

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

**SUMMARY ANNUAL REPORT 2009**

**HEART OF GEORGIA TECHNICAL COLLEGE**

**OCTOBER 1, 2009**

**Heart of Georgia Technical College Criminal Offenses**

**CAMPUS SECURITY**

It is the obligation of Heart of Georgia Technical College (HGTC) to ensure orderly operation, to protect the rights of all members of the HGTC community, to prohibit acts which materially and substantially interfere with legitimate educational objectives or interfere with the rights of others and to take disciplinary action where conduct adversely affects the College's pursuit of its educational objectives. (The Student Code of Conduct can be found in the Student Handbook.) HGTC will comply with Title II of Public Law 101-542, Crime Awareness and Campus Security Act. This law is also known as the "Jeanne Clery Act."

If any situation has the possibility of causing harm to anyone at the college, all persons will be immediately notified via the Campus Alert System by the use of the phrase "**Execute Lockdown**" so that they can begin implementing protection procedures as required.

**Campus Security Officers**

In emergency situations, the Emergency Coordinator and the Alternate will serve as Campus Security Officers. The Security Officers will provide assistance in both external and internal disruptions. In such incidents, the security officer's directions are to be followed explicitly by all visitors, students and employees. All visitors, students and employees shall not interfere with the Security Officers in the performance of duty.

**Identification**

All employees, students and visitors are required to wear a visible ID badge at all times when on campus. Failure to wear an ID badge may result in the individual being escorted off campus and/or police/sheriff assistance being requested.

**Administration**

If there is a concern regarding enforcement of the Code of Conduct, Traffic and Parking Regulations, and/or security procedures, please contact a HGTC employee. Do not interfere with the security officer or attempt to question officer's actions. Statistics concerning campus of criminal offenses are published annually.

This information is available in the Dean for Student Affairs office and on the Heart of Georgia Technical College Web site,

[http://www.heartofgatech.edu/main/EdSrvs/StdSrv/StudServices/Prospect\\_Student/2006index.cm](http://www.heartofgatech.edu/main/EdSrvs/StdSrv/StudServices/Prospect_Student/2006index.cm)

**Notification**

All emergencies, thefts, vehicle accidents, injuries, suspicious persons, suspicious activities, weapons, drugs, or solicitors are reported to the College Switchboard or Campus Security for

appropriate action. Those situations that may endanger the health and safety of any visitor, student, or employee on campus should be reported immediately to 911.

This information is supplied in compliance with the federal Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act of 1998. The current Clery Act was formerly known as the Crime Awareness and Campus Security Act of 1990.

Dublin Campus

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Little Ocmulgee Instructional Center

(229) 868-7834

[habney@heartofgatech.edu](mailto:habney@heartofgatech.edu)

Heart of Georgia Technical College (HGTC) encourages everyone to become an active participant in his/her personal safety. Remember, safety is everyone's responsibility.

**Individual Responsibility** HGTC strives to ensure the safety of all individuals within its community. Students and employees, collectively and individually, must take responsibility for their own safety and that of their personal belongings. If you develop good safety and security habits, you can assist us in assuring a safe environment here at HGTC.

### **Sexual Assault Policy**

Heart of Georgia Technical College is committed to providing a safe, secure educational and work environment where individuals are free from the threat of sexual assault or other crimes involving force or intimidation. Persons who believe they have been sexually assaulted or been subjected to any sexual offense on campus should immediately report the incident to the Campus Security or to a local law enforcement office by calling 911. If you are unsure of how to respond, you may wish to call the Wings Rape Crisis hotline in Dublin at [1-478-272-8000](tel:1-478-272-8000)

### **Sex Offender Registry and Access to Related Information**

The federal Campus Sex Crimes Act, enacted on October 28, 2000, became effective on October 28, 2002. This law mandates that institutions of higher education issue a statement advising the campus community where sex offender information provided by a state may be obtained. You can view the GBI Sex Offender Central Registry at <http://gbi.georgia.gov> under services.

### **Crime Alert Bulletins (Timely Warnings)**

In support of crime prevention efforts, each Heart of Georgia Technical College campus provide reports (Timely Warnings) to its College Communities concerning the occurrence of any Reportable Offense reported to either a local law enforcement agency or to Campus Security where the occurrence of such an offense is deemed by the Executive Vice President to constitute a threat to students or employees.

### **Drug Free School and Workplace Policy**

Heart of Georgia Technical College believes that illegal drugs and abuse of alcohol have no place in the college environment. The unauthorized manufacture, distribution, dispensing, possession, or use of a controlled substance or alcohol is strictly prohibited in all facilities of the college, in all places where employees/students work/attend, including all state-owned vehicles, and as any

part of the college's activities. As a condition of employment/enrollment, all employees/students shall abide by this prohibition and notify the college of any criminal drug or alcohol use.

### **Statement of prohibited conduct for a Violence-Free College**

No type of violence will be tolerated on HGTC property or in any place where students or employees are engaged in HGTC-related activity or sponsored event.

### **Deadly Weapons and Dangerous Instruments or Devices**

Possession or use of any prohibited weapon, dangerous instrument, or device will not be tolerated in the College environment. Georgia law defines dangerous instrument as: "any instrument, article or substance which, under the circumstances in which it is used, attempted to be used or threatened to be used, is readily capable of causing death or serious physical injury, or any disabling chemical spray . . .".

### **Enforcement**

The employee/student against whom such action is taken shall be entitled to the benefits of the procedures identified in the College Personnel Policy or Student Handbook. Persons not subject to the College Personnel Policy or Student Code of Conduct who are suspected of violating or determined to have violated this Policy will be directed to leave the premises and may be reported to law enforcement authorities for criminal prosecution, as appropriate.

### **Access to Campus Facilities**

The Executive Vice President shall have authority to designate certain campus areas or facilities as public areas or facilities, which shall be open to members of the general public.

All faculty and staff shall conspicuously display an identification badge issued by the College at all times while on campus. All students shall be required to possess a valid student identification card at all times while on campus, and shall present the same to faculty or staff when requested.

Heart of Georgia Technical College does not own or operate any **resident facilities** for students.

The complete Annual Campus Safety and Security Report for 2008 is on file in the Dean for Student Affairs Office or may be viewed on the college WEB site at [www.heartofgatech.edu](http://www.heartofgatech.edu) under the "Prospective Student" and "Current Student" tabs.

### **Clery Report of Crimes on Campus**

Heart of Georgia Technical College reported these crimes on the latest "Clery Report" for the calendar year.

<b>Criminal Offenses – On Campus</b> <i>Any building or property owned or controlled by HGTC within the same reasonably contiguous geographic area and used by HGTC in direct support of or in a manner related to HGTC's educational purposes.</i>	<b>2006</b>	<b>2007</b>	<b>2008</b>
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	1
i. Arson	0	0	0
<b>Criminal Offenses – Public Property</b> <i>All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.</i>	<b>2006</b>	<b>2007</b>	<b>2008</b>
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	1	2	0
g. Burglary	0	3	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0