

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, 2023



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## Preparation of this Report

SCAD provides this Annual Security Report and Annual Fire Safety Report (“the Report”) in compliance with the Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. §1092 (f), also known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Department of University Safety is responsible for preparing this Report.

The Department of University Safety prepares and publishes this Report to inform the SCAD community about campus security policies and procedures, programs designed to prevent and respond to certain crimes, and specific statistics for certain criminal incidents, arrests, and disciplinary referrals reported throughout the previous three calendar years. For definitions of Clery Act Offenses and Clery Act Geography see **Appendix A** of this Report.

The statistics are gathered from Campus Security Authorities and certain police departments. For the Savannah, Atlanta, Lacoste campuses, the statistics are compiled by the executive director of university safety. The Hong Kong campus was closed May 30, 2020.

The Report is distributed annually via email to all students and employees and is also posted at <https://www.scad.edu/life/safety-and-security>. Notice of the posting with the website link is emailed to students, faculty, and staff, and posted in MySCAD. The report is available to prospective students in the application module on scad.edu and to prospective employees on the employment application. Printed copies of the Report are available at the following locations:

**Savannah:**

Department of University Safety  
350 Bull St.  
912.525.4500

Office of the Dean of Students  
Bradley Hall  
115 E. York St.  
912.525.6980

**Atlanta:**

Department of University Safety  
1600 Peachtree St. NW  
404.253.3333

SCAD Atlanta Greeter’s Desk  
1600 Peachtree St. NW  
404.253.2700

**Lacoste:**

Main SCAD Lacoste office  
Rue du Four  
33 (0) 4.90.75.80.34

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## **The Department of University Safety**

The Department of University Safety operates 24 hours a day, 365 days a year, and exists to ensure the safest learning environment possible through a layered and comprehensive approach to security, backed by experienced leadership. The Department can be contacted at [security@scad.edu](mailto:security@scad.edu) or at:

### **Atlanta**

SCAD Department of University Safety  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.577.8477

\*Urgent and life-threatening situations: Call 911

### **Lacoste**

SCAD Department of University Safety  
Rue du Four  
Lacoste, France 84480  
+33.04.90.75.66.32

\*Urgent and life-threatening situations: Call 112

### **Savannah**

SCAD Department of University Safety  
345 Bull St.  
Savannah, Ga. 31401  
912.525.4500

\*Urgent and life-threatening situations: Call 911

## **Authority and Jurisdiction**

The Department of University Safety personnel have no law enforcement authority and cannot make arrests or 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.

## **Working Relationship with State and Local Law Enforcement**

Through the Department of University Safety, the university maintains a close, positive working relationship with local, state, and federal law enforcement agencies through regular meetings and sharing information. The Department of University Safety and local police communicate regularly on the scene of incidents that occur in or around university facilities. The Department of University Safety also 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 the Department of University Safety and any state or local law enforcement agency. SCAD does contract with Sunstates Security LLC in Atlanta and Savannah to provide security personnel who are trained to operate in accordance with state codes for unarmed security personnel and watchmen. These personnel are considered Campus Security Authorities.

## **Notice Relating to Noncampus Locations of Registered Student Organizations**

The U.S. Department of Education requires SCAD to address whether it is aware of any practice by local police to monitor and document criminal activity by SCAD students occurring at "noncampus locations of student organizations." SCAD does not have any registered student organizations with noncampus locations.

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## Reporting of Crimes and Emergencies

### Prompt and Accurate Reporting

Students, faculty, staff, and visitors are encouraged to promptly and accurately report all crimes and public safety-related incidents to the Department of University Safety and the appropriate local police agency, including when the victim elects to, or is unable to, make such a report. Crimes and incidents should be reported as soon as possible so that SCAD may assess the need for a timely warning or emergency notification, and assess the need for inclusion in the annual statistical disclosure.

### Where and How to Report

SCAD maintains a Department of University Safety that operates 24 hours a day, 365 days a year. The Department of University Safety can be contacted at [security@scad.edu](mailto:security@scad.edu) or using the contact information below:

#### Atlanta

SCAD Department of University Safety  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.577.8477  
\*Urgent and life-threatening situations: Call 911

#### Lacoste

SCAD Department of University Safety  
Rue du Four  
Lacoste, France 84480  
+33.04.90.75.66.32  
\*Urgent and life-threatening situations: Call 112

#### Savannah

SCAD Department of University Safety  
345 Bull St.  
Savannah, Ga. 31401  
912.525.4500  
\*Urgent and life-threatening situations: Call 911

In addition, SCAD designates the following Campus Security Authorities to receive reports:

#### Atlanta

Coordinator of Student Conduct (Atlanta): . . . . . 404.253.3104  
Dean of Student Success: . . . . . 404.253.3432

#### Lacoste

Dean of Students: . . . . . 912.525.6980  
Director of SCAD (Lacoste): . . . . .33 (0) 4.90.75.80.34  
Student Services Coordinator (Lacoste): . . . . .33 (0) 6.07.21.99.93

#### Savannah (and SCADnow)

Dean of Students: . . . . . 912.525.6980  
Director of Student Conduct: . . . . .912.525.5780

\*In response to a call, the Department of University Safety will take the required action, either by dispatching security personnel or asking the victim to report to the Department of University Safety to file an incident report. Reported crimes will be investigated, and 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, the Department of University Safety will contact the appropriate unit. If sexual misconduct should occur, staff on the scene, including the Department of University Safety, will contact the Title IX coordinator and will refer the victim to appropriate resources.

**Voluntary, Confidential Reporting Options**

Any member of the SCAD community who is a victim of a crime, including sexual misconduct, but who does not wish to pursue action within the university's system or the criminal justice system may consider making a voluntary confidential report so that the incident may be included in the annual disclosure of crime statistics. To submit a voluntary, confidential report for statistical inclusion only, contact the executive director of university safety.

**Important Note Regarding Licensed Mental Health Professionals at SCAD**

SCAD has licensed mental health counselors available to speak with individuals within its counseling and student support services locations. Contact information for each location follows below:

**Atlanta**

SCAD Counseling and Student Support Services  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.253.3210  
24/7 Crisis Line: 404.253.3333

**Lacoste**

SCAD Counseling and Student Support Services  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.253.3210  
24/7 Crisis Line: +1.877.959.3620

**Savannah**

SCAD Counseling and Student Support Services  
Ruskin Hall: 516 Drayton St.  
Victory Village: 1 W. Victory Dr.  
Bee Well at Turner House: 302 W. Boundary St.  
Savannah, Ga. 31401  
912.525.6971  
24/7 Crisis Line: 912.525.4500  
accommodations@scad.edu  
counseling@scad.edu

Licensed mental health professionals, when acting as such, are not considered to be Campus Security Authorities for Clery Act purposes and are not required to report crimes for inclusion into the annual crime statistics contained in this Report.

SCAD does encourage its licensed mental health professionals, only if and when they deem it appropriate, to verbally inform persons whom they are counseling of SCAD's procedures for reporting crimes on a voluntary, confidential basis for statistical inclusion in this Report. In this situation, and only with the permission of the victim, the licensed mental health professional can submit a report to the Department of University Safety detailing the incident without revealing the identity of the victim. The purpose of this type of report is to respect an individual's wish to keep personally identifying information confidential, while taking steps to ensure an accurate record of the number of incidents; 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 may be counted and disclosed in the annual crime statistics for the institution and may result in a timely warning or emergency notification.

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## **Timely Warnings**

SCAD will issue a Timely Warning to the campus community for Clery-reportable crimes occurring on SCAD's Clery Act geography that are reported to Campus Security Authorities or local police agencies and that are considered by SCAD to represent a serious or continuing threat to students and employees. For definitions of Clery Act Offenses and Clery Act Geography see **Appendix A** of this Report. Whether an incident constitutes a serious or continuing threat to students and employees is a case-by-case determination.

### **Decision Criteria for a Timely Warning**

The SCAD vice president for university operations, or his or her designee, reviews all reports to determine if a timely warning will be issued. The decision to issue a timely warning is decided on a case-by-case basis in light of all the facts surrounding a crime, including, but not limited to, the possible risk of compromising law enforcement efforts.

Typically, timely warnings will be issued for 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 the Department of University Safety. 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 the Department of University Safety. 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.

### **Content for a Timely Warning**

The amount and type of information presented in a timely warning will vary depending on the circumstances of the crime. If there is certain information that could compromise law enforcement efforts, it may be withheld from the timely warning notice. Generally, the warning will specify the type of crime reported, the time and location at which the reported crime occurred, and specific advice to the campus community regarding steps to take to avoid becoming a victim. The SCAD vice president for university operations, or his or her designee, will determine the content for each timely warning.

### **Timing for a Timely Warning**

Although the Clery Act does not define "timely," the intent of a warning is to enable our SCAD community to protect itself. This means that a warning is issued as soon as pertinent information is available so that it can be used as a preventive tool and not solely constitute a description of the incident.

### **How Timely Warning Notices are Issued/Disseminated**

Timely warning notices will be made to the entire campus community through the use of the campus-wide email system. The vice president for university operations (or designee) also has the discretion to issue the warning via other tools as necessary (including the emergency text messaging system if practical). When issuing a timely warning, some specific information may be withheld if there is a possible risk of compromising law enforcement efforts to investigate and/or solve the crime.

In certain circumstances, an incident may not meet the criteria of a Clery-reportable crime occurring in a Clery-reportable location but may constitute a serious or ongoing threat to the SCAD community. For instances in which a timely warning is not required, the SCAD vice president for university safety, or his or her designee, may choose to issue a "community alert" notifying the SCAD community of the threat. The content of a community alert may vary depending on the type of incident reported and the location in which it occurred.

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## Emergency Notifications and Response

SCAD will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees. Predicting how and when crisis situations will strike is difficult, so preparation is critical. SCAD has created an all-hazard emergency preparedness plan to assist members of the SCAD community in nearly all emergencies. Many examples in the plan focus on emergency weather-related scenarios, such as hurricanes, due to the tropical climate of some SCAD locations. For more information, visit: <https://www.scad.edu/life/safety-and-security/emergency-preparedness>.

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

The SCAD vice president for university operations, or his or her designee, will work with local authorities to confirm whether the incident constitutes a “significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees,” such that an Emergency Notification is warranted.

Upon confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees, SCAD will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgement of the first responders, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The following person(s) will initiate the notification system: **For all campuses:** the vice president for university safety, the executive director of university safety, or the director of university operations.

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

Generally, campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The following person(s) will determine the appropriate segment(s) of the campus community to receive an emergency notification: **Atlanta and Savannah:** the vice president for university operations, the executive director of university safety, or the director of university safety; and for **Lacoste:** the director of SCAD Lacoste or the student services coordinator. These individuals will continually evaluate the situation and assess the need to notify additional segments of the campus population.

### **Determining the Contents of the Emergency Notification**

Generally, these messages identify the situation, allow for input of the location, and identify the immediate protective action that should be taken. The following person(s) will determine the content for the emergency notifications: **Atlanta and Savannah:** the vice president for university operations, the executive director of university operations, or the director of university safety; and **Lacoste:** the director of SCAD Lacoste or the student services coordinator. These individuals will continually evaluate the situation and assess the need to provide additional content.

### **Procedures Used to Notify the Campus Community**

In the event of a situation that poses an immediate threat to members of the campus community, the campus has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an emergency. These methods of communications include emergency text messaging and campus-wide or portions of the campus emergency e-mail. Typically, the notifications will be issued via the SCAD Alert System through email, phone, and text message (in Savannah and Atlanta) and via the SCAD email system (in Lacoste).

### **How to Sign Up for Emergency Text Messaging**

All university employees and students are encouraged to enroll in LiveSafe. To sign up (opt-in) to the emergency text messaging system, complete the following:

- Download the app to your iOS or Android device.
- Go through the short tutorial and agree to the Terms and Conditions.
- Select SCAD Savannah, SCAD Atlanta, or SCAD Lacoste.\*
- Fill out your short profile.

\*The SCAD HK location was closed May 30, 2020.

### **Procedures for Disseminating Emergency Information to the Larger Community**

If the campus activates its Emergency Notification capabilities, the vice president for university safety, the executive director of university operations, or the director of university safety is responsible for determining when and how to disseminate emergency information to the larger community. This may include updating notices on Facebook, Twitter, and other social networking platforms; maintaining communications with news outlets; distributing press releases; or scheduling press conferences.

### **Testing Emergency Response and Evacuation Procedures: Drills, Exercises, and Training**

To ensure the campus emergency management plans remain current and actionable, each campus will conduct at least one test annually. These tests are designed to assess and evaluate the emergency response plans and capabilities of the university. These tests may be announced or unannounced, and include both exercises and drills. SCAD will document for each test a description of the exercises, the date, the time, and whether it was announced or unannounced. In conjunction with at least one emergency management test each year, SCAD will remind the community of the University's alerts system and emergency response procedures. More information about SCAD's emergency response and evacuation procedures is available at [www.scad.edu/life/safety-and-security/emergency-preparedness/closures-and-evacuation-procedures](http://www.scad.edu/life/safety-and-security/emergency-preparedness/closures-and-evacuation-procedures).

### **Emergency Response and Evacuation Procedures**

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 chief operating officer 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 through the SCAD Alert System to students, faculty, and staff via email, phone, and text message; and posted in the buildings and on MySCAD and scad.edu websites.

### **Evacuation procedures for all SCAD students**

If emergency or SCAD officials indicate evacuation is necessary:

- All SCAD students, faculty, and staff will be notified via SCAD Alert by email, phone, and text message in the event of a closure or evacuation.
- If you are living in a SCAD residence hall, check with your residence director or resident assistant for the evacuation timetable.
- If you are traveling in your own vehicle or with friends, leave as soon as possible, avoid flooded roads, and watch for washed-out bridges.
- If you have family near Savannah, coordinate rides with them.
- If you have no other means of evacuating, monitor local news for details of county-coordinated evacuations to inland shelters.
- Take only items that can be carried comfortably, and be prepared to be evacuated for at least three to four days.
- Pack a change of clothes, personal medication and a copy of prescriptions, important papers and records, toiletries, a blanket or sleeping bag, pillow, water, snacks, and cellphone charger.
- Remind your family of your evacuation plans.
- Use telephones, including mobile phones, for emergency calls only. Text messages can be quicker and may conserve battery power.

### **Evacuation information for students living on campus**

If emergency or SCAD officials indicate evacuation is necessary:

- The university evacuates all residence halls when the request to evacuate is given by local authorities. Students MUST leave the residence halls.
- All university buildings are closed when an evacuation of the university is ordered.
- You have the option to self-evacuate in your personal vehicle, depart with family or friends, or evacuate via county-sponsored transportation if you have no other means.
- Remind your family of your evacuation plans.
- Resident assistants survey their residents during pre-evacuation procedures and make note of each resident's evacuation plans.
- Room preparation: If you live in a lower-level residence hall room, remove as many personal items as possible from the floors of the rooms in case of flooding. All blinds should be raised for visibility and security checks. Electrical equipment should be unplugged.
- Inform your resident assistant and/or residence director if you change your evacuation plans.

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## Security of and Access to Campus Facilities

### Security and Access

Access to academic buildings at all SCAD locations 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 access control systems and/or security personnel during all hours of operation. Students may not use an unsupervised SCAD facility.

- In **Savannah**, Apiary at The Hive, Barnard Village, Boundary Village, Bumble at The Hive, Chatham, Colony at The Hive, Dance at The Hive, Everest at The Hive, Flower at The Hive, Garden at The Hive, Honey at The Hive, Montgomery House, Oglethorpe House, Turner House, and Victory Village are staffed by the Department of University Safety 24 hours a day, and residents receive keys to their respective rooms. Residents of these halls are granted key or card swipe access to the main entrance.
- In **Atlanta**, the SCAD House, 100 Midtown, FORTY and FORTY FOUR Residence Hall are staffed by security guards 24 hours a day. Residents are granted key or card swipe access to their respective rooms.
- 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.

In Lacoste, 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 the third-party security firm ATC.

### Security Considerations Used in Maintenance

All SCAD facilities are maintained according to federal, state, and local codes to provide a safe environment for the university community. At all locations, residence life staff and Department of University Safety personnel conduct routine patrols in residential facilities in order to monitor security-related matters in those buildings. Additionally, the Department of University Safety 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 Atlanta and Savannah, 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. The Department of University Safety 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 also contracts with Sunstates Security LLC in Atlanta and Savannah to provide security personnel who are trained to operate in accordance with state codes for unarmed security personnel and watchmen.

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## Missing Student Policy and Procedures

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.

### Statement of Policy

Anyone who believes a residential student to be missing should report his or her concern to:

**Department of University Safety**

Atlanta or Lacoste Location: 404.253.3333      Savannah Location: 912.525.4500

All reports of missing students made to someone other than the Department of University Safety shall be immediately referred to Department of University Safety at 404.253.3333 (Atlanta and Lacoste) or 912.525.4500 (Savannah), which will initiate a Report of a Potential Missing Person (RPMP). The Department will also contact the Dean of Students in order to notify him or her about the situation and to receive additional consultation. SCAD will act on each RPMP as set forth in the Procedures below.

Part of the Procedures below involves contacting a residential student's designated contact for missing persons purposes. Every student living in on-campus student housing, regardless of age, shall have the opportunity to identify one or more persons to be contacted by the University in case a student is determined to be missing. This contact is for missing person purposes only and may be different from the person selected as the student's general emergency contact. General emergency contact information and missing persons contact information are kept separate, even if the student registers the same contact for both purposes.

Students electing to provide a contact for missing person(s) purposes must provide residence life and housing the name and contact number for their emergency contact through MySCAD > My Info Tab > Review My Housing > Personal Information > Address and Emergency Contacts.

Students are offered this option each year, regardless of whether the student has identified contact persons in previous years. Contact information will be registered confidentially, accessible only to authorized campus officials, and will not be disclosed to external parties except law enforcement personnel in furtherance of a missing person investigation.

If a missing student is under 18 years of age and not emancipated, SCAD will notify a custodial parent or guardian of the missing student (in addition to notifying any additional contact person designated by the student) not later than 24 hours after the determination by SCAD that the student is missing. SCAD will also notify the local law enforcement agency not later than 24 hours after it determines that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student was missing.

### Statement of 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 missing student (e.g., visiting friends who live off campus, working away from campus, etc.), including any recent changes in behavior or demeanor
- d. The missing student's cellphone number (if known by the reporter).

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 for the student on record.
- b. Go to the student's residence hall room.
- c. Send the student an email.
- d. Talk to the student's residence assistant (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, SCADfit, 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 the Department of University Safety 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 residential student is determined to be missing for 24 hours, then SCAD will take the following actions within 24 hours of that determination:

- a. Notify the missing student's identified confidential missing person contact.
- b. Notify a student's parent or guardian and designated confidential missing person contact if the student is under 18, and not emancipated.
- c. Notify the appropriate law enforcement officials with jurisdiction in the area where the student went missing in all situations regardless of whether (i) confidential missing person contact information is supplied, (ii) the missing student is over the age of 18 or (iii) the missing student is an emancipated minor.

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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## **Alcohol and Drug Policies**

### **Drug Free Schools and Communities Act**

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. SCAD is committed to a program that discourages the illegal use and abuse of alcohol and controlled substances by students and employees. For the University's full compliance with the Drug-Free Schools and Communities Act, to visit: <https://www.scad.edu/life/safety-and-security/safety-tips>.

### **Statement of Alcohol and Drug Policies (Including Enforcement of Laws)**

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. Controlled substances include, but are not limited to, marijuana, cocaine, cocaine derivatives, heroin, barbiturates, LSD, PCP, amphetamines, tranquilizers, and inhalants. 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 of the University and the laws of the city, the county, the state, and the federal government. Students and employees are to be aware that underage drinking, furnishing alcohol to minors, and/or illegal manufacture, possession, use, distribution, or dispensing of controlled substances may subject individuals to criminal prosecution under state and/or federal laws.

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. Additionally, because abuse of alcohol and/or use of other controlled substances can result in potentially life-threatening emergencies, 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 may be required to be evaluated by a licensed medical professional. Appropriate university 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. SCAD has an established substance use education program and a substance use counselor. SCAD may require, as part of disciplinary action, that a 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. The entire text of the alcohol and drug policy, as well as SCAD penalties for possession or distribution of controlled substances by students, is contained in the Student Handbook on MySCAD.

A SCAD employee who violates the university's drug and alcohol policy will be subject to disciplinary action up to and including termination. The entire text of the alcohol and drug policy, as well as SCAD penalties for possession or distribution of controlled substances by employees, begins on page 38 of the Staff Handbook and page 49 of the Faculty Handbook.

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## Ongoing Crime Prevention and Security Awareness Programs

SCAD provides information on campus security practices and procedures to all students, faculty, and staff at the beginning of each year, at new student and new employee orientations throughout the year, and in residence hall meetings throughout each quarter. SCAD also provides a series of crime prevention and awareness programs throughout the year. All first-time freshmen attend a mandatory First Year Experience course to acquaint them with SCAD policies, procedures, services, and resources.

Below is a sample of the programs offered at SCAD that address campus security practices and procedures, as well as crime prevention. Some of these programs are part of SCAD's primary and ongoing prevention programs specifically addressing dating violence, domestic violence, sexual assault, and stalking. For additional details on what is covered in primary and ongoing prevention programs specifically addressing dating violence, domestic violence, sexual assault, and stalking, see the Education Programs and Campaigns section of this report.

### **New Student Orientation:**

This program is presented eight (8) times each year between the Atlanta and Savannah campuses to new students.

Subjects covered include:

- Facility safety
- Transportation
- Personal safety
- Counseling services
- Review of the SCAD sexual misconduct policy
- Drug and alcohol policies
- Rape Aggression Defense course discussion
- Other programs related to student welfare

### **New Employee Orientation:**

This program is presented at least twenty (20) times each year to new employees. Subjects covered include:

- Facility safety
- Workplace violence
- Transportation
- Parking services
- Employee Assistance Program (EAP)
- Review of the SCAD sexual misconduct policy
- Various health and safety programs that the university has implemented for staff and faculty members

### **First Year Experience:**

This program is presented at a minimum of seventy (70) times each year to freshman students. Subjects covered include:

- Personal protection measures
- Transportation services
- Environmental safety awareness training
- Bicycle safety training
- Emergency notification systems (SCADalert, LiveSafe, etc.)
- Title IX policies and procedures and reporting methodology
- University Safety approach and contact information

### **Lacoste Orientation:**

During orientation for the SCAD Lacoste study abroad program, the director of SCAD Lacoste provides location-specific information about procedures for personal safety and addressing security concerns. Students and faculty are required to attend this training.

### **BeeSafe at SCAD:**

BeeSafe offers students, faculty, and staff the necessary tools to identify risks and navigate safety concerns both on and off campus. Through the crime prevention program, students can learn how to identify online scams and avoid identity theft; safely conduct transactions from online marketplaces; and mitigate security weaknesses in their residence. This program is offered any time a student requests services related to the BeeSafe initiative.

**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.

**Rape Aggression Defense Systems**

The Department of University Safety 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 twice per year in Atlanta.

**Resisting Aggression with Defense**

The Department of University Safety 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 twice per year in Atlanta.

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## Statement of Policy Relating to Sexual Assault, Domestic Violence, Dating Violence, and Stalking

### Education Programs and Campaigns

SCAD's Prevention Programs include Primary Prevention Programs, Primary Awareness Programs, and Ongoing Prevention and Awareness Campaigns.

**Primary Prevention Programs:** SCAD implements programming, initiatives, and strategies, informed by research or assessed for value, effectiveness, or outcome that are intended to prevent incidents of sexual assault, domestic violence, dating violence, and stalking through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

**Primary Awareness Programs:** SCAD implements comprehensive, intentional, and integrated community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent sexual assault, domestic violence, dating violence, and stalking, promote safety, and reduce the perpetration of sexual assault, domestic violence, dating violence, and stalking.

**Ongoing Prevention and Awareness Campaigns:** SCAD implements programming, initiatives, and strategies for students and employees that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing sexual assault, domestic violence, dating violence, and stalking, using a range of strategies with audiences throughout SCAD.

In these Prevention Programs (both primary and ongoing), SCAD:

- Makes a clear statement that domestic violence, dating violence, sexual assault, and stalking are **prohibited conduct**;
- Defines domestic violence, dating violence, sexual assault, and stalking, including how those terms are defined by the State of Georgia (to read these definitions, see **Appendix A** of this Report for the Clery Act Definitions and **Appendix B** of this Report for the State Law Definitions);
- Defines what behavior and actions constitute consent to sexual activity in the State of Georgia (to read this information, see **Appendix B** of this Report);
- 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;
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and learn how to minimize the risk of potential attacks. 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;
- 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;
- Reviews information about how the institution will protect the confidentiality of victims and other necessary parties; and
- Provides an overview of information contained in the ASR, including SCAD procedure for institutional disciplinary action in cases of sexual assault, dating violence, domestic violence, and stalking.

### Important Note

SCAD has adopted a University-wide policy that prohibits sexual assault, domestic violence, dating violence, and stalking. A copy of the policy is available at <https://www.scad.edu/about/scad-glance/disclosures-and-policies/compliance-and-policies/sexual-misconduct-policy> (the "Policy"). SCAD encourages everyone to read the full Policy, as it applies to students, faculty, and staff.

The Policy, among other things, describes prohibited conduct; explains options for reporting; describes the procedures that the University will follow for promptly, thoroughly, and equitably investigating and resolving reports; and implements the requirements of Title IX and the Clery Act.

What follows below in the next section are certain statements of policy that the Clery Act requires be provided in this Report. To the extent there are any discrepancies between the statements below and the Policy, the Policy controls.

### **Importance of Preserving Information**

It is important that victims seek medical attention even if they do not intend to report the sexual misconduct to the police because if a victim later decides to pursue legal options, then the collected evidence may assist in criminal prosecution, a civil action, or in obtaining a civil protection order. A medical exam may also 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. Physical evidence should be collected as soon as possible following the sexual misconduct. 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.

Medical care may be obtained from the following:

#### **For the Savannah location:**

Candler Hospital Emergency Room  
5353 Reynolds St.  
Savannah, Ga.  
912.819.6000

Memorial Health University Medical Center  
4700 Waters Ave.  
Savannah, Ga. 31404  
912.350.8000

#### **For the Atlanta location:**

Piedmont Atlanta Hospital  
1968 Peachtree Rd.  
Atlanta, Ga. 30309  
404.605.5000

#### **For the Lacoste, France location:**

Centre Hospitalier d’Apt  
225 Ave. de Marseille  
84405 Apt, France  
+33 4 90 04 33 00

### **Where and How to Report**

Members of the SCAD community should report an incident of sexual assault, domestic violence, dating violence, or stalking as soon as possible so that essential support can be provided. Reporting the incident can help the individual regain a sense of personal power and control and can also help to ensure the safety of other potential victims.

*To make a report to the University, please contact one of the following locations:*

Title IX Coordinator  
912.525.6810  
titleixcoordinator@scad.edu

Deputy Title IX Coordinator  
Keys Hall, Room 308  
516 Abercorn St.  
Savannah, Ga. 31401  
titleixcoordinator@scad.edu

In Lacoste, students may also report to the Coordinator of Student Services:  
+33(0)6.07.21.99.93

SCAD Department of University Safety  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.253.3333

SCAD Department of University Safety  
Rue du Four  
Lacoste, France 84480  
+33.04.90.75.66.32

SCAD Department of University Safety  
345 Bull St.  
Savannah, Ga. 31401  
912.525.4500

*If you want to speak with someone confidentially, you may contact:*

**Atlanta**

SCAD Counseling and Student Support Services  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.253.3210  
24/7 Crisis Line: 404.253.3333  
atlcounseling@scad.edu

**Lacoste**

SCAD Counseling and Student Support Services  
1600 Peachtree St. NW  
Atlanta, Ga. 30309  
404.253.3210  
24/7 Crisis Line: 1.877.959.3620  
atlcounseling@scad.edu

**Savannah**

SCAD Counseling and Student Support Services  
Ruskin Hall: 516 Drayton St.  
Victory Village: 1 W. Victory  
Bee Well at Turner House: 302 W. Boundary St.  
Savannah, Ga. 31401  
912.525.6971  
24/7 Crisis Line: 912.525.4500  
counseling@scad.edu

*If you want to speak with a resource outside of the University, here are some community resources:*

**Atlanta**

Grady Rape Crisis Center  
Atlanta, Ga. 30303  
404.616.4861 (Crisis)  
404.616.3521 (Admin)

Hospital-based Sexual Assault Program  
Counties: DeKalb, Fulton  
<https://gnesa.org/content/grady-rape-crisis-center>

**Savannah**

Rape Crisis Center of the Coastal Empire, Inc.  
Savannah, Ga. 31416  
912.233.7273 (Crisis)  
888.241.7273 (Toll-free)  
912.233.8455 (Admin)  
admin@rccsav.org  
rccsav.org

Sexual Assault Program  
Counties: Bryan, Chatham, Effingham, Evans, Liberty, Long, Tattnall  
<https://www.rccsav.org/>

**State and National Resources**

Center for Suicide Awareness  
Text HOPELINE to 741741

Georgia Crisis and Access Line  
800.715.4225

Love Is Respect  
National Dating Abuse Hotline  
866.331.9474  
loveisrespect.org

National Domestic Violence Hotline  
800.799.SAFE (7233)  
800.787.3224 (TTY)  
thehotline.org

National Suicide Prevention Lifeline  
800.273.TALK (8255)

Office for Civil Rights of the U.S. Department of Education  
400 Maryland Ave. SW, Washington, DC 20202-1100  
Customer Service Hotline: 800.421.3481 | Facsimile: 202.453.6012  
TTY: 800.877.8339 | Email: OCR@ed.gov | Web: ed.gov/ocr

RAINN National Sexual Assault Crisis Hotline:  
800.656.HOPE (4673)  
rainn.org/get-help/national-sexual-assault-hotline

### **Options about the Involvement of Law Enforcement**

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 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; and
- decline to notify such authorities.

The process for filing a police report may vary by precinct. In most cases, however, after addressing a victim's immediate safety needs and/or needs for medical care, a law enforcement officer will meet with the victim and take a statement about what occurred. In cases of sexual violence or relationship violence in addition to taking a statement, the law enforcement officer may ask to examine the scene of the incident and collect bedding, clothing, or other items of evidentiary value. The length of the law enforcement interview may vary depending on the circumstances of the case, and multiple interviews may be required.

Contact information for the local police agencies follows below (SCAD officials in the Title IX Office or the Department of University Safety can assist you in notifying these authorities):

#### **Atlanta**

Atlanta Police Department  
Emergencies: 911  
226 Peachtree St. SW  
Atlanta, Ga. 30303  
Non-emergencies: 404.577.8477

#### **Lacoste**

Gendarmerie Nationale (local police agency)  
Emergencies: 112  
Place Rene Cassini  
Gordes, France 84220

#### **Savannah**

Savannah Police Department  
Emergencies: 911  
201 Habersham St.  
Savannah, Ga. 31401  
Non-emergencies: 912.651.6675

SCAD will cooperate with law enforcement agencies if a victim decides to pursue the criminal process to the extent permitted by law. However, the University's policy may differ in significant respects from criminal law. Neither law enforcement's determination whether to prosecute, nor the outcome of any criminal prosecution is determinative of whether a SCAD policy violation occurred. Procedures under SCAD policy may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.

### **Information about Orders of Protection and Similar Orders**

Where applicable, 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 victims with information regarding 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, civil, or tribal court, or by the University. If you wish to obtain a protective order from the local courts, this is a proceeding independent of the University. If a court order is issued, the University will, to the extent possible, assist the protected person in benefiting from the restrictions imposed by the court and will also facilitate on-campus compliance with the order.

The protection order process is similar throughout Georgia, but the process may vary depending on your county. Below is general information about protective orders in the state of Georgia, including a link to obtain the forms for filing. For additional information, see

the Women's Law Center at <https://www.womenslaw.org/laws/ga/restraining-orders> (please note that despite the name the Women's Law Center supports all sexes and genders). Copies of the requisite forms are available online through the Georgia Superior Court Clerks' Cooperative Authority at <https://www.gsccca.org/file/family-violence-forms/>.

#### *Obtaining a Stalking Protective Order*

The state of Georgia prohibits stalking. Individuals who experience stalking may petition the court for an order of protection against a stalker. A stalking protective order is a court document that requires an individual to stop engaging in stalking behavior. A stalking protective order is typically for up to one year but can be extended for three years or be permanent. Contact the Women's Law Center or the National Domestic Violence Hotline at 1.800.799.7233 for resources for completing a protective order.

#### *Obtaining a Family Violence Protective Order*

The Georgia Family Violence Act is a law to protect people who are abused by present or past spouses, 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. It can also be used to get temporary custody, financial support, and other assistance for the abused person.

A Temporary Protective Order (TPO) is a court document that requires an individual to stop engaging in domestic violence, dating violence, or stalking. A TPO is typically for one year but can be extended for three years or be permanent.

Separate from protective orders, the University can in some cases issue a "no contact" order pending the outcome of a University investigation. Such a directive serves as notice to the party on which it is served that he or she must not have verbal, electronic, written, or third-party communication with the other. To request information about a University no contact order, contact the dean of students at 912.525.6980 for the Savannah and Lacoste campuses, or 404.253.3432 for the Atlanta campus.

### **Written Notifications That Will Be Made Available**

When a student or employee reports to the University that the student or employee has been a victim of sexual assault, domestic violence, dating violence, or stalking, the University will provide the student or employee with written notification about the student's or employee's rights and options.

The University will also provide written notification to victims about available options for, assistance in, and how to request changes to academic, living, transportation, and working situations, or protective measures. Following an alleged sex offense, the University will comply with a student's reasonable request for a living and/or academic situation change, if they are reasonably available, regardless of whether the individual chose to report the crime to Department of University Safety or the local police. The University determines which measures are reasonably available and necessary for a particular individual on a case-by-case basis determined by the SCAD Title IX Coordinator for student-and employee-related incidents.

In addition, the University will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to victims, both within the institution and in the community. Specific contact information follows:

#### **Counseling, Health, and Mental Health Services**

##### **Atlanta Resources:**

SCAD Counseling and Student Support Services – Atlanta Location  
1600 Peachtree St. NW  
First Floor  
Atlanta, Ga.  
404.253.3210  
[atlcounseling@scad.edu](mailto:atlcounseling@scad.edu)

AID Atlanta  
1605 Peachtree St. NE  
Atlanta, Ga. 30309  
404.870.7700

Good Samaritan Health Center  
1015 Donald Lee Hollowell Pkwy.  
Atlanta, Ga. 30318  
404.523.6571

TO Vinson Health Center  
440 Winn Way  
Decatur, Ga. 30030  
404.294.3762

**Savannah Resources:**

SCAD Counseling and Student Support Services – Savannah Location  
Ruskin Hall: 516 Drayton St.  
Victory Village: 1 W. Victory Dr.  
Savannah, Ga.  
912.525.6971  
counseling@scad.edu

Heads Up Guidance Services (HUGS)  
706 Wheaton Street  
Savannah, Ga.  
912.507.8576  
info@headsupsavannah.org

J.C. Lewis Primary Health Care Center Inc.  
125 Fahm St.  
Savannah, Ga. 31401  
912.495.8887  
jbgaffney@jclewishealth.org

**Victim Advocacy Services and Private Legal Assistance**

**Atlanta Resources:**

Grady Rape Crisis Center  
Atlanta, Ga. 30303  
404.616.4861 (Crisis)  
404.616.3521 (Admin)

Legal Aid Atlanta  
54 Ellis St. NE  
Atlanta, Ga. 30303  
404.524.5811  
<https://atlantalegalaid.org/>

Georgia Legal Services Program – Atlanta Office  
104 Marietta Street, Suite 250  
Atlanta, Ga. 30303  
404.206.5175 or 1.800.498.9469  
<https://www.glsp.org/>

**Savannah Resources:**

Rape Crisis Center of the Coastal Empire, Inc.  
Savannah, Ga. 31416  
912.233.7273 (Crisis)  
888.241.7273 (Toll-free)  
912.233.8455 (Admin)  
admin@rccsav.org www.rccsav.org

Georgia Legal Services Program – Savannah Office  
6602 Abercorn St., #203  
Savannah, Ga. 31405  
912.651.2180

**State and National Resources:**

Center for Suicide Awareness  
Text HOPELINE to 741741

Georgia Crisis and Access Line  
800.715.4225

Love Is Respect National Dating Abuse Hotline  
866.331.9474  
loveisrespect.org

National Domestic Violence Hotline  
800.799.SAFE (7233)  
800.787.3224 (TTY)  
thehotline.org

National Suicide Prevention Lifeline  
800.273.TALK (8255)

RAINN National Sexual Assault Crisis Hotline  
800.656.HOPE (4673)  
rainn.org/get-help/national-sexual-assault-hotline

**Visa and Immigration Assistance**

**Atlanta Resources:**

SCAD International Student Services Office – Atlanta Location  
1600 Peachtree St., NW  
Atlanta, Ga. 30309  
404.253.3104  
issoatl@scad.edu

Legal Aid Atlanta  
54 Ellis St. NE  
Atlanta, Ga. 30303  
404.524.5811  
<https://atlantalegalaid.org/>

Georgia Legal Services Program – Atlanta Office  
104 Marietta St., Suite 250  
Atlanta, Ga. 30303  
404.206.5175  
<https://www.glsp.org/>

**Savannah Resources:**

SCAD International Student Services Office – Savannah Location  
548 E. Broughton St.  
Savannah, Ga. 31401  
912.525.7304  
isso@scad.edu

Georgia Legal Services Program – Savannah Office  
6602 Abercorn St., #203,  
Savannah, Ga. 31405  
912.651.2180

**Student Financial Aid Services**

SCAD Student Success Department – All Locations  
912.525.5820  
advisement@scad.edu

SCAD Student Financial Services Department – All Locations  
financialaid@scad.edu

**Protecting Confidentiality**

The University will complete publicly available record keeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the parties. 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.

The University will also maintain as confidential any accommodation or protective measure provided to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodation or protective measure. The Title IX Coordinator, in consultation as needed with other appropriate University employees will consider a number of factors in determining what information needs to be disclosed and to whom.

**Grievance Process for Addressing Allegations of Sexual Misconduct  
(Including Sexual Assault, Dating Violence, Domestic Violence, and Stalking)**

The process that the Savannah College of Art and Design (the "University") adheres to for investigating and responding to Complaints of violations of the Sexual Misconduct Policy (the "Policy"), including the procedures related to the provision of Supportive Measures and imposition of disciplinary measures against an individual alleged to be responsible for a violation, is set out in this Grievance Process for the Sexual Misconduct Policy (the "Grievance Process").

Unless resolved through Informal Resolution, the University will investigate the allegations in any Complaint in a prompt, Fair, and impartial manner, with one or more internal or external Investigators. Following the investigation, a determination regarding responsibility will be made in accordance with the Grievance Process. If there is a determination of responsibility, the University will determine sanctions and remedies as appropriate. The Grievance Process provides for an appeals process.

\*For Applicable Definitions relating to this Grievance Process see **Appendix C** of this Report.

I. *Burden of Proof*

The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the University and not on the parties. It is presumed that the Respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the Grievance Process.

II. *No Conflicts of Interest*

The TIX Coordinator(s) will perform their duties neutrally and without conflict of interest or bias. Any individual designated as an Investigator, Decision Maker(s) (including Hearing Officers, Sanctioning Officers, and Appeal Officers), or any person designated to facilitate the Informal Resolution process, may not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent.

III. *Interim Suspension/Emergency Removal*

The University may remove a Respondent who is a Student from the Education Program or Activity on an emergency basis in accordance with applicable student conduct code provisions. As required by Title IX, before doing so in cases alleging Sexual Misconduct (as defined by the Policy), the University must undertake an individualized safety and risk analysis, determine that an immediate threat to the physical health or safety of any Student or other individual arising from the allegations of Sexual Misconduct justifies removal, and provide the Student Respondent with notice and an opportunity to challenge the decision immediately following the removal.

IV. *Administrative Leave*

Section 812 of the Staff Handbook and the Faculty Handbook provide procedures for placing an employee on administrative leave during the pendency of an investigation or grievance process.

V. *Advisors*

The parties have the opportunity to be accompanied to any meeting or Proceeding by the Advisor of their choice, who may be, but is not required to be, an attorney. The University will not limit the choice or presence of an Advisor for either party in any meeting or Proceeding, except that the Advisor may not be a party or witness or an individual who would otherwise create a conflict of interest. Advisors must comply with any rules of decorum set forth by the University.

At the live hearing, each party's Advisor will conduct cross-examination on behalf of the party, as described in Section XII.D.1. If a party does not have an Advisor present at the live hearing, the University will provide, without fee or charge to that party, an Advisor of the University's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

VI. *Notice of Complaint*

Upon receipt of a Complaint, the University will provide the following written notice to the parties identified in the Complaint:

- A. Notice of the University's Grievance Process, including the Informal Resolution process.
- B. Notice of the allegations of Sexual Misconduct, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting Sexual Misconduct, and the date and location of the alleged incident, if known.
- C. Notice that, under the Grievance Process, the Respondent is not treated as responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the Grievance Process.
- D. Notice to the parties that they may have an Advisor of their choice, who may be, but is not required to be, an attorney, and may inspect and review evidence.
- E. Notice of the provision in the applicable Grievance Procedure consistent with Section XV, below, that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

The University will provide an amended notice of the allegations to the parties if additional allegations arise in the course of an investigation about the Complainant or Respondent that were not included in the original notice, or remove charges that were included in the original notice.

VII. *Dismissal of Complaint*

If the conduct alleged in the Complaint would not constitute Sexual Misconduct, if proved, then the Complaint must be dismissed by the TIX Coordinator, but the University may still address the conduct under other provisions of its policies and codes of conduct, as applicable. If the conduct alleged in the Complaint did not occur in the University's Education Program or Activity or did not occur against a person in the United States, then the University must dismiss the Complaint with regard to that conduct for purposes of Title IX Sexual Harassment, but such a dismissal does not preclude action under another provision of the Policy or any other code of conduct, as applicable. The University may dismiss a Complaint or any allegations therein if at any time during the investigation or hearing if a Complainant notifies the TIX Coordinator in writing that the Complainant would like to withdraw the Complaint or any allegations therein; the Respondent is no longer enrolled or employed by the University; or specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Complaint or allegations therein. Upon dismissal, the University will promptly send written notice of the dismissal and the reason(s) simultaneously to the parties as well as procedures related to appeal.

VIII. *Consolidation of Cases*

The University may, at the discretion of the TIX Coordinator, consolidate Complaints as to allegations of Sexual Misconduct against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Sexual Misconduct arise out of the same facts or circumstances. Where a grievance process involves more than one Complainant or more than one Respondent, references in the Policy and Grievance Process to the singular "party," "Complainant," or "Respondent" include the plural, as applicable.

IX. *Notice of Meetings and Timeframes*

The University will provide to a party whose participation is invited or expected written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate.

The University will establish reasonably prompt timeframes for conclusion of the Grievance Process, including reasonably prompt timeframes for filing and resolving appeals and Informal Resolution processes. The University seeks to resolve all Complaints generally within 120 business days of the filing of the Complaint. All time frames expressly outlined in the Policy and this Grievance Process are meant as guidelines rather than rigid requirements. At the discretion of the University, the grievance process may be temporarily delayed and limited extensions of timeframes may be granted for good cause shown with written notice to the Complainant and the Respondent of the delay or extension and the reasons for the action. Good cause may include, but is not limited to, considerations such as the absence of a party, Advisor, or a witness; concurrent law enforcement activity; the need

for language assistance or accommodation of disabilities; exam periods; or breaks in the University's calendar. No party may unreasonably delay the grievance process due to unavailability of an Advisor.

X. *Informal Resolution*

With the exception of allegations that an Employee engaged in Sexual Misconduct against a Student, the University may, at any time prior to reaching a determination regarding responsibility after the filing of a Complaint, facilitate a voluntary, Informal Resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the following conditions are met:

- A. *Notice.* The University will provide to the parties a written notice disclosing the allegations; the requirements of the Informal Resolution process including the circumstances under which it precludes the parties from resuming a Complaint arising from the same allegations; the right of any party to withdraw from the Informal Resolution process and resume the Grievance Process with respect to the Complaint prior to agreeing to a resolution; and any consequences resulting from participating in the Informal Resolution process, including the records that will be maintained or could be shared.
- B. *Timely and Equal Access.* The University will provide timely and equal access to the Complainant, the Respondent, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.
- C. *Voluntary Consent.* The University will obtain the parties' voluntary, written consent to the Informal Resolution process.
- D. *Timeframe.* Informal Resolution will be completed within approximately 60 days of the parties' agreement to participate in Informal Resolution, but the University may extend the timeframe for good cause.

XI. *Investigation Process*

Sexual Misconduct investigations will involve an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a Complainant, Respondent, or witness. The parties will have an equal opportunity to present witnesses and other inculpatory and exculpatory evidence. The University will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence, as long as such conduct is not harassing or retaliatory.

- A. *Review of Evidence:* The University will provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the Complaint. This includes the evidence upon which the University does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the University will make available to each party and each party's Advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have 10 calendar days to submit a written response, which the Investigator will consider prior to completion of the investigative report. At the discretion of the Investigator, additional investigative steps may be taken in light of the parties' written responses.
- B. *Medical Records:* The University will not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the University obtains that party's voluntary, written consent to do so.
- C. *Past Sexual History:* Evidence about the Complainant's sexual predisposition or prior sexual behavior is not relevant, unless (1) questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or (2) the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.
- D. *Privilege:* The University will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
- E. *Investigative Report:* At the conclusion of the investigation, the Investigator will create an investigative report that fairly summarizes relevant evidence. Ten (10) days prior to a hearing, as applicable, the University will send to each party and each party's Advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

XII. *Decision-Making Process*

After an Investigation of a Complaint, the following procedures apply:

- A. *Notice of Decision-Making Process.* After the investigation is complete, the TIX Coordinator(s) will send to each party and each party's Advisor, if any, a notice and description of this decision-making process and the expected timeframe for the process.
- B. *Standard of Evidence.* The standard of evidence for all cases of Sexual Misconduct is preponderance of the evidence, which means whether it is more likely than not that Sexual Misconduct occurred.
- C. *Production of Evidence.* All evidence subject to the parties' inspection and review at the conclusion of the investigation will be available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.
- D. *Live Hearings.* The University will provide a live hearing, which can be accomplished remotely using technology. At the live hearing, the Hearing Officer(s) will provide the parties with an opportunity to make opening and closing statements, including statements about the impact of the matter on them and the requested sanctions or remedies, as applicable. An Investigator will be a witness at the hearing.
  1. *Independent Hearing Officer(s).* The Hearing Officer(s) cannot be the same person(s) as the TIX Coordinator(s) or the Investigator(s).
  2. *Questioning by the Hearing Officer(s).* The Hearing Officer(s) will ask questions of the parties and any witnesses.
  3. *Cross-Examination.* At the live hearing, the Hearing Officer(s) will permit each party's Advisor to ask the other party and any witnesses relevant questions and follow-up questions, including those challenging the credibility of each party or witness. Such cross-examination at the live hearing will be conducted directly, orally, and in real time by the party's Advisor of choice and never by a party personally, notwithstanding the discretion of the University to otherwise restrict the extent to which Advisors may participate in the Proceedings. Advisors must comply with any rules of decorum set forth by the University. If a party or witness does not submit to cross-examination at the live hearing, the Hearing Officer(s) must not rely on any statement of that party or witness in reaching a determination regarding responsibility. The Hearing Officer(s) cannot draw an inference relevant to the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.
  4. *Provision of Advisors to Conduct Cross-Examination.* If a party does not have an Advisor present at the live hearing, the University will provide without fee or charge to that party an Advisor of the University's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.
  5. *Relevance Determinations.* Only relevant cross-examination and other questions may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a cross-examination or other question, the Hearing Officer(s) will first determine whether the question is relevant and explain any decision to exclude a question as not relevant. The Hearing Officer(s) will provide the parties an opportunity to submit questions in advance of the hearing, which may allow the Hearing Officer(s) to make expedited relevancy determinations, but such submission will not restrict the parties' Advisors from asking other relevant cross-examination and questions of a party or witness at the live hearing directly, orally, and in real time. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless (1) such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or (2) the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.
  6. *Separate Locations.* The University will provide for the live hearing to occur with the parties located in separate rooms with technology enabling the Hearing Officer(s) and parties to simultaneously see and hear the party or the witness answering questions. All parties, witnesses, and other participants will appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other. The University retains discretion to conduct the live hearing with all parties physically present in the same geographic location.
  7. *Recording.* The University will create an audio or audiovisual recording, or transcript, of any live hearing and make it available to the parties and the Decision Maker(s) for inspection and review. The recording will be maintained in accordance with the record-keeping requirements in Section X of the Policy.
- E. *Determination Regarding Responsibility.*
  1. *Determinations.* After the live hearing, the Hearing Officer(s) will draw conclusions regarding the application of the Policy and the University's code of conduct, as applicable, to the facts, and will make determinations regarding responsibility.
  2. *Referral to Sanctioning Officer(s).* If there is a finding of responsibility, the Hearing Officer(s) will refer the matter to the Sanctioning Officer(s).

F. *Sanctioning.*

1. *Independent Sanctioning Officer(s).* The Sanctioning Officer(s) cannot be the same person(s) as the TIX Coordinator(s), or the Investigator(s).
2. *Determinations.* The Sanctioning Officer(s) will determine sanctions and remedies. Sanction(s) will be structured to end the conduct and prevent its recurrence by the Respondent. Remedies will be designed to remedy the effects on the Complainant and the University community. Not all violations will be deemed equally serious offenses, and the University reserves the right to impose different sanctions and remedies depending on the severity of the offense. A list of sanctions is provided below.

G. *Written Determinations.* The Decision Maker(s) will issue a written determination regarding responsibility, using the preponderance of the evidence standard. The University will provide the written determination to the parties simultaneously. If an appeal is filed, the determination regarding responsibility becomes final on the date that the University provides the parties with the written determination of the result of the appeal. If an appeal is not filed, the determination regarding responsibility becomes final on the date on which an appeal would no longer be considered timely. The written determination must include:

1. Identification of the allegations potentially constituting Sexual Misconduct;
2. A description of the procedural steps taken from the receipt of the Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the Policy and the University's code of conduct, as applicable, to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility;
6. Any disciplinary sanctions the University will impose on the Respondent, and whether remedies designed to restore or preserve equal access to the Education Program or Activity will be provided to the Complainant.
7. The procedures and permissible bases for the Complainant and Respondent to appeal.

H. *Possible sanctions*

Any one or more of the sanctions listed here may be imposed when there is a violation under the Policy. Sanctions are assessed in response to the specific violation(s) and any prior disciplinary history of the Respondent. Some of the sanctions listed are applicable only to Students or Employees, as indicated.

Possible sanctions include, but are not limited to:

1. **Warning:** Written notice that the Respondent's behavior was in violation of the Policy and/or other University policy and that future violations will result in more severe sanctions.
2. **Restitution:** Reimbursement by the Respondent(s) to the University to cover the cost of damage to property or other loss.
3. **Educational Program/Project:** Programs and activities designed to help the Respondent become more aware of University policies and help the Respondent understand the inappropriateness of their conduct, including, but not limited to, participation in an educational program or completion of an online program.
4. **Referral for Counseling:** A referral for an assessment with a trained therapist and a mandate to follow any recommendations resulting from the counseling.
5. **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, intercollegiate athletics, intramural programs, and student organizations.
6. **Restricted Access:** Conditions that specifically dictate and limit the Respondent'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.
7. **Removal of Offending Cause:** Requirement to remove the item that was the subject of the Complaint.
8. **Revocation of institutionally funded scholarships and/or grants (Students only).**
9. **Relocation or Removal from Residence Halls (Students only):** Requirement that the Respondent relocate to another residence hall or off campus by a specified date.
10. **Conduct Probation (Students only):** Formal, written notice that the Respondent's behavior is in violation of the Policy or other University policy and an expectation that the Respondent exhibit good behavior for a defined period of time. Any violation during the probationary period may result in suspension or expulsion from the University.

11. **Employment Probation** (Employees only): 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.
12. **Suspension** (Students only): Separation from the University for a defined period of time. During the suspension period the Respondent 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.
13. **Suspension Without Pay** (Employees only): Separation of employment for a defined period of time without pay for the time of separation.
14. **Employment Termination** (Employees only): Permanent separation of the Employee from the University if the Respondent is a non-Student Employee and permanent separation of the Employee from their Student position if the Respondent is a Student.
15. **Expulsion** (Students only): Permanent separation from the University. A Respondent who has been expelled is not permitted on campus and is not permitted to participate in any University-sponsored or -affiliated program or activity.

I. *Sanctions for Sexual Assault*

Although it is not possible to outline the specific sanctions that will be imposed in all Sexual Assault cases, the following Sexual Assault sanctioning guidelines have been established to provide notice to the University community and provide context for the Sanctioning Officer or process in determining appropriate sanctions.

Sexual Assault Sanctioning Guidelines:

1. Students: minimum one-year suspension (or duration that Complainant is enrolled at the University, whichever is longer).
2. Faculty/Staff: minimum of suspension without pay and potential termination for cause.

J. *Remedies.*

Remedies will be designed to restore or preserve equal access to the University's educational programs and activities. Such remedies may include Supportive Measures but may also be disciplinary or punitive.

The TIX Coordinator is responsible for oversight of the effective implementation of any sanctions and remedies. Failure to comply with sanctions may be considered an additional violation of the Policy on Sexual Misconduct and/or may lead to additional sanctions under general University codes of conduct, handbooks, or policies.

XIII. *Appeals*

The University will offer both parties an appeal from a determination regarding responsibility, and from a dismissal of a Complaint or any allegations therein. The opportunity to submit an Appeal is not provided to simply refute or express dissatisfaction with the outcome of the hearing; rather, the following procedures apply:

- A. *Bases for Appeal.* An appeal may be made on the following bases:
  1. Procedural irregularity that affected the outcome of the matter;
  2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made that could affect the outcome of the matter; and
  3. The TIX Coordinator(s), Investigator(s), Hearing Officer(s), or Sanctioning Officer(s) had a conflict of interest or bias that affected the outcome of the matter.
- B. *Notification.* The TIX Coordinator(s) or designated official will notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.
- C. *Appeal Officer.* The Appeal Officer, who is the Decision Maker(s) for the appeal, will not be the same person as the Hearing Officer(s), Sanctioning Officer(s), the Investigator(s), or the TIX Coordinator(s). The Appeal Officer must be free of conflict of interest or bias and will receive training as Decision Maker(s).
- D. *Written Statements.* Both parties will have a reasonable, equal opportunity to submit a written statement in support of or challenging the outcome. A party desiring to appeal the outcome may submit a written appeal to the TIX Coordinator within three (3) days of the party's receipt of the written determination regarding responsibility, and the non-appealing party may submit his or her response to the TIX Coordinator within three (3) days of receipt of the appealing party's response. The TIX Coordinator will forward the parties' written statements to the Appeal Officer.
- E. *Written Decision.* The Appeal Officer will issue a written decision describing the result of the appeal and the rationale for the result, and the written decision will be provided simultaneously to both parties and the TIX Coordinator. The Appeal Officer's

decision is final and is not subject to further appeal.

- F. *Timeframe for Appeals.* The appellant and appellee will generally be notified in writing of the outcome of the appeal within ten (10) business days of receipt of the appellee's response statement, but the University may extend the timeframe for good cause.

XIV. *Confidentiality*

Complaints and investigations under the Policy are treated as confidential by the University. The University complies with the Family Educational Rights and Privacy Act (FERPA) and other applicable privacy laws at all times in the course of investigations. The University will keep confidential the identity of any individual who has made a Report or Complaint of Sexual Misconduct, any Complainant, any individual who has been reported to be the perpetrator of Sexual Misconduct, any Respondent, and any witness, except as may be permitted by FERPA, or as required by law, or in order to conduct any investigation, hearing, or judicial proceeding arising from the Policy. The University complies with the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act and the Violence Against Women Act with respect to reporting and disclosure of campus security information. The University will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence, as long as such conduct is not harassing or retaliatory. The investigation, investigation report, and Proceedings are considered confidential.

Additional information about confidentiality is set forth in the Policy.

XV. *False Information*

Knowingly making a materially false statement or submitting false information in bad faith during the Grievance Process is prohibited. However, a determination regarding responsibility alone is not sufficient to charge any party with making a materially false statement in bad faith.

XVI. *Training*

TIX Coordinator(s), Investigator(s), Decision Maker(s), and any person who facilitates an Informal Resolution process will receive training on the definitions of terms used in the Policy; the scope of the University's Education Program or Activity; issues related to dating violence, domestic violence, sexual assault, and stalking; how to conduct an investigation and grievance process including hearings, appeals, and Informal Resolution processes, as applicable, that protects the safety of Complainants and promotes accountability; and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The University also will ensure that Investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. Decision Maker(s) will receive training on any technology to be used at a live hearing, as applicable, and on issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant. Any materials used to train TIX Coordinator(s), Investigator(s), Decision Maker(s), and any person who facilitates an Informal Resolution process will not rely on sex or gender stereotypes and will promote impartial investigations and adjudications of Complaints of Sexual Misconduct.

XVII. *Truthfulness/Amnesty for Alcohol and Other Drug Violations*

Individuals may be hesitant to report conduct that they have experienced or witnessed, to participate, or to speak truthfully because they fear University disciplinary action due to their own consumption of alcohol or other drugs at or near the time of the incident. To encourage truthfulness in reporting, an individual who reports Sexual Misconduct or participates in this Grievance Process, either as a Complainant, a Respondent, or a witness, will not be subject to disciplinary action by the University for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. Educational options will be explored, but no conduct proceedings or record will result. However, records regarding the provision of amnesty will be maintained.

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## **Additional Information about Sex Offenses**

### **Alleged Victim of Crime of Violence**

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.

### **Sex Crime 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.

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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## Appendix A: Definition of Clery Act Geography and Clery Act Offenses

### Clery Act Geography

#### 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. The SCAD Savannah campus is located within the city of Savannah and has no defined campus apart from the various buildings it owns or controls and uses in relation to its educational purposes. The SCAD Atlanta campus is located within the Midtown Atlanta area of the City of Atlanta and has no defined campus apart from the various buildings it owns or controls and uses in relation to its educational purposes. In regards to the SCAD Lacoste campus, the campus has a predominant geographical presence within the Village of Lacoste, France; therefore, the village of Lacoste is recognized as the established campus geography for SCAD Lacoste.

#### Noncampus

Noncampus 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.

#### 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.

### Clery Act Offenses

#### Clery Act Crimes

- **Murder and Non-Negligent Manslaughter**

The willful (non-negligent) killing of a human being by another. Note: Deaths caused by negligence, attempts to kill, suicides, accidental deaths, traffic fatalities, fetal deaths, and justifiable homicides are excluded.

- **Manslaughter by Negligence**

The killing of another person through gross negligence. Note: Deaths caused by the person's own negligence, accidental deaths not resulting from gross negligence, and traffic fatalities are excluded.

- **Sexual Assault (Sex Offenses)**

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

- Rape is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- Fondling is the touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity. (Note: Fondling is recognized as an element of the other sex offenses. Therefore it is reported as Fondling if it is the only sex offense).
- Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

- **Robbery**

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

- **Aggravated Assault**

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

- **Burglary**

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

- **Motor Vehicle Theft**

The theft or attempted theft of a motor vehicle.

- **Arson**

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

- **Dating Violence**

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

- **Domestic Violence**

Domestic Violence is defined as a felony or misdemeanor crime of violence committed 1. by a current or former spouse or intimate partner of the victim; 2. by a person with whom the victim shares a child in common; 3. by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; 4. by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; 5. by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- **Stalking**

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress. For the purposes of this definition: 1. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. 2. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. 3. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

### **Clery Act Reportable Arrests and Referrals**

- **Drug Abuse Violations**

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

- **Liquor Law Violations**

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

- **Weapons Violation**

Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

### **Clery Act Reportable Hate Crime**

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks or African Americans, whites.
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or non-existence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
- **Sexual Orientation.** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- **Gender.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

- **Gender Identity.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **Ethnicity.** A preformed negative opinion or attitude toward a group of people whose members identify with each other through a common heritage, often consisting of a common language, common culture (often including a shared religion), and/or ideology that stresses common ancestry.
- **National Origin.** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias:

- Murder and Non-Negligent Manslaughter
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- *Larceny-Theft*
- *Simple Assault*
- *Intimidation*
- *Destruction/Damage/Vandalism of Property*

**Larceny-Theft (Except Motor Vehicle Theft):** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.

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

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

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

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## **Appendix B: State Law Definition of Certain Sexual Offenses**

### **Consent O.C.G.A. 16-1-3**

The state of Georgia does not define “Consent” in reference to sexual activity. Although Georgia law does not define consent, it does define not giving consent. Under Georgia law, failure to give consent is a person not voluntarily yielding, while knowing the essential facts, to the proposal of the perpetrator in a circumstance that requires the person’s concurrence. It is not lawful to gain someone’s consent by force, coercion, intimidation or drugging. Minors under the age of 16 cannot and are unable to lawfully give their consent.

### **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.”

### **Stalking**

The State of Georgia defines “Stalking” and “Aggravated Stalking” as follows:

#### **Stalking, O.C.G.A. § 16-5-90**

(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.

(a)(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.”

#### **Aggravated Stalking, O.C.G.A. § 16-5-91**

A person commits the offense of aggravated stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, good behavior bond, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the behavior described in this subsection, 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.

## **Sexual Assault**

The State of Georgia does not have a single "Sexual Assault" definition but rather defines the following sexual crimes:

### **Rape, O.C.G.A. § 16-6-1**

A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The fact that the person allegedly raped is the wife of the defendant shall not be a defense to a charge of rape.

### **Statutory Rape, O.C.G.A. § 16-6-3**

A person commits the offense of statutory rape when he or she engages in sexual intercourse with any person under the age of 16 years and not his or her spouse, provided that no conviction shall be had for this offense on the unsupported testimony of the victim.

### **Sodomy; Aggravated Sodomy, O.C.G.A. § 16-6-2**

(a) (1) A person commits the offense of sodomy when he or she performs or submits to any sexual act involving the sex organs of one person and the mouth or anus of another. (2) A person commits the offense of aggravated sodomy when he or she commits sodomy with force and against the will of the other person or when he or she commits sodomy with a person who is less than ten years of age. The fact that the person allegedly sodomized is the spouse of a defendant shall not be a defense to a charge of aggravated sodomy.

### **Sexual assault by persons with supervisory or disciplinary authority, O.C.G.A. § 16-6-5.1**

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 [defined below as pre-kindergarten through 12th grade] 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 community supervision office, county juvenile probation office, Department of Justice juvenile probation office, or probation office under Article 6 of Chapter 8 of Title 42 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 such 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. ... (e) Consent of the victim shall not be a defense to a prosecution under this Code section.

Note:

- Actor means a person accused of sexual assault.
- Intimate parts means the genital area, groin, inner thighs, buttocks, or breasts of a person.
- Sexual contact means any contact between the actor and a person not married to the actor involving the intimate parts of either person for the purpose of sexual gratification of the actor.
- School means any educational program or institution instructing children at any level, pre-kindergarten through 12th grade, or the equivalent thereof if grade divisions are not used.

### **Sexual battery, O.C.G.A. § 16-6-22.1**

(a) For the purposes of this Code section, the term 'intimate parts' means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. (b) A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.

### **Aggravated sexual battery, O.C.G.A. § 16-6-22.2**

(a) For the purposes of this Code section, the term 'foreign object' means any article or instrument other than the sexual organ of a person. (b) A person commits the offense of aggravated sexual battery when he or she intentionally penetrates with a foreign object the sexual organ or anus of another person without the consent of that person.

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## Appendix C: Applicable Definitions for the Sexual Misconduct Grievance Process

*Advisor:* an individual who accompanies a party to any meeting or Proceeding under this Policy. The parties have the opportunity to be accompanied by one (1) Advisor of their choice, who may be, but is not required to be, an attorney. The University will not limit the choice or presence of an Advisor for either party in any meeting or Proceeding, except that the Advisor may not be a party or witness or an individual who would otherwise create a conflict of interest. The Grievance Process addresses the role of Advisors in live hearings.

*Appeal Officer(s):* a Decision Maker charged with deciding appeals.

*Complainant:* an individual who is alleged to be the victim of conduct that could constitute Sexual Misconduct and who files a formal complaint. With respect to allegations of Title IX Sexual Harassment, at the time of filing a Complaint, a Complainant must be participating in or attempting to participate in the Education Program or Activity of the University.

*Complaint:* a document filed by a Complainant or signed by the TIX Coordinator alleging Sexual Misconduct against a Respondent and requesting that the University investigate the allegation of Sexual Misconduct. A Complaint may be filed with the TIX Coordinator in person, by mail, or by electronic mail, by using the contact information listed in this Policy and by any additional method designated by the University, including the University's online portal. As used in this definition, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the recipient) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the Complaint. Where the TIX Coordinator signs a Complaint, the TIX Coordinator is not a Complainant or otherwise a party.

*Decision Maker(s):* a Decision Maker charged with making decisions regarding responsibility (Hearing Officer(s)), sanctions (Sanctioning Officer(s)), and appeals (Appeal Officer(s)). There may be one or more Decision Maker(s).

*Education Program or Activity:* the locations, events, or circumstances where the University exercises substantial control over both the Respondent and the context in which alleged Sexual Misconduct occurs, and also includes any building owned or controlled by a student organization that is officially recognized by the University.

*Employee:* a person who is employed by the University or has a faculty appointment at the time the alleged Sexual Misconduct occurred and at the time the Grievance Process are invoked.

*Fair:* when used to describe Grievance Process, a process in which both parties will receive notice of the allegations, an opportunity to provide evidence, and an opportunity to be heard by an unbiased Decision Maker(s) who will determine whether or not the Policy was violated.

*Hearing Officer(s):* a Decision Maker charged with overseeing the live hearing, making relevancy determinations, analyzing the facts, and making decisions regarding responsibility.

*Informal Resolution:* a voluntary, informal resolution process, such as mediation, that does not involve a full investigation and adjudication.

*Investigator(s):* the persons charged with investigating the allegations in the Complaint. The University may designate one or more Investigators who may be internal or external to the University. The Investigator will conduct an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence.

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

*Report:* a verbal or written (including electronic) communication from an individual alleging conduct that could constitute Sexual Misconduct, whether or not the individual is alleged to be the victim or target of the conduct. A Report is not a Complaint.

*Respondent:* an individual who has been alleged in a Complaint as a perpetrator of conduct that could constitute Sexual Misconduct.

*Sanctioning Officer(s):* Those charged with determining sanctions and remedies for violations of the Policy. For a Student Respondent, the Sanctioning Officer is the Vice President for Student Success (or designee). For a Faculty or Staff Respondent, the Sanctioning Officer is the Vice President for Human Resources (or designee) or a faculty review committee appointed pursuant to the Faculty Handbook.

*Student:* a person who is registered or enrolled as a student at the University (or where there is an expectation of continued enrollment) at the time the alleged Sexual Misconduct occurred and at the time a Report or Complaint is made to the University. "Current students" are those Students who were enrolled in classes within the previous five quarters.

*Supportive Measures:* non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to any individual alleging to have experienced Sexual Misconduct, or any individual accused of engaging in Sexual Misconduct before, during, or after the filing of a Complaint or where no Complaint has been filed. Such measures are designed to restore or preserve

equal access to the University's Education Program or Activity without unreasonably burdening the other party or parties, including measures designed to protect the safety of all parties or the educational environment, or deter Sexual Misconduct. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The University will maintain as confidential any Supportive Measures provided to any individual under the Policy to the extent that maintaining such confidentiality would not impair the ability of the University to provide the Supportive Measures. The TIX Coordinator(s) is responsible for coordinating the effective implementation of Supportive Measures.

*TIX Coordinator(s)*: the Title IX Coordinator and Deputy Coordinators, who are the employees designated and authorized to coordinate the University's efforts to comply with its responsibilities under the Policy. When the Title IX Coordinator is referred to in the singular within the Policy, it means only the Title IX Coordinator and not the Deputy Title IX Coordinators.

### 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/Non-negligent Manslaughter | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Manslaughter by Negligence        | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Robbery                           | 2022 | 0         | 0                      | 1               | 0          |
|                                   | 2021 | 0         | 0                      | 1               | 0          |
|                                   | 2020 | 0         | 0                      | 2               | 0          |
| Burglary                          | 2022 | 1         | 1                      | 0               | 0          |
|                                   | 2021 | 2         | 2                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Aggravated Assault                | 2022 | 1         | 1                      | 0               | 0          |
|                                   | 2021 | 1         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Motor Vehicle Theft               | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Arson                             | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Rape                | 2022 | 1         | 0                      | 0               | 0          |
|                                   | 2021 | 2         | 2                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Fondling            | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Incest              | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Statutory Rape      | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Domestic Violence                 | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |
| Dating Violence                   | 2022 | 0         | 0                      | 0               | 0          |
|                                   | 2021 | 0         | 0                      | 0               | 0          |
|                                   | 2020 | 0         | 0                      | 0               | 0          |

| Offense   | Year | On Campus | Residential Facilities | Public Property | Non-Campus |
|---|------|-----------|------------------------|-----------------|------------|
| Stalking  | 2022 | 2         | 1                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Weapons Law Arrests                                     | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Drug Law Arrests  | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 2         | 2                      | 0               | 0          |
|   | 2020 | 1         | 1                      | 0               | 0          |
| Liquor Law Arrests                                      | 2022 | 1         | 1                      | 0               | 0          |
|   | 2021 | 1         | 1                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Drug Law Violations Referred for Disciplinary Action    | 2022 | 10        | 9                      | 0               | 0          |
|   | 2021 | 4         | 4                      | 0               | 0          |
|   | 2020 | 2         | 2                      | 0               | 0          |
| Liquor Law Violations Referred for Disciplinary Action  | 2022 | 10        | 10                     | 0               | 0          |
|   | 2021 | 10        | 10                     | 0               | 0          |
|   | 2020 | 4         | 3                      | 0               | 0          |

#### HATE CRIMES — Atlanta

No hate crimes were reported in 2020, 2021 or 2022.

## 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/Non-negligent Manslaughter | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Manslaughter by Negligence        | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Robbery                           | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Burglary                          | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Aggravated Assault                | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Motor Vehicle Theft               | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Arson                             | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Sex Offenses, Rape                | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Sex Offenses, Fondling            | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Sex Offenses, Incest              | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Sex Offenses, Statutory Rape      | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Domestic Violence                 | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |
| Dating Violence                   | 2022 | -         | -                      | -               | -           |
|                                   | 2021 | -         | -                      | -               | -           |
|                                   | 2020 | 0         | 0                      | 0               | 0           |

| Offense   | Year | On Campus | Residential Facilities | Public Property | Non-campus* |
|---|------|-----------|------------------------|-----------------|-------------|
| Stalking  | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |
| Weapons Law Arrests                                     | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |
| Drug Law Arrests  | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |
| Liquor Law Arrests                                      | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |
| Drug Law Violations Referred for Disciplinary Action    | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |
| Liquor Law Violations Referred for Disciplinary Action  | 2022 | -         | -                      | -               | -           |
|   | 2021 | -         | -                      | -               | -           |
|   | 2020 | 0         | 0                      | 0               | 0           |

\*Hong Kong has no noncampus buildings. SCAD Hong Kong was closed May 30, 2020.

#### **HATE CRIMES – Hong Kong**

No hate crimes were reported in 2020, 2021 or 2022.

### 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/Non-negligent<br>Manslaughter | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Manslaughter by Negligence           | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Robbery                              | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Burglary                             | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Aggravated Assault                   | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Motor Vehicle Theft                  | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Arson                                | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Rape                   | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Fondling               | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Incest                 | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Statutory Rape         | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Domestic Violence                    | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Dating Violence                      | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |

| Offense   | Year | On Campus | Residential Facilities | Public Property | Non-Campus |
|---|------|-----------|------------------------|-----------------|------------|
| Stalking  | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Weapons Law Arrests                                     | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Drug Law Arrests  | 2022 | 1         | 1                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Liquor Law Arrests                                      | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Drug Law Violations Referred for Disciplinary Action    | 2022 | 1         | 1                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Liquor Law Violations Referred for Disciplinary Action  | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |

**HATE CRIMES — Lacoste**

No hate crimes were reported in 2020, 2021, or 2022.

### 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/Non-negligent<br>Manslaughter | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 1               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Manslaughter by Negligence           | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Robbery                              | 2022 | 1         | 0                      | 1               | 0          |
|                                      | 2021 | 0         | 0                      | 1               | 0          |
|                                      | 2020 | 2         | 0                      | 2               | 0          |
| Burglary                             | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Aggravated Assault                   | 2022 | 1         | 0                      | 2               | 0          |
|                                      | 2021 | 1         | 0                      | 1               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Motor Vehicle Theft                  | 2022 | 2         | 0                      | 7               | 0          |
|                                      | 2021 | 0         | 0                      | 2               | 0          |
|                                      | 2020 | 2         | 0                      | 0               | 0          |
| Arson                                | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Rape                   | 2022 | 5         | 5                      | 0               | 0          |
|                                      | 2021 | 1         | 1                      | 1               | 0          |
|                                      | 2020 | 2         | 2                      | 0               | 0          |
| Sex Offenses, Fondling               | 2022 | 7         | 4                      | 0               | 0          |
|                                      | 2021 | 6         | 1                      | 0               | 0          |
|                                      | 2020 | 9         | 7                      | 0               | 0          |
| Sex Offenses, Incest                 | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Sex Offenses, Statutory Rape         | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Domestic Violence                    | 2022 | 0         | 0                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 0         | 0                      | 0               | 0          |
| Dating Violence                      | 2022 | 3         | 3                      | 0               | 0          |
|                                      | 2021 | 0         | 0                      | 0               | 0          |
|                                      | 2020 | 2         | 1                      | 0               | 0          |

| Offense   | Year | On Campus | Residential Facilities | Public Property | Non-Campus |
|---|------|-----------|------------------------|-----------------|------------|
| Stalking  | 2022 | 6         | 5                      | 0               | 0          |
|   | 2021 | 6         | 5                      | 0               | 0          |
|   | 2020 | 1         | 0                      | 0               | 0          |
| Weapons Law Arrests                                     | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Drug Law Arrests  | 2022 | 2         | 2                      | 0               | 0          |
|   | 2021 | 1         | 1                      | 0               | 0          |
|   | 2020 | 7         | 7                      | 0               | 0          |
| Liquor Law Arrests                                      | 2022 | 1         | 1                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 0         | 0                      | 0               | 0          |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | 0         | 0                      | 0               | 0          |
|   | 2021 | 0         | 0                      | 0               | 0          |
|   | 2020 | 1         | 1                      | 0               | 0          |
| Drug Law Violations Referred for Disciplinary Action    | 2022 | 25        | 25                     | 0               | 0          |
|   | 2021 | 35        | 35                     | 0               | 0          |
|   | 2020 | 22        | 20                     | 0               | 0          |
| Liquor Law Violations Referred for Disciplinary Action  | 2022 | 77        | 70                     | 0               | 0          |
|   | 2021 | 65        | 64                     | 0               | 0          |
|   | 2020 | 21        | 20                     | 0               | 0          |

**HATE CRIMES — Savannah**

No hate crimes were reported in 2020, 2021 or 2022.

# FIRE SAFETY REPORT

Fires should be immediately reported to emergency personnel (Atlanta, Savannah, 911; Lacoste, 112) and then to the SCAD Department of University Safety (912.525.4500 for Savannah, SCADnow; 404.253.3333 for Atlanta, Lacoste). The Hong Kong location was closed May 30, 2020. If a fire is believed to have occurred and been extinguished, it should be reported to the SCAD Department of University Safety.

## 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.

**2022 Fire Safety Systems in SCAD Residential Facilities**

| 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    | A at The Hive        | 231 W. Boundary St.       | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | B at The Hive        | 231 W. Boundary St        | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | C at The Hive        | 231 W. Boundary St        | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | D at The Hive        | 231 W. Boundary St.       | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | E at The Hive        | 231 W. Boundary St        | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | F at The Hive        | 231 W. Boundary St        | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | G at The Hive        | 231 W. Boundary St        | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | H at The Hive        | 231 W. Boundary St.       | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | Chatham House        | 609 Abercorn 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    | Sand Victory Village | 1 W. Victory Dr.          | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | Sail Victory Village | 1 W. Victory Dr.          | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | Surf Victory Village | 1 W. Victory Dr.          | x              | x           | x                               | x                 | x               | 3                               |
| Savannah, GA    | Turner House         | 302 W. Boundary St.       | x              | x           | x                               | x                 | x               | 3                               |
| Atlanta, GA     | ACA/ SCAD House      | 1280 Peachtree St.        | x              | x           | x                               | x                 | x               | 3                               |
| Atlanta, GA     | Forty                | 40 SCAD Way               | x              | x           | x                               | x                 | x               | 4                               |
| Atlanta, GA     | Forty                | 40 SCAD Way               | x              | x           | x                               | x                 | x               | 4                               |
| Atlanta, GA     | 100 Midtown          | 100 10th St.              | x              | 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 | St. Trophime Complex | Rue St. Trophime          | x              | x           |                                 | x                 | x               | 4                               |
| Lacoste, France | Acorn Cottage        | Rue du Four               | x              | x           |                                 | x                 | x               | 4                               |
| Lacoste, France | Acorn Cottage        | Rue du Four               | x              | x           |                                 | x                 | x               | 4                               |

At the Atlanta, Lacoste, and Savannah campuses, there are smoke detectors in each student room as well as in common areas. All fire systems are monitored by outside alarm companies. In the event of a fire alarm, the respective campus fire department is notified of any fire alarm(s). All university residence halls are 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 that evaluates and services equipment as needed.

KnoxBoxes 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.

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

Unannounced fire drills are conducted each year at all campuses. All persons inside the residence hall during fire 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. Fire training is conducted every year for all resident assistants and residence directors.

### **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), electric skillet, George Foreman-style grilling machines, hot-air popcorn poppers, portable stove burners, non-thermostat-controlled coffeemakers, refrigerators larger than 4.4 cubic feet (Note: MicroFridges®, which include microwaves, are permitted in residence halls).
- g. Non-UL-approved power-strip extension cords

Prohibited behavior: 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® rental 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.

### **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.

**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, one 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.

| <b>On-campus Fire</b> | <b>2020</b> | <b>2021</b> | <b>2022</b> |
|-----------------------|-------------|-------------|-------------|
| Savannah              | 0           | 2           | 4           |
| Atlanta               | 0           | 0           | 3           |
| Lacoste               | 0           | 0           | 0           |

## 2020 Statistics and Related Information Regarding Fires in Residential Facilities

| Location        | Facility                                 | Address                           | Total Fires | Fire Number | Cause of Fire | Number of Injuries | Number of Deaths | Value of Property Damage |
|-----------------|--|-----------------------------------|-------------|-------------|---------------|--------------------|------------------|--------------------------|
| Savannah, Ga.   | Apiary at The Hive                       | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Bumble at The Hive                       | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Colony at The Hive                       | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Dance at The Hive                        | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Everest at The Hive                      | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Flower at The Hive                       | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Garden at The Hive                       | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Honey at The Hive                        | 121 W. Boundary St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Barnard Village                          | 3121 Barnard St.                  | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Boundary Village                         | 701 W. Jones St.                  | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Forsyth House                            | 715 Barnard St.                   | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Oglethorpe House                         | 201 W. Oglethorpe Ave.            | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Pulaski House                            | 328 Barnard St.                   | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Montgomery House                         | 3515 Montgomery St.               | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Surf at Victory Village                  | 1. W. Victory St.                 | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Sand at Victory Village                  | 1. W. Victory St.                 | 0           |             |               |                    |                  |                          |
| Savannah, Ga.   | Sail at Victory Village                  | 1. W. Victory St.                 | 0           |             |               |                    |                  |                          |
| Atlanta, Ga.    | Spring House                             | 1470 Spring St.                   | 0           |             |               |                    |                  |                          |
| Atlanta, Ga.    | ACAD Residence Hall of SCAD / SCAD House | 1280 Peachtree St.                | 0           |             |               |                    |                  |                          |
| Atlanta, Ga.    | FORTY                                    | 40 SCAD Way                       | 0           |             |               |                    |                  |                          |
| Atlanta, Ga.    | Brookwood Terrace                        | 15 Standish Dr.                   | 0           |             |               |                    |                  |                          |
| Atlanta, Ga.    | 100 Midtown                              | 100 10th St.                      | 0           |             |               |                    |                  |                          |
| Lacoste, France | La 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           |             |               |                    |                  |                          |
| Lacoste, France | Acorn Cottage                            | Rue du Four                       | 0           |             |               |                    |                  |                          |
| Hong Kong       | Hong Kong Gold Coast Residences          | Castle Peak Rd. (Castle Peak Bay) | 0           |             |               |                    |                  |                          |

## 2021 Statistics and Related Information Regarding Fires in Residential Facilities

| Location        | Facility                | Address                   | Total Fires | Fire Number | Cause of Fire         | Number of Injuries | Number of Deaths | Value of Property Damage |
|-----------------|-------------------------|---------------------------|-------------|-------------|-----------------------|--------------------|------------------|--------------------------|
| Atlanta, Ga.    | 100 Midtown             | 100 10th St.              | 0           |             |                       |                    |                  |                          |
| Atlanta, Ga.    | FORTY                   | 40 SCAD Way               | 1           |             | Dryer malfunction     | 0                  | 0                | \$12,886.33              |
| Atlanta, Ga.    | SCAD House              | 1280 Peachtree St. NW     | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Acorn Cottage           | Rue du Four               | 0           |             |                       |                    |                  |                          |
| Lacoste, France | La Maison Basse         | Chemin de la Maison Basse | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Fortune          | Rue du Four               | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Murier           | Rue St. Trophime          | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Olivier Lower    | Rue St. Trophime          | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Olivier Upper    | Rue St. Trophime          | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Omelette         | Rue du Four               | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Pitot            | Rue de la Frecado         | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Renard           | Rue du Four               | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Maison Riera            | Rue Basse                 | 0           |             |                       |                    |                  |                          |
| Lacoste, France | Masion St. Trophime     | Rue Haute                 | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Apiary at The Hive      | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Barnard Village         | 3121 Barnard St.          | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Boundary Village        | 701 W. Jones St.          | 1           |             | Microwave malfunction | 0                  | 0                | \$450.00                 |
| Savannah, Ga.   | Bumble at The Hive      | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Colony at The Hive      | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Dance at The Hive       | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Everest at The Hive     | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Flower at The Hive      | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Garden at The Hive      | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Honey at The Hive       | 121 W. Boundary St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Montgomery House        | 3515 Montgomery St.       | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Oglethorpe House        | 201 W. Oglethorpe Ave.    | 1           |             | Gas valve in Rations  | 0                  | 0                | \$550.00                 |
| Savannah, Ga.   | Sail at Victory Village | 1 W. Victory Dr.          | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Sand at Victory Village | 1 W. Victory Dr.          | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Surf at Victory Village | 1 W. Victory Dr.          | 0           |             |                       |                    |                  |                          |
| Savannah, Ga.   | Turner House            | 302 W. Boundary St.       | 0           |             |                       |                    |                  |                          |

## 2022 Statistics and Related Information Regarding Fires in Residential Facilities

| Location        | Facility             | Address                   | Total Fires | Fire Number | Cause of Fire         | Number of Injuries | Number of Deaths | Value of Property Damage |
|-----------------|----------------------|---------------------------|-------------|-------------|-----------------------|--------------------|------------------|--------------------------|
| Savannah, Ga.   | A at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | B at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | C at The Hive        | 121 W. Boundary St.       | 1           |             | Electric blanket      |                    |                  | \$110.00                 |
| Savannah, Ga.   | D at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | E at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | F at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | G at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | H at The Hive        | 121 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Chatham House        | 609 Abercorn St.          | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Surf Victory Village | 1 West Victory Drive      | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Sand Victory Village | 1 West Victory Drive      | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Sail Victory Village | 1 West Victory Drive      | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Barnard Village      | 3121 Barnard St.          | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Boundary Village     | 701 W. Jones St.          | 2           |             | Oven fire; stove fire |                    |                  | \$635.00;<br>\$43,574.00 |
| Savannah, Ga.   | Montgomery House     | 3515 Montgomery St.       | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Oglethorpe House     | 201 W. Oglethorpe Ave.    | 0           |             | N/A                   |                    |                  |                          |
| Savannah, Ga.   | Turner House         | 302 W. Boundary St.       | 0           |             | N/A                   |                    |                  |                          |
| Atlanta, Ga.    | SCAD House           | 1280 Peachtree St.        | 0           |             | N/A                   |                    |                  |                          |
| Atlanta, Ga.    | Forty                | 40 SCAD Way               | 0           |             | N/A                   |                    |                  |                          |
| Atlanta, Ga.    | Forty Four           | 1470 Spring St.           | 0           |             | N/A                   |                    |                  |                          |
| Atlanta, Ga.    | 100 Midtown          | 100 10th St.              | 1           |             | Burner in kitchen     |                    |                  | \$70,000.00              |
| Lacoste, France | Maison Basse         | Chemin de la Maison Basse | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Fortune       | Rue du Four               | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Renard        | Rue du Four               | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Omelette      | Rue du Four               | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Murier        | Rue St. Trophime          | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Olivier Upper | Rue St. Trophime          | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Olivier Lower | Rue St. Trophime          | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Pitot         | Rue de la Frecado         | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison Riera         | Rue Basse                 | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Acorn Cottage        | Rue du Four               | 0           |             | N/A                   |                    |                  |                          |
| Lacoste, France | Maison St. Trophime  | Rue Haute                 | 0           |             | N/A                   |                    |                  |                          |



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