

2026 ANNUAL SECURITY REPORT



Main Campus

One Joe Kennedy Blvd.

Statesboro, GA 30458

For any questions please call OTCPD
at 912-531-2367



OGEECHEE
TECHNICAL COLLEGE
Education with Purpose

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From the Chief of Police/Director for Campus Safety

On behalf of the members of the Ogeechee Technical College Police Department (OTC PD), I want to thank you for your interest in our Annual Security Report (ASR). We publish the ASR every year and it includes valuable information for our campus community. The ASR is published in compliance with the Jeanne Clery Campus Safety Act, as amended by the Violence Against Women Act (VAWA), the Higher Education Opportunity Act (HEOA), and the Stop Campus Hazing Act (SCHA). This ASR contains crime statistics for the previous three years for those specified in the Clery Act. This ASR also includes our policies relating to safety and security, alcohol and drugs, sexual misconduct, and hazing at all sites operated by Ogeechee Technical College.

Everyone at Ogeechee Technical College is responsible for compliance with the Clery Act. We encourage everyone to review a copy of the ASR as safety is a shared responsibility amongst everyone in our community. OTC PD partners with many of the Departments across the College including Academic Affairs and Student Affairs to help foster the shared responsibility amongst everyone.

A copy of the ASR can be viewed at <https://www.ogeecheetech.edu/student-services/campus-police> or a copy can be obtained at the Ogeechee Technical College Police Department, One Joe Kennedy Blvd., Joseph E. Kennedy Building, Suite 177, Statesboro, Georgia 30458.

Nathan Tirey

Ogeechee Technical College

Chief of Police/Director of Campus Safety

Mission Statement

OTC's Mission Statement:

As a unit of the Technical College System of Georgia, Ogeechee Technical College prepares a skilled workforce through affordable, high-quality education and training.

The Ogeechee Technical College Police Department's mission statement:

The mission of the Ogeechee Technical College Police Department is to ensure a safe and secure learning environment through professional law enforcement, proactive community engagement, and an unwavering commitment to integrity, respect, and service. We support the educational goals of Ogeechee Technical College by protecting life, liberty, and property, safeguarding the constitutional rights of all individuals, and fostering a culture of trust and accountability within the College community.

To attain this, Ogeechee Technical College Police Department enforces the law in a fair and impartial manner, recognizing both the statutory and judicial limitations of police authority and the constitutional rights of all persons. The Ogeechee Technical College Police Department recognizes that no law enforcement agency can operate at its maximum potential without supportive input from the citizens it serves. The Ogeechee Technical College Police Department actively solicits and encourages the cooperation of all citizens to reduce and limit the opportunities for crime and to facilitate the maximum use of resources.

As members of the Ogeechee Technical College Police Department, we are all charged with the responsibility of serving and protecting the students, employees, and visitors within the College community.

The Ogeechee Technical College Police Department responds to calls for law enforcement services, enforces all State and local laws and ordinances, protects life and property, investigates matters of a criminal nature, preserves the peace, and strives to prevent crime and disorder. We are guided by the policies enacted by the Technical College System of Georgia, the laws of the State of Georgia, and the Constitution of the United States of America.

Ogeechee Technical College Police Department

Ogeechee Technical College Police Department is a fully certified law enforcement agency that handles calls for service including criminal acts within the jurisdiction of Ogeechee Technical College. Our Police Officers are authorized under O.C.G.A. 20-4-39: *“Campus policemen and other security personnel who are regular employees of the Technical College System of Georgia shall have the power to make arrests for offenses committed upon any property under the jurisdiction of the Technical College System of Georgia and for offenses committed upon any public or private property within 500 feet of such property.”* The OTC PD also have mutual aid agreements with all of our local jurisdictions. The department is staffed Monday through Thursday 7am to 10pm. OTC PD employs only sworn police personnel who are certified as law enforcement officers in Georgia by the Georgia Peace Officer Standards and Training Council. We have primary jurisdiction for the protection of persons and property on our campus. To accomplish this our officers routinely patrol campus both on foot and in marked police vehicles. OTC PD will investigate all crimes that occur on campus and assist outside agencies if students, faculty, or staff are involved in incidents off campus.

All crimes that occur on campus or other types of emergencies should immediately be reported to the OTC PD by calling our department phone number 912-531-2367. For emergencies all faculty, staff, students and visitors should call 911.

Students, faculty, staff, and visitors are encouraged to report any crimes occurring on campus directly to OTC PD. OTC PD will document through our reporting system and follow up with the complainant as needed. Campus personnel are informed of this procedure through new hire orientation and students are notified during student orientation.

Statistics detailing the on-campus occurrence of murder(non-negligent manslaughter & negligent manslaughter), sexual assault (Rape, Fondling, Incest, and Statutory Rape), robbery, arson, aggravated assault, burglary (Forcible Entry, Unlawful Entry-No Force, and attempted forcible entry) motor vehicle theft, hate crimes (race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability), domestic violence, dating violence and stalking for the most current year as well as statistics for the two preceding years are maintained by the Ogeechee Technical College Police Department and documented in the Annual Security Report (ASR). Statistics on arrests for violations of alcohol or drug abuse as well as weapons possession violations are also gathered and reported in the ASR.

The Police Department keeps statistical information on these crimes as well as any other felonies and misdemeanors (including traffic violations) in the Records Section of the Police Department. Statistics are distributed in the form of an annual statistical report (Annual Security Report) published on the Ogeechee Technical College Police Department website, <https://www.ogeecheetech.edu/student-services/campus-police>.

Any monitoring of crimes off campus is done by the agency of jurisdiction where the crime took place; however, Ogeechee Technical College Police Department is usually advised by the agency in question or the victim (if a student) of the crime and will offer any assistance.

The Campus Safety survey administrator (Director for Campus Safety/Chief of Police) gathers statistics on arrests for violations of alcohol or drug abuse as well as weapons possession from local law enforcement agencies. These violations are gathered and reported in the ASR.

Notification of Non-Discrimination in Educational Programs and Activities

Ogeechee Technical College (OTC) is committed to maintaining a fair and respectful environment for living, work and study. To that end, this is being accomplished in accordance with federal and state laws, as well as all Technical College System of Georgia policies.

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed or religion, national or ethnic origin, sex (including pregnancy, sexual orientation, and gender identity), disability, age, political affiliation or belief, genetic information, veteran or military status, marital status, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Innovation and Opportunity Act (WIOA) Title I financed programs, educational programs, and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

Every member of the Ogeechee Technical College community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. All members of the faculty, staff, and student body are expected to ensure that nondiscriminatory practices are followed at the College. Any student, faculty, staff, visitor and third party with a complaint or concern that is related to these standards should contact the following person(s) that have been designated to handle inquiries regarding the non-discrimination policies:

Heather Merritt, Executive Director for Human Resources (Title IX Coordinator for employees)

Ogeechee Technical College

One Joe Kennedy Blvd., Statesboro, Georgia 30458

912-871-1801

hmerritt@ogeecheetech.edu

Or

Christy Rikard, Vice President for Student Affairs (Title IX Coordinator for students)

Ogeechee Technical College

One Joe Kennedy Blvd., Statesboro, Georgia 30458

912-486-7607

crikard@ogeecheetech.edu

Annual Security Report

As required by the Clery Act, statistics concerning the occurrence on campus of criminal offenses reported by Campus Police officers to the Chief of Police will be published annually by October 1. Policies are updated annually. This information will be posted on the Ogeechee Tech [Campus Police website](#), the United States Department of Education website at <https://ope.ed.gov/campussafety/#/>, and the Technical College System of Georgia website at <https://www.tcsg.edu/>. Printed copies are available through the OTC PD Office.

Federal law requires Ogeechee Technical College to disclose information dealing with registered sex offenders in the College's service area. This information is posted on the Georgia Bureau of Investigation Sex Offenders Registry website at <https://gbi.georgia.gov/georgia-sex-offender-registry>.

Annual Security Report (Clery Act) or a paper copy can be obtained at the Ogeechee Technical College Police Department, One Joe Kennedy Blvd., Joseph E. Kennedy Building, Suite 177, Statesboro, Georgia 30458.

Voluntary Confidential Reporting

Reporting crimes is essential to protecting our community. When incidents go unreported, it becomes difficult to prevent others from becoming victims. We encourage all members of the College community to promptly report crimes and actively support crime prevention efforts. A safer campus depends on everyone's participation in safety and security initiatives.

If you are a victim of a crime—or know of one—but do not wish to pursue action through the College or the criminal justice system, you may file a voluntary, confidential report. In many cases, you can submit a report while keeping your identity private. Confidential reporting allows us to respect your wishes while still taking steps to protect you and others. Reports may be filed with any designated "Campus Security Authority." These reports help the College maintain accurate records of incidents on OTC property and are included in the Annual Security Report. Please note that in certain criminal circumstances, the OTC Police Department may not be able to guarantee confidentiality and will inform you if that applies.

To share information or report a crime, call the Ogeechee Technical College Police Department at **(912) 531-2367**.

Timely Warnings

Ogeechee Technical College issues Timely Warnings to alert our community of Clery crimes that occur on campus and represent an ongoing threat to students and/or employees. Timely Warnings are issued as soon as relevant information is obtained. OTCPD will make a determination and then a member of the Safety Committee will send out an OTCAalert. OTCAalert will send messages to students via email, text, and phone calls. We also have Alertus beacons on campus that can play a message in the hallways as well as on OTC computers. Timely Warnings will not contain names or other identifying information of complainants. OTC is not required to send out Timely Warnings with respect to crimes reported to a pastoral or professional counselor.

Daily Crime Log

Ogeechee Technical College Police Department maintains a Daily Crime Log of all crime incidents reported to the Department. The OTC PD publishes the Daily Crime Log Monday – Thursday, when the College is open for normal operations. The log is available to members of public upon a request made to the Chief of Police during normal business hours at the OTC PD Office. This log identifies the type, location, and date/time of each criminal incident reported to the Ogeechee Technical College Police Department.

The most current of information is available at the Ogeechee Technical College Police Department located at One Joe Kennedy Blvd., Joseph E. Kennedy Building, Suite 177, Statesboro, Georgia 30458.

Emergency Response

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.

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

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

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 three choices:

- **Evacuate (Run)**
 - Have an escape route and plan in mind
 - Leave your belongings behind
 - Evacuate regardless of whether others agree to follow
 - Help others escape, if possible
 - Do not attempt to move the wounded
 - Keep your hands visible

- Call 911 when you are safe
- **Secure-in-Place (Hide)**
 - Hide in an area out of the shooter's view
 - Lock door or block entry to your hiding place
 - Silence your cell phone (including vibrate mode) and remain quiet
- **Fight**
 - Fight as a last resort and only when your life is in imminent danger
 - Attempt to incapacitate the shooter
 - Act with as much physical aggression as possible
 - Improvise weapons or throw items at the active shooter
 - Commit to your actions... Your life depends on it

Confirming an Emergency

The OTCPD may become aware of an emergency on campus through routine patrol, person(s) calling in, or local radio traffic from other Law Enforcement agencies. Once the emergency situation is confirmed and it poses an immediate threat to the safety of the OTC community, the Chief of Police, VP for Operations or the VP for Student Affairs will initiate the Emergency response notification system. As soon as the condition that caused the alert is no longer present, the College will issue a notice to the College Community. Other methods that can be used to notify the greater OTC Community include notifying the local media outlets and local emergency agencies.

Emergency Management

Ogeechee Technical College produces an Emergency Operations Plan (EOP) each year. This plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA guidelines. Our priorities are: Life safety, infrastructure integrity, and environmental protection, coordination with different College departments, and cooperation and mutual aid with local, state, and federal public safety agencies.

Annually, OTC conducts an emergency management exercise to test the emergency procedures. The scenarios for these exercises may change year to year and may include multiple departments across campus. These drills may include different levels from a tabletop exercise to a full emergency response. With at least one emergency drill each year the College will notify the Community ahead of the exercise. These drills will be documented with an after-action report.

Security and Access to Facilities

Ogeechee Technical College is open to students, parents, employees, contractors, and guests during normal business hours. Outside of normal business hours any employee requesting access to the building must submit a form for key/card access as well as alarm access. Some events may be scheduled outside normal business hours through the facility rental program.

Ogeechee Technical College does not have residence halls nor any off-campus housing.

Security cameras are strategically placed across campus. Key personnel on campus, including OTCPD personnel, have access to monitor these cameras as time permits. Additionally, some personnel have access to review and archive video from the past 30 days. The Information Technology Services department maintain the camera system.

OTCPD routinely monitors local agencies via radio and has agreements with all of our surrounding jurisdiction law enforcement agencies for mutual aid.

Ogeechee Technical College is committed to safety and security. At Ogeechee Technical 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.

The College buildings and grounds are maintained to provide a safe environment for all visitors. A variety of personnel from various departments, including Administration, Plant Operations, and OTC PD work together to ensure all components are operational. This includes exterior lighting, fire and smoke detection systems, HVAC systems, and maintenance of landscaping, sidewalks, parking lots, and traffic control.

If you observe any safety issue, please contact the OTC PD so corrective action can be initiated.

We encourage community members to promptly report any security concerns:

Ogeechee Technical College Police Department - (912) 531-2367

Plant Operations - (912) 871-1692

Ogeechee Technical College Main Line - (912) 681-5500

Safety Awareness

Ogeechee Technical College promotes safety awareness throughout campus in a variety of ways including presenting at Faculty/Staff development days, faculty convocation, posting security messages in the daily Splash newsletter. OTCPD also partners with Student Affairs during several events each year to speak with students.

Security Awareness and crime prevention programs on personal safety are taught by request by Ogeechee Technical College Police Department officers. These programs are designed to inform students and employees about campus safety and security procedures as well as encourage students and employees to be responsible for their own security and the security of others. Resources in a number of areas including suicide, mental wellness and many others can also be found in the office of Student Success.

Alcohol and other Drugs

Federal law requires Ogeechee Technical College to notify annually all faculty, staff, and students of the following:

Ogeechee Technical College prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the College or used as part of college activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol on campus. In addition, the smoking of any material is prohibited at all locations.

Alcohol Policy

Ogeechee Technical College fully complies with the alcohol laws for the State of Georgia. All state laws apply to OTC students, faculty, staff and visitors while on the campus of OTC. Ogeechee Technical College prohibits the possession and use of alcoholic beverages in areas open to the public including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the State of Georgia may be permitted at Ogeechee Technical College sponsored activities in areas designated and with prior approval. These laws are:

- Possession or consumption of alcoholic beverages by persons under the age of 21;
- Driving under the influence of alcohol;
- Possession or consumption of alcoholic beverages in public locations on campus, including common spaces; Common spaces refer to any public space that exists outside of a college building and public spaces located on the outside grounds on campus;
- The use and carrying of a false identification, e.g., state driver's license, state ID card
- Possessing an open container of alcohol in a motor vehicle;
- The sale, distribution, or furnishing of alcoholic beverages to persons under the age of 21;
- The use of alcohol in an irresponsible manner (games, contests, forced or ritualized consumption of alcohol, behaviors requiring the response of a College Official or law enforcement officer, etc.);
- Providing alcoholic beverages to a person who is intoxicated;
- Any activity or conduct involving the use of alcohol that is in violation of law, e.g., Public Drunkenness;
- Alcohol is not for sale on Ogeechee Technical College property;
- Any abuse of alcohol or drugs is subject to enforcement by OTC PD through Federal and State laws pertaining to such violations.

Controlled Substances Policy

Ogeechee Technical College fully complies with the State of Georgia Controlled Substances Act and all other local, state and federal laws governing controlled substances. The College strictly prohibits the illegal use or possession of any controlled substance:

- The Possession, Use, Manufacture, Cultivation, Distribution, Sale, and/or misuse of any controlled or illegal substance, designer drug, or synthetic cannabinoid (i.e. Spice or K2);
- The Possession and/or Use of any drug paraphernalia, *i.e. bowls, hookah pipes, Bongs, "homemade" smoking devices, any other smoking device or smoking paraphernalia;*
- Any Activity or Conduct involving drugs that is in violation of local, state, or federal law.

The illegal use of controlled substances is not compatible with the goals of an academic community. For information regarding drug risks and consequences, please contact one of the following:

Employees wishing information on drug or alcohol abuse education programs may contact Human Resources (912) 871-1801.

Students wishing the same information may contact the Office of Student Affairs (912) 688-6061, for more comprehensive details, please refer to the College's policy on controlled substances at <http://ogeecheetech.smartcatalogiq.com/>.

Drug and Alcohol Abuse Education Programs

A variety of counseling services and treatment centers are available throughout the state for anyone experiencing problems related to substance abuse. Although most counseling and treatment centers charge for their services, some programs are free of charge. Faculty, staff, and students should avail themselves of sources to identify the services or programs which most closely meet their specific needs. The following agencies can be contacted for assistance with drug/alcohol abuse related issues:

- National and Statewide Programs
 - Alcoholics Anonymous www.aa.org
 - Narcotics Anonymous [/www.na.org](http://www.na.org) 818-773-9999 x771
 - Al-Anon for Families of Alcoholics www.al-anon.alateen.org/ 888-425-2666
 - Alcohol Treatment Referral Hotline 800-662-4357
 - Center for Substance Abuse Treatment 240-276-1660
 - Cocaine Anonymous 310-559-5833, ca.org
 - Georgia Drug Abuse Treatment Programs 877-779-8108, drugabuse.com/usa/drug-abuse/georgia/
 - National Drug Helpline 888-633-3239
 - Georgia Crisis Access Line 800-338-6745
 - NARCANON of Georgia 844-332-6432
 - Addiction Center <https://addictioncenter.com/college/> 855-706-9275

Local Organizations

- Bulloch Recovery Resources, 18 Simmons Center Statesboro, GA 30458, Main Tel: 912-489-8401
- Pineland BHDD, Women's Intensive Outpatient Services, 209 South College Street Statesboro, GA 30458, Main Tel: 912-764-1817
- Reliance Treatment Center Statesboro, 201 Donehoo Street Statesboro, GA 30458, Main Tel: 912-489-7827, Intake Tel 1: 912-489-7827
- Pineland Area MH/MR/SA CSB Johns Place, West Altman Street Statesboro, GA 30458, Main Tel: 912-764-6129, Intake Tel 1: 912-764-6129
- Ogeechee Behavioral Health Services, 302 East Ogeechee Street Sylvania, GA 30467, Main Tel: 912-564-7825, Intake Tel 1: 912-564-7825
- Pineland Area MH/MR/SA CSB, Tattnall Counseling Center, 150 Memorial Drive Reidsville, GA 30453, Main Tel: 912-557-6794, Intake Tel 1: 912-557-6794, Intake Tel 2: 800-746-3526
- Willingway & Willingway Women's Residence, 311 Jones Mill Road Statesboro, GA 30458, Main Tel: 844-242-9455, Intake Tel: 844-259-4911

Hazing

Ogeechee Technical College strictly prohibits hazing in any form. In compliance with the federal Stop Campus Hazing Act (SCHA)—which amended the Jeanne Clery Campus Safety Act (20 U.S.C. § 1092(f))—

and Georgia's SB 85 "Max Gruver Act" (O.C.G.A. § 16-5-61), the College is committed to preventing hazing, transparently reporting violations, and maintaining a safe campus environment.

For institutional oversight and disciplinary purposes, hazing is defined under both federal and state standards:

- **Federal Definition (Stop Campus Hazing Act / Jeanne Clery Campus Safety Act):**

Hazing includes any intentional, knowing, or reckless act committed by an individual or group against another person—regardless of their willingness to participate—that occurs in the course of initiation into, affiliation with, or membership maintenance in a student organization. To qualify, the act must cause or create an unreasonable risk of physical or psychological injury beyond what is expected in standard collegiate or organizational activities, such as routine athletic training.

Physical or psychological injury encompasses a broad range of harmful or coercive behaviors. This includes physical violence or assault (such as whipping, beating, striking, electronic shocking, or applying harmful substances to the body), forced environmental or physical stress (including sleep deprivation, exposure to elements, confinement, or extreme calisthenics), and coerced consumption of food, liquid, alcohol, drugs, or other substances. It also covers coerced sexual acts, any conduct or threats that place a person in reasonable fear of bodily harm, and any activity or required task that constitutes a criminal violation of local, state, tribal, or federal law.

- **State Definition (Georgia O.C.G.A. § 16-5-61 - Max Gruver Act): (a) As used in this Code section, the term:**

Under state law, hazing refers to subjecting a student—whether currently or prospectively enrolled—to activities that endanger or are likely to endanger their physical health. This includes coercing a student through social or physical pressure to consume food, liquids, alcohol, drugs, or other substances that create a likely risk of vomiting, intoxication, or unconsciousness, regardless of whether the student voluntarily agrees to participate.

It is unlawful to haze any student as a condition or precondition for gaining acceptance, membership, office, or any other status within a school organization. This applies across all private postsecondary institutions, units of the University System of Georgia, and the Technical College System of Georgia. "School organizations" broadly include associations, clubs, fraternities, sororities, athletic teams, societies, or residential groups primarily composed of students or alumni, along with their local affiliates. Anyone found guilty of violating this statute commits a misdemeanor of a high and aggravated nature.

To satisfy both federal (SCHA) and state requirements, the College maintains two distinct reporting standards:

- A. **Public Campus Hazing Transparency Report:** The College publishes a publicly accessible online log detailing all findings of hazing violations, adjudications, and criminal convictions involving

student organizations. Each entry includes the organization name, incident date(s), specific findings, sanctions, and final outcomes. This report is updated biannually (at least twice per year) and maintained for a minimum of five (5) years following final adjudication.

- B. **Clery Act Annual Security Report (ASR):** In accordance with the SCHA amendments to the Jeanne Clery Campus Safety Act, all reported hazing incidents are recorded in the official campus crime log and included as statistics in the College's published Annual Security Report (ASR).

Violations may lead to institutional disciplinary sanctions and criminal charges under Georgia law (guilty of a misdemeanor of a high and aggravated nature). To report suspected hazing:

- **Campus Police:** Call (912) 531-2367 or visit the Campus Police Department.
- **Email Reporting:** Send reports to police@ogeecheetech.edu.
- **Online Reporting:** Reports may also be submitted via the College's online Incident Report Form.

Campus Security Authorities (CSA)

Students who experience a crime often prefer reporting the incident to a trusted contact rather than campus police, even at institutions with an active police force. To account for this, the Clery Act mandates that institutions gather crime reports through designated individuals and organizations known as Campus Security Authorities (CSAs).

Because job titles vary widely across higher education, Ogeechee Technical College identifies CSAs by function rather than title alone. Any individual—salaried, unpaid, or contracted—whose role involves significant interaction with students, student oversight, or campus activities qualifies as a CSA. This includes campus police, security personnel, Student Affairs professionals like deans and directors, administrators overseeing off-campus sites, the Title IX Coordinator, and advisors or committee members who oversee disciplinary procedures, mentor students, or serve as official contacts for reporting crimes and troubling situations.

A CSA's primary duty is to document and report any allegation received in good faith to the college's designated reporting structure. An allegation meets the good-faith standard when there is a reasonable basis to believe the information is authentic rather than mere rumor or hearsay.

Pastoral counselors (recognized by a religious denomination to provide confidential counseling) and professional counselors (licensed mental health providers, including contracted non-employees) are exempt from disclosing reported offenses, provided they receive the information while acting strictly within their official counseling capacity. Furthermore, counselors are not legally required to inform clients of voluntary, confidential crime-reporting procedures for inclusion in the institution's Annual Security Report.

Annual Disclosure of Crime Statistics

Jeanne Clery Campus Safety Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. The Ogeechee Technical College Police Department maintains a close relationship with all police departments where Ogeechee Technical College

owns or controls property to ensure that crimes reported directly to these police departments that involve the College are brought to the attention of the Ogeechee Technical College Police Department.

The Ogeechee Technical College Police Department collects the crime statistics disclosed in the Clery Charts through a number of methods. Police officers enter all reports of crime incidents made directly to the department. 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 Ogeechee Technical College 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 represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Definitions of Reportable Crimes

- **Murder and Non-Negligent Homicide:** the willful, non-negligent killing of one human being by another.
- **Manslaughter by Negligence:** the killing of another person through gross negligence.
- **Sex Offenses:** any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
- **Rape:** the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Fondling:** the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** 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:** taking or attempting to take anything of value from the car, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- **Burglary:** the unlawful entry of a structure to commit a felony or a theft.
- **Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle.
- **Arson:** any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- **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.
- **Hate Crimes:** includes all of the crimes listed as reportable Clery crimes that manifest evidence that the victim was chosen based on one of the categories of prejudice listed below.

Categories of prejudice

- **Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
- **Gender** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender
- **Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- **Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation
- **Ethnicity/national origin** – 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. A preformed negative opinion or attitude toward a group of people based on their actual perceived country of birth.
- **Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
- **Gender Identity** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender nonconforming individuals.

Definitions of Violence Against Women Act (VAWA) Crimes

- **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 whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or

intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any person against an adult or youth victim who is protected from that person's acts under the domestic and family violence laws of the jurisdiction in which the crime of violence occurred.

- **Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person's safety or the safety of others; or (2) suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with 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 person means a reasonable person under similar circumstances and with similar identities to the victim.

Annual Fire Safety Report

Ogeechee Technical College does not have any on campus housing of any type at any of its locations, therefore, this section does not apply.

Missing Student Notification

Ogeechee Technical College does not have any on campus housing of any type at any of its locations, therefore, this section does not apply. In the event that a student is reported as missing, we work with local law enforcement within our policies.

Sex Offender Registration

Section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) provides for the registration and tracking of sex offenders. Institutions of higher education are required to issue a statement advising the College community where to obtain law enforcement agency information provided by a state concerning registered sex offenders. The law 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, 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>.

Megan's Law

In accordance with O.C.G.A. § 42-1-12, the Georgia Bureau of Investigation (GBI) is the central repository for Georgia's Violent Sexual Offender Registry. The GBI makes every effort to ensure that the information contained in the Georgia Sex Offender Registry is accurate. As the information is provided by other agencies and entities and is continuously changing, the GBI makes no promise or any express or implied guarantee concerning the accuracy of this information. The Georgia Bureau of Investigations maintains a searchable sex offender database to obtain this information. The address to this site is: <https://gbi.georgia.gov/services/georgia-sex-offender-registry>.

Violence Against Women Act

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

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition: Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

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

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, A sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- A. Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- B. Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim. This includes instances where the victim is incapable of giving consent because of their age or because of a temporary or permanent mental or physical incapacity.

- C. Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- D. Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

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

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

For the purposes of this definition-

- A. 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.
- B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- C. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Jurisdictional Definitions for VAWA

Dating Violence: In Georgia, the term Dating Violence is not defined however "Family Violence" as defined under OCGA § 19-13-1 to include some dating situations – i.e. persons who are parents of the same child, other persons living or formerly living in the same household. Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

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

- A. By a current or former spouse or intimate partner of the victim;
- B. By a person with whom the victim shares a child in common;
- C. By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- D. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or,
- E. 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.

Sexual Assault: Under Georgia law, the offense specifically titled Sexual Assault occurs when an actor in a position of supervisory, disciplinary, custodial, or professional authority engages in sexual contact or sexual intercourse with a subordinate, ward, patient, or student.

Key Covered Relationships:

- A. Employees/supervisors in law enforcement, correctional facilities, or juvenile facilities over inmates/detainees.
- B. Teachers, administrators, or school employees over students.
- C. Psychotherapy practitioners over patients.
- D. Guardians or probation/parole officers over persons under their supervision.

Consent Rule: Consent of the victim is explicitly not a defense when the actor holds these specific positions of authority.

Stalking: In Georgia, Stalking is defined under OCGA § 16-5-90 as “(a)(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms ‘computer’ and ‘computer network’ shall have the same meanings as set out in Code Section 16-9-92; the term ‘contact’ shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term ‘place or places’ shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term ‘harassing and intimidating’ means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made. (2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication

would cause such person to be harassed or intimidated by others.” Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

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

Consent Defined: Georgia does not have a standalone definition for consent. Under Georgia case law, "consent" in sexual offense cases is evaluated through the statutory requirements that an act be done "against the will" or "without the consent" of the victim. Ogeechee Technical College does not independently define consent but will follow required laws.

Bystander Intervention

Bystanders play a vital role in preventing sexual and relationship violence. As observers of unsafe situations or conditions that promote harm, bystanders can choose to step in, speak up, and help keep others safe. Building a culture of shared accountability means actively looking out for one another and intervening whenever it is safe to do so.

Taking action begins with staying aware of those around you and checking in if someone looks uncomfortable, isolated, or in distress. It also requires stepping in to stop high-risk situations, such as confronting anyone attempting to seclude or take sexual advantage of an incapacitated person, or challenging someone who expresses intent to harm another.

Supporting survivors and connecting them to help is equally critical. When someone discloses an experience with sexual assault, stalking, or domestic abuse, listening and believing them creates a safer environment, while connecting them to local counseling, health, or legal services provides long-term support. Above all, personal safety remains the top priority. If a situation involves active physical violence, aggressive confrontation, or immediate danger, call 911 right away rather than attempting to intervene directly.

Risk Reduction

Risk reduction is defined as options designed to: decrease perpetration and bystander inaction, increase empowerment for victims in order to promote safety, and help individuals and communities address conditions that facilitate violence.

Effective bystander intervention relies on risk reduction strategies that protect both the individual in need and the person stepping in to help. Because direct confrontation is not always safe or appropriate, primary prevention programs utilize a flexible approach known as the three Ds: Direct, Distract, and Delegate. Direct intervention involves addressing a low-risk situation head-on by asking someone if they are okay or clearly stating that a behavior is unacceptable. Distraction offers an indirect way to diffuse tension or separate individuals without a confrontation, such as creating a diversion, spilling a drink, or asking someone to assist with an unrelated task. Delegation involves seeking help from individuals with more authority or a larger presence—such as campus safety officers, resident assistants, or venue staff—when stepping in alone presents too much personal risk.

Before taking action, bystanders should quickly evaluate the environment, the overall threat level, and their own readiness. Situations involving intense verbal aggression, physical violence, or heavy

substance involvement require extreme caution. If direct intervention carries a high risk of bodily harm, bystanders should immediately pivot to delegating or calling for help. Utilizing the buddy system by approaching a concerning situation with a peer can significantly reduce risk, while maintaining clear exit routes ensures that a bystander can safely step away if an aggressor becomes hostile.

Above all, personal safety remains the top priority. If an individual is facing immediate physical danger, severe harm, or active violence, calling 911 or local emergency services is the primary and most critical action a bystander can take. Bystanders should never place themselves in physical jeopardy or attempt to handle violent escalations alone.

Programs to prevent dating violence, domestic violence, staling, and sexual assault

Ogeechee Technical College is committed to increasing the awareness of and preventing sexual 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 Ogeechee Technical 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.

Reporting VAWA Crimes

If a student, employee or visitor has been the victim of an incident of sexual violence they should immediately report it to the Ogeechee Technical College Police Department at (912) 531-2367 or One Joe Kennedy Blvd., Joseph E. Kennedy Building, Suite 177, Statesboro, Georgia 30458. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911.

Students may also report to

- Vice President Student Affairs (student Title IX coordinator), Christy Rikard
crikard@ogeecheetech.edu , 912-486-7607, located in Joseph E. Kennedy Building
- Or any other employee or faculty of Ogeechee Technical College.

Employees may also report to Human Resources at (912) 871-1629 located in the Kennedy Annex Building of the Ogeechee Technical College.

Ogeechee Technical College officials will assist any victim in notifying law enforcement, including local police, if they elect to do so.

Victims are also entitled not to report to law enforcement.

Any student or employee who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options.

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

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

Procedures Victims Should Follow

If you are a victim of sexual violence, call the Ogeechee Technical College Police Department, at (912) 531-2367 or call 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 which 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, Christy Rikard at crikard@ogeecheetech.edu , or phone at (912) 486-7607 and to Ogeechee Technical College Police Department (if the victim so desires). The College will provide resources on campus, off campus, or both, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protective orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she, nevertheless, should consider speaking with Ogeechee Technical College Police Department or other law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

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

If a report of domestic violence, sexual violence, dating violence, sexual assault, sexual exploitation, or stalking is reported to the College, below are the procedures that the College will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:

A. Administration and Implementation

1. Each college President shall designate one or more officials to serve as the Title IX Coordinator and post contact information for the coordinator and the TCSG's Statement of Equal Opportunity in electronic or written college publications and educational materials as described in the TCSG Usage for Statement of Equal Opportunity (e.g. bulletin boards, the college website, catalogs, student and employee handbooks, orientation materials, and flyers). In addition, the college President will ensure that the designated officials have received appropriate training.
2. Instructors/administrators must take ongoing proactive steps to ensure educational opportunities (including classrooms, clinics, labs, programs, etc.) and student activities (clubs, sports, etc.) are accessible and free from sex discrimination or harassment.
3. The Compliance Officer will coordinate training programs and monitor the colleges to ensure the correct administration and implementation of this procedure and will ensure that proactive or corrective measures have been taken to prevent sex discrimination and sexual misconduct. In addition, the training materials will be posted on the College's website or made available for members of the public to inspect.
4. Colleges are required to provide sexual harassment and sexual violence prevention training to students and employees and programs for ongoing awareness training as required by the Violence Against Women Reauthorization Act (VAWA) and the Clery Act. As of the effective date of this procedure, colleges have been provided training modules for this purpose and are required to incorporate the training in new student and employee orientation activities.
5. Each College shall publish a list of local sources for counseling, support and advocacy in conjunction with publishing this procedure. Individuals who report sexual violence, sexual assault, stalking, or dating/domestic violence will be provided with and/or referred to the list of resources.

B. Reporting and Management Action

1. All students are encouraged to report sex discrimination and sexual misconduct incidents against themselves or others to the Title IX Coordinator at the College. The Title IX regulations define "sexual harassment" to include three types of misconduct based on sex which jeopardize the equal access to education that Title IX is designed to

protect. These types of misconduct include any instance of quid pro quo harassment by a TCSG and/or College employee; any conduct based on sex that, in the view of a reasonable person, is so severe and pervasive and objectively offensive that it effectively denies a person equal access to a TCSG and/or College education program or activity; and any instance of sexual assault, dating violence, domestic violence, or stalking (collectively "Title IX Prohibited Conduct," as defined in this Procedure). Students may find the Title IX Coordinator's contact information on the College website, the student handbook, and the college catalog. Complaints may also be emailed to unlawfulharassment@tcsq.edu.

2. To utilize this procedure, a Complainant may file a Formal Complaint, defined herein as a document filed and signed by a Complainant or filed and signed by the Title IX Coordinator alleging Title IX Prohibited Conduct against a Respondent and requesting that TCSG investigate the allegations. A Complainant who makes an oral request for investigation shall be treated as a Formal Complaint.
3. Any allegation of sex discrimination, sexual misconduct, or retaliation against employees must be reported to the Human Resources Director and the Title IX Coordinator.
4. All allegations of sex discrimination and sexual misconduct on one of TCSG's college campuses or clinical locations must be reported to the Title IX Coordinator regardless of whether the allegations involve students or employees. All students, faculty, staff, and others participating in TCSG and/or College programs and activities in the United States are subject to this Title IX Procedure. If the allegations do not fall within the jurisdiction under this procedure, they may be referred and processed under the student code of conduct procedure.
5. Students have the right to file (or not to file) a criminal complaint for sexual violence with the local law enforcement authorities before, during, or after filing a complaint with the College. The Investigation under this procedure shall not be unreasonably delayed to await the outcome of any criminal investigation. Sexual violence reports made to the Title IX Coordinator will be investigated and adjudicated separately from any criminal complaints. A student may request that the Title IX Coordinator and/or the Investigator assist the student with notifying local law enforcement authorities. For example, suppose a Technical College's campus law enforcement receives a complaint alleging sexual harassment and/or sexual misconduct as defined in this procedure. In that case, the Title IX Coordinator for the College shall be immediately notified so that they may take appropriate action regarding the complaint.
6. Suppose a student filing a complaint alleging sexual misconduct requests confidentiality, anonymity, or asks that the complaint not be pursued. In that case, the College must inform the Complainant that its ability to respond may be limited, that retaliation for filing a complaint is prohibited, and that steps to prevent harassment and retaliation will be taken. Consistent with the request, all reasonable steps to investigate and respond to the complaint should be made, and other steps to limit the effects or recurrence of the alleged misconduct will be taken.
 - a. Regardless of a student's request for confidentiality, anonymity of a complaint, or a request that a complaint not be pursued, if the complaint includes allegations of sexual assault, sexual violence, domestic violence, dating violence, or stalking, the Title IX Coordinator must report the incident to campus law enforcement for inclusion in the college's Annual Security Report ("ASR"). The Complainant should be informed that their name will not

be disclosed to campus law enforcement if they have requested confidentiality during the processing of the complaint.

7. Colleges may weigh a request for confidentiality, anonymity, or a request they not pursue a complaint considering the following factors: the seriousness of the alleged conduct, the Complainant's age, and the Respondent's right to receive information about the allegations if the information is maintained as an "education record" under FERPA. The College must inform the Complainant if the request cannot be granted and the reasons for the denial.
8. Reports concerning all prohibited conduct referenced in this procedure will be processed confidentially to the extent permitted by law; communications regarding complaints will be disseminated to others on a need-to-know basis to ensure that necessary steps are taken to protect the community as a whole, and that appropriate corrective actions are considered and taken.
9. Suppose an allegation of sex discrimination or sexual misconduct is made to an employee not designated to receive such reports. In that case, the employee receiving the complaint must report the allegation to the Title IX Coordinator. The College must take corrective actions to stop harassment to its notice, prevent recurrence of the harassment, and remedy the effects on the Complainant promptly and effectively. The College will be deemed to have notice if a responsible employee knew, or in the exercise of reasonable care should have known, about the harassment. A responsible employee includes any employee who has the authority to take action to redress the harassment, who must report the harassment to the Title IX Coordinator, or who a student could reasonably believe has this authority or responsibility, including instructors and staff at the college.
10. Any sexual conduct involving individuals under the age of 18 must also be reported as an allegation of child abuse as outlined in O.C.G.A. § 19-7-5.
11. Supportive measures must be offered to the complainant by the college President or the Title IX Coordinator or their designee before the final outcome of an investigation and until final Resolution of the allegations if failure to take the interim measures would constitute an immediate threat to the safety and well-being of the Complainant, the Respondent, or other members of the College, or to ensure equal access to the College's programs and activities. Supportive measures may include adjustments to academic workload (including extending deadlines); adjustment to class or work schedules; no contact orders; and suspensions, transfers or reassignments in order to prevent further harassment, discrimination, sexual violence or retaliation, to facilitate the investigation, or to implement preventive or corrective actions under this procedure; informal resolutions or discretionary dismissals.
12. Discretionary Dismissal.
 - a. TCSG and/or the College may dismiss the Formal Complaint if:
 - a. The Respondent is no longer enrolled or employed by TCSG and/or the Colleges
 - b. Specific circumstances prevent TCSG and/or the College from gathering sufficient evidence to reach a determination.
 - c. The Complainant informs the Title IX Coordinator in writing that the Complainant desires to withdraw the Formal Complaint or allegations.
 - b. A Complainant may notify the Title IX Coordinator at any time that the Complainant does not wish to proceed with the Investigation and/or Hearing process. If such a request is received, the Title IX Coordinator will inform the

Complainant that the TCSG and/or the 10 College's ability to respond to the allegation may be limited if the allegations are withdrawn.

- c. The Title IX Coordinator will consider the relevant factors in determining whether to terminate the Investigation and/or Hearing process. If the Title IX Coordinator determines that the Investigation will continue, the Title IX Coordinator will notify the Complainant of that determination. The Title IX Coordinator will include in that notification a statement that the Complainant is not required to participate in the Investigation and/or Hearing process but that the process will continue. In the event that the Title IX Coordinator determines that the Investigation will be terminated, both Parties will be notified.

C. Investigations

1. All complaints of prohibited conduct under this procedure will be reported immediately to the Investigator who will be responsible for conducting the Investigation in a fair, prompt, and impartial manner.
2. The Investigator shall disclose to the TCSG Compliance Officer any relationship with the parties that could call into question their ability to be objective prior to taking any action with respect to the Investigation. The TCSG Compliance Officer will reassign alternate individuals if necessary.
3. The Investigator shall send written notice to both parties of the allegations upon receipt of a formal complaint.
4. Either the complaining Party or the Respondent may challenge the Investigator or designee to recommend corrective action on the grounds of personal bias by submitting a written statement to the TCSG Compliance Officer setting forth the basis for the challenge no later than three business days after the party reasonably should have known of the alleged bias. The TCSG Compliance Officer will determine whether to sustain or deny the challenge.
5. The Investigation should be completed within forty-five business days of the receipt of the Complaint by the Investigator. The Investigator will notify the parties and the Title IX Coordinator in writing (typically by email) if extraordinary circumstances exist requiring additional time.
6. The parties will be notified within five business days of receipt of the Complaint by the Investigator if the Complaint does not specify facts sufficient to allege sex discrimination, harassment, sexual violence, or retaliation, or if the allegations of sexual misconduct did not occur in the College's education program or activity against the complaining Party while he or she was located in the United States, and that a formal investigation will not be conducted according to this procedure. However, a referral and investigation may be made by the Title IX Coordinator as to some or all of the matter for consideration under other applicable TCSG policy or procedure, if any. The complaining Party may appeal the decision in writing to the President within five business days of receiving the notice. The President's decision will be final.
7. Individuals designated to investigate or recommend corrective actions in response to

allegations of sexual misconduct will be trained annually to conduct investigations that protect the Complainant's safety and promote fairness of the process and accountability.

8. Investigations will be conducted by gathering relevant information and interviewing appropriate witnesses.
 - a. All parties must preserve any documents or other evidence which may pertain to the Investigation.
 - b. Any medically related evidence is best preserved by trained medical personnel.
 - c. Students are encouraged to seek medical services both for treatment and preservation of any medical evidence.
9. The complaining Party and the Respondent (the parties) will be given equal opportunity to identify witnesses and offer evidence in person or in writing. Best efforts will be made to interview all witnesses identified by the parties. If a witness identified by either Party is not interviewed during the Investigation, an explanation for not interviewing the witness should be documented in the investigatory Report. Both parties will be given timely notice of meetings at which one or the other or both parties may be present. Both the complaining Party and the Respondent may be accompanied by an advisor of their choice during any meetings involved in the investigatory process in which the advisee is also eligible to be present. However, the Advisor may not speak on behalf of the Party.
10. Any evidence collected during the Investigation should be maintained under the record retention requirements below. Personally identifiable information, including, but not limited to home address, telephone number, student ID or social security number should not be maintained in investigative records.
11. A report of Investigation will be provided to the College's Title IX Coordinator within five business days of completion of the Investigation. The Title IX Coordinator will provide both parties simultaneously with a copy of the Report and any supporting evidence. The parties shall be given ten calendar days from receipt of the Report to respond to the Report and the supporting evidence, which the Investigator must consider before finalizing the Report. Any information prohibited from disclosure by law or policy will be redacted from any documents before distribution. Concerning complaints of sexual misconduct, disclosures made to comply with the Violence Against Women Reauthorization Act (VAWA) do not constitute a violation of FERPA.
12. Suppose the Investigator determines that all or some of the allegations made in the Complaint are substantiated and that the conduct at issue constitutes a violation of this or other applicable procedure. In that case, the Title IX Coordinator shall forward the Report to the appropriate officials at the College for further action under the provisions below and the College's Student Code of Conduct and Disciplinary Procedure or the Positive Discipline Procedure for employees.

D. Formal Review

1. Review Process:

- a. The Decision-Maker in addition to reviewing the Report of the Investigator and responses from either Party, may at his discretion choose to interview either Party with the Advisor present or gather additional information as needed.
- b. At the request of either Party, TCSG will provide for the Hearing to occur with the Parties located in separate rooms with technology enabling the Decision-Maker(s) and Parties to simultaneously see and hear the Party or the Witness answering questions.

2. Role of Advisor:

- a. If a Party does not have an Advisor, TCSG and/or the College will provide, without fee or charge to that Party, an Advisor of TCSG and/or the College's choice, who may be, but is not required to be, an attorney, to serve as the Advisor on behalf of that Party.

3. Role of the Decision-Maker:

- a. The Decision-Maker will:
 - a. be a professional appointed by the TCSG Commissioner who is experienced and trained in adjudicating matters of civil rights, sexual harassment and/or sexual violence and trained on this Title IX Procedure;
 - b. be identified to the Parties before the Formal Review commences.
- b. Conflict of Interest:
 - a. No person who has a conflict of interest may serve as the Decision-Maker.
 - b. A conflict of interest exists if the Decision-Maker has prior involvement in or knowledge of the allegations in the case, has a personal relationship with one of the Parties or Witnesses, or has some other source of bias.
 - c. Either Party may assert, in writing, that a Decision-Maker has a conflict of interest.
 - d. A request to recuse a Decision-Maker based on a conflict must be submitted within 1 business day's receipt of the name of the Decision-Maker.
 - e. A determination will be made by the Commissioner or his designee whether a Decision-Maker has a conflict of interest, and if so, an alternate will replace the Decision-Maker.

4. Decision Process:

- a. Written Determination Regarding Responsibility:
 - a. The Decision-Maker shall issue a Written Determination Regarding Responsibility within thirty business days of receipt of the Report and responses submitted by either Party, applying the Preponderance of the Evidence standard (as required by Georgia law) which shall include:

- a. identification of the allegations potentially constituting Title IX Prohibited Conduct;
 - b. a description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the Parties, interviews with Parties and Witnesses, site visits, methods used to gather other evidence, and Hearings held;
 - c. findings of fact;
 - d. conclusions about whether the alleged Title IX Prohibited Conduct occurred, applying the definitions outlined in this Title IX Procedure to the facts;
 - e. the rationale for the result as to each allegation;
 - f. any disciplinary Sanctions imposed on the Respondent;
 - g. whether Remedies or Supportive Measures will be provided to the Complainant; and
 - h. information about how to file an appeal.
- b. Sanctions:
 - a. The Decision-Maker may ask the Parties to submit Sanctions statements.
 - b. The Decision-Maker may consult TCSG and/or College personnel, including the Human Resources Director or Vice President for Student Affairs, regarding any Sanctions and Remedies appropriate to the specific Respondent and Complainant under the circumstances of the case.
 - c. The Sanction determination will be provided to the Title IX Coordinator, who will be responsible for implementing the Supportive Measures and/or Remedies, including the continuation of any Supportive Measures and/or any additional or ongoing accommodations for both Parties.
- c. The Title IX Coordinator will cause the Written Determination Regarding Responsibility to be sent to the Parties.
- d. The Title IX Coordinator will provide copies of the Written Determination Regarding Responsibility and Sanctions and/or Remedies (if any) to maintain records as follows:
 - a. For students, to the Office of Student Affairs
 - b. For staff, to Human Resources
 - c. For faculty, to the Office of Academic Affairs
- e. The Decision-Maker must explain decisions on responsibility and Sanctions (if applicable) and Remedies with enough specificity for the Parties to be able to file meaningful appeals.
- f. Whether Remedies and Sanctions go into immediate effect or are temporarily delayed pending appeal, or some combination thereof will

be determined on a case-by-case basis by the Title IX Coordinator.

- g. The Written Determination Regarding Responsibility becomes final:
 - a. If an appeal is not filed, the date on which an appeal would no longer be considered timely; or
 - b. if an appeal is filed, on the date that TCSG and/or the College provides the Parties with the written determination of the result of the appeal.

E. Corrective Actions

1. Colleges will take all reasonable steps to prevent unlawful retaliation against Complainants and any other individuals participating in investigations under this procedure.
2. If prohibited conduct is determined to have occurred following the Investigation, steps shall be taken to prevent a recurrence and to correct the discriminatory effects on the complaining Party and others as appropriate.
 - a. Steps may include, but are not limited to mandating training or evaluation, disciplinary sanctions, policy implementation, issuing no-contact orders, or reassigning students or employees.
 - b. Disciplinary sanctions for students are defined in TCSG Procedure governing Student Discipline and may include: reprimand, restriction, disciplinary probation, disciplinary suspension, and disciplinary expulsion.
 - c. Disciplinary sanctions for employees are defined in TCSG's Positive Discipline Procedure and may include: formal reminders, decision-making leave, or dismissal.
3. The severity of sanctions or corrective actions may depend on the severity, frequency and/or nature of the offense, history of past discriminatory, harassing, or retaliatory conduct, the Respondent's willingness to accept responsibility, previous college response to similar conduct, and the College's interests in performing its education mission.
 - a. Should recommended disciplinary sanctions involve academic suspension or expulsion, the matter must be referred to the Vice President for Student Affairs, as provided by the college's Student Code of Conduct and Disciplinary Procedure.
4. Even in the absence of sufficient evidence to substantiate a finding that sex discrimination, sexual misconduct, or retaliation has occurred, colleges are expected to address any inappropriate conduct and take all reasonable steps to prevent any future sex discrimination, harassment, sexual violence, or retaliation.
5. Under this procedure, individuals who are responsible for conducting investigations may not also serve as reviewing officials or Decision-Makers in the appeal of sanctions arising from an Investigation.

F. Appeals

1. Appeal of a Written Determination Regarding Responsibility

a. Submission of Appeal

- a. Both Parties have the right to an appeal from a Written Determination Regarding Responsibility on the basis set forth below.
- b. A Complainant or Respondent may submit an appeal in writing to the Title IX Coordinator, who will forward the appeal to a designated Appeal Officer to decide the appeal.
- c. The Appeal Officer will be the Commissioner of TCSG or their designee.
- d. Each Party may submit a written appeal of up to 6,000 words, which will be shared with the other Party.
- e. The Parties must submit the appeal to the Commissioner within ten calendar days from the receipt of the Written Determination Regarding Responsibility (if any).

b. Grounds for appeal are limited to the following:

- a. Were there any procedural irregularities that substantially affected the outcome of the matter to the detriment of the appealing Party?
- b. Was there any substantive new evidence that was not available at the time of the decision and that could not have been available based on reasonable and diligent inquiry that would substantially affect the outcome?
- c. Did the Title IX Coordinator, Investigator(s), or Decision-Maker have a conflict of interest or bias for or against Complainants or Respondents that affected the outcome of the matter?
- d. For matters that proceeded to Sanctioning and imposition of Remedies, are the Sanction and/or Remedies ones that could have been issued by reasonable persons given the findings of the case?

NOTE: In composing appeals, Parties should format their arguments following these four grounds as the organizational structure.

c. Receipt of Appeal

- a. Upon receipt of a Party's appeal, the Title IX Coordinator will share it with the other Party.
- b. Each Party may submit a response to the other Party's appeal (no more than 3,000 words).
- c. Each Party must submit this response to the Commissioner within ten calendar days after the other Party's appeal has been shared.
- d. The appealing Party will have access to the other Party's response to the appeal, but no further responses will be permitted.

d. Response to Appeal

- a. The Title IX Coordinator is permitted, but not required, to file a response to a Party's appeal to respond to concerns relating to procedural irregularities or bias in the Investigation process.

- b. The Title IX Coordinator may submit one response for each Party that files an appeal (that raises a procedural irregularity).
- c. Each response by the Title IX Coordinator should be no more than 1,500 words.
- d. The Parties will have access to the Title IX Coordinator's response(s) to the appeal, but no further responses will be permitted.
- e. Appeal Decision
 - a. The Appeal Officer will provide the Notice of Outcome of Appeal no later than ten business days after receipt of all appeal documents.
 - b. As needed, the Appeal Officer will consult with the Title IX Coordinator regarding the management of ongoing Remedies.
 - c. The Appeal Officer may reject the appeal in whole or in part, issue a new decision regarding responsibility, issue new or revised Sanctions and Remedies, or refer the matter to a new Decision-Maker.

Record Retention

Documents relating to formal complaints including investigations, the investigatory Report, witness statements, evidence, dispositions and the Complaint itself shall be held for seven years after the student's graduation or the date of the student's last attendance. Any of the documents containing confidential information shall be held in a secure location under the custody and control of the Investigator, Vice President for Student Affairs, or the President's designee. The Office of Human Resources maintains that documents pertaining to employees shall be kept in a secure location and under the Georgia Archives records retention schedule, but in no case fewer than seven years.

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:

1. The right to reasonable, accurate, and timely notice of any scheduled court proceedings or any changes to such proceedings;
2. The right to reasonable, accurate, and timely notice of the arrest, release, or escape of the accused;
3. The right not to be excluded from any scheduled court proceedings, except as provided in this chapter or as otherwise required by law;
4. The right to be heard at any scheduled court proceedings involving the release, plea, or sentencing of the accused;

5. The right to file a written objection in any parole proceedings involving the accused;
6. The right to confer with the prosecuting attorney in any criminal prosecution related to the victim;
7. The right to restitution as provided by law;
8. The right to proceedings free from unreasonable delay; and
9. The right to be treated fairly and with dignity by all criminal justice agencies involved in the case.

Further, Ogeechee 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 Ogeechee Technical College Police Department and the Office of the Title IX Coordinator. A complainant may then meet with Ogeechee Technical College Police Department to develop a Safety Action Plan, which is a plan for Ogeechee Technical College Police Department 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 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, living, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement. Ogeechee Technical College is also committed to protecting victims from any further harm, and the Vice President for Student Affairs may issue a temporary no-contact order pending the outcome of any conduct proceeding.

Accommodation

Whether or not a student or employee reports to law enforcement and or pursues any formal action, Ogeechee Technical College is committed to providing anyone who reports an incident of sexual violence with as safe a learning or working environment as possible. Upon request Ogeechee Technical College will make any reasonably available change to a victim's academic, living, transportation, and or working situation. Students may contact the Ogeechee Technical College Police Department at (912) 531-2367 for assistance, and employees may contact Human Resources at (912) 871-1629 for assistance.

If a victim reports to law enforcement, they may assist them in obtaining a Temporary Protection Order from a criminal court. Ogeechee Technical College is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Ogeechee Technical College is also committed to protecting victims from any further harm, and the Vice President for Student Affairs may issue a temporary no-contact order pending the outcome of any conduct proceeding. When a student or employee reports to the college that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the college will provide the student or employee a written explanation of the student's or employee's rights and options. College employees will receive written notification from the Director for Human Resources. Students will receive written notification from the Vice President for Student Affairs. Options include

available assistance in, and how to request changes to: Academic, Living, Transportation, and working situations or protective measures.

Victim Confidentiality

Ogeechee Technical College recognizes the sensitive nature of sexual violence and is committed to protecting the privacy of any individual who reports an incident of sexual violence. Different officials on campus are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, including whether criminal prosecution is pursued, may be made public and shared with the accused.

Reports made to Ogeechee Technical College officials will be kept confidential to the extent possible and identifying information about the victim shall not be made public unless required by law. Reports made to medical professionals, licensed mental health counselors, and other officials exempt from reporting in the institution's jurisdiction will not be shared with third parties except in cases of imminent danger to the victim or a third party.

Educational Programs

Ogeechee Technical College is committed to increasing the awareness of and preventing sexual 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 Ogeechee Technical 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.

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

Conduct Proceedings

Ogeechee Technical College strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal action, students, employees and other affiliates may also face disciplinary action by Ogeechee Technical College. Individuals found responsible for having committed such a violation face permanent expulsion, termination of employment, suspension, probation, and additional penalties and protective measures the College deems appropriate. Incidents involving accused students will be handled by the Vice President for Student Affairs, and incidents involving accused employees/affiliates will be handled by the Human Resources/Title IX Office.

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

In all proceedings, including any related meetings, both the accused and accuser are entitled to equal rights, including the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome reached by the finder of fact and of procedures for appealing the results of the outcome, of any change to the results that occurs prior to the time that such it becomes final. Disclosure of the outcome shall be made to both parties unconditionally, and each shall be free to share or not share the details with any third parties.

For additional information about student conduct proceedings please consult the College Catalog, Section: Policies and Procedures, Student Code of Conduct. The Student Code of Conduct is available at <http://ogeecheetech.smartcatalogiq.com/> or the Vice President for Student Affairs which is located in the Joseph E. Kennedy Building. For additional information about employee conduct proceedings please consult the Human Resources website located at the following web address: <http://www.ogeecheetech.edu/faculty-staff/human-resources>.

Proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

Result means any initial, interim, and / or final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the result and the sanctions.

Emergency Medical Response

Students, faculty, staff, and visitors should report any emergency medical situation to 911 and Ogeechee Technical College Police Department (912) 531 2367. When speaking with emergency personnel remain calm and give clear answers to the questions you will be asked.

Ogeechee Technical College has AED's located in key locations throughout the College. Inside each AED box is an AED, shaving kit, Stop the Bleed Kit, and 1 dosage of Narcan. First Aid kits and Advanced Medical bags are also located in strategic locations. Maps of where all of these items can be found are in the hallways as part of the life safety/evac maps.

CLERY STATISTICS FOR FY 2023, 2024 & 2025

GEOGRAPHY DEFINITIONS FROM THE CLERY ACT

On-Campus-Defined as: (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

Non-Campus Building or Property-Defined as: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property-Defined as: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

Crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

Reported in accordance with Uniform Crime Reporting procedures and the Jean Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (January 1 - December 31)

Violence Against Women Reauthorization Act (VAWA)

[illegible]

Arrest and Discipline Actions

[illegible]

	2023	0	0	0	0	0	0	0	0	0	0	0	0
DISCIPLINARY REFERRALS:	2025	0	0	0	0	0	0	0	0	0	0	0	0
LIQUOR LAW VIOLATIONS	2024	0	0	0	0	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0	0	0	0	0

Offense	On Campus			Non-campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Hazing	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

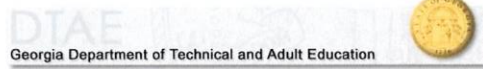
Hate Crimes and Unfounded Crimes

Reviewing our incident reports for 2023, 2024, and 2025 we did not have any hate crimes for the following categories: race, gender, religion, sexual orientation, ethnicity, national origin, and disability.

Reviewing our incident reports for 2023, 2024, and 2025 we did not have any unfounded reports for any of the Clery or VAWA categories.

The preceding statistical information is reported in accordance with the Jeanne Clery Campus Safety Act. For more information on the Clery Act, visit <https://www.clerycenter.org/>

Appendix A - Positive Discipline Process Matrix



Positive Discipline Process

ACTION Issue	Initiator	Consultation Prior to Action	Prior Approval	Location	Management Worksheet Required?	Documentation Required	Employee Signature Required	Documentation Distribution	Right to Review	Maximum Number Allowed	Length of Time Active	Responsibility for Deactivation	Eligible for Pay-Base Increase
	INFORMAL DISCUSSIONS												
POSITIVE CONTACT	Immediate/Evaluating Supervisor	No	None	Anywhere	No	Productivity File Note Recommended	No	Productivity File	NA	No Limit	NA	NA	Yes
INFORMAL COACHING / CASUAL CONVERSATIONS	Immediate/Evaluating Supervisor	No	None	Anywhere	No	Productivity File Note Recommended	No	Productivity File	NA	No Limit	NA	NA	Yes
PERFORMANCE IMPROVEMENT DISCUSSION	Immediate/Evaluating Supervisor	No	None	Private Space	No	Discussion Worksheet	No	Productivity File	No	No Limit	NA	NA	Yes
FORMAL LEVELS OF DISCIPLINARY ACTION													
REMANDER 1	Immediate/Evaluating Supervisor	HR Coordinator/Director	Initiator's Immediate Supervisor	Private Space	Yes	Discussion Worksheet	Yes	Employee Productivity File	No	1 in each area – performance, conduct or attendance	6 Months	Employee	Yes
REMANDER 2	Immediate/Evaluating Supervisor	HR Coordinator/Director	Initiator's Immediate Supervisor	Private Space	Yes	Discussion Worksheet & Memorandum	Yes	Employee Personnel File Initiator's Supervisor	Yes	1 in each area – performance, conduct or attendance	9 Months	Employee	Yes
DECISION MAKING LEAVE	Immediate/Evaluating Supervisor	HR Coordinator/Director	Vice President	Private Space	Yes	Discussion Worksheet & Memorandum	Yes	Employee Personnel File Initiator's Sup/VP, President	Yes	1	12 Months	Employee	No
TERMINATION													
TERMINATION	President	HR Coordinator/Director & Office of Legal Services or DTAE HR Director	President and, as applicable, Commissioner	Private Space	Yes	Discussion Worksheet & Memorandum	Yes	Employee Personnel File, Initiator's Sup/VP, President	Yes	NA	NA	NA	NA

Attachment A. – Technical College Matrix