

SAVANNAH COLLEGE OF ART AND DESIGN

# ANNUAL SECURITY AND FIRE SAFETY REPORT

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**SCAD**

The University for Creative Careers

Issued Oct. 1, 2016



## Reporting of Crimes and Emergencies

SCAD maintains campus safety and security, which operates 24 hours a day, 365 days a year. For the purpose of coordinating the appropriate response for potential distribution of timely warnings and the annual statistical disclosures, criminal actions and all emergencies occurring at the university are to be reported to campus safety and security (912.525.4500 for Savannah and eLearning; 404.253.3333 for Atlanta, Hong Kong and Lacoste). SCAD community members are encouraged to report crimes accurately and promptly to campus safety and security and/or local law enforcement when the victim of a crime elects not to or is unable to make such a report. Urgent and life-threatening situations should immediately be called in to 911 in both Atlanta and Savannah, 112 in Lacoste and 999 in Hong Kong. On-site staff members are also available to assist with emergencies. Residence halls are supervised by professional, full-time staff members who coordinate and provide assistance to residence hall students 24 hours a day for the duration of the contracted occupancy period.

In addition, the following individuals are resources for victims or witnesses to a crime:

Director of student conduct (Savannah and eLearning).....	912.525.6244
Coordinator of student conduct (Atlanta).....	404.253.3104
Dean of students (Savannah, eLearning, Lacoste and Hong Kong).....	912.525.6980
Dean of student success (Atlanta).....	404.253.3432
Director of SCAD Lacoste.....	33 (O) 4.90.75.80.34
Student services coordinator (Lacoste).....	33 (O) 6.07.21.99.93
Director of student success (Hong Kong).....	852.2253.8016

## Voluntary Confidential Reporting

Any member of the SCAD community who is a victim of a crime, including sexual misconduct, but does not wish to pursue action within the university's system or the criminal justice system, may consider making a voluntary confidential report. SCAD counseling and student support services may encourage a victim to file a report confidentially, when deemed appropriate. While pastoral counselors are not available at SCAD, SCAD community members may contact SCAD counseling and student support services for an explanation of the procedures on how to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of criminal statistics.

With the permission of the victim, a report can be filed detailing the incident without revealing the identity of the victim. The purpose of a confidential report is to comply with the victim's wish to keep the matter confidential, while taking steps to ensure 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 SCAD community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. Incidents should be reported to SCAD Savannah counseling and student support services, 912.525.6971, for incidents involving Savannah and eLearning community members; SCAD Hong Kong counseling and student support services, 852.2253.8055, for incidents involving Hong Kong community members; or SCAD Atlanta counseling and student support services, 404.253.3204, for incidents involving Atlanta or Lacoste community members. In addition, SCAD encourages accurate and prompt reporting of all crimes by others when the victim of a crime elects not to, or is unable to, make such a report.

## Response to Reports

SCAD maintains 24-hour on-call staff through the office of student success. Immediate assistance and follow-up reports are provided for students and other members of the SCAD community by the staff, in coordination with local health services and law enforcement agencies as appropriate. In response to a call, campus safety and security will take the required action, either dispatching security personnel or asking the victim to report to campus safety and security to file an incident report. All reported crimes will be investigated by SCAD. All incident reports are forwarded to the office of the dean of students for review and potential disciplinary action in accordance with SCAD policies. If assistance is required from the local police or fire department, campus safety and security will contact the appropriate unit. If sexual misconduct should occur, staff on the scene, including campus safety and security, will contact the Title IX coordinator and will offer the victim a wide variety of services.

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### **Timely Warnings Notice**

Campus safety and security works closely with law enforcement agencies to review current criminal activity and information. In the event that a situation arises within the university, that, in the judgment of campus safety and security, constitutes an ongoing or continuing threat, campus safety and security will, without delay, issue a "Timely Warning." Timely Warnings typically contain important information about criminal activity such as the nature of the crime and the location of the crime within the SCAD Clery geography or proximate areas as well as preventive measures the community can take to remain safe and secure. All Timely Warnings will maintain the confidentiality of the victim(s). Timely Warnings are typically issued for the following Uniformed Crime Reporting Program (UCR)/National Incident-Based Reporting System (NIBRS) crime classifications: major incidents of arson, aggravated assault, murder/nonnegligent manslaughter, robbery and sex offenses. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by campus safety and security. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other SCAD community members and a Timely Warning would not be distributed. Sexual misconduct cases are often reported long after the incident occurred. Consequently, in those situations, the university is unable to distribute a "timely" warning to the SCAD community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by campus safety and security. Cases involving property crimes will be assessed on a case-by-case basis and a Timely Warning will be issued if there is a discernible pattern of crime. The SCAD director of campus safety and security, or his or her designee, reviews all reports to determine if there is an ongoing threat to the SCAD community and if the distribution of a Timely Warning is warranted. Timely Warnings may also be posted for other crime classifications and locations, as deemed necessary.

Timely Warnings will be provided to students, faculty and staff in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. The SCAD director of campus safety and security, or his or her designee, will issue a Timely Warning to all students, faculty and staff at all SCAD locations via email or whichever format SCAD deems most appropriate. For example, in situations where there is an imminent danger or threat, the SCAD director of campus safety and security, or his or her designee, will issue a Timely Warning to all students, faculty and staff at all SCAD locations via the SCAD Alert System via email, phone and text message. Because campus safety and security has no law enforcement authority, SCAD communicates information regarding emergencies on campus to local law enforcement members to disseminate to members of the larger community as they deem appropriate.

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### **Emergency Notifications and Response**

SCAD has an all-hazard Emergency Management Operations Plan in place. The plan outlines specific responsibilities and the use of SCAD resources in responding to an emergency situation. The SCAD director of campus safety and security, or his or her designee, will work with local authorities to determine if there is a significant emergency or dangerous situation involving an immediate threat.

The plan includes instructions for SCAD officials to notify, without delay, all students, faculty and staff at the affected university location(s) in the event of an emergency incident. Taking into account the safety of the university community, SCAD will determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Anyone with information warranting an emergency warning should immediately report the circumstances to campus safety and security.

In Savannah and Atlanta, the alerts are written and distributed by the executive director of campus safety and security, the director of campus safety and security in Savannah, the director of international campus safety and security, the vice president for student success or their designees. The warning will be issued via the SCAD Alert System to students, faculty and staff without delay via email, phone and text message.

In Lacoste, the director of SCAD Lacoste or the student services coordinator will disseminate the alerts via the SCAD Zimbra email system, the Lacoste Facebook page and in the dining hall. In Hong Kong, the director of student success will disseminate alerts via the SCAD Zimbra email system.

SCAD conducts numerous emergency response exercises each year, such as tabletop exercises and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency response plans and capabilities of the university. These tests may be announced or unannounced. General information about the emergency response and evacuation procedures is publicized each year as part of SCAD Clery Act compliance efforts and is available at [scad.edu/life/safety-and-security/emergency-preparedness/closures-and-evacuation-procedures](http://scad.edu/life/safety-and-security/emergency-preparedness/closures-and-evacuation-procedures).

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### **Evacuation Policies**

SCAD follows all procedures regarding mandatory evacuations as instructed by the appropriate government agency. SCAD buildings are closed during an evacuation period. Either the president or the senior vice president for university resources may authorize the closing of SCAD facilities or evacuation of the residence halls at her or his discretion prior to a mandatory evacuation order issued by a government emergency management agency. Notices of closings are announced on local television and radio, sent via the SCAD Alert System to students, faculty and staff via email, phone and text message, and posted in the buildings and on the MySCAD and [scad.edu](http://scad.edu) websites.

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### **Statistical Information**

Campus safety and security is responsible for gathering statistics, identifying reportable crimes and publishing the statistics with the U.S. Department of Education. Campus safety and security works with the director of student conduct in the office of student success, the campus safety and security contractor, and local police departments to compile the statistics and information necessary to comply with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The information is provided to the U.S. Department of Education through its electronic filing system.

The Annual Security Report ("ASR") is distributed annually via email to all students and employees and is also posted at [scad.edu/life/safety-and-security](http://scad.edu/life/safety-and-security). Notice of the posting with the website link is emailed to students, faculty and staff, and posted on MySCAD. The report is available to prospective students in the application module on [scad.edu](http://scad.edu), and to prospective employees on the employee application.

Both the public logs (daily crime log and fire safety log) and the printed copies of the ASR are available at the campus safety and security office, 350 Bull St., or by calling campus safety and security at 912.525.4500. Annual security reports also are available at the office of the dean of students, Bradley Hall, 115 E. York St., 912.525.6980. In Atlanta, annual security reports are available at the residence life office in Spring House, 1470 Spring St., 404.253.3256; at the greeter's desk at 1600 Peachtree St. NW, 404.253.2700; and at the SCAD campus safety and security command desk at 1600 Peachtree St. NW, 404.253.3333. In Lacoste, annual security reports are available at the main SCAD Lacoste office, Rue du Four, 33 (0) 4.90.75.80.34. In Hong Kong, annual security reports are available at the office of the director of student success, 292 Tai Po Road, 852.2253.8016.

In Savannah, statistical numbers about acts of crime are compiled by the director of campus safety and security.

In Atlanta, Hong Kong and Lacoste, statistical numbers about acts of crime are compiled by the director of international safety and security in consultation with the international director of campus safety and security.

Campus crime, arrest and referral statistics include those reported to campus safety and security, designated campus officials (including but not limited to directors, deans, student conduct staff, advisers to students and student organizations, and athletic coaches) and local law enforcement agencies. Staff members in counseling and student support services inform their clients of the procedures to report crimes to campus safety and security in a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed during such a session.

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### **SCAD Campus Safety and Security and Access Policy Statement**

Access to academic buildings at all SCAD campuses is reserved for students, faculty and staff members. Members of the SCAD community must use a valid SCAD Card to gain access to SCAD facilities. Students are required to renew their validation each quarter to gain access. All guests and visitors must be registered. Residence hall guest registration forms are available in the

residence director offices. Access to each building is managed by greeters, access control systems and/or security personnel during all hours of operation. Students may not use an unsupervised SCAD facility. All SCAD facilities are maintained according to federal, state and local codes to provide a safe environment for the university community.

At the Savannah campus, Barnard Village, Boundary Village, Montgomery House, Oglethorpe House, The Terrace, Turner House, and D, H, and W at The Hive are staffed by campus safety and security 24 hours a day, and residents receive keys to their respective rooms. Other residence halls (Pulaski House and Turner Annex) remain locked 24 hours a day. Residents of these halls are granted key or card swipe access to the main entrance.

In Atlanta, Spring House has a guard in the booth at the entrance to the parking lot 24 hours a day. The ACA Residence Hall of SCAD is also staffed by a security guard 24 hours a day. Residents are granted key or card swipe access to their respective rooms.

In Hong Kong, Gold Coast Residences is monitored by locks and access codes given only to members of the SCAD community.

In Lacoste, some buildings are accessed by key codes, and all guests and visitors must be registered and escorted by a member of the SCAD community. Residence hall access is limited to SCAD students, faculty and staff. All buildings have locks. If the director of SCAD Lacoste feels the key or the code to a building has been compromised, he or she may change the lock or the code. In Lacoste, alarms in most university buildings are monitored by ATC.

At all locations, residence life staff and campus safety and security personnel conduct routine patrols in residential facilities in order to monitor security-related matters in those buildings. Additionally, campus safety and security has installed access control systems at many SCAD facilities at all locations that limit building access to authorized members of the SCAD community. Closed-circuit television (CCTV) systems have also been installed at many facilities at all locations. In Savannah and Atlanta, call boxes are available to students, faculty, staff, local residents and visitors throughout SCAD property. Finally, SCAD maintains its facilities at all locations in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. Campus safety and security works closely with physical resources to address burned-out lights promptly as well as malfunctioning door locks or other physical conditions that compromise security.

SCAD contracts with AlliedBarton Security Services in Savannah and Atlanta to provide security personnel who are trained to operate in accordance with state codes for unarmed security personnel and watchmen. Daily logs and incident reports are filed and reviewed. Incidents relating to a criminal offense are reported to and handled by local law enforcement with the assistance of campus safety and security. Violations of SCAD policies are referred for review and action to the office of the dean of students in Savannah and the office of the dean of student success in Atlanta. Campus safety and security personnel have no law enforcement authority and cannot make arrests, physically restrain or detain individuals; however, they may report criminal activity, summon assistance and act as witnesses.

Incidents relating to criminal activity are reported to local law enforcement agencies. Through campus safety and security, the university maintains a close, positive working relationship with local, state and federal law enforcement agencies through regular meetings and sharing information. Campus safety and security and local police communicate regularly on the scene of incidents that occur in or around university facilities. Campus safety and security works closely with the investigative staff of local law enforcement when incidents arise that require joint investigative efforts, resources, crime-related reports and exchanges of information, as deemed necessary. There is no written memorandum of understanding between campus safety and security and local law enforcement.

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### **Missing Student Policy and Procedure Policy**

SCAD takes student safety very seriously. To this end, the following policy and procedure has been developed in order to assist in locating any student(s) living in on-campus or university-provided housing (residential students) who, based on the facts and circumstances known to the university, is determined to be missing. This policy is intended to comply with Section 488 of the Higher Education Act of 2008.

Most missing person reports in the university environment result from a student changing his or her routine without informing roommates and/or friends. Anyone who believes a residential student to be missing should report his or her concern to campus

safety and security, the office of counseling and student support services or residence life and housing to initiate a Report of a Potential Missing Person (RPMP). SCAD will act on each RPMP as set forth in the general procedures below, including contacting local law enforcement, and immediately initiating an investigation once a student has been determined to be missing for 24 hours. As a matter of policy, any official missing student report must be referred immediately to campus safety and security.

Depending on the circumstances presented to university officials, parents of a missing student may be notified. However, if the missing student is under the age of 18 and is not an emancipated individual, SCAD will notify the student's parent or legal guardian and his or her missing person confidential contact within 24 hours after determining that the student has been missing for more than 24 hours.

At the beginning of each academic year, residential students are asked to provide, on a voluntary basis, confidential missing person contact information in the event a student is reported missing while enrolled at SCAD. Confidential missing person contact information is only accessible by authorized campus officials and law enforcement officers in the course of a missing person investigation.

This emergency information will be maintained within Banner and is to be updated at least once per year. Students should log in to MySCAD > My Info tab > My Personal Info channel > "Update Emergency Information" link.

### **General Procedure**

The SCAD official receiving the RPMP will collect and document the following information at the time of the report:

- a. The name and relationship of the person making the report
- b. The date, time and location the missing student was last seen
- c. The general routine or habits of the suspected missing student (e.g., visiting friends who live off campus, working away from campus), including any recent changes in behavior or demeanor
- d. The missing student's cellphone number (if known by the reporter)

The SCAD official receiving the RPMP will contact the dean of students in order to notify him or her about the situation and to receive additional consultation.

Upon receipt of an RPMP, SCAD may use any or all of the following resources to assist in locating the student:

- a. Call and text the student's cellphone and call any other numbers on record.
- b. Go to the student's residence hall room.
- c. Send the student an email.
- d. Talk to the student's RA, roommate and floormates to see if anyone can confirm the missing student's whereabouts or confirm the date, time and location the student was last seen.
- e. Secure a current student ID photo or other photo of the student from a friend.
- f. Check locations mentioned by the parties above, as well as other areas commonly frequented by students such as the library, residence hall lounges, Student Center, ClubSCAD, etc. SCAD officials may be asked to assist in order to expedite the search process.
- g. Contact or call any other on-campus or off-campus friends or contacts that are made known. This could include checking a student's social networking sites such as Facebook, Twitter, Foursquare or Instagram.
- h. Ascertain the student's car make, model and license plate number. A member of campus safety and security will also check SCAD parking lots for the presence of the student's vehicle.
- i. SCAD IT staff may be asked to obtain logs in order to determine the last login or access of the SCAD network or SCAD email.

If a student who is the subject of an RPMP is determined to be missing for 24 hours based on the information gathered by SCAD following this protocol, the university shall:

- a. Notify the missing student's identified confidential missing person contact within 24 hours.
- b. Notify a student's parent or guardian and designated confidential missing person contact within 24 hours if the student is under 18.
- c. Notify the appropriate law enforcement officials with jurisdiction in the area where the student went missing within 24 hours in all situations regardless of whether (i) confidential missing person contact information is supplied, (ii) the missing student is above the age of 18, or (iii) the missing student is an emancipated minor.
- d. Following consultation with the dean of students or designee, SCAD staff may contact the local police to report the information.

Note: If in the course of gathering information as described above, foul play or self-harm is evident or strongly indicated, the police may be contacted immediately.

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### **Primary Prevention and Awareness Program**

SCAD offers a Primary Prevention and Awareness Program to all incoming students and employees that:

- a. Identifies domestic violence, dating violence, sexual misconduct and stalking as prohibited conduct;
- b. Defines what behavior constitutes domestic violence, dating violence, sexual misconduct and stalking, using definitions provided both by the Department of Education as well as state law;
- c. Defines what behavior and actions constitute consent to sexual activity;
- d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual misconduct or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
- e. Provides information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence;
- f. Outlines procedures victims should follow if a crime of dating violence, domestic violence, sexual misconduct or stalking has occurred, including topics such as how to report such crimes, the importance of preserving evidence and options for involving law enforcement;
- g. Reviews information about how the institution will protect the confidentiality of victims and other necessary parties; and
- h. Provides an overview of information contained in the ASR, including SCAD procedure for institutional disciplinary action in cases of sexual misconduct.

Definitions of domestic violence, dating violence, sexual misconduct and stalking as defined by the state of Georgia are included below. For the purposes of the ASR, these definitions are used for all campus locations.

Savannah and Atlanta

- » Consent  
The state of Georgia does not define "Consent" in reference to sexual activity.
- » Dating Violence, O.C.G.A. § 19-13-1  
The state of Georgia does not define "Dating Violence" but defines "Family Violence" to include some dating situations — e.g., persons who are parents of the same child, or other persons living or formerly living in the same household.
- » Domestic Violence, O.C.G.A. § 19-13-1  
The state of Georgia does not define "Domestic Violence" but defines "Family Violence" 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.

The term 'family violence' shall not be deemed to include reasonable discipline administered by a parent to a child in the form of corporal punishment, restraint, or detention."

» Sexual Assault, O.C.G.A. § 16-6-5.1

"Sexual contact" that is perpetrated by "a person who has supervisory or disciplinary authority over another individual."

"Sexual contact" is defined as contact involving intimate body parts between two unmarried persons.

(b) A person who has supervisory or disciplinary authority over another individual commits sexual assault when that person:

- (1) Is a teacher, principal, assistant principal, or other administrator of any school and engages in sexual contact with such other individual who the actor knew or should have known is enrolled at the same school; provided, however, that such contact shall not be prohibited when the actor is married to such other individual;
- (2) Is an employee or agent of any probation or parole office and engages in sexual contact with such other individual who the actor knew or should have known is a probationer or parolee under the supervision of the same probation or parole office;
- (3) Is an employee or agent of a law enforcement agency and engages in sexual contact with such other individual who the actor knew or should have known is being detained by or is in the custody of any law enforcement agency;
- (4) Is an employee or agent of a hospital and engages in sexual contact with such other individual who the actor knew or should have known is a patient or is being detained in the same hospital; or
- (5) Is an employee or agent of a correctional facility, juvenile detention facility, facility providing services to a person with a disability, as such term is defined in Code Section 37-1-1, or a facility providing child welfare and youth services, as such term is defined in Code Section 49-5-3, who engages in sexual contact with such other individual who the actor knew or should have known is in the custody of such facility.

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» Stalking, O.C.G.A. 16-5-90-91

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

(2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or

condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others.

### **Ongoing Crime Prevention and Security Awareness Programs**

SCAD has also developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, and participating in and presenting information and materials during new employee orientation.

Safety policies and procedures are published and distributed to all students, faculty and staff at the beginning of each year, at new student and employee orientations throughout the year and in residence hall meetings throughout each quarter. SCAD provides a series of crime prevention and awareness programs throughout the year. All freshman students entering the university for the first time attend a mandatory First Year Experience course to acquaint them with SCAD policies, procedures, services and resources.

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### **Rape Aggression Defense Systems**

Campus safety and security offers a nationally certified women's self-defense course called Rape Aggression Defense Systems. Additionally, this course offers information regarding awareness of rape, acquaintance rape and other forcible and nonforcible sex offenses. For more information about R.A.D. Systems, visit [rad-systems.com](http://rad-systems.com) or call 912.525.4500. Courses are offered a minimum of twice per academic year in Savannah and once per year in Atlanta.

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### **Resisting Aggression with Defense**

Campus safety and security offers a nationally certified men's self-defense course called Resisting Aggression with Defense. Additionally, this course offers information regarding awareness of rape, acquaintance rape and other forcible and nonforcible sex offenses. For more information about the R.A.D. Systems, visit [rad-systems.com](http://rad-systems.com) or call 912.525.4500. Courses are offered a minimum of twice per academic year in Savannah and once per year in Atlanta.

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### **Safety at SCAD**

Safety at SCAD presentations in Atlanta and Savannah introduce students to the issues and community responsibilities of crime prevention. The presentations are given by SCAD staff, local law enforcement agencies and representatives from other organizations. The presentations inform students of the university's sexual misconduct prevention and support programs and information, and are open to any member of the SCAD community. In addition, special presentations are made when requested by student groups and clubs. These presentations are offered each quarter and are scheduled to accommodate the approximate number of incoming first-year students. This program is offered to employees upon request.

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### **Safety Escorts**

Campus safety and security provides evening and late-night safety escorts by request to students, faculty and staff from SCAD facilities to their vehicles in adjacent SCAD parking lots or public parking areas immediately adjacent to SCAD facilities.

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### **Lacoste and Hong Kong**

The director of SCAD Lacoste and the director of student success in Hong Kong provide information about procedures for personal safety and handling security problems during the initial orientation.

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### **Non-campus Organizations**

SCAD does not recognize any non-campus student organizations. Any SCAD organization sponsoring an activity at a non-campus location must comply with the guidelines established for student organizations. Because SCAD does not recognize any non-campus student organizations, there is no need to arrange for the monitoring and recording of criminal activity with local police agencies for such organizations.

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### **Alcohol and Drug Policies**

SCAD complies with the Drug-free Schools and Communities Act Amendment of 1989 (Public Law 101-226); 49 Code of Federal Regulations, Part 40: Procedures for Workplace Drug and Alcohol Testing; 49 Code of Federal Regulations, Part 382: Controlled Substances and Alcohol Use and Testing; and the Omnibus Transportation Employee Testing Act of 1991; and is committed to a program that discourages the illegal use and abuse of alcohol and controlled substances by students and employees.

SCAD prohibits the unlawful possession, use, manufacture, distribution, sale or dispensing of alcohol or controlled substances by students or employees in SCAD buildings, on grounds or property, or as part of any university activity. Any full- or part-time student/employee found to be in violation of this policy is subject to disciplinary action in accordance with the policies and laws of the university, the city, the county, the state and the federal government. Students also are responsible for the actions of their guests.

The abuse of alcohol and/or use of other controlled substances can result in potentially life-threatening emergencies. With this in mind, students who display intoxicated or unusual behavior apparently resulting from the use of alcohol or other controlled substances while on university property or at SCAD-sponsored events can be required to be evaluated by a licensed medical professional. Appropriate college personnel as designated by the dean of students determine decisions regarding the need for medical evaluation. Refusal to be transported for emergency evaluation may result in prompt eviction from the residence hall community and/or possible suspension from the university.

Controlled substances include, but are not limited to, marijuana, cocaine, cocaine derivatives, heroin, barbiturates, LSD, PCP, amphetamines, tranquilizers and inhalants.

Students and employees are to be aware that illegal manufacture, possession, use, distribution or dispensing of controlled substances may subject individuals to criminal prosecution.

A SCAD student who violates the university's drug and alcohol policy will be subject to sanctions. Disciplinary action includes, but is not limited to, warnings, probation, suspensions and expulsion or referral for prosecution and/or the completion of a substance use assistance or rehabilitation program specified by SCAD at the expense of the student.

The entire text of the alcohol and drug policies, as well as SCAD penalties for possession or distribution of controlled substances by students, is contained in the student handbook on MySCAD.

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### **Drug and Alcohol Use Programs**

SCAD has an established substance use education program and a substance use counselor. SCAD may require, as part of disciplinary action, that the student receive treatment by a designated SCAD professional or a non-SCAD treatment facility. Failure to comply with the university's requirements is justification for immediate dismissal from SCAD.

Resources:

Savannah and eLearning — counseling and student support services: 912.525.6971, [counseling@scad.edu](mailto:counseling@scad.edu)

Atlanta and Lacoste — counseling and student support services: 404.253.3204, [atlcounseling@scad.edu](mailto:atlcounseling@scad.edu)

Hong Kong — counseling and student support services: 852.2253.8055

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## **Sex-based Discrimination, Sexual Harassment and Sexual Misconduct Policy**

SCAD recognizes that sexual misconduct is unethical and illegal, and undermines individual growth and self-esteem. The term “sexual misconduct” includes sex-based discrimination, sexual harassment, sexual assault, non-consensual sexual contact, sexual exploitation, stalking and intimate partner violence. SCAD investigates reports of sexual misconduct; adjudicates them according to the university’s policy; supports survivors of sexual misconduct; and, when appropriate, informs the SCAD community of such instances.

SCAD affirms its commitment to ensuring an environment for all members of the SCAD community that is safe, fair, humane and respectful. Behaviors that inappropriately assert sexuality or gender as relevant to performance are damaging to this environment. Sexual harassment, discrimination, dating and domestic violence, stalking or sexual misconduct by any member of the SCAD community is not tolerated. This policy applies to all members of the SCAD community — students, faculty and staff. Recognizing that both men and women are victims of sexual harassment, sex-based discrimination and sexual misconduct and may commit such offenses, the policy is gender-neutral and applies equally to men and women.

SCAD policies and definitions on sexual misconduct are also available in the Sex-based Discrimination, Sexual Harassment and Sexual Misconduct Policy, which can be found in its entirety at:

[scad.edu/content/sex-based-discrimination-sexual-harassment-and-sexual-misconduct-policy](http://scad.edu/content/sex-based-discrimination-sexual-harassment-and-sexual-misconduct-policy).

It is important that victims seek medical attention even if they do not intend to report the sexual misconduct to the police. A medical exam is needed to check for sexually transmitted diseases, infections, injuries or pregnancy. A test for “rape drugs” may also be requested, since evidence of these drugs leaves the body within two to 48 hours. It is important that the victim not bathe, shower, brush teeth, use mouthwash, comb hair, wash or dispose of clothing, or take other actions to clean up before going to the hospital. Physical evidence should be collected as soon as possible following the sexual misconduct.

Counseling and student support services may serve as a liaison between students, faculty and the Title IX Coordinator to make necessary academic and/or housing accommodations. Transportation is available to help students access ongoing counseling/medical appointments. After hours, students may contact campus safety and security to be connected to the on-call counselor. Savannah and eLearning students may contact a counselor at 912.525.6971 or after hours via SCAD campus safety and security at 912.525.4500. Atlanta students may contact counseling at 404.253.3204 or after hours via SCAD campus safety and security at 404.253.3333. Hong Kong students may contact counseling and student support services or after hours at 852.2253.8055.

In the event of a report of sexual harassment or sexual misconduct, student success staff advise students, faculty and staff of their options and support them in their decisions; however, in the event of an imminent threat to the safety of the SCAD community, SCAD may proceed without consent to protect the safety and well-being of all and prosecute offenders to the fullest extent of the law.

When a student or employee reports to the institution that he or she has been a victim of dating violence, domestic violence, sexual misconduct or stalking, whether the offense occurred on or off campus, SCAD will provide the student or employee a written explanation of the student’s or employee’s rights and options. This notice will include the following information:

- » Options for and how to request reasonable accommodations, including changes to academic, living, transportation and working situations, or protective measures regardless of whether the victim chooses to report the crime to local law enforcement;
- » Counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community; and
- » An explanation of the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual misconduct or stalking.

In addition, SCAD will provide victims with information regarding their options for involving local law enforcement, including notification of the victim’s option to:

- » Notify proper law enforcement authorities, including local police;
- » Be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses;

- » Decline to notify such authorities; and
- » Where applicable, be informed of the rights of victims and the institution's responsibilities for orders of protection, "no-contact" orders, restraining orders, or similar lawful orders issued by a criminal or civil court.

Victims have the right to privacy and confidentiality, and SCAD will complete any publicly available recordkeeping obligations and all Clery Act reporting and disclosure obligations without including the victim's personally identifiable information. In most circumstances, SCAD does not release a victim's name; however, in the event a victim decides to file a complaint, the accused has a right to see the complaint. Any accommodations or protective measures will also remain confidential and shared only with school officials who, in the university's discretion, need to be aware of the accommodations or protective measures.

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### **Process for Reporting and Addressing Sexual Misconduct**

Members of the SCAD community should report a sexual misconduct incident as soon as possible so that essential support can be provided. Reporting the crime can help the individual regain a sense of personal power and control and can also help to ensure the safety of other potential victims. Confidential reports can be made to counseling and student support services.

Members of the SCAD community have the right to make a criminal report to the police department having jurisdiction over the incident, and SCAD officials may assist the individual in making that report and with contacting local law enforcement upon request.

Title IX Coordinator (Savannah, Atlanta, Lacoste, Hong Kong and eLearning) .....	912.525.6244
SCAD campus safety and security (Savannah and eLearning) .....	912.525.4500
SCAD campus safety and security (Atlanta, Lacoste and Hong Kong) .....	404.253.3333
Savannah-Chatham Metropolitan Police Department .....	912.651.6675
Atlanta Police Department .....	404.577.8477
Emergency in Atlanta and Savannah .....	911
Emergency in Lacoste .....	112
Emergency in Hong Kong .....	999

In Lacoste, students should report or address a sexual misconduct incident to the director of SCAD Lacoste, 33 (O) 4.90.75.80.34, or the student services coordinator, 33 (O) 6.07.21.99.93.

In Hong Kong, students should report or address a sexual misconduct incident to the director of student success at 852.2253.8016.

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### **Grievance Process for Victims of Sexual Misconduct, Including Dating Violence, Domestic Violence and Stalking**

SCAD has developed a prompt, fair and impartial process for responding to grievances involving sexual misconduct, including dating violence, domestic violence and stalking. The Grievance Process is administered by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual misconduct, and stalking and on how to conduct an investigation and disciplinary process that protects the safety of victims and promotes accountability.

The university seeks to resolve all reports generally within sixty (60) days of the initial report. All time frames expressly outlined in the Policy and this Grievance Process are meant as guidelines rather than rigid requirements. Extenuating circumstances may arise that require the extension of time frames, including extension beyond sixty (60) days. The following Grievance Process applies to all SCAD students, faculty and staff.

#### **The Inquiry**

Following receipt of notice or a report of misconduct, the Title IX Coordinator engages in a preliminary inquiry to determine if there is reasonable cause to believe the sexual misconduct policy has been violated. The preliminary inquiry is typically 1-3 days in duration. This inquiry may also serve to help the Title IX Coordinator to determine if the allegations evidence violence, threat, pattern, predation and/or weapon, in the event that the reporting party has asked for no action to be taken. In any case where violence, threat, pattern, predation, and/or weapon is not evidenced, the Title IX Coordinator may respect a reporting party's request for no

action, and will investigate only so far as necessary to determine appropriate remedies. As necessary, the university reserves the right to initiate resolution proceedings without a formal report or participation by the reporting party.

In cases where the reporting party wishes to proceed or SCAD determines it must proceed, and the preliminary inquiry shows that reasonable cause exists, the Title IX Coordinator will direct a formal investigation to commence and the allegation will be resolved through an Investigation, Review and Findings Meeting or Alternative Resolution.

The process followed considers the preference of the parties, but is ultimately determined at the discretion of the Title IX Coordinator. Alternative Resolution may only occur if selected by all parties. If either party or both parties select Formal Resolution, or the Title IX Coordinator determines that Formal Resolution is appropriate, the allegation will be addressed using the Formal Resolution option.

If alternative resolution is desired by the reporting party, and appears appropriate given the nature of the alleged behavior, then the report does not proceed to investigation, unless a pattern of misconduct is suspected or there is an actual or perceived threat of further harm to the community or any of its members.

Once a formal investigation has commenced, the Title IX Coordinator will provide written notification of the investigation to the responding party and the reporting party at an appropriate time during the investigation. SCAD aims to complete all investigations within a sixty (60) business day time period, which can be extended as necessary for appropriate cause by the Title IX Coordinator with notice to the parties as appropriate.

If, during the preliminary inquiry or at any point during the formal investigation, the Title IX Coordinator determines that there is no reasonable cause to believe that policy has been violated, the process will end unless the reporting party requests that the Title IX Coordinator makes an extraordinary determination to re-open the investigation or to forward the matter for a hearing. This decision lies in the sole discretion of the Title IX Coordinator.

### **The Investigation**

Once the Title IX Coordinator has completed an intake and assessment meeting with the Responding Party, the Title IX Coordinator will appoint a trained internal or external investigator or investigative team to conduct a reasonable, impartial and prompt investigation of the complaint. The Title IX Coordinator will appoint an investigator based on several factors, including the parties involved, the complexity of the complaint, and the need to avoid any potential conflict of interest. The investigator, in consultation with the Title IX Coordinator, will establish a timeline and process for conducting the investigation.

The investigator will conduct the investigation based upon the facts and circumstances reported to the university and developed through the course of the investigation, including interviews and follow-up interviews as feasible and appropriate with the Reporting Party, the Responding Party and any witnesses, and gathering other pertinent evidentiary materials to the extent reasonable and appropriate.

When the investigator, in consultation with the Title IX Coordinator, determines that the investigation is reasonably complete, both parties will be notified simultaneously in writing that the preliminary investigation has been completed, and that each party will have two (2) business days to submit a written request outlining any additional investigation steps that the party believes are necessary, including:

- » Any follow-up issues or questions for any witness, including the other party;
- » A request for a follow-up interview with the party and the investigator to clarify or provide any additional information that such party believes is relevant to the investigation;
- » Any new witnesses who should be interviewed (including a description of what topics/issues the witness should be asked to address and why this is necessary for the investigation); and
- » Any additional evidentiary materials that should be collected and reviewed to the extent that such items are reasonably available (e.g., text messages, social media postings).

The investigator will review each party's request for additional investigation and, based on the results of this review, will conduct such additional investigative steps as the investigator determines are reasonable and appropriate to complete the investigation.

Once the investigator determines that the investigation process is reasonably complete, the investigator will consult with the Title IX Coordinator to review the investigation process. Based on this review, the Title IX Coordinator will determine whether the investigation is reasonably complete or whether further review or investigation is appropriate.

### **The Investigation Review and Findings Meeting**

At the conclusion of the Final Investigation Report review process, both parties will be notified simultaneously in writing that the final investigation has been completed, that an Investigation Review and Findings Meeting (“Investigation Review and Findings Meeting”) will be scheduled within five (5) business days.

Included in the notice for the Investigation Review and Findings Meeting, the Title IX Coordinator will provide both the Reporting Party and the Responding Party the opportunity to submit a statement (“Considerations of Sanctions Statement”) within two (2) business days to be added to the file. The Consideration of Sanctions Statement should outline the sanctions the party believes should be considered by the Sanctioning Officer, should the Responding Party be found responsible, as well as an explanation of why the requested sanctions are reasonable and appropriate.

The Investigation Review and Findings Meeting will include the investigator, a trained member of the university community appointed by the Title IX Coordinator (the “Fact Finder”) and the Title IX Coordinator. The Title IX Coordinator’s decision with respect to which Fact Finder to appoint to a particular matter will be based on several factors, including the status of the parties, avoiding any potential conflicts of interest, and the nature of the underlying complaint, including any relevant subject matter concerns.

The Title IX Coordinator will open the Investigation Review and Findings Meeting with a review of the nature and purpose of the meeting. In particular, the purpose of the meeting is for the Fact Finder to review the results of the Final Investigation Report with the investigator and, based on this review, for the Fact Finder to make findings of fact based on the preponderance of the evidence decision-making standard with respect to whether the Responding Party is responsible for the alleged misconduct. Throughout the Grievance Process, SCAD uses the preponderance of the evidence standard. Under the preponderance of the evidence standard, the reviewing university official must determine that it is more likely than not that the alleged conduct occurred. In other words, if the university official determines there is a 51 percent likelihood that the accused engaged in the alleged misconduct, SCAD may take disciplinary action or impose another sanction against the individual.

After the Title IX Coordinator’s introduction, each party will have an opportunity to make a statement to the investigator and the Fact Finder (in addition to any written statement that may also have been submitted). As reasonable and appropriate, and based on the request of the parties, the Title IX Coordinator will structure the meeting format to minimize or avoid any undue stress or burden on the other party, but to allow each party to hear each other’s statement (such as participation by Skype or other means).

At the conclusion of any statements from either party, both parties will be excused from the Investigation Review and Findings Meeting. The investigator will then review the Final Investigation Report with the Fact Finder, and the Fact Finder will generally be free to ask any questions that he or she believes are relevant to understanding the relevant facts and circumstances. The Title IX Coordinator will monitor any questioning to ensure that such questions or discussion does not violate this Grievance Process or the underlying Policy (e.g., questions related to past sexual history).

At the conclusion of this review process, the Fact Finder will make such findings of fact by a preponderance of the evidence as are necessary to determine whether the Responding Party was responsible for the alleged violation of the Policy.

The Title IX Coordinator will notify each party simultaneously in writing of the outcome of the Investigation Review and Findings Meeting and of their right to appeal these findings within three (3) business days following meeting. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

The next steps in the investigation and disciplinary process will proceed as follows:

- i. If neither party appeals:
  - a. If the Investigation Review and Findings Meeting determined that no policy violation occurred, then the complaint will be dismissed.

b. If the Investigation Review and Findings Meeting determined that a policy violation occurred, then the matter will be referred for sanctions.

ii. If either party appeals, the matter will be referred for appeal.

## **Appeals**

Both the Reporting Party and Responding Party have a limited right to appeal the results of the Investigation Review and Findings Meeting as follows:

- A. Reporting Party: If the Investigation Review and Findings Meeting finds no policy violation occurred, the Reporting Party then has three (3) business days from receiving written notice of the findings to submit a written appeal to the Title IX Coordinator.
- B. Responding Party: If the Investigation Review and Findings Meeting finds a policy violation occurred, the Responding Party then has three (3) business days from receiving written notice of the findings to submit a written appeal to the Title IX Coordinator.

The party who submits the written appeal shall be the “Appellant,” and the responding party shall be the “Appellee.”

The opportunity to submit a written appeal is not provided to simply refute or express dissatisfaction with the outcome of the Investigation Review and Findings Meeting. Instead, the Appellant’s written appeal should address the following specific potential areas for consideration:

- A. Significant Procedural Error: A procedural error occurred that significantly impacted the outcome of the investigation as it applies to the Appellant (e.g., substantiated bias, material deviation from established procedures). A description of the error and its impact on the outcome of the case must be included in the written appeal.
- B. New Information: New information has arisen which was not available or known to the Appellant during the investigation and that could substantially impact the findings. Information that was known to the Appellant during the investigation but which he or she chose not to present is not new information. A summary of this new evidence and its potential impact on the investigation findings must be included in the written appeal.

Appellee shall have two (2) business days to submit a response statement. At the conclusion of these time periods, the Title IX Coordinator will refer the written appeal, including the Final Investigation Report, and the results of the Investigation Review and Findings Meeting (the “Appeal Record”) to an Appeal Officer.

The Title IX Coordinator will appoint a trained internal or external appeal officer (“Appeal Officer”) to conduct a fair and impartial review of any appeals. Appeals are not intended to be a full or de novo rehearing of the complaint. Appeals are confined to a review of the Appeal Record. In any request for appeal, the burden of proof lies with the party requesting the appeal, as the original findings of fact are presumed to have been decided reasonably and appropriately.

The Appeal Officer will determine, in consultation with the Title IX Coordinator as appropriate, whether any grounds for the appeal are substantiated. If the Appeal Officer determines that the request for appeal does not meet the standards for an appeal under this Grievance Process, the Appeal Officer will notify both parties of that outcome within ten (10) business days. If the Appeal Officer determines that the request for appeal does meet the standards for an appeal under this Grievance Process, the Appeal Officer will take appropriate action as indicated below.

- A. Significant Procedural Error: If it is determined that a procedural error occurred that was substantially prejudicial to the outcome of the investigation, the Appeal Officer may return the complaint to the investigator with instructions to correct the error, and to reconvene the Investigation Review and Findings Meeting to reconsider the findings as appropriate. In rare cases, where the procedural error cannot be corrected by the original investigator (as in cases of bias), the Appeal Officer may order a new investigation with a new investigator. The results of a reconvened investigation process cannot be appealed.



B. New Information: If the Appeal Officer determines that new information should be considered, the complaint will be returned to the investigator to reconsider the complaint in light of the new information only, and to then reconvene the Investigation Review and Findings Meeting to reconsider the original findings as appropriate. The findings of the reconvened Investigation Review and Findings Meeting are not appealable.

C. Notification of Appeal Outcome; Dismissal or Proceeding to Sanctions: The Appellant and Appellee will be notified simultaneously in writing of the outcome of the appeal within ten (10) business days of receipt of the Appellee's response statement. The Appeal Officer's decision is final and is not subject to appeal.

## **Sanctions**

If, at the conclusion of the investigation review and findings portion of the Grievance Process, including any appeal, Responding Party is found responsible for a violation of the Policy, the Title IX Coordinator will notify the parties simultaneously in writing that the matter is being referred to the appropriate Sanctioning Officer or process for sanctions as follows:

- » Student Responding Party: Vice President for Student Success (or designee);
- » Faculty and Staff Responding Party: Vice President for Human Resources (or designee) or a faculty review committee appointed pursuant to the faculty handbook; and
- » Third-Party Responding Party: Vice President for Business Operations (or designee).

Possible sanctions include, but are not limited to:

- » Warning: Written notice that the Responding Party's behavior was in violation of the Policy and/or other university policy and that future violations will result in more severe sanctions.
- » Restitution: Reimbursement by the Responding Party(s) to the university to cover the cost of damage to property or other loss.
- » Educational Program/Project: Programs and activities designed to help the Responding Party become more aware of university policies and help the Responding Party understand the inappropriateness of their conduct, including, but not limited to, participation in an educational program or completion of an online program.
- » Referral for Counseling: A referral for an assessment with a trained therapist and a mandate to follow any recommendations resulting from the counseling.
- » Loss of Privileges (students only): Denial of specific privilege(s) as defined by the Sanctioning Officer for a defined period of time. Privileges include, but are not limited to, participation in extracurricular activities and events such as social events, inter-collegiate athletics, intramural programs and student organizations.
- » Restricted Access: Conditions which specifically dictate and limit the Responding Party's presence on campus and/or participation in university-sponsored activities. The restrictions will be clearly defined and may include, but are not limited to, presence in certain buildings or locations on campus.
- » Removal of Offending Cause: Requirement to remove the item which was the subject of the complaint.
- » Relocation or Removal from Residence Halls (students only): Requirement that the Responding Party relocate to another residence hall, or off campus, by a specified date.
- » Conduct Probation (students only): Formal, written notice that the Responding Party's behavior is in violation of the Policy or other university policy and an expectation that the Responding Party exhibit good behavior for a defined period of time. Any violation during the probationary period may result in suspension or expulsion from the university.
- » Employment Probation: Formal, written notice that the employee's conduct is in violation of the Policy and/or other university policy and an expectation that the employee exhibit good behavior for a defined period of time. Any further violations during the probationary period may result in employment suspension without pay or termination of employment.
- » Suspension (students only): Separation from the university for a defined period of time. During the suspension period the Responding Party is not permitted on campus and is not permitted to participate in any university-sponsored or affiliated program or activity. The terms of the suspension may include the designation of special conditions affecting eligibility for readmission or special conditions to be in effect upon readmission.
- » Suspension Without Pay (employees): Separation of employment for a defined period of time without pay for the time of separation.

- » Employment Termination: Permanent separation of the employee from the university if the Responding Party is a non-student employee and permanent separation of the employee from their student position if the Responding Party is a student.
- » Expulsion (students only): Permanent separation from the university. A Responding Party who has been expelled is not permitted on campus and is not permitted to participate in any university-sponsored or affiliated program or activity.

Although it is not possible to outline the specific sanctions that will be imposed in all sexual misconduct cases, the following sexual misconduct sanctioning guidelines have been established to provide notice to the university community and provide context for determining appropriate sanctions:

Sexual Misconduct Sanctioning Guidelines:

- » Students: Normally expulsion, or a minimum one-year suspension (or duration that the Reporting Party is enrolled at the university, whichever is longer).
- » Faculty/Staff: Minimum of suspension without pay and potential termination for cause.

Throughout the Grievance Process, both the accuser and the accused are entitled to the same opportunities to have others present during any portion of the disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the adviser of their choice.

SCAD will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a nonforcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

For additional information on the SCAD Grievance Process and Sex-based Discrimination, Sexual Harassment and Sexual Misconduct Policy, see [scad.edu/content/sex-based-discrimination-sexual-harassment-and-sexual-misconduct-policy](http://scad.edu/content/sex-based-discrimination-sexual-harassment-and-sexual-misconduct-policy).

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### **Sex Crimes Prevention Act**

The Campus Sex Crimes Prevention Act (CSCPA) is a federal law enacted in 2000 that calls for tracking convicted sex offenders enrolled at or employed by institutions of higher education. The CSCPA amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act to require sex offenders, who are already required to register in a state, to provide notice as required under state law to each institution of higher education in the state at which the offender is employed, carries on a vocation or is a student. State procedures ensure that this registration information is promptly made available to law enforcement agencies with jurisdiction where the institutions of higher education are located and that it is entered into appropriate state records or data systems. These changes took effect Oct. 28, 2002. These requirements are tied to state eligibility for certain types of federal grant funding and must be implemented through state law. The act also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement, in addition to other disclosures required under that act, advising the university community of where to obtain information provided by a state concerning registered sex offenders.

SCAD is required to inform the campus community that a list of registered sex offenders will be maintained and available at campus safety and security. In addition, a list of all registered sex offenders can be obtained by contacting the Chatham County Sheriff's Office in Savannah at 912.652.7668 or the Fulton County Sheriff's Office in Atlanta at 404.612.5129. In the state of Georgia, additional information about registered sex offenders may be found through the Georgia Bureau of Investigation Sex Offender Search website at [gbi.georgia.gov](http://gbi.georgia.gov).

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

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### **The Clery Act**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, part of the Higher Education Act, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. Schools have to publish these annual reports. Each school must disclose crime statistics for the campus, public areas that are accessible from and immediately adjacent to a college facility used by students or employees, and certain non-campus facilities.

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### **On campus**

On-campus facilities refer to any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in the direct support of, or in a manner related to, the institution's educational purposes. They also include any building or property that is within or reasonably contiguous to the locations mentioned in the first part of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor). This definition includes all academic buildings, administrative buildings, residence halls and cafeterias. As SCAD Savannah is located within the historic district of Savannah, it has no defined campus apart from the various buildings it owns or controls and uses in relation to its educational purposes.

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### **Non-campus**

Non-campus facilities refer to any building or property owned or controlled by a student organization that is officially recognized by the institution. They also include any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

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### **Public Property**

Public property refers to all public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

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### **Data Sources**

Crime data in Savannah and Atlanta comes from SCAD campus safety and security, the office of student conduct and local police agencies. Crime data for Lacoste comes from the director of SCAD Lacoste, the office of student conduct and local French law enforcement authorities. Crime data for Hong Kong comes from the director of student success, the office of student conduct and local Hong Kong law enforcement authorities.

### Campus Crime Statistics, Atlanta

The following criminal offenses and disciplinary actions were reported in the calendar year listed.

#### Atlanta Criminal Offenses

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus
Murder/Nonnegligent Manslaughter	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Robbery	2015	0	0	0	0
	2014	0	0	1	0
	2013	0	0	0	0
Burglary	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Aggravated Assault	2015	0	0	0	0
	2014	0	0	0	0
	2013	1	0	0	0
Motor Vehicle Theft	2015	0	0	1	0
	2014	0	0	0	0
	2013	0	0	0	0
Arson	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Fondling	2015	0	0	0	0
	2014	2	2	0	0
	2013	0	0	0	0
Sex Offenses, Incest	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Statutory Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus
Domestic Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Dating Violence	2015	0	0	0	0
	2014	1	1	0	0
	2013	0	0	0	0
Stalking	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Law Arrests	2015	1	1	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Liquor Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	2	2	0	0
	2013	2	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2015	1	1	0	0
	2014	2	2	0	0
	2013	13	13	0	0

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#### HATE CRIMES – Atlanta

No hate crimes were reported in 2013, 2014 or 2015.

### Campus Crime Statistics, Hong Kong

The following criminal offenses and disciplinary actions were reported in the calendar year listed.

#### Hong Kong Criminal Offenses

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus*
Murder/Nonnegligent Manslaughter	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Robbery	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Burglary	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Aggravated Assault	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Motor Vehicle Theft	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Arson	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Rape	2015	1	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Fondling	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Incest	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Statutory Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus*
Domestic Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Dating Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Stalking	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Liquor Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	4	4	0	0
	2013	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2015	1	1	0	0
	2014	0	0	0	0
	2013	0	0	0	0

\*Hong Kong has no non-campus buildings.

#### HATE CRIMES – Hong Kong

No hate crimes were reported in 2013, 2014 or 2015.

### Campus Crime Statistics, Lacoste

The following criminal offenses and disciplinary actions were reported in the calendar year listed.

#### Lacoste Criminal Offenses

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus
Murder/Nonnegligent Manslaughter	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Robbery	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Burglary	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Aggravated Assault	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Motor Vehicle Theft	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Arson	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Fondling	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Incest	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Statutory Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0



Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus
Domestic Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Dating Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Stalking	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Liquor Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0

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#### HATE CRIMES – Lacoste

No hate crimes were reported in 2013, 2014 or 2015.

### Campus Crime Statistics, Savannah

The following criminal offenses and disciplinary actions were reported in the calendar year listed.

#### Savannah Criminal Offenses

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus
Murder/Nonnegligent Manslaughter	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Robbery	2015	1	0	4	0
	2014	1	0	5	0
	2013	1	1	10	0
Burglary	2015	0	0	0	0
	2014	1	1	0	0
	2013	0	0	0	0
Aggravated Assault	2015	0	0	1	0
	2014	0	0	1	0
	2013	0	0	0	0
Motor Vehicle Theft	2015	1	0	5	0
	2014	0	0	0	1
	2013	1	0	0	0
Arson	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Rape	2015	1	1	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Fondling	2015	4	3	2	0
	2014	1	1	0	0
	2013	0	0	0	0
Sex Offenses, Incest	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Sex Offenses, Statutory Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0

Offense	Year	On Campus	Residential Facilities	Public Property	Non-campus
Domestic Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Dating Violence	2015	1	1	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Stalking	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Arrests	2015	0	0	1	0
	2014	0	0	0	0
	2013	0	0	1	0
Drug Law Arrests	2015	0	0	1	0
	2014	8	4	5	0
	2013	16	13	2	0
Liquor Law Arrests	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	2015	6	6	1	0
	2014	4	4	0	0
	2013	3	3	0	0
Drug Law Violations Referred for Disciplinary Action	2015	40	40	0	0
	2014	51	47	0	0
	2013	68	61	0	0
Liquor Law Violations Referred for Disciplinary Action	2015	145	141	0	0
	2014	139	130	0	0
	2013	104	100	0	0

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#### HATE CRIMES – Savannah

No hate crimes were reported in 2013, 2014 or 2015.

# FIRE SAFETY REPORT

Fires should be immediately reported to emergency personnel (Savannah, Atlanta, 911; Hong Kong, 999; Lacoste, 112) and then to campus safety and security (912.525.4500 for Savannah, eLearning; 404.253.3333 for Atlanta, Hong Kong, Lacoste). If a fire is believed to have occurred and been extinguished it should be reported to campus safety and security.

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## Important Definitions

**Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Cause of fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure or act of nature.

**Fire drill:** A supervised practice of a mandatory evacuation of a building for a fire.

**Fire-related injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue or escaping from the dangers of the fire. The term "person" may include students, faculty, staff, visitors, firefighters or any other individuals.

**Fire-related death:** Any instance in which a person

1. Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue or escaping from the dangers of a fire; or
2. Dies within one year of injuries sustained as a result of the fire.

**Fire safety system:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This system includes sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire (such as horns, bells or strobe lights, smoke-control and -reduction mechanisms), and fire doors and walls that reduce the spread of a fire.

**Value of property damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire and related damages caused by smoke, water and overhaul; however, it does not include indirect loss such as business interruption.

## Residence Halls Fire Prevention Information

### 2015 Fire Safety Systems in SCAD Residential Facilities

Campus Location	Facility	Address	Smoke Detector	Smoke Alarm	Wet Sprinkler System with Alarm	Fire Extinguisher	Evacuation Plan	Number of Fire Drills Each Year
Savannah, GA	Barnard Village	3121 Barnard St.	x	x	x	x	x	3
Savannah, GA	Boundary Village	701 W. Jones St.	x	x	x	x	x	3
Savannah, GA	D at The Hive	231 W. Boundary St.	x	x		x	x	3
Savannah, GA	H at The Hive	231 W. Boundary St.	x	x	x	x	x	3
Savannah, GA	Montgomery House	3515 Montgomery St.	x	x	x	x	x	3
Savannah, GA	Oglethorpe House	201 W. Oglethorpe Ave.	x	x		x	x	3
Savannah, GA	Pulaski House	328 Barnard St.	x	x	x	x	x	3
Savannah, GA	The Terrace	141 E. 61st St. and 147 E. 62nd St. (4500 block of Abercorn Street)	x	x		x	x	0
Savannah, GA	Turner Annex	224 W. Boundary St.	x	x		x	x	3
Savannah, GA	Turner House	302 W. Boundary St.	x	x	x	x	x	3
Savannah, GA	W at The Hive	231 W. Boundary St.	x	x		x	x	3
Atlanta, GA	Spring House	1470 Spring St.	x	x		x	x	4
Atlanta, GA	ACA Residence Hall of SCAD	1280 Peachtree St.	x	x		x	x	4
Lacoste, France	Maison Basse	Chemin de la Maison Basse	x	x	x	x	x	4
Lacoste, France	Maison Fortune	Rue du Four	x	x		x	x	4
Lacoste, France	Maison Renard	Rue du Four	x	x		x	x	4
Lacoste, France	Maison Omelette	Rue du Four	x	x		x	x	4
Lacoste, France	Maison Murier	Rue St. Trophime	x	x		x	x	4
Lacoste, France	Maison Olivier Upper	Rue St. Trophime	x	x		x	x	4
Lacoste, France	Maison Olivier Lower	Rue St. Trophime	x	x		x	x	4
Lacoste, France	Maison Pitot	Rue de la Frecado	x	x		x	x	4
Lacoste, France	Maison Riera	Rue Basse	x	x		x	x	4
Hong Kong	Hong Kong Gold Coast Residences	Castle Peak Road (Castle Peak Bay)	x			x	x	0

Oglethorpe House and W at The Hive have diners attached that are covered with suppression systems over cooking appliances and a fire sprinkler system. There are smoke detectors in each student room as well as in common areas. All fire systems are monitored by Sonitrol, an outside alarm company. The fire department is notified of any fire alarm. Each floor in each residence hall (for those having common interior halls) is equipped with fire extinguishers. Fire alarm pull stations are located on each corridor of each hall. All fire extinguishers are inspected on a monthly basis with an outside fire company inspecting all fire extinguishers yearly. At the six-year mark, a fire extinguisher is taken out of service and replaced with a new extinguisher. Backflows and sprinkler pumps and systems are inspected yearly by an outside company, International Fire.

Knox-Boxes are located at the front of the residence halls to allow access by the fire department in the event of a fire. All detection devices are cleaned and inspected yearly by an outside contractor. Tampering with fire safety equipment or setting off a false alarm is against the law. Any person who sets off a false alarm, interferes with the operation of the alarm system, or damages or removes any part of the alarm system, fire extinguishers, smoke detectors or exit signs is subject to disciplinary action.

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### **Fire Drills/Safety Education**

Unannounced fire drills are conducted each year. All persons inside the residence hall during emergency drills are required to evacuate the building. Failure to evacuate the residence hall for any reason may result in disciplinary action. Fire safety literature is distributed in conjunction with fire drills. In addition, the Savannah Fire Department inspects all residence halls in Savannah annually. Fire training is conducted every year for all resident assistants and residence directors. A live fire is built and fire extinguishers are expelled. The fire department takes an active role in the training.

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### **Fire Safety Rules**

Prohibited items: While residence life reserves the right to make determinations about the appropriateness of items within the residence community, in general, students are prohibited from possessing and using the following items in the residence halls (as well as others set forth in the student handbook):

- a. Candles, incense or open flames
- b. Dangerous and/or other flammable chemicals
- c. Empty and/or displayed alcohol-related containers
- d. Fireworks and other explosives
- e. Household items that include but are not limited to: air conditioners, ceiling fans, halogen lamps, space heaters and other open-coil appliances, clothes washers and dryers, external antennas and satellite dishes
- f. Kitchen appliances/items that include but are not limited to: individual microwaves and toasters (Note: These items are permitted in residence hall rooms that include full kitchen areas except the ACA Residence Hall of SCAD. Microwaves are permitted in Spring House.), electric skillets, George Foreman-style grilling machines, hot-air popcorn poppers, portable stove burners, non-thermostat-controlled coffeemakers, refrigerators larger than 4.4 cubic feet (Note: Microwaves are permitted in D at The Hive, H at The Hive, Oglethorpe House, Turner Annex, Turner House and W at The Hive only as part of the MicroFridge® unit rented through a university-approved company. A maximum of one unit for double occupancy is permitted.)
- g. Non-UL-approved power-strip extension cords

Prohibited behavior: While residence life reserves the right to make additional determinations about the appropriateness of behavior within the residence community, in general, students are expected not to engage in the following conduct in the residence halls as well as in other activities set forth in the student handbook:

- a. Blocking, hanging or attaching items to fire safety equipment (e.g., sprinklers, smoke detectors, emergency horns, fire strobe lights)
- b. Cooking in residence hall rooms and/or outside of approved kitchen areas (except for a MicroFridge® through a university-approved company)

- c. Smoking (all residence halls are smoke-free, including student rooms)
- D. Tampering with and/or misuse of life safety equipment, including but not limited to heat and smoke detectors, emergency/fire pull stations, extinguishers, hoses, exit signs and fire alarm system

Electrical outlets: There are a limited number of electrical outlets in each room, and these may not be altered for any reason. No more than two appliances may be plugged in to a double electrical outlet at any time. Only one UL-approved power-strip extension cord no longer than six feet with built-in circuit breakers is allowed per resident. These are the only types of extension cords allowed in the residence halls.

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### Fire Safety Education

All residence life staff members receive training in the proper use of fire extinguishers and are educated in fire safety, including the procedures for evacuation and general information on the various types of fires. Students are educated about evacuation procedures for their residence hall and also receive training during fire drills on what to do in the event of an actual fire.

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### Fire Evacuation Procedures

In the event of a fire, all SCAD buildings will be evacuated to protect the health and safety of the students, faculty, staff, guests and visitors. When an alarm is sounded, you must assume there is an emergency and follow these steps.

1. Evacuate by the nearest safety exit stairway.
2. Do not use elevators.
3. After departing the building, proceed directly to the designated assembly point away from the building. Do not leave the assembly area until told to do so by a SCAD official.
4. Return to the building only when told by fire department officials or a SCAD official.

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### Future Plans to the Fire Safety System

The university's future improvements in fire safety for on-campus housing facilities include continuing education of students, faculty and staff concerning fire safety and prevention. Currently, SCAD does not have any future plans to improve fire safety systems.

On-campus Fire	2013	2014	2015
Savannah	1	3	1
Atlanta	0	1	0
Lacoste	1	0	1
Hong Kong	0	0	0

## 2015 Statistics and Related Information Regarding Fires in Residential Facilities

Campus Location	Facility	Address	Total Fires	Fire Number	Causes of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Savannah, GA	Barnard Village	3121 Barnard St.	0					
Savannah, GA	Boundary Village	701 W. Jones St.	0					
Savannah, GA	D at The Hive	231 W. Boundary St.	0					
Savannah, GA	H at The Hive	231 W. Boundary St.	0					
Savannah, GA	Montgomery House	3515 Montgomery St.	0					
Savannah, GA	Oglethorpe House	201 W. Oglethorpe Ave.	1	1	elevator motor ran hot	0	0	\$0.00
Savannah, GA	Pulaski House	328 Barnard St.	0					
Savannah, GA	The Terrace	141 E. 61st St. and 147 E. 62nd St. (4500 block of Abercorn Street)	0					
Savannah, GA	Turner Annex	224 W. Boundary St.	0					
Savannah, GA	Turner House	302 W. Boundary St.	0					
Savannah, GA	W at The Hive	231 W. Boundary St.	0					
Atlanta, GA	Spring House	1470 Spring St.	0					
Atlanta, GA	ACA Residence Hall of SCAD	1280 Peachtree St.	0					
Lacoste, France	Maison Basse	Chemin de la Maison Basse	1	1	coffee maker filter	0	0	\$75.00
Lacoste, France	Maison Fortune	Rue du Four	0					
Lacoste, France	Maison Renard	Rue du Four	0					
Lacoste, France	Maison Omelette	Rue du Four	0					
Lacoste, France	Maison Murier	Rue St. Trophime	0					
Lacoste, France	Maison Olivier Upper	Rue St. Trophime	0					
Lacoste, France	Maison Olivier Lower	Rue St. Trophime	0					
Lacoste, France	Maison Pitot	Rue de la Frecado	0					
Lacoste, France	Maison Riera	Rue Basse	0					
Hong Kong	Hong Kong Gold Coast Residences	Castle Peak Road (Castle Peak Bay)	0					



## 2014 Statistics and Related Information Regarding Fires In Residential Facilities

Campus Location	Facility	Address	Total Fires	Fire Number	Causes of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Savannah, GA	Alice House	455 Montgomery St.	0					
Savannah, GA	Barnard Village	3121 Barnard St.	1	1	spark from passing train caused the grass at property fenceline to catch fire	0	0	\$0.00
Savannah, GA	Boundary Village	701 W. Jones St.	0					
Savannah, GA	D at The Hive	121 W. Boundary St.	0					
Savannah, GA	Forsyth House	715 Barnard St.	0					
Savannah, GA	Montgomery House	3515 Montgomery St.	0					
Savannah, GA	Oglethorpe House	201 W. Oglethorpe Ave.	1	1	heating coil in clothes dryer burnt up due to part defect, repairs covered under warranty	0	0	\$0.00
Savannah, GA	Pulaski House	328 Barnard St.	0					
Savannah, GA	The Terrace	141 E. 61st St. and 147 E. 62nd St. (4500 block of Abercorn Street)	0					
Savannah, GA	Turner Annex	224 W. Boundary St.	0					
Savannah, GA	Turner House	302 W. Boundary St.	0					
Savannah, GA	W at The Hive	231 W. Boundary St.	1	1	cigarettes disposed of in exterior trash can	0	0	\$0.00
Atlanta, GA	Spring House	1470 Spring St.	1	1	a combustible material was placed too close to a high-intensity light	0	0	\$106,000
Atlanta, GA	ACA Residence Hall of SCAD	1280 Peachtree St.	0					
Lacoste, France	Maison Basse	Chemin de la Maison Basse	0					
Lacoste, France	Maison Fortune	Rue du Four	0					
Lacoste, France	Maison Renard	Rue du Four	0					
Lacoste, France	Maison Omelette	Rue du Four	0					
Lacoste, France	Maison Murier	Rue St. Trophime	0					
Lacoste, France	Maison Olivier Upper	Rue St. Trophime	0					
Lacoste, France	Maison Olivier Lower	Rue St. Trophime	0					
Lacoste, France	Maison Pitot	Rue de la Frecado	0					
Lacoste, France	Maison Riera	Rue Basse	0					
Hong Kong	Hong Kong Gold Coast Residences	Castle Peak Road (Castle Peak Bay)	0					

## 2013 Statistics and Related Information Regarding Fires in Residential Facilities

Campus Location	Facility	Address	Total Fires	Fire Number	Causes of Fire	Number of Injuries	Number of Deaths	Value of Property Damage
Savannah, GA	Alice House	455 Montgomery St.	0					
Savannah, GA	Barnard Village	3121 Barnard St.	1	1	grease fire inside oven	0	0	\$340.00
Savannah, GA	Boundary Village	701 W. Jones St.	0					
Savannah, GA	D at The Hive	121 W. Boundary St.	0					
Savannah, GA	Forsyth House	715 Barnard St.	0					
Savannah, GA	Montgomery House	3515 Montgomery St.	0					
Savannah, GA	Oglethorpe House	201 W. Oglethorpe Ave.	0					
Savannah, GA	Pulaski House	328 Barnard St.	0					
Savannah, GA	The Terrace	141 E. 61st St. and 147 E. 62nd St. (4500 block of Abercorn Street)	0					
Savannah, GA	Turner Annex	224 W. Boundary St.	0					
Savannah, GA	Turner House	302 W. Boundary St.	0					
Savannah, GA	W at The Hive	231 W. Boundary St.	0					
Atlanta, GA	Spring House	1470 Spring St.	0					
Atlanta, GA	ACA Residence Hall of SCAD	1280 Peachtree St.	0					
Lacoste, France	Maison Basse	Chemin de la Maison Basse	1	1	Outdoor wooden table caught fire via cigarette	0	0	\$200.00
Lacoste, France	Maison Fortune	Rue du Four	0					
Lacoste, France	Maison Renard	Rue du Four	0					
Lacoste, France	Maison Omelette	Rue du Four	0					
Lacoste, France	Maison Murier	Rue St. Trophime	0					
Lacoste, France	Maison Olivier Upper	Rue St. Trophime	0					
Lacoste, France	Maison Olivier Lower	Rue St. Trophime	0					
Lacoste, France	Maison Pitot	Rue de la Frecado	0					
Lacoste, France	Maison Riera	Rue Basse	0					
Hong Kong	Hong Kong Gold Coast Residences	Castle Peak Road (Castle Peak Bay)	0					



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