system disorders, and impairment of the central nervous system, all of which can lead to dependence, particularly in person with one or more parents or grandparents who were problem drinkers. At least 15-20 percent of heavy users will eventually become problem drinkers or alcoholics if they continue drinking. Sudden cessation of alcohol intake by alcoholics is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, or convulsions, which can be life threatening.

Illicit drugs all have some health-threatening qualities, some more than others. Examples are lung damage for marijuana, central nervous system disorders for cocaine, heroin, and hallucinogens, and liver damage from inhalants. Dependence and addiction are constant threats to users. HIV is widely spread among intravenous drug users. Regular abuse of these substances generally exposes users to criminal elements who may influence users to become involved criminal activities in addition to their already illegal drug use.

ANNUAL DISCLOSURE OF CRIME STATISTICS

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. The AMSC Police Department maintains a close relationship with all Police Departments in the jurisdiction where AMSC owns or controls property. These relationships assist in making sure that crimes reported directly to the Police Departments that involve the College are brought to the attention of the AMSC Police Department.

The Police Department collects the crime statistics disclosed in the charts through a number of methods. Police dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The Department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the Police Department maintains, the statistics below also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Definitions of Reportable Crimes

Primary Crimes:

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

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

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

Consent: Atlanta Metropolitan State College defines consent as freely and affirmatively communicated willingness to participate in particular sexual activity or behavior, expressed either by words or clear, unambiguous actions. “Non-consent” means without either explicit verbal consent or overt action clearly expressing consent. Such signals of consent must be mutual and ongoing, as well as offered freely and knowingly. If at any time during a sexual interaction any confusion or ambiguity should arise on the issue of consent, the sexual initiator should stop and clarify the other individual’s willingness to continue. Non-communication constitutes lack of consent.

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

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

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

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

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

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

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

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

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

Hate Crimes

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

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

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

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

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

Categories of Prejudice:

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

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

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

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

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

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

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

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

Dating violence, domestic violence, and stalking

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

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

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

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

- (i) Fear for the person's safety or the safety of others; or
- (ii) Suffer substantial emotional distress.

How to be an Active Bystander

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

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

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

The next several pages reports the reportable offenses for the AMSC campus for the last three years. This report also includes the new requirements of the Violence Against Women Act and the Campus SAVE Act.

CRIMINAL OFFENSES	<div>Brookside APT</div> <div>65 St Johns Ave SW,</div> <div>Atlanta, GA 30315</div>				
	YEAR	ON CAMPUS	RESIDENTIAL FACILITY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
MURDER/NON-NEGLIGENT MANSLAUGHTER	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
RAPE	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
FONDLING	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
INCEST	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
STATUTORY RAPE	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
ROBBERY	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
AGGRAVATED ASSAULT	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
BURGLARY	2019	0	0	0	0
	2018	1	0	0	0
	2017	1	0	0	0
MOTOR VEHICLE THEFT	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
ARSON	2019	0	0	0	0
	2018	1	0	0	0
	2017	0	0	0	0

HATE CRIMES	2019	NO HATE CRIMES REPORTED
	2018	NO HATE CRIMES REPORTED
	2017	NO HATE CRIMES REPORTED
UNFOUNDED CRIMES	2019	NO UNFOUNDED CRIMES REPORTED
	2018	NO UNFOUNDED CRIMES REPORTED
	2017	1 – Unfounded Crime reported on campus by a student as robbery at gun point. Further investigation determined that the location of the incident occurred out of the Clery zone. Robbery took place in the city East Point.

VAWA OFFENSES	Brookside APT 65 St Johns Ave SW, Atlanta, GA 30315				
	YEAR	ON CAMPUS PROPERTY	RESIDENTIAL FACILITY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
DATING VIOLENCE	2019	0	0	0	0
	2018	3	0	0	0
	2017	2	0	0	0
STALKING	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0

ARREST & DISCIPLINARY REFERRALS	YEAR	ON CAMPUS	Brookside APT 65 St Johns Ave SW, Atlanta, GA 30315	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
			RESIDENTIAL FACILITY		
ARRESTS WEAPONS: CARRYING, POSSESSION, ETC.	2019	0	0	0	0
	2018	0	0	0	0
	2017	2	0	0	0
DISCIPLINARY REFERRALS WEAPONS: CARRYING, POSSESSION, ETC.	2019	0	0	0	0
	2018	0	0	0	0
	2017	1	0	0	0
ARRESTS DRUG ABUSE VIOLATIONS	2019	0	0	0	0
	2018	1	0	0	0
	2017	4	0	0	0
DISCIPLINARY REFERRALS DRUG ABUSE VIOLATIONS	2019	0	0	0	0
	2018	1	0	0	0
	2017	1	0	0	0
ARRESTS LIQUOR LAW VIOLATIONS	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0
DISCIPLINARY REFERRAL LIQUOR LAW VIOLATIONS	2019	0	0	0	0
	2018	0	0	0	0
	2017	0	0	0	0

CRIME PREVENTION TIPS

AMSC Police Department contact numbers:

Emergency (404-756-4477)

Non- emergency (404-756-4477)

While the AMSC campus is a reasonably safe environment, crime does occur. In addition to the Clery Act crimes statistics below, other common crimes that occur on campus are outlined below:

Theft

Theft is a common occurrence on college campuses. Oftentimes this is due to the fact theft is a crime of opportunity. Recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities.

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

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

Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involve fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account or credit card information. Persons involved in identity theft often use computers or other forms of media to assist them. There are measures you can take to prevent this from happening to you:

Do not give anyone your personal information unless there is a reason to trust them and the release is for good reason.

Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.

Complete a credit check frequently to assure there is no suspicious activity.

Examine financial information often to assure all transactions are authorized and accounted for.

Use of computer security software on computers and installation of firewalls are good.

VAWA Amendments Policy Statement

Introduction

Atlanta Metropolitan State College (AMSC) is committed to providing a safe learning and working environment. In compliance with federal laws and university policies, a policy statement on Domestic Violence, Dating Violence, and Stalking have been adopted to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking involving members of our campus community. These guidelines apply to all students, faculty, staff, contractors and visitors.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking

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

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

Reporting an Incident

If a student, employee or visitor has been the victim of an incident of sexual assault, domestic violence, dating violence, or stalking they should immediately report to the AMSC Police Department located at 1630 Metropolitan Parkway, Administration 1st floor, suite, 404-756-4040. In the case of an emergency or ongoing threat please get to a safe location and call

911. Local police may be contacted by dialing 911, Atlanta Police Department is the agency that handles incidents outside of the campus grounds.

Students may also report an incident to the office of Student Affairs located on the 1st floor of the Administration building, 1st floor, room 115 or call 404-756-4585. Employees may also report to Human Resources office located in the Administration building, 2nd floor, room 215 or call 404-756-4047. These offices and other such as Student Activities or the office of Counseling and Disability Services will assist any victim of sexual assault, domestic violence, dating violence, and stalking in notifying law enforcement, including local police, if they elect to do so. Victims are not required to report to law enforcement in order to receive assistance from or pursue any options with Atlanta Metropolitan State College.

Written Notification of Rights and Options

Any student or employee who reports an incident of sexual assault, domestic violence, dating violence, or stalking, whether the incident occurred on or off campus, shall receive a written explanation of their options and rights as provided for under this policy.

Procedures Victims Should Follow

If an incident of sexual assault, domestic violence, dating violence, or stalking occurs it is important to preserve evidence so that a successful criminal prosecution remains an option.

The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam – which is important both to address any health issues that may arise and evidence collection. Any clothing removed should be placed in a paper, not plastic, bag.

Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented by taking a photograph. Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.

On & Off Campus Resources

Both Atlanta Metropolitan State College and the City of Atlanta also offer other important resources to the victims of sexual violence including medical treatment, counseling and advocacy they may wish to utilize. AMSC Counseling & Disability Services Staff are available to assist any student or employee free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or to access these resources that include the following.

AMSC Counseling & Disability Services 404-756-4016 Student Services & Success Center Building 650, suite 252.

Grady Rape Crisis Center - Legal Advocate/Prevention Educator - Rape Crisis; Telephone: 404-616-1209, Fax: 404-616-5882

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

Department of Justice - <https://www.justice.gov/>

Department of Education - <http://www2.ed.gov/about/offices/list/ocr/index.html>

Office of Civil Rights - <https://www.hhs.gov/ocr/index.html>

Accommodations

Whether or not a student or employee reports to law enforcement and or pursues any formal action, if they report an incident of sexual assault, domestic violence, dating violence, or stalking Atlanta Metropolitan State College is committed to providing them a safe learning or working environment. Upon request Atlanta Metropolitan State College will make any reasonably available change to a victim's academic and or working situation. Students may contact the office of Student Conduct

at 678-623-1266 for assistance, and employees may contact the office of Human Resources at 404-756-4047 for assistance.

If a victim reports to law enforcement, the Police Department will assist them in obtaining a no-contact/restraining order as permitted by law from a criminal court. Atlanta Metropolitan State College is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Atlanta Metropolitan State College is also committed to protecting victims from any further harm. During the judicial proceedings, the institution may issue a no-contact order that will be effective on campus only.

AMSC 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 the AMSC Police and the Office of the Title IX Coordinator. A complainant may then meet with the AMSC Police to develop a Safety Action Plan, which is a plan for AMSC 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. AMSC cannot apply for a temporary protective order for a victim. The victim is required to apply directly for these services.

Victim Confidentiality

Atlanta Metropolitan State College recognizes the often-sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents. We are committed to protecting the privacy of any individual who makes a report. Different officials and personnel are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, including if criminal prosecution is pursued, may be made and shared with the accused.

Reports made to Atlanta Metropolitan State College officials will be kept confidential and identifying information about the victim shall not be made public, unless state law dictates otherwise. Information about reports will only be shared with institutional personnel as needed to investigate and effectively respond to the report. Every effort will be made to limit the scope of information shared to keep it to a minimum of detail, and only when absolutely necessary. Reports made to medical professionals and licensed mental health counselors will not be shared with any third parties except in cases of imminent danger to the victim or a third party or as ordered by a court of competent jurisdiction.

Reports made to the AMSC Police Department are subject to open records request and all state laws pertaining to release of information shall apply.

Education Programs

Atlanta Metropolitan State College is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches; that includes a clear statement that Atlanta Metropolitan State College prohibits such acts, their definitions, the

definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year.

These programs include:

- First year student orientation
- New employee orientation
- Poster campaigns
- Seminars for employees

Conduct Proceedings

Atlanta Metropolitan State College strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal charges and prosecution, students, employees and other affiliates may also face disciplinary action by Atlanta Metropolitan State College. Individuals found responsible for having committed such a violation face permanent expulsion, termination of employment, suspension, and probation. Educational sanctions such as community service, letters of apology, attending workshops, writing essays or research papers may also be imposed where appropriate. Incidents involving accused students will be handled by the Office of Student Conduct located on the second floor of the Student Center, building 800, suite 213 or call 404-756-4585. Student may also call the Office of Human Resource at 404-756-4047 for Title IX related incidents. Incidents involving accused employees/affiliates will be handled by the Office of Human Resources, located in the Administration, building 600, suite 215 or call 404-756-4047. All criminal investigations will be conducted by the MSC Police Department.

All conduct proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution. All investigations and proceedings shall be conducted by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and conduct a proceeding in a manner that protects the safety of victims and promotes accountability.

Investigations shall be conducted according to the new board policy governing Sexual Misconduct which can be found at the following websites:

- http://www.atlm.edu/downloads/Sexual_Misconduct_Policy_June_2017.pdf
- <http://www.usg.edu/policymanual/section4/policy/C327/>

For additional information about student conduct proceedings please consult the AMSC Student Conduct Policy

http://www.atlm.edu/downloads/Student_Conduct_Policy_Judicial_Affairs_080817.pdf

. For additional information about employee conduct proceedings please consult the AMSC Employee Handbook available at www.atlm.edu or in the Office of Human Resources.