"An equal opportunity institution"

2026 ANNUAL SECURITY REPORT

For the 2026-2027 Academic Year & Crime Statistics for 2023, 2024 & 2025

Vidalia Campus – Main Campus
3001 E. First Street
Vidalia, GA 30474

Swainsboro Campus
346 Kite Road
Swainsboro, GA 30401

Commercial Truck Driving Training Center
1400 Harris Industrial BLVD
Vidalia, GA 30474

Health Science Annex West
100-A Brinson Road
Vidalia, GA 30474

2026 Annual Security Report

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STATEMENT OF NON-DISCRIMINATION

Equal opportunity and decisions based on merit are fundamental values of the Technical College System of Georgia (TCSG) and Southeastern Technical College (STC). The TCSG State Board and STC prohibit discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex, or veteran status ("protected status"). No individual shall be excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination, harassment, or retaliation under, any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law.

Southeastern Technical College is an equal-opportunity employer. All employment processes and decisions, including but not limited to hiring, promotion, and tenure, shall be free of ideological tests, affirmations, and oaths, including diversity statements. The basis and determining factor for such decisions should be that the individual possesses the requisite knowledge, skills, and abilities associated with the role, and is believed to have the ability to successfully perform the essential functions, responsibilities, and duties associated with the position for which the person is being considered. At the core of any such decision is ensuring the institution's ability to achieve its mission and strategic priorities in support of student success.

The following persons have been designated to handle inquiries regarding the non-discrimination policies. STC *offers additional services to students with limited English language skills or with disabilities so that they may benefit from these programs. Lack of English language skills will not be a barrier to admission in any CTE program. For additional information regarding these services, your rights, grievance procedures, or the College's non-discrimination policies, please contact:*

ADA/Section 504–Equity–Title IX (Students)–OCR Compliance Officer: Helen Thomas, Director of Student Support Services, hthomas@southeasterntech.edu

Title VI–Title IX (Employees)–EEOC Officer: Melanie Walker, Director of Human Resources, mwalker@southeasterntech.edu

PRESIDENT'S MESSAGE, TERESA COLEMAN

Dear Members of the Southeastern Technical College Community,

It is my pleasure to present Southeastern Technical College's 2026 Annual Security Report, prepared in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This report provides important information regarding crime statistics for all Southeastern Technical College campuses, campus safety programs, available security services, and the steps individuals can take to help maintain a safe and secure learning environment.

The Annual Security Report is the result of a collaborative effort among several college departments, including the Department of Public Safety, Student Affairs, Academic Affairs, Administrative Services, Human Resources, Title IX, and Facilities. Their contributions, led by the Southeastern Technical College Chief of Police, ensure that the report accurately reflects our commitment to transparency, compliance, and campus safety.

The safety and well-being of our students, employees, and visitors remain our highest priority. A secure campus is supported not only by the presence of trained public safety personnel but also by an informed and engaged college community. Safety is a shared responsibility, and I encourage everyone to remain vigilant and to report suspicious or concerning activities promptly.

By working together, we strengthen our ability to provide a safe, supportive, and welcoming environment where learning and personal growth can thrive. Thank you for your continued commitment to maintaining a culture of safety at Southeastern Technical College.

If you have any questions or concerns about the 2026 Annual Security Report, please feel free to contact me or the Southeastern Technical College Department of Public Safety / Police Department at 912-538-3125.

Warmest Regards,

Teresa Coleman

Teresa Coleman,
Interim President
Southeastern Technical College

Clery Act

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

Prospective students and employees shall receive either a copy of the Annual Security Report (ASR) or a notice of its availability and a brief summary of its contents. The College publishes the ASR digitally, and provides paper copies upon request to current students and current employees as well as prospective students and prospective employees, and notifies them of the report in digital format. The College sends official annual notification of the availability of the new ASR to all currently enrolled students and current employees via their student email address and to all employees via their official email address. Contact the Chief of Police, Southeastern Technical College Department of Public Safety / Police Department at 912-538-3125 for clarification or additional information.

About the Department of Public Safety / Police Department

The safety of students, employees and visitors is a top priority of Southeastern Technical College (STC) and is the goal of a combined effort of the school administration and local law enforcement officials.

Southeastern Technical College is committed to providing a safe environment for organized learning in all technical programs and activities.

It is the obligation of the College to ensure orderly operation; to protect the rights of all members of the service delivery area; to prohibit acts which materially and substantially interfere with legitimate educational objectives or interfere with the rights of others; and to institute disciplinary action where conduct adversely affects the College's pursuit of its educational objectives.

Police and Security Officers provide assistance in both external and internal disruptions. All students, employees and visitors should provide assistance to, cooperate with and follow the directions of the Police and Security Officers.

Police and Security Officers and/or a designated College administrator on duty maintain a presence on all STC campuses during normal business hours. Any disruption or criminal act observed by a Police Officer, Security Officer or administrator on duty will be reported to the Chief of Police, Southeastern Technical College Department of Public Safety / Police Department to take the necessary actions. If there are questions, problems, or specific needs, students, employees and visitors are encouraged to contact the administrator on duty or Director of Public Safety / Chief of Police, Southeastern Technical College Department of Public Safety / Police Department.

Police and Security Officers have the authority to ask persons for identification and to determine whether individuals have lawful business on Southeastern Technical College campuses. Police and Security Officers have the authority to issue parking citations. Southeastern Technical College Police Officers do possess arrest powers however, Security Officers do not possess arrest powers. In the event of arrest situation, Southeastern Technical College Police Officers will coordinate with the local law enforcement agency to conduct the arrest. Criminal incidents will be investigated by the Southeastern Technical College Department of Public Safety / Police Department with assistance from local law enforcement agency when necessary. The Southeastern Technical College Department of Public Safety / Police Department maintains a highly professional working relationship with local law enforcement agencies in the service delivery area of Southeastern Technical College.

Reporting Crimes and Other Emergencies

Victims of, or witnesses to, all crimes are encouraged to make accurate and prompt reports to the Department of Public Safety / Police Department and other appropriate law enforcement agencies. When the victim of a crime is unable to make such a report, witnesses are encouraged to report the crime. Accurate and prompt reporting will ensure making timely warning reports and, when appropriate, the annual disclosure of crime statistics.

To report a crime or other emergency, call 911 or contact the following*:

Chief of Police, STCDPS/PD:	912-538-3125
Vidalia Campus:	912-538-3212
Swainsboro Campus:	478-289-2339

*These offices are open during normal business hours.

All Southeastern Technical College campus crime/incident reports are forwarded to:
Travis Akridge
Director of Public Safety / Chief of Police,
Southeastern Technical College Department of Public Safety / Police Department
Office: 912-538-3125
Cell: 478-299-3530
takridge@southeasterntech.edu

Response to Reports of Crime

In response to filing a report with the Department of Public Safety / Police Department, the department forwards incident reports to the appropriate Vice President, Director of Public Safety / Chief of Police and Vice President for Institutional Effectiveness for further review and potential action by Student Affairs. The Department of Public Safety / Police Department will investigate and contact local law enforcement agencies as appropriate if further assistance is required to respond to the

reported incidents. Additional information will be forwarded to the Vice President for Student Affairs for student conduct violations and Director for Human Resources for employee violations.

It is Up to Each of Us

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

Voluntary, Confidential Reporting

Reporting crimes or other emergencies is voluntary. All crimes or other emergencies should be reported accurately and promptly to the Department of Public Safety / Police Department at 912-538-3125/478-299-3530 or the local law enforcement agency. Southeastern Technical College does not recognize any non-campus organizations or maintain any on-campus student housing, but student organizations may sponsor an event at an off- campus facility. At those times, a Police Officer and/or Security Officer may be assigned to the event for security purposes. If a Police Officer and/or Security Officer is not present, the local law enforcement agency will be responsible for responding to a crime or incident and will report any problems to the Department of Public Safety / Police Department. All crimes should be reported to the Department of Public Safety / Police Department for the purpose of investigating the crime, making a timely warning report, inclusion in the daily crime log, and for annual disclosure in the crime statistics. All crimes reported will be investigated in conjunction with the local law enforcement agency with jurisdiction over the reporting campus.

The Department of Public Safety / Police Department does not have a process for voluntary confidential reporting due to state open-records laws. If you are the victim of a crime and do not want to pursue action within the Department of Public Safety / Police Department, local law enforcement, or within the criminal justice system, you may still want to consider making an anonymous report. You may contact Melanie Walker, Southeastern Technical College Director for Human Resources Department at 912-538-3230 or Helen Thomas, Title IX Coordinator at 912-538-3126 to report a crime anonymously. Reporting of all criminal activity allows the College to keep accurate record of the number of incidents involving students, employees and visitors, determine if there are any patterns of the crime with regard to location, method or assailant and alert the campus community to potential dangers. Reports filed anonymously in this manner are counted and disclosed in the annual crime statistics for the College.

Confidential Reporting Resources

If you are a victim of a crime and do not want to pursue action within the Technical College System of Georgia or the criminal justice system, you may still want to consider making a confidential report. The Department of Public Safety / Police Department as well as any Campus Security Authority (CSA) can file a report on the details of the incident without revealing your identity if you so choose. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

The Southeastern Technical College Department of Public Safety / Police Department, Human Resources Department and Student Affairs Office encourages anyone who is the victim or witness to any crime to promptly report the incident to the Department of Public Safety / Police Department and local law enforcement agencies. Because police reports are public records under Georgia law, the Department of Public Safety / Police Department, Human Resources Department and Student Affairs Office cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to:

Chief of Police:	912-538-3125
Title IX Coordinator (Students):	912-538-3126
Director of Human Resources (Employees):	912-538-3230

Reporting to Other Campus Security Authorities

In addition to any member of the Department of Public Safety / Police Department, crimes and other emergencies may be reported to certain College officials who are deemed Campus Security Authorities. These include, but are not limited to, the Vice President for Student Affairs, Deans of Academic Programs, the Title IX Coordinators, and advisors to student organizations and activities. If a crime is reported to any of these individuals, basic information about the type of crime and the location where it occurred will be shared with the Department of Public Safety / Police Department for the purposes of investigation, timely warning reports, daily crime log and inclusion in the disclosure of annual crime statistics.

Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by colleges to serve in a counseling role are not considered CSAs when they are acting in the counseling role. Southeastern Technical College does not employ pastoral or professional counselors. Pastoral and professional counselors are exempt from Clery Act reporting requirements.

Crime Prevention Programs for Students and Employees

Crime Prevention Programs concerning personal safety and theft prevention topics are sponsored by Student Affairs throughout the year. Information is disseminated during student and employee events, orientations, and through emails providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other crimes.

Tip: To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call the Department of Public Safety / Police Department for an escort during normal business hours.

Safety Measures

The Maintenance Department of Southeastern Technical College maintains the buildings and grounds with a concern for safety and security. The College facilities are inspected regularly and repairs are made promptly. The Maintenance Department also responds to reports of potential safety and security hazards such as broken windows and locks. Students and employees may enter a maintenance request by emailing Sarah Payne (spayne@southeasterntech.edu), Director of Facilities or call the Maintenance Department at 912-538-3187 (Vidalia) or 478-289-2200 (Swainsboro) to report safety and security hazards. The maintenance of lighting in access areas and landscaped grounds is essential for safety. The lighting system is monitored weekly. Southeastern Technical College Department of Public Safety / Police Department Police and/or Security Officers are responsible for closing and opening of the facilities on-campus. Information on safety and security is provided to students, employees and visitors through employee meetings, student orientation programs and published materials.

Maintenance Requests

Given the size and scope of facilities operated by Southeastern Technical College, an orderly process is required to ensure that maintenance and repair tasks are performed effectively and expeditiously. Employees that identify the need for maintenance and repair tasks should submit their needs to the Director of Facilities via the Maintenance Help Desk via an on-line Maintenance Request Form which notifies the Director of Facilities and the Maintenance department. Students who identify a maintenance or repair task should contact an employee to complete an on-line Maintenance Request.

The Maintenance Request Form should be completed to provide the name of the person making the request, the date of the request, the physical location of the problem and a brief description of the problem. The Maintenance Help Desk system will help the Maintenance Department prioritize maintenance and repair tasks, better utilize time, and track problem areas to implement corrective action.

Security and Access

During normal business hours, the College will be open to students, employees and visitors. During non-business hours, access to all College facilities is limited. Any requests for access during non-business hours, should be made to the Department of Public Safety / Police Department. In the case of periods of extended closing, the College will admit only those with prior approval by their respective administrative supervisor.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic either reported by students and employees are reviewed by the Director of Facilities and/or Director of Public Safety / Chief of Police. Additionally, the College Safety Committee meets regularly to discuss safety issues and as needed to discuss issues of pressing concern.

Security cameras are placed at strategic locations around the campus, in some of the facilities for safety reasons, and most parking lot areas. Specific building interior areas have interior cameras focused on areas of higher "foot" traffic and administrative/faculty entrances. These cameras are not actively monitored, but footage is saved on a Cloud based server provided by Verkada. Cameras are checked routinely through visual confirmation to ensure the component is working via the Verkada viewing software.

Security Considerations for the Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Police and/or Security Officers regularly patrol the campus and report malfunctioning lights and other unsafe physical conditions to the Director of Facilities.

How to be an Active Bystander

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

1. Create a distraction: Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place.
2. Ask directly: Talk directly to the person who might be in trouble.
3. Refer to an authority: Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation, like a Police Officer/Security Officer.

4. Enlist others: It can be intimidating to approach a situation alone. Enlist another person to support you.
5. Your actions matter: Whether or not you were able to change the outcome, by stepping in you are helping to change the way people think about their role in preventing sexual and relationship violence.

Risk Reduction

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

1. Know your resources. Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the Department of Public Safety / Police Department, local law enforcement station, and a local sexual assault service provider. Notice where emergency phones are located on-campus, and program the Department of Public Safety / Police Department 912-538-3212 (Vidalia) and 478-289-2339 (Swainsboro) into your cell phone for easy access.
2. Stay alert. When you're moving around on-campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking the Department of Public Safety / Police Department for an escort during normal business hours. If you're alone, only use headphones in one ear to stay aware of your surroundings.
3. Be careful about posting your location. Many social media sites, like Facebook and Foursquare, use geolocation to publicly share your location. Consider disabling this function and reviewing other social media settings.
4. Make others earn your trust. A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.
5. Think about Plan B. Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can't use a credit card? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?
6. Have a code word. Develop a code with friends or family that means "I'm uncomfortable" or "I need help." It could be a series of numbers you can text, like "311." It might be a phrase you say out loud such as, "I wish we took more vacations." This way you can communicate your concern and get help without alerting the person who is pressuring you.
7. Think of an escape route. If you had to leave quickly, how would you do it? Locate the windows, doors, and any other means of exiting the situation. Are there people around who might be able to help you? How can you get their attention? Where can you go when you leave?

Safety in Social Settings

You can take steps to increase your safety in situations where drinking may be involved. These tips can help you feel safer and may reduce the risk of something happening, but, like any safety tips, they are

not foolproof. It is important to remember that sexual assault is never the victim's fault, regardless of whether they were sober or under the influence of drugs or alcohol when it occurred.

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

Written Memorandum of Understanding (MOU)/Memorandum of Agreement (MoA) with Law Enforcement

Southeastern Technical College has entered into written MOU's with the Emanuel County Sheriff's Office, Swainsboro Police Department, Toombs County Sheriff's Office, and Vidalia Police Department for law enforcement assistance as needed for the Swainsboro and Vidalia campus.

Timely Warning Reports – Crime Alerts

When a crime occurs on campus, that in the judgment of the President, Executive Council and/or Director of Public Safety / Chief of Police, constitutes a serious or continuing threat, a college-wide Timely Warning Report will be issued without delay. The responsible party will take into account the safety of the community, determine the content of the Timely Warning Report and initiate the notification system, unless issuing a Timely Warning will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the situation. The College will withhold the names of victims as confidential and will not state this information in the Timely Warning Report.

Timely Warning Reports will be issued to student and employees through the emergency notification system and the College email system; options include emails, phone calls, social media messages, on-campus computer messaging, and texts to students and employees.

Emergency Response and Evacuation Procedures

The Southeastern Technical College Emergency Operations Plan is designed to provide a resource for STC students and employees to assist with information and provide guidelines in planning and responding to a crisis. While the plan does not cover every conceivable contingency, it does provide the basic administrative guidelines necessary to cope with most campus emergencies.

All students, employees and visitors should adhere to the guidelines of the Emergency Operation Plan. Only College administrators responsible for directing and/or coordinating emergency operations may approve exceptions to these emergency management procedures as required to fulfill the emergency response.

The Director of Public Safety / Chief of Police is responsible for annual review of these procedures with input from the Executive Council and College Safety Committee. The College's Emergency Operations Plan contains "best practices" and information about emergency guidelines for the campus. These guidelines include information pertaining to "lockdown" and evacuation procedures.

Drills, Exercises and Training

The Department of Public Safety / Police Department conducts numerous emergency response exercises at the College each year. These exercises may include tests of the emergency notification

system, active shooter exercises, and fire drills. These tests are designed to assess and evaluate the emergency plans and capabilities of the College.

The Student Affairs Department tests the emergency notification system on a regular basis. This includes sending messages on the mass alert notification system to all enrolled faculty, staff and students.

The Department of Public Safety / Police Department conducts a fire drill regularly at the Child Development Center on the Swainsboro Campus. This drill allows Child Development Center staff and children to understand the fire alarm system and procedures for evacuation of the Center.

The Director of Public Safety / Chief of Police meets with every new full-time employee as required by the New Employee Orientation Packet. During this meeting, the Director of Public Safety / Chief of Police discusses the evacuation procedures, emergency notification system, and Safety and Security Manual, Emergency Operations Plan, and provides an email with a link to an "Active Shooter" Response video.

Each year, the Department of Public Safety / Police Department provides updates to all full-time employees at "Staff Development" Days pertaining to emergency response and evacuation procedures.

During new student orientation, students are provided with information pertaining to the safety and security of the college. Students are required to complete an online orientation program which outlines procedures for responding to emergency situations. Also, safety and security is discussed in classroom orientation to include evacuation routes and "safe" room locations. The shelter room locations are discussed in conjunction with severe weather (tornados) and active shooter situations. Students are also given a STC "Survive an Active Shooter Event" card which provides information on the "Run, Hide, Fight" response during active shooter events.

The following tests were conducted for 2025:

Fire Drills performed monthly in Childcare Center (Building 4 – Swainsboro Campus): January 7, 2025, February 17, 2025, March 11, 2025, April 16, 2025, May 20, 2025, June 20, 2025, July 28, 2025, August 20, 2025, September 29, 2025, October 9, 2025, November 24, 2025, December 30, 2025

Fire Drills performed monthly in SECCA (Coastal Plains Charter High School – Vidalia Campus: January 9, 2025, February 10, 2025, March 17, 2025, April 15, 2025, May 20, 2025, June 9, 2025, August 13, 2025, September 2, 2025, October 8, 2025, November 10, 2025, December 1, 2025

April 30, 2025 – Emergency Announcement System Test (Swainsboro / Vidalia Campus)

August 13, 2025 – Emergency Announcement System Test (Swainsboro / Vidalia Campus)

Emergency Notification

Southeastern Technical College will immediately distribute Emergency Notifications to the College community upon confirmation of a significant emergency or dangerous situation on or near campus involving an immediate threat to the health or safety of students or employees, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The content of the Emergency Notification is based on the nature of the emergencies, which include but are not limited to: an active shooter on-campus; hostage/barricade situation; riot; credible bomb threat; tornado; fire/explosion; suspicious death; structural damage to a college-owned or controlled facility; significant flooding; large gas leak, or significant hazardous material release.

Emergency notifications will be issued through the emergency notification system and the College email system; these systems provide opportunities to issue the options of emails, phone calls, social media messages, on-campus computer messaging and texts to students and employees. The audience that receives emergency notifications is considered each time the decision to issue an emergency notification is made.

Once the emergency situation has been cleared, an “all clear” message to resume normal operations will be given to all audiences having received the original emergency notification.

Emergency notifications may also be issued through a variety of means to reach the largest possible audience including the STC Facebook and Twitter Accounts, and numerous local media outlets. Local media outlets include: Southeast Georgia Communications (includes website and four local radio stations), WTOC, WJCL, and WSAV.

Authorization of the Southeastern Technical College Emergency Notification

In the event of a significant emergency or dangerous situation either on or off campus, the President, Executive Council and/or Vice President for Student Affairs are responsible for the initiation of the Alertus/Alert Aware Mass Alert Notification System and activating the system to all students and employees registered after confirming a significant emergency or dangerous situation has indeed occurred. The emergency notification system is an enrollment-based system in which students are enrolled upon registering for classes at Southeastern Technical College, students and employees are imported into the system. In the event one of the individuals does not want to receive such notifications, he/she has to opt of the notification system by contacting the Director of Public Safety / Chief of Police, for employees, via email (takridge@southeasterntech.edu) and Vice President for

Student Affairs, for students, via email (bdotson@southeasterntech.edu) requesting removal from the emergency notification system.

Security Awareness and Crime Prevention Education and Programming on-campus

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

Examples of crime prevention and security awareness programs available include:

1. During the orientation process, students are informed of services offered by the Student Affairs Office. During the presentation, students are given information about personal safety and contact information for the Department of Public Safety / Police Department.
2. Periodically during the academic year, the Student Affairs Office provides lunch and learn opportunities to students and employees on topics of crime prevention and personal safety and security.
3. Southeastern Technical College provides crime prevention programs to new employees during New Employee Orientation, as well as annually to all employees through the online Get Inclusive program and Staff Development Days. Also, employees are provided a security update at each staff development day by the Department of Public Safety / Police Department with specific topics addressed at break-out sessions. Topics covered at Staff Development Days include Active Shooter Training, Campus Carry Legislation, Domestic and Dating Violence and Personal Safety Awareness. The training is documented by each employee through Staff Development Plan Forms, Get Inclusive Completion Certificates and New Employee Orientation Packets.

Southeastern Technical College's Response to Sexual and Gender Violence

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

Definitions:

Consent: Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion, by ignoring or acting in spite of objections of another, or by taking advantage of the incapacitation of another, where the respondent knows or reasonably should have known of such incapacitation. Consent is also absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Minors under the age of 16 cannot legally consent under Georgia law. The State of Georgia statute 16-1-3 (19) defines "without consent" as a person whose concurrence is required has not, with knowledge of the essential facts, voluntarily yielded to the proposal of the accused or of another.

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

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

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

In Georgia, O.C.G.A. 16-6-1 states: (a) A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The Code recognizes that rape can occur even between spouses so the defendant cannot use the fact that he is married to the person accusing him of rape as a defense. Rape is punishable by death, life imprisonment with or without parole, or a minimum of 25 years imprisonment, followed by probation for life.

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

In Georgia, O.C.G.A. 16-6-22.1 defines fondling (Sexual Battery) as follows: (a) For the purposes of this Code section, the term "intimate parts" means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. (b) A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.

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

In Georgia, O.C.G.A. 16-6-22 defines incest as "A person commits the offense of incest when such person engages in sexual intercourse or sodomy, as such term is defined in Code Section 16-6-2, with a person whom he or she knows he or she is related to either by blood or by marriage as follows: (1) Father and child or stepchild; (2) Mother and child or stepchild; (3) Siblings of the whole blood or of the half-blood; (4) Grandparent and grandchild; (5) Aunt and niece or nephew; or (6) Uncle and niece or nephew."

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

In Georgia, O.C.G.A. 16-6-3 defines statutory rape as follows: A person commits the offense of statutory rape when he or she engages in sexual intercourse with any person under the age of 16 years and not his or her spouse, provided that no conviction shall be had for this offense on the unsupported testimony of the victim.

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

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

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

In Georgia, O.C.G.A. 19-13A-1 defines dating violence as the occurrence of one of more of the following acts between persons through whom a current pregnancy has developed or persons currently, or within the last six months were, in a dating relationship: (A) Any Felony; or (B) Commission of the offenses of simple battery, battery, simple assault or stalking.

Stalking: The term “stalking” means:

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

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

   2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order is sued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person’s consent in such a manner that causes other persons

to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others.

Education and Prevention Programs

Prevention is one of the primary mechanisms used to reduce incidents of sexual violence on-campuses. The College is required to provide prevention tools and to conduct ongoing awareness and prevention programming and training for the campus community, including students and employees. Such programs are designed to stop sexual violence through the promotion of positive and healthy behaviors. Programming will educate the campus community on consent, alcohol use, dating violence, domestic violence, sexual assault, stalking, bystander intervention, and reporting. On an annual basis, the college provides written notification to students and employees about existing counseling services, health and mental health services, victim advocacy services, visa and immigration assistance, and any other services available within the College and community.

Southeastern Technical College requires all employees, both new and current, to complete annual online Get Inclusive training. This web-based training program includes scenarios and examples employees may face around sexual assault, domestic violence, and sexual harassment.

Southeastern Technical College provides online Sexual Assault Prevention training for all, both new and current, students. Also, periodically throughout the year, the Student Affairs Office provides lunch and learn training opportunities to address dating violence, domestic violence and how to recognize the signs related to these offenses.

Sexual Assault Prevention training is provided through the Student Affairs Office and Human Resources Department.

Sexual Assault Prevention — an online program for students that addresses the critical issues of sexual assault, relationship violence, stalking and sexual harassment.

Get Inclusive for Employees — a web-based, interactive training program for employees that includes scenarios and examples they may face around sexual assault, domestic violence, and sexual harassment.

Procedures for Reporting a Complaint

The College has procedures in place that serve to be sensitive to those who report dating violence, domestic violence, sexual assault and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant. The College will make such

accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the Department of Public Safety / Police Department or local law enforcement agencies. Students and employees should contact the Department of Public Safety / Police Department at 912-538-3125 or the Title IX Coordinator at 912-538-3126 (students) or 912-538-3230 (employees).

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible. If victims seek counseling, follow-up medical care or mental health assistance, they may contact the Department of Public Safety / Police Department at 912-538-3125 or the Title IX Coordinator at 912-538-3126 (students) or 912-538-3230 (employees) for referral assistance.

If you are a victim of dating violence, domestic violence, sexual assault and stalking at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Student Affairs Office, Administrative Services Office and Department of Public Safety / Police Department advocates for a victim of dating violence, domestic violence, sexual assault and stalking to report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. Southeastern Technical College recognizes the often-sensitive nature of dating violence, domestic violence, sexual assault and stalking incidents. We are committed to protecting the privacy and confidentiality of any individual who makes a report. Different officials and personnel are, however, able to offer varying levels of privacy protection to victims. Reports made to STC officials will be kept confidential, and identifying information about the victim shall not be made public.

In the event of a Southeastern Technical College employee or student having received or in the process of receiving a protection order against an individual, the employee or student must report the incident to the Director of Public Safety / Chief of Police and Title IX Coordinator. The Department of Public Safety / Police Department will collect and maintain any evidence pertaining to the incident and provide the evidence to local law enforcement agencies upon request. Once a protection order has been given to the Chief of Police and Title IX Coordinator, all efforts will be made to ensure the protection order is followed and the employee or student can move safely around the Southeastern Technical College campus. Steps that may be taken include security escort to and from classes, rearranging class schedules or office work hours of the victim, rearranging class schedules or office work hours of the offender, if applicable and undercover security escort for anyone who wishes to keep the situation confidential from other employees or students, special parking accommodations, and allowing the student to complete assignments from home. In addition, personally identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating or adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20)). Further, the College will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such

confidentiality would not impair the ability of the College to provide the accommodations or protective measures.

In the event of a Southeastern Technical College employee or student having received a “no contact” order, the Department of Public Safety / Police Department will ensure that “no contact” is made between the victim and offender while located on the campuses of Southeastern Technical College. The Department of Public Safety / Police Department will work with Student Affairs Office, Academic Affairs Office, and Title IX Coordinator to ensure that the victim is able to continue his/her education or work duties without interference from the offender. The Department of Public Safety / Police Department will provide increased Police Officer and/or Security Officer presence as needed and provide more patrols of the area in which the employee or student are required to use. The victim will be accommodated by changing class/work schedules. Southeastern Technical College will work to change the schedule of the offender will also be changed if the victim and offender are scheduled to be on-campus at the same time. If necessary, support from local law enforcement agencies will be requested to provide a safe and secure environment while the “no contact” order is in effect.

If an incident occurred off campus and the victim contacted local law enforcement agencies, the Department of Public Safety / Police Department will cooperate with local law enforcement agencies. All evidence collected by the Department of Public Safety / Police Department will be provided to local law enforcement to assist with the investigation. The Director of Public Safety/Chief of Police and Title IX Coordinator will be the contacts for cooperation between local law enforcement agencies and Southeastern Technical College.

Southeastern Technical College does not discriminate on the basis of sex in its educational programs and will not tolerate sexual harassment nor sexual violence, which is a type of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether gender based or not and include dating violence, domestic violence, sexual assault and stalking. The College does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct college policies, and may violate federal and state laws. Violations are subject to disciplinary sanctions through the Student Affairs Office.

Southeastern Technical College does not provide any campus-based transportation services but will assist students in finding community-provided services upon request.

Southeastern Technical College will provide safe working areas for all employees. Any employee who encounters a safety and security concern, should notify his/her immediate supervisor. Southeastern Technical College will work to provide accommodations for the affected employee by rearranging the employee’s work schedule and/or work area.

Personally identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or may

need to be revealed to delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20)).

Further, the College will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the College to provide the accommodations or protective measures.

Procedures a Victim Should Follow

What to do if you have been the victim of dating violence, domestic violence, sexual assault and stalking?

If you are a victim of sexual violence, call the Department of Public Safety / Police Department, at 912-538-3125/478-299-3530 or 911 for local law enforcement assistance. 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.

If a sexual assault or rape should occur, staff on the scene, including STC Police Officers and/or Security Officers, will offer the victim a wide variety of services. You have other options in addition to, in the alternative to, contacting the Department of Public Safety / Police Department regarding dating violence, domestic violence, sexual assault and stalking. The first step in this procedure is to contact Travis Akridge, Director of Public Safety / Chief of Police at 912-538-3125/478-299-3530 or takridge@southeasterntech.edu.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of dating violence, domestic violence, sexual assault and stalking 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 or investigators or police. Although the College strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The College will assist any victim with notifying local police if they so desire. The Department of Public Safety / Police Department may be reached directly by calling 912-538-3125/478-299-3530.

If you have been the victim of dating violence, domestic violence, sexual assault and stalking, you should report the incident promptly to the Title IX Coordinator for students, Helen Thomas, by emailing

her at hthomas@southeasterntech.edu or by phone at 912-538-3126 or the Title IX Coordinator for employees, Melanie Walker, mwalker@southeasterntech.edu or by phone at 912-538-3230 and to the Department of Public Safety / 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 dating violence, domestic violence, sexual assault and 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 dating violence, domestic violence, sexual assault 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/she, nevertheless, should consider speaking with the Department of Public Safety / Police Department or local 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 College.

A Title IX complaint may be filed in writing, by telephone or in person and may be reported to a college official who will in turn report the complaint to the TCSG Title IX investigator. All information with regard to the investigation is to be kept confidential unless a release is approved. An official notice of investigation will then be sent to the Complainant and the Respondent. Both parties should obtain Advisors to help guide them through the process and cross examine any witnesses during the hearing. The Advisor must be trained in the process. If either party cannot identify an advisor, the College MUST provide one for them.

The President or other designee of the Commissioner may suspend with pay, temporarily transfer or reassign employees involved in an investigation in order to prevent further harassment or to facilitate the effectiveness of an investigation. Whenever possible, any changes in assignment or work status for a complainant should not be made. A suspension with pay is not a disciplinary action.

The Title IX Investigator will collect all evidence and interview all parties involved. It is important that all parties preserve any documents or other evidence which may pertain to the investigation. Any medically related evidence is best preserved by trained medical personnel. The complainant is encouraged to seek medical services for both treatment as well as preservation of evidence.

The Investigator will evaluate the information collected during the investigation and determine whether a preponderance of the evidence substantiates the allegations. Investigations and summary findings will be documented appropriately. Any evidence collected during the investigation should be

maintained in accordance with the TCSG record retention requirements. Personally-identifiable information, including, but not limited to home addresses, telephone numbers, student identification numbers or social security numbers should not be maintained in the investigative records.

All investigations should be completed within 45 calendar days of receiving the complaint. Both the complaining party as well as the respondent will be given equal opportunity to identify witnesses and offer evidence. The investigative report will be provided to both parties and they will be given 3 business days to submit a written response to the report before it is finalized. Following this review, a date is set for the live hearing.

During the live hearing, the Advisors will be allowed to cross examine the other party as well as any and all witnesses. The two parties are not allowed to cross examine each other. If requested, the parties can be separated into different rooms for the live hearing. The Decision-Maker (a professional appointed by the TCSG Commissioner, experienced and trained in adjudicating matters of civil rights, sexual harassment and/or sexual violence and trained on the Title IX procedure who will preside over the hearing and will issue the written determination regarding responsibility) listens to the cross examinations and may also conduct his/her own fact finding during the live hearing. Following the live hearing, the Decision-Maker issues a written determination which makes findings of fact, rationale for decisions, sanctions imposed (if any) and explanation of the appeal process.

Either party may appeal the written determination to the TCSG Commissioner. If appealed to the TCSG Commissioner, the Commissioner will review the written appeal documents from the parties, make a decision and that decision is final.

Title IX is specific to behavior and discrimination based on the protected characteristics of sex (gender). Complaints of discrimination based on other protected characteristics (race, color, religion, national origin, genetic information, age of disability) are equity complaints, and will be investigated by the Equity Coordinator at the College. Title IX investigations are NOT criminal investigations, but in cases of potential criminal behavior (ex. Sexual assault), they may run parallel to a criminal investigation

The College will take all reasonable steps to prevent unlawful retaliation against complainants and any other individuals participating in investigations under this procedure.

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. Steps may include, but are not limited to, mandating training or evaluation, disciplinary sanctions, policy implementation, issuing no-contact orders, or reassignment of students or employees. Disciplinary sanctions for students are defined in TCSG Procedure governing Student Discipline and may include: reprimand, restriction, disciplinary probation, disciplinary suspension, and disciplinary expulsion. Disciplinary sanctions for employees are defined in TCSG's Positive Discipline Procedure and may include: formal reminders, decision making leave, or dismissal.

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. 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.

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.

REPORTING AND MANAGEMENT ACTION

1. All students are encouraged to report events of unlawful harassment, discrimination, and/or unlawful retaliation against themselves or others, regardless of where the incident occurred. A student may attempt to resolve any issue arising under this policy informally. This informal procedure is intended to encourage communication between the parties involved, either directly or through an intermediary, in order to facilitate a mutual understanding of what may be different perspective regarding the complained of act of directive. Absent extraordinary circumstances, the complainant's academic advisor, Dean, Vice President for Academic Affairs or Vice President for Student Affairs shall be responsible for the informal resolution procedure. If the information process does not result in the resolution of the complaint to the satisfaction of the complainant, the complainant may utilize the formal complaint procedure. For monitoring purposes, a record of any complaint alleging discrimination or any other violation of law shall be reported to the appropriate Grievance Coordinator, even when the complainant is using the informal process.

2. Allegations or suspicions of unlawful harassment or unlawful retaliation may be reported by the Complainant to:

    ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer
    Helen Thomas, Director of Student Support Services
    Vidalia Campus
    Student Affairs Office
    Office 165
    Phone: 912-538-3126
    hthomas@southeasterntech.edu

    Title VI - Title IX (Employees) - EEOC Officer
    Melanie Walker, Director of Human Resources
    Administrative Services Office
    Office 138B

Phone: 912-538-3230
mwalker@southeasterntech.edu

3. Such reports can initially be expressed in writing, by telephone, or in person; individuals are, however, encouraged to express complaints in writing to ensure all concerns are addressed. The complaint shall contain a brief description of the alleged violation and relief requested.

4. Allegations of 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.

5. After an allegation is made to a department employee that employee shall report the allegation to the President, or his designee, as soon as possible, not to exceed 48 hours.

6. Instructors/administrators who have reason to believe that unlawful harassment, discrimination, and/or retaliation may exist shall immediately inform their Vice President or one of the persons listed above in 2. The reporting individual should keep the information confidential unless release is approved, or unless final action has been approved pursuant to this procedure.

7. The President may suspend, transfer or reassign personnel or students involved, in order to prevent possible further harassment, discrimination, retaliation or to facilitate the investigation. In emergency situations of a severe nature a President or their designee may take appropriate actions to protect the complainant/alleged victim and/or to deter the alleged violator from any further harassment of the complainant/alleged victim. If the alleged harasser is an employee, the affected Vice President shall report all actions of this nature and any subsequent change in status or assignment to the Director of Human Resources.

Unless otherwise authorized by the Commissioner in writing, no disciplinary action shall be taken against the alleged violator until an investigation has been completed, a written report has been issued and action has been taken in accordance with this procedure.

Any allegation of unlawful harassment, discrimination, or retaliation may be referred by the President of a technical college to the Executive Director, Legal Services for investigation by the Compliance Officer. Investigations by the Compliance Officer may be done in conjunction with the local investigator at the President's request.

The Compliance Officer/local investigator shall notify the affected President of the complaint and the pending investigation, unless otherwise directed by the Commissioner.

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 dating violence, domestic violence,

sexual assault 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 dating violence, domestic violence, sexual assault and 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, Southeastern 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 the Department of Public Safety / Police Department and the Title IX Coordinator. A complainant may then meet with the Department of Public Safety / Police Department to develop a Safety Action Plan, which is a plan for Police and/or Security Officers 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.

On and Off Campus Resources

<u>On-Campus Resources:</u>

Dean of Environmental and Industrial Technologies: 478-289-2212
Dean of Business Technology and Human Services: 912-538-3122
Dean of Health Sciences: 912-538- 3198
Dean of General Education and Learning Support: 912-538-3208
Department of Public Safety / Police Department: 912-538-3125/478-299-3530
Title IX Coordinator: 912-538-3126
Office of Human Resources: 912-538-3230

Off Campus Resources:

Local Police Department: 911
The Refuge: 912-538-9935
Sunshine House: 478-237-7801

Adjudication of Violations

Whether or not criminal charges are filed, the College or a person may file a complaint under the Southeastern Technical College Sexual Misconduct Policy or the Unlawful Harassment and Discrimination of Students Policy. Both policies with accompanying procedures are outlined in the STC Catalog and Student Handbook.

Reports of all dating violence, domestic violence, sexual assault and stalking made to the Department of Public Safety / Police Department will be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

The College disciplinary process is consistent with the College's policy and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. Usually, resolution of complaints of sexual misconduct are completed within 60 days of the report, however the proceedings time frame allows for extensions for good cause with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and hearing board members are trained annually on the issues related to dating violence, domestic violence, sexual assault and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

The Sexual Misconduct Policy provides that:

1. The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability;

2. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

3. The College will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meeting and hearings;

4. The College disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;

5. The College provides the accuser and accused the same opportunities to have others present during an institutional disciplinary proceeding. The accuser and the accused student each have the

opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing;

6. A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard. In other words, the conduct process asks: "is it more likely than not that the accused student violated the College's Student Code of Conduct?;

7. The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those result or disciplinary actions prior to the time that such results become final; and

8. The accuser and the accused each have the right to appeal the outcome of the hearing and will be notified simultaneously in writing of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved. All appeals must be in writing and must be submitted to the Vice President for Student Affairs within five business days of the student's receipt of the sanctioning decision in writing. The appeals process does not grant a new hearing at a higher level. All appeals described in this section involve written appeals only. Students or organizations do not meet with or make oral presentations to the person deciding the appeal. There may be times when the person deciding the appeal requests a meeting with parties involved in order to clarify matter related to the appeal. But that is solely within the discretion of the person deciding the appeal.

A person alleging dating violence, domestic violence, sexual assault or stalking may also utilize the complaint and investigatory procedures set forth in the College's policy against Sexual Misconduct. A person alleging harassment may use the complaint and investigatory procedures in the College's policy against Sexual Harassment in order to remedy any hostile environment.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the College's ability to respond to the complaint may be limited.

Victim Confidentiality

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

Sanctions and Protective Measures

In all cases, investigations that result in a finding of more likely than not that a violation of the Sexual Misconduct Policy occurred will lead to the initiation of disciplinary procedures against the accused individual. College sanctions including, expulsion, probated expulsion, suspension, probated

suspension, disciplinary probation, restrictions, reprimand, or other educational or developmental sanctions, may be imposed upon those determined to have violated this policy. The College may implement protective measures following the report of dating violence, domestic violence, sexual assault and stalking, which may include some or all of the following actions: a no-contact order, alteration of class schedules, or a change in housing arrangements. For students, committing acts of dating violence, domestic violence, sexual assault and stalking are violations of the Student Code of Conduct. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Dating violence, domestic violence, sexual assault and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a college order of no contact, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Southeastern Technical College.

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

Sex Offender Registration – Campus Sex Crimes Prevention Act

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

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 campus 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 web site at https://gbi.georgia.gov/services/georgia-sex-offender-registry

Missing Student Notification Policy

Southeastern Technical College does not provide on-campus student housing making this section not applicable to Southeastern Technical College. However, Southeastern Technical College Department of Public Safety / Police Department will assist local law enforcement agencies by providing any available information when a student of Southeastern Technical College is reported missing.

Southeastern Technical College's Policies Governing Alcohol and Other Drugs

The abuse of alcohol and the use of illegal drugs by members of the Southeastern Technical College community are incompatible with the goals of the College. In order to further the College's commitment to provide a healthy and productive educational environment, and in compliance with the Drug-Free Schools and Communities Act Amendments of 1989, the College has established the following policy on alcohol and other drugs.

Drug-Free Campus Program

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, Southeastern Technical College provides the following information to provide a campus environment free of illicit drug use and alcohol abuse and to prevent the abuse of alcohol and drugs by students and employees.

Illegal Drugs

The use, possession, or distribution of narcotics, amphetamines, barbiturates, marijuana, hallucinogens, and any other dangerous or controlled drugs, not prescribed by a physician, is prohibited on Southeastern Technical College property or at college sponsored events including student organization functions. Any individual, known to be possessing, using, or distributing such drug is subject to disciplinary action and possible arrest, imprisonment, or fine according to state law.

Alcoholic Beverages

Southeastern Technical College seeks to encourage and sustain an academic environment that both respects individual freedom and promotes health, safety, and welfare of all members of its community. In keeping with these objectives, Southeastern Technical College adopts and enforces all of the Technical College System of Georgia policies and guidelines governing the possession, sale, and consumption of alcoholic beverages. Selling or furnishing alcoholic beverages to anyone is not permitted on any Southeastern Technical College campus.

Student Misconduct

The Southeastern Technical College student conduct regulations prohibit the unlawful possession, use, or distribution of alcohol and other drugs by students and student organizations. The regulations also prohibit alcohol-related misconduct. In addition, student organizations are not permitted to sponsor events where alcohol is present. Sanctions for violation of these student conduct regulations may include alcohol and/or other drug education, mandated evaluation and treatment, community service, suspension, and/or expulsion. Student organizations which knowingly permit illegal drug activity will be excluded from campus for a minimum of one year, and criminal charges will be filed with local law enforcement.

Hazing

In accordance with Georgia state law and TCSG policy, **hazing is strictly prohibited** at Southeastern Technical College. Hazing is defined as any intentional, negligent, or reckless act, whether on or off campus, by a student or employee acting alone or with others that endangers or is likely to endanger the physical health or safety of another student for purposes of initiation or affiliation with any student organization, group, or team.

Prohibited activities include, but are not limited to:

- Forced consumption of alcohol or drugs
- Physical brutality (e.g., beating, branding)
- Acts that subject individual(s) to extreme mental stress, such as sleep deprivation or exclusion
- Any activity that causes or poses a substantial risk of physical or psychological harm

Consent is not a defense to hazing under Georgia law.

Hazing-related incidents will be included in Southeastern Technical College's Annual Security Report (ASR) beginning in 2026.

Students and staff are encouraged to report any incidents of hazing either of the following individuals:

Department of Public Safety / Police Department
Travis Akridge, Director of Public Safety / Chief of Police
(478) 299-3530
(912) 538-3125
Vidalia Campus - Office 825
takridge@southeasterntech.edu

ADA/Section 504 – Equity – Title IX (Students) – OCR Compliance Officer
Helen Thomas, Director of Student Support Services
Vidalia Campus – Office 165
3001 E. First Street, Vidalia
(912) 538-3126
hthomas@southeasterntech.edu

Title VI – Title IX (Employees) – EEOC Officer
Melanie Walker, Director of Human Resources
Vidalia Campus – Office 138B
3001 E. First Street, Vidalia
(912) 538-3230
mwalker@southeasterntech.edu

State Drug Law Enforcement

Title 20-1 of the Official Code of Georgia Annotated states that any student of a public educational institution who is convicted, under the laws of the state, the United States, or any other state, of any felony offense involving the manufacture, distribution, sale, possession, or use of marijuana, a controlled substance, or a dangerous substance, shall, as of the date of conviction, be suspended from the public educational institution in which said person is enrolled. Except for cases in which the College has previously taken disciplinary action against a student for the same offense, such suspension shall be effective as of the date of conviction, even though the educational institution may not complete all administrative actions necessary to implement such a suspension until a later date. Except for cases in which the College has already imposed disciplinary sanctions for the same offense, such suspension shall continue through the end of the term, semester, or other similar period for which the student was enrolled as of the date of conviction. The student shall forfeit any right to any academic credit otherwise earned or earnable for such term, semester, or other similar period; and the educational institution shall subsequently revoke any such academic credit which is granted prior to the completion of administrative actions necessary to implement such suspension.

Federal Drug Law Enforcement

A federal drug conviction may result in the denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses [21 U.S.C. sec. 853]. Moreover, any person convicted of a federal drug offense punishable by more than one year in prison will forfeit personal and real property related to the violation, including homes, vehicles, boats, aircraft, or any other personal belongings [21 U.S.C. sec. 853 (a) (2), 881 (a) (7) and 881 (a) (4)]. Further, persons convicted on federal charges of drug trafficking within 1,000 feet of Southeastern Technical College may face penalties of prison terms and fines that are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year [921 U.S.C. sec. 845 (a)].

Student Sanctions

1. Students indicted for possession or sale of illegal drugs, alcohol, and/or other mind-altering substances will be suspended from school, forfeit all claim to financial aid, and may be requested to repay all previously received financial aid;

2. If a student is convicted (including a plea of nolo contendere) of committing certain felony offenses involving any criminal drug and/or alcohol statute of any jurisdiction, regardless of whether the alleged violations occurred at the College or elsewhere, the student will be suspended immediately and denied state and/or federal funds from the date of conviction;
3. The College shall notify the appropriate state/federal funding agency within 10 days after receiving notice of the conviction from the student or otherwise after receiving the actual notice of conviction;
4. Within 30 days of notification of conviction, the College shall, with respect to any student so convicted, take additional appropriate action against such student, up to and including expulsion, as it deems necessary.

Southeastern Technical College Responsibility

The College is responsible for ensuring the development and implementation of a drug-free awareness program to inform students of the following:

- The dangers of the drug and alcohol abuse on the campus and elsewhere;
- Any available drug and alcohol counseling, rehabilitation and assistance programs;
- Any penalties to be imposed upon students for drug and alcohol abuse violations occurring on the campus.

Employee Misconduct

Employee misconduct related to alcohol or other drug abuse will not be tolerated. The unlawful manufacture, distribution, sale, use, or possession of illegal drugs by employees of Southeastern Technical College is prohibited by the Technical College System of Georgia policy. Violation of this policy will result in appropriate disciplinary sanctions, including referral for legal prosecution.

As a condition of employment, Southeastern Technical College employees agree to abide by the terms of this policy and to notify the Human Resources Department of any criminal drug arrest or conviction (including a plea of *nolo contendere*) no later than 5 working days after the arrest or conviction. This policy applies to all employees regardless of the jurisdiction of arrest or whether the alleged violations occurred at the workplace or elsewhere.

As a condition of employment, all current and new employees must certify they have read and will abide by the terms of the Drug Free Policy. Certification is placed in the employee's personnel file.

Within 30 days of notification of conviction, Southeastern Technical College shall, with respect to any employee so convicted:

1. Take appropriate personnel action against such employee, up to, and including, termination;
2. Require such employee to participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Southeastern Technical College is responsible for ensuring the development and implementation of a drug free awareness program to inform employees of the following:

1. The dangers of drug abuse in the workplace and elsewhere;
2. Any available drug counseling, rehabilitation, and employee assistance programs;
3. Any penalties to be imposed upon employees for drug abuse violations occurring in the work-place.

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

The use of illicit drugs and the abuse of alcohol can, and in many instances, very probably will, lead to serious health problems, chemical dependency, deterioration of the quality of life, and, if untreated, early death.

Cocaine provides a short-lived "high" followed by depression, paranoia, anxiety, guilt, anger and fear. It can cause rapid physical and psychological addiction. In some instances, cocaine may cause a heart attack or sudden death, even on the first use. The dangers of this highly addictive drug and its close derivative, "crack", are evidenced daily through the news media. Overdose of cocaine (or other stimulants) can cause agitation, increase in body temperature, hallucinations, convulsions and possible death.

Marijuana, like cocaine, provides a short-term high, and like cocaine, is addictive. While the "high" may last only a short time, traces remain in the body for a month or more, inhibiting short-term memory, reducing reaction time and impairing visual tracking. It may also cause an inability to abstract and understand concepts. In some instances, it can depress the immune system, increase the risk of heart attack, contribute to lung diseases, and infertility. Marijuana and other cannabis can cause euphoria, relaxed inhibitions, increased appetite and disoriented behavior. Overdose can cause fatigue, paranoia and possible death.

Depressants such as barbiturates, chloral hydrate, benzodiazepines, etc., can cause slurred speech, disorientation and drunken behavior without the odor of alcohol. Overdose can cause shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death.

Hallucinogens such as LSD, Mescaline and Peyote, amphetamine variants, etc., can cause illusions and hallucinations, and poor perception of time and distance. Overdose can cause longer, more intense illusionary hallucinatory episodes, psychosis and possible death.

Narcotics such as opium, heroin, morphine, and codeine can cause euphoria, drowsiness, respiratory depression, constricted pupils and nausea. Overdose of narcotics can cause slow and shallow breathing, clammy skin, convulsions, coma and possible death.

Prescription drugs, used improperly, can cause tiredness, or hyperactivity, impaired reflexes, brain damage, and, in some instances, addiction or death.

Alcohol, used abusively, will impair judgment, result in anxiety, feelings of guilt, depression and isolation. Prolonged use may cause liver and heart disease, cancer, and psychological problems and dependency in the form of alcoholism. Alcohol used by pregnant women is the leading preventable cause of mental retardation in children.

NOTE: See chart on the following page for possible long-term effects of substance abuse.

Criminal Sanctions

Under Georgia and federal law, it is a crime to possess, manufacture, sell, or distribute illegal drugs. As required by federal regulations, charts at the current Safe and Secure Web site detail federal penalties for drug trafficking and state sanctions for the unlawful possession or distribution of illicit drugs.

Federal sanctions for the illegal possession of drugs include imprisonment up to 1 year and/or a minimum fine of $1,000 for a first conviction; imprisonment for 15 days to 2 years and a minimum fine of $2,500 for a second drug conviction; and imprisonment for 90 days to 3 years and a minimum fine of $5000 for a third or subsequent drug conviction. For possession of a mixture or substance which contains a cocaine base, federal sanctions include 5 to 20 years in prison and a minimum fine of $1000 for a first conviction if the mixture or substance exceeds 5 grams, for a second conviction if the mixture or substance exceeds 3 grams, and for a third or subsequent conviction if the mixture or substance exceeds 1 gram. Additional possible penalties for the illegal possession of drugs are forfeiture of real or personal property used to possess or to facilitate possession of a controlled substance if the offense is punishable by more than 1 year imprisonment; forfeiture of vehicles, boats, aircraft, or any other conveyance used, or intended for use, to transport or conceal drugs; civil fine up to $10,000 per violation; denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses for up to 1 year for the first and up to 5 years for a second or subsequent offense; successful completion of a drug treatment program; community service; and ineligibility to receive or purchase a firearm.

Georgia law prohibits the purchase or possession of alcohol by a person under the age of 21, or the furnishing of alcohol to such a person. Driving under the influence of alcohol or other drugs also is illegal. It is against Georgia law, under certain circumstances, to walk and be upon a roadway while under the influence of alcohol or other drugs. The punishment for these offenses may include imprisonment, payment of fine, mandatory treatment and education programs, community service, and mandatory loss of one's driver's license.

The use, possession, manufacture, distribution, dispensing, and trafficking of illegal drugs is prohibited by federal law. Strict penalties are provided for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of potential federal statutory maximum penalties.

However, precise federal sentencing is governed by the Federal Sentencing Guidelines. Please note that sentencing under these guidelines can result in penalties that are more severe than the federal

statutory maximums and which are more severe than the penalties imposed under state law under certain circumstances.

A federal drug conviction may result in the denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses [21 U.S.C. sec. 853]. Moreover, any person convicted of a federal drug offense punishable by more than one year in prison will forfeit personal and real property related to the violation, including homes, vehicles, boats, aircraft, or any other personal belongings [21 U.S.C. sec. 853(a)(2), 881(a)(7) and 881(a)(4)]. Further, persons convicted on federal drug trafficking within 1,000 feet of Southeastern Technical College may face penalties of prison terms and fines that are twice as high as regular penalties for the offense, with a mandatory prison sentence of at least one year {921 U.S.C. sec. 845(a)].

Drug and Alcohol Abuse Education Programs and Assistance Availability

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. Students and employees should avail themselves of sources to identify the services or programs which most closely meet their specific needs.

Consistent with its educational mission, Southeastern Technical College provides useful and informative educational programs on drug/alcohol abuse. Programs of this type begin with orientation each semester. A variety of departments sponsor work-shops and lectures on alcohol and drug related issues to support and encourage healthy, productive lifestyles.

Southeastern Technical College provides drug and alcohol abuse educational programs to employees through an annual notification that is emailed to all employees, as well as through the required annual Get Inclusive and AlcoholEdu for College training. This STC Annual Notification to Faculty, Staff, and Students is a requirement of the Drug Free School and Communities Act Amendment of 1989 and Drug Free Workplace Act of 1988 and is included in the STC Employee Handbook, which can be referenced by employees at any time through the STC Intranet.

In addition, employees have access to free drug and alcohol abuse counseling through its Employee Assistance Program provided by Espyr. EAP newsletters are distributed to employees quarterly, and signs are posted in employee mailrooms and/or break rooms on each campus, which provide instructions and contact information for the EAP. EAP brochures are available to employees through the Human Resources Office. The resources are included in the STC Annual Notification to Faculty, Staff and Student, STC Employee Handbook, Espyr Employee Assistance Program brochure, and newsletters. Employees can reach the EAP twenty-four hours a day by calling 800-334-6104 or at www.caiguality.com. These services are provided by Espyr, 1850 Parkway Place, Suite 700, Marietta, GA 30067.

The following agencies can be contacted for assistance with drug/alcohol abuse related issues:

Drug and Alcohol Abuse Assistance Alcoholic Anonymous	912-537-3431
Meadows Regional Medical Center	912-537-8921
Montgomery Counseling Center (located in Dublin)	478-272-1190
Pineland Counseling/Substance Abuse Hotline	1-800-746-3526
Tattnall Counseling/Substance Abuse	912-557-6794
Toombs Substance Abuse Center / Day Treatment Center	912-537-0209
Toombs Counseling Center	912-537-8921
Pineland Mental Health	912-764-9868
Ogeechee Behavior Health	706-437-6863

Southeastern Technical College's Annual Disclosure of Crime Statistics

Crime Statistics

Southeastern Technical College reports statistics on the following crimes and offenses annually based on the FBI Uniform Crime Reporting (UCR) Handbook:

Murder/Manslaughter
The willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence
The killing of another person through gross negligence. Gross negligence is the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another.

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 care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

Burglary
The unlawful entry of a structure to commit a felony or 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.

Liquor Law Violations
The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Drug Abuse Violations
The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Illegal Weapons Possession
The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

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

(A) Fear for his or her safety or the safety of others; or
(B)Suffers substantial emotional distress.

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

Race
A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

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

Gender Identity
A pre-formed negative opinion or attitude toward a group of persons based on their actual or perceived gender identity, e.g. bias toward transgender or gender non-conforming individuals.

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 (e.g. Catholics, Jews, Protestants, atheists).

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

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

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

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

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.

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

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

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

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

Daily Crime Log

The Department of Public Safety / Police department maintains a Daily Crime Log that records, listed by the date and time, the incident occurred and was reported, all crimes and other serious incidents that occur on the College's campuses; in non-campus buildings or properties owned or operated by the College or its students; or on public property within, adjacent to or immediately accessible from the College's campuses.

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

The Daily Crime Log is available for the most recent 60-day period during normal business hours at the Department of Public Safety / Police Department located on the Vidalia Campus in Room 825 of the Gillis Building, Vidalia, GA 30474. For periods more than 60-days, the Daily Crime Log will be provided by the Director of Public Safety/Chief of Police within 2 business days upon receipt of a written request.

CRIME STATISTICS TABLES

The following tables list the Clery Act crime statistics for the three most recent completed calendar years that occurred on Southeastern Technical College campuses and were compiled by the Department of Public Safety / Police Department. Also included are statistics reported by external law enforcement agencies for noncampus property and public property immediately accessible from or adjacent to the campuses. Statistics are gathered from January 1 to December 31 each year. The College submits crime statistics annually to the U.S. Department of Education as required by the Clery Act.

Campus – Vidalia Campus

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Murder and Nonnegligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Negligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Fondling	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Incest	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Statutory Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Robbery	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Aggravated Assault	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Burglary	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Arson	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Arrests

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Campus – Vidalia Campus (cont.)

Disciplinary Referrals

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

VAWA Amendment Offenses

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Dating Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Domestic Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Stalking	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

HAZING

OFFENSE	Year	On-Campus Property	Noncampous Property	Public Property
Hazing	**2025**	**0**	**0**	**0**
	2024	**N/A**	**N/A**	**N/A**
	2023	**N/A**	**N/A**	**N/A**

In the years 2023, 2024, and 2025 there were no reported incidents of Hate Crimes on the Vidalia Campus.
In the years 2023, 2024, and 2025 there were no unfounded Clery Act Crimes on the Vidalia Campus.
Southeastern Technical College does not maintain on-campus student housing on the Vidalia Campus.

In accordance with Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with 2025 calendar year. Because the requirement to collect and disclose Hazing statistics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report.

Campus – Commercial Truck Driving Training Center

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Murder and Nonnegligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Negligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Fondling	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Incest	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Statutory Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Robbery	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Aggravated Assault	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Burglary	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Arson	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Arrests

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Disciplinary Referrals

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Campus – Commercial Truck Driving Training Center (cont.)

VAWA Amendment Offenses

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Dating Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Domestic Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Stalking	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

HAZING

OFFENSE	Year	On-Campus Property	Noncampous Property	Public Property
Hazing	**2025**	**0**	**0**	**0**
	2024	**N/A**	**N/A**	**N/A**
	2023	**N/A**	**N/A**	**N/A**

In the years 2023, 2024, and 2025 there were no reported incidents of Hate Crimes at the Commercial Truck Driving Training Center.
In the years 2023, 2024, and 2025 there were no unfounded Clery Act Crimes at the Commercial Truck Driving Training Center.
Southeastern Technical College does not maintain on-campus student housing at the Commercial Truck Driving Training Center.

In accordance with Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with 2025 calendar year. Because the requirement to collect and disclose Hazing statistics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report.

Campus – Health Science Annex West Campus

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Murder and Nonnegligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Negligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Fondling	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Incest	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Statutory Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Robbery	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Aggravated Assault	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Burglary	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Arson	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Arrests

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Disciplinary Referrals

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Campus – Health Science Annex West Campus (cont.)

VAWA Amendment Offenses

OFFENSE	Year	On Campus	Noncampus Property	Public Property
Dating Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Domestic Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Stalking	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

HAZING

OFFENSE	Year	On-Campus Property	Noncampous Property	Public Property
Hazing	**2025**	**0**	**0**	**0**
	2024	**N/A**	**N/A**	**N/A**
	2023	**N/A**	**N/A**	**N/A**

In the years 2023, 2024, and 2025 there were no reported incidents of Hate Crimes on the Health Science Annex West Campus.
In the years 2023, 2024, and 2025 there were no unfounded Clery Act Crimes on the Health Science Annex West Campus.
Southeastern Technical College does not maintain on-campus student housing on the Health Science Annex West Campus.

In accordance with Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with 2025 calendar year. Because the requirement to collect and disclose Hazing statistics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report.

Campus – Swainsboro Campus

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Murder and Nonnegligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Negligent Manslaughter	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Fondling	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Incest	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Statutory Rape	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Robbery	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Aggravated Assault	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Burglary	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Motor Vehicle Theft	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Arson	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Arrests

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

Disciplinary Referrals

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Liquor Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Drug Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Weapon Law Violations	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

VAWA Amendment Offenses

OFFENSE	Year	On-Campus Property	Noncampus Property	Public Property
Dating Violence	2025	0	0	0
	2024	0	0	0
	2023	0	0	0
Domestic Violence	2025	0	0	0
	2024	0	0	0

	2023	0	0	0
Stalking	2025	0	0	0
	2024	0	0	0
	2023	0	0	0

HAZING

OFFENSE	Year	On-Campus Property	Noncampous Property	Public Property
Hazing	**2025**	**0**	**0**	**0**
	2024	**N/A**	**N/A**	**N/A**
	2023	**N/A**	**N/A**	**N/A**

In the years 2023, 2024, and 2025 there were no reported incidents of Hate Crimes on the Swainsboro Campus.
In the years 2023, 2024, and 2025 there were no unfounded Clery Act Crimes on the Swainsboro Campus.
Southeastern Technical College does not maintain on-campus student housing on the Swainsboro Campus.

In accordance with Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with 2025 calendar year. Because the requirement to collect and disclose Hazing statistics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report.