



ANNUAL SECURITY & FIRE SAFETY REPORT

Effective October 2017
Updated May 2018



TABLE OF CONTENTS

INTRODUCTION	1	SECURITY OF CAMPUS FACILITIES.....	27
Annual Fire Safety & Security Report Contents.....	1	FIRE SAFETY & STATISTICS.....	28
MISSION, VALUES & VISION	2	CRIME STATISTICS & PREVENTION	29
DISTRIBUTION OF THIS REPORT.....	2	Crime Statistics	29-32
REPORTING CRIMINAL ACTION & EMERGENCIES.....	3	Arrest Statistics.....	32-36
EMERGENCY CONTACT INFORMATION.....	4-5	Violence Against Women Act (VAWA).....	37
POLICE REPORT.....	6	CRIME PREVENTION	38
Disclosure of Police Statistics.....	6	IDENTIFICATION OF CAMPUS SECURITY AUTHORITIES	
Nondiscrimination Policy.....	6	(CSA).....	38
EMERGENCY NOTIFICATIONS	7	SEX OFFENDER REGISTRIES	39
TIMELY WARNINGS	7		
POLICIES PERTAINING TO SAFETY	8-21		
Harassment Policy	8		
Missing Person Policy	9		
Sexual Harassment Policy	10-20		
ALCOHOL & DRUGS	22		
Standards of Conduct	22		
Legal Sanctions	22-23		
Health Risks	23-25		
CAMPUS PROGRAMS ON HEALTH & SAFETY	26		



INTRODUCTION

In the event of an emergency, the Coastal Alabama Community College Police Department has primary responsibility for immediate response, and shall cooperate and coordinate with all emergency response authorities and college administration in accordance with established policies and procedures.

Critical incidents are defined as those situations which have the potential to disrupt normal day to day operations, present a threat to the safety and welfare of the College community or property damage or loss, to name a few.

Annual Fire Safety & Security Report

Coastal Alabama Community College submits annually a Fire Safety & Security Report, as required by the Jeanne Clery Act. This Report is published by October 1 of each year. Contents in this Report are also found in the College Catalog & Student Handbook and on the College's website.

www.CoastalAlabama.edu

The Annual Fire Safety & Security Report includes statistics of campus crime for the preceding three calendar years, plus details about efforts taken to improve campus safety.

Other areas featured in this Report include:

- Policies on Reporting Crimes
- Policies on Security of and Access to Campus Facilities
- Drug and Alcohol Policies
- Sex Offender Registries
- Emergency Notifications & Timely Warnings
- Missing Person Policy
- Violence Against Women Act (VAWA) Policies

To report a crime at any campus, event or activity:

Coastal Alabama Police Department
251-580-2222

Chief of Police - Christopher Johnson

For emergencies, call 911 immediately.

COASTAL ALABAMA POLICE MISSION, VALUES & VISION:

MISSION - To unite with members of the the College community to maintain an environment of safety favorable to the execution and success of the College's overall mission by providing information and services that increase personal safety and safeguards vital resources.

VALUES - The College Police Department holds high regard for its members to be honest, ethical and professional. The Department seeks to preserve individual rights and to treat all with dignity, respect and courtesy.

VISION - The College Police Department strives to continuously improve the quality of service provided to the College community through the effective prevention of crime by utilizing technological resources, personal communication skills, superior training and professional principles.

DISTRIBUTION OF THIS REPORT

The Annual Fire Safety & Security Report is published for currently enrolled students, prospective students, parents, employees and prospective employees.

The Report is made available annually in the current edition of the College Catalog & Student Handbook. Additionally, the Report is made available through the College's website on the Safety webpage.

www.CoastalAlabama.edu/safety

Paper copies of this report will be made available at no charge for those who make the request. This Report will also be read to any persons who request.

All requests can be made by contacting Chief of Coastal Alabama Police Chris Johnson at 251-580-2221 or via e-mail at Chris.Johnson@CoastalAlabama.edu.

Additional Resources

The Department of Education also makes crime statistics available for higher education consumers at <http://ope.ed.gov/campussafety>.

REPORTING CRIMINAL ACTIONS OR EMERGENCIES

It is the policy of Coastal Alabama Community College that any criminal act, or threat of violence, injury, destruction of College or personal property, traffic accident, or other situation which occurs on the main campus of, any branch campus of, or any other site operated by, Coastal Alabama Community College, and which may constitute an emergency, a danger to the health, safety, or property of any person, or a threat to the public order be reported immediately to College Police. If College Police is not available, then call 911.

All witnesses to any situation which fits into any of the above-described categories shall make themselves available to make written statements and otherwise assist College officials and law enforcement officers in the investigation of the situation. It shall be an offense subject to appropriate disciplinary action for any Coastal Alabama Community College employee or student to file a false report of, knowingly make a false statement about, or interfere with the investigation of, any situation of the nature described in the paragraph above.

It shall be the duty of the College, upon its designated official or officials being made aware of any situation of a nature described in paragraph 1 above, to immediately take all reasonable action to prevent or minimize any harm or threat of harm to the employees, students, and visitors of Coastal Alabama Community College. Furthermore, it shall be the duty of said official(s) to notify the appropriate law enforcement agency in the event of an act of criminal nature, or of any other nature (for example, a traffic accident) which would ordinarily involve law enforcement officials. Additionally, it shall be the duty of said official(s) to contact the appropriate fire department, emergency medical agency, or other authority or agency which is due to be notified of the respective incident.

The College Police Department is under the supervision of the Vice President of Student Services. The main Police Office is located on Hammond Circle on the Bay Minette Campus. The Chief of Police is responsible for the management of the College Police Department and reports to the Vice President of Student Services. All public safety services are coordinated with other key College officials and local law enforcement officers and agencies.

Safety and Security Policy

Coastal Alabama Community College provides a safe environment for students, faculty, staff and other campus visitors. A person who is not a student, officer or employee of Coastal Alabama Community College, who is not authorized by employment or by status as a student of Coastal Alabama Community College to be on campus or at any other facility owned, operated or controlled by the governing board of Coastal Alabama Community College, or who does not have legitimate business on the campus or facility, or any other authorization, license or invitation to enter or remain at the facility, or anyone who is committing any act tending to interfere with the normal, orderly, peaceful or efficient conduct or activities of such facility, may be directed by an official of the College to leave the campus or facility. If the person fails to do so, trespass charges may be made by Coastal Alabama Community College through the appropriate local law enforcement agency or court.

Campus Disturbance Policy

1. Definition of Campus Disturbance: Any activity on the campus which does any of the following:
 - a. Violates the law;
 - b. Disrupts the orderly process of the institution; or
 - c. Endangers the life or property of the individual or the College.
2. Notification Method: Notify College Police at 251-580-2222

EMERGENCY CONTACT INFORMATION

In case of a true emergency, call 911.

**Coastal Alabama Police Department
251-580-2222 ▪ 1-800-381-3722**

Campus-Specific Contact Information:

Alabama Aviation Center at Brookley Field

Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:

- (a) 911;
- (b) Campus Office at (251) 580-4930; or
- (c) The Police Department at (251) 580-4946
- (d) The City of Mobile Police Department at (251) 208-1700

Building Security: The buildings at the Alabama Aviation Center will be secured as soon as possible after the office closes or after the last class of the day.

Atmore Campus

Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:

- (a) 911;
- (b) Campus Office at (251) 368-8118; or
- (c) The Atmore Police Department at (251) 368-9141

Building Security: The buildings at the Atmore Campus will be secured as soon as possible after the office closes or after the last class of the day.

Brewton Campus

Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:

- (a) 911;
- (b) Campus Office at (251) 867-4832; or
- (c) The Brewton Police Department at (251) 867-3212

Building Security: The buildings at the Brewton Campus will be secured as soon as possible after the office closes or after the last class of the day.

Fairhope Campus

1. Whether one is a victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:

- (a) 911;
- (b) Campus Office (251) 990-0420
- (c) The Fairhope Police Department at (251) 928-2385.

Building Security: All buildings on the Fairhope Campus will be secured as soon as possible after the offices close, or in the case of a classroom building, after the last class of the day.

Gilbertown Campus

Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:

- (a) 911;
- (b) Campus Office at (251) 843-5265 ; or
- (c) Gilbertown Police Department at (251) 843-2766 .

Building Security: The buildings at the Gilbertown Campus will be secured as soon as possible after the office closes or after the last class of the day.

EMERGENCY CONTACT INFORMATION

Gulf Shores Campus

1. Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:
 - (a) 911;
 - (b) Campus Office at (251) 968-3104; or
 - (c) The Gulf Shores Police Department at (251) 968-2431.

Building Security: The buildings at the Gulf Shores Campus will be secured as soon as possible after the office closes or after the last class of the day.

Jackson Center

- Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:
- (a) 911;
 - (b) Campus Office at (251) 246-0010; or
 - (c) Jackson Police Department at (251) 246-4484.

Building Security: The buildings at the Jackson Center will be secured as soon as possible after the office closes or after the last class of the day.

Monroeville Campus

- Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:
- (a) 911;
 - (b) Campus Office at (251) 575-3156; or
 - (c) The Monroeville Police Department at (251) 575-3246.

Building Security: The buildings at the Monroeville Campus will be secured as soon as possible after the office closes or after the last class of the day.

Thomasville Campus

- Whether one is the victim or witness, one should report a crime or suspicious activity or any other emergency on campus. To report a crime or emergency call:
- (a) 911;
 - (b) Campus Office at (334) 636-9642; or
 - (c) The Thomasville Police Department at (334) 636-2174 .

Building Security: The buildings at the Thomasville Campus will be secured as soon as possible after the office closes or after the last class of the day.

Off-campus sites: In compliance with the Campus Security Act of 1990, off-campus sites will establish linkages with the local police agency to ensure that all criminal activity at those sites is recorded and reported. These linkages include the following provisions:

- Local police will submit on a timely basis to the Regional Campus reports of all criminal incidents which occur at other campus sites.
- College Police will maintain these records and submit applicable data to the Secretary of the Department of Education and make statistics available to all students and employees.
- Coastal Alabama Community College will develop policies and procedures for dealing with the occurrences of criminal activity at these off-campus sites to include preventative measures, educational efforts and disciplinary actions.

POLICE REPORT

DISCLOSURE OF COLLEGE POLICE STATISTICS

The information contained in this disclosure document is provided by Coastal Alabama Community College in compliance with The Campus Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542). Inquiries regarding the information contained herein should be directed to the appropriate supervisor in Student Services.

NONDISCRIMINATION POLICY

It is the official policy of the Alabama Community College System and Coastal Alabama Community College that no person shall, on the grounds of race, color, disability, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination or harassment under any program, activity, or employment. The College encourages any students or employees who believe that they have been subjected to harassment on the basis of race, color, or national origin, to report the harassment to the College, and note the College's commitment to take immediate action to eliminate the harassment, prevent its recurrence, and address its effects.

Any students or employees found to engage in acts of discrimination or harassment on the basis of race, color, or national origin, will be promptly disciplined and may include, if circumstances warrant, suspension or expulsion for said students and employees. Coastal Alabama Community College complies with nondiscriminatory regulations under Section 504 of the Rehabilitation Act of 1973, as amended, Title II of the Americans with Disabilities Act (ADA), Title IV, VI, and IX of the Civil Rights Act. Questions or concerns regarding Section 504 of the Rehabilitation Act of 1973, as amended, Title II of the Americans with Disabilities Act (ADA) should be directed to the ADA Coordinator on the appropriate campus.

The President of Coastal Alabama Community College has assigned responsibility for Titles IV, VI, and IX as follows:

- Students with questions or any concerns, including discrimination or harassment, that are academic in nature should contact the Vice President of Instruction and Workforce Development, (251) 580-2289.
- Students with questions or any concerns, including discrimination or harassment, that are non-academic in nature should contact the Vice President of Student Services, (251) 580-2122.
- Employees and other individuals who have questions or any concerns, including discrimination or harassment, should contact the Vice President of Human Resources & Employee Relations, (251) 580-2144.

These individuals can be contacted at the following address:

Coastal Alabama Community College, 1900 U.S. Highway 31 South, Bay Minette, Alabama, 36507. Information on the College's nondiscrimination policy will be made available in large type upon request. Also, this information will be read to any person making the request. Also, the College will distribute the statement in languages other than English, as necessary.

EMERGENCY NOTIFICATIONS & TIMELY WARNINGS

Emergency Response Policy

Students at Coastal Alabama Community College will be notified of emergencies, inclement weather and other safety messages through the College's mass notification systems. Students are encouraged to sign up on these systems and to maintain accurate information on their student accounts to ensure they will receive these important messages.

Coastal Alabama Community College uses the RAVE Mobile Safety Alert System to notify students (both pre-registered and registered) and faculty/staff of emergency situations and important College notices. The Coastal Alabama Police Department works closely with the Office of College Relations to determine when and how an alert will be issued. The current situation will be monitored, and College officials will determine the type of notice, if any, that will be sent. The Office of College Relations' staff has the charge of issuing an alert upon the decision of College Police, select administrators or the President of Coastal Alabama Community College. The Student Services Office monitors affects on students; the Administrative Services Office monitors weather and campus situational analysis; the College Police Department monitors the safety and security of the College community; and, the Office of College Relations, which houses the Public Information Office, communicates with each individual or office to stay abreast of developing situations. The President is notified and informed of situations throughout the lifetime of the occurrence(s).

In the event of a significant emergency situation, Coastal Alabama Community College will send an emergency notification via text message, voice-to-text and/or e-mail. The Clery Act defines a significant emergency situation as an immediate threat, such as a fire, health outbreak, inclement weather, gas leaks, etc.

Some situations do not require an emergency notification if they are not causing imminent danger to the College community. Examples of these situations include power outages and strings of larcenies, as defined by the Clery Act. Students may receive a notification through the RAVE Alert System, even in the event of a non-emergency situation. These types of notifications are called Timely Warnings. The Office of College Relations, with other key College officials, will determine what type of alert should be sent.

Any type of emergency notification or timely warning will include pertinent information for the College community to respond to or to be aware of a current situation. Information included in notifications do not compromise any type of criminal investigation but do include information to allow individuals to respond appropriately. For instance, if there is a suspect of a crime on campus, descriptive details regarding the individual's appearance or attire will be included. Evacuation or lockdown information may also be included should the situation require those types of responses.

Coastal Alabama Community College, without delay, and taking into account the safety of the community, determines the content of the notification and initiates the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Testing Emergency Procedures and Notifications

Coastal Alabama Community College frequently tests emergency procedures and notifications. Each fall, the College sends an annual notice to students, faculty and staff via the RAVE Mobile Alert System. In addition, the College performs routine drills and evacuations annually. The College may choose to coordinate these tests, announced or unannounced. The Coastal Alabama Police Department also performs active shooter drills for faculty, staff and students. These exercises are performed during professional development sessions for employees and during training for specific student groups, such as Resident Assistants. All drills will be documented through the College Police Department.

POLICIES PERTAINING TO SAFETY

Harassment Policy

Coastal Alabama Community College is committed to providing both employment and educational environments free of harassment or discrimination related to an individual's race, color, gender, religion, national origin, age, disability, or any other protected class. Such harassment is a violation of Alabama Community College Board of Trustees policy. Any practice or behavior that constitutes harassment or discrimination shall not be tolerated on any campus or site, or in any division, or department by any employee, student, agent, or non-employee on any institution's property and while engaged in any institutionally sponsored activities.

Sexual harassment is a form of sex discrimination which is illegal under Title VII of the Civil Rights Act of 1964 for employees and under Title IX of the Education Amendments of 1972 for students. Sexual harassment does not refer to occasional compliments; it refers to behavior of a sexual nature which interferes with the work or education of its victims and their co-workers or fellow students. Sexual harassment may involve the behavior of a person of either sex against a person of the opposite sex or the same sex, and occurs when such behavior constitutes unwelcome sexual advances, unwelcome requests for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature. Harassment of employees or students by non-employees is also a violation of this policy. Harassment is a violation of College policy and will not be ignored, tolerated or condoned.

If an individual is confronted with what he or she considers to be harassment, the following courses of action are available:

- Take personal action either in person or by letter stating that the behavior is neither humorous, not welcome, and should cease immediately;
- Request informal third-party mediation from a friend or colleague; or
- File a formal grievance in accordance with the College's Grievance and Appeal Policy.

STUDENT GRIEVANCES

The Vice President of Student Services has been designated as the Title IX Coordinator and Grievance Officer for students. Any student who has questions, concerns, complaints or grievance, should contact the Vice President of Student Services.

FACULTY AND STAFF GRIEVANCES

The Vice President of Human Resources & Employee Relations has been designated as the Title IX Coordinator and the Grievance Officer for employees. Any employee who has questions, concerns, complaints or grievance, should contact Human Resources, 251-580-2144, or the Vice President of Instruction and Workforce Development 251-580-2289 or the appropriate Instructional Officer on his/her campus.

COASTAL ALABAMA COMMUNITY COLLEGE CONTACT NUMBERS:

College Police: 251-580-2222

Police Chief: 251-580-2221

Student Services (Student Complaints): 251-580-2122

Human Resources (Employee Complaints): 251-580-2144

POLICIES PERTAINING TO SAFETY

Missing Person Policy

The purpose of this policy is to establish procedures for the College's response to reports of missing residential students as required by the Higher Education Opportunity Act of 2008. For purposes of this policy, a Coastal Alabama Community College residential student may be considered to be a "missing person" if the person's absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report of suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life threatening situation or has been with persons who may endanger the student's welfare. It is the policy of the Coastal Alabama Community College Police Department to actively investigate any report of a missing person(s) as defined. There is no waiting period before the commencement of an investigation and procedures will be governed by federal, state and local laws.

- I. Procedures for designation of emergency contact information
 - a. Residential students age 18 and above and emancipated minors: Student will be given the opportunity during each semester registration process to designate an individual or individuals to be contacted by the College no more than 24 hours after the time the student is determined missing in accordance with the procedures set forth below. A designation will remain in effect until changed or revoked by the student.
 - b. Residential students under age 18: Students will be given the opportunity during each semester registration process to designate an individual or individuals to be contacted by the College no more than 24 hours after the time the residential student is determined missing in accordance with the procedures set forth below. A designation will remain in effect until changed or revoked by the student.
- II. Official notification procedures for missing persons
 - a. Any individual on campus who has information that a residential student may be a missing person must notify Coastal Alabama Police as soon as possible.
 - b. Coastal Alabama Police will gather all essential information about the residential student from the reporting person and from the student's acquaintances (description, clothes last seen wearing, where student might be, who student might be with, vehicle description, information about the physical and mental well-being of the student, an up-to-date photograph, and class schedule, etc.). Appropriate Coastal Alabama staff will be notified to aid in the search for the student. If the student is determined missing, the Coastal Alabama Police will issue a Regional Welfare Alert for the missing person through the National Crime Information Center (NCIC). Further investigatory measures will be taken or additional notifications made based upon the circumstances of the individual case.
 - c. If the above actions are unsuccessful in locating the student, or it is immediately apparent that the student is a missing (e.g., witnessed abduction) person, the Coastal Alabama Community College Police will contact the appropriate local law enforcement agency to report the student as a missing person and request assistance as needed.
 - d. No later than 24 hours after determining that a residential student is missing, the Vice-President and/or Dean of Student Services, or designee, will notify the emergency contact (for students 18 or older) or the parent/guardian (for students under the age of 18) that the student is believed to be missing. All inquiries to Coastal Alabama Community College regarding missing students, or information provided to any individual at the College about a missing student, shall be referred to the Coastal Alabama Community College Police Department immediately.

POLICIES PERTAINING TO SAFETY

Sexual Assault Policy

Coastal Alabama Community College does not tolerate sexual misconduct such as sexual harassment, sexual assault, stalking, intimate partner violence, or any other of the prohibited sexually related behaviors discussed herein below. These behaviors are harmful to the well-being of our community members, the learning/working environment, and collegial relationships among our students, faculty, staff, and visitors. All forms of prohibited conduct under this policy are regarded as serious College offenses, and violations will be subject to appropriate disciplinary action including the possibility of separation from the College. State and federal laws also address conduct that may meet the College's definitions of conduct prohibited under this policy, and criminal prosecution or civil court actions may take place independently of any disciplinary action instituted by the College. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex or gender in the College's programs and activities. The U.S. Congress has also adopted subsequent legislation to enhance and/or apply in conjunction with Title IX. The College will respond to complaints or reports about conduct prohibited under this policy with measures designed to stop the behavior, eliminate any such gender discrimination, prevent the recurrence of the prohibited conduct, and remediate any adverse effects of such conduct on campus or in College-related programs or activities. The College has an obligation to make reasonable efforts to investigate and address complaints or reports of sexual misconduct, whenever it becomes aware of such a complaint or report. Once made aware, the College must conduct an investigation regardless of how the information was brought to the College's attention or the extent to which the complainant (i.e., an individual who has been subjected to prohibited conduct, according to the complaint or report) wishes to participate or be involved. All individuals have access to resources that they may use for support and guidance without initiating College action. Retaliation against anyone involved in filing an internal complaint under this policy, filing an external complaint, participating in the internal disciplinary process, or opposing in a reasonable manner an act believed to constitute a violation of this policy, is prohibited and will not be tolerated. In light of these commitments, the College has adopted this policy, which includes investigation and disciplinary procedures that will be followed in response to allegations of sex or gender discrimination, including sexual misconduct such as sexual harassment and sexual assault, intimate partner violence, stalking, and related retaliation. In a case of alleged sex or gender discrimination or sexual misconduct, this policy supersedes policies and procedures for other forms of misconduct. In addition to this policy, a Coastal Alabama employee or student who is a victim of any misconduct that constitutes a violation of Title IX shall also be covered by the State of Alabama Board of Education's Title IX grievance policy (Policy No. 620.01) that has been adopted for institutions within the Alabama Community College System.

A. Sexual Assault Victims' Bill of Rights All members and representatives of the College community are expected to recognize and abide by the following principles regarding victims of campus-related sexual assaults or other misconduct described herein:

1. The Right to Human Dignity Victims shall:

- Be treated with fairness and respect for their dignity.
- Have their privacy honored.
- Have their allegations of sexual assault or other misconduct treated seriously.
- Be free from any suggestion that they are responsible for the sexual assaults or other misconduct committed against them.
- Be free from any threat of retaliation or other attempt to prevent the reporting of sexual misconduct.
- Be free from unwanted pressure from campus personnel to:
 - Report sexual assaults or other misconduct if they do not wish to do so.
 - Report sexual assaults as less serious offenses.
 - Refrain from reporting sexual assaults or other sexual misconduct for any reason, including the fear of unwanted personal publicity.

2. The Right to Resources On and Off Campus Victims of whom the College shall have become aware shall:

POLICIES PERTAINING TO SAFETY

- Receive notice describing options to pursue a criminal complaint with the appropriate law enforcement agency, to pursue the College's disciplinary process, or to pursue both processes simultaneously.
 - Be notified of existing campus and community-based medical, counseling, mental health services for victims of sexual assault whether or not the assault is formally reported to campus or civil authorities.
 - Have the right to know that there will not be a monetary charge for filing criminal or College disciplinary complaints.
 - Have access to campus counseling and be informed of additional information about resources and options to aid in recovery.
 - Be informed of and assisted in exercising:
 - Any rights to confidential or anonymous testing for sexually transmitted infections, HIV, and pregnancy.
 - Any rights to preventive measures such as HIV prophylaxis.
 - Any rights that may be provided by law to obtain the communicable diseases test results of sexual assault suspects.
3. The Right to Campus Judicial Proceedings Victims have the right to:
- Written and advance notice about a disciplinary hearing involving the person or persons accused of sexually assaulting them or engaging in other misconduct toward them is covered by this policy.
 - Have the opportunity to present witnesses and other evidence, and to receive notice of the process, information about procedures, and written notice of the outcome in a manner that is equivalent to the process of the accused.
 - Have a person of their choice accompany them throughout the disciplinary hearing.
 - Remain present during the entire proceeding, whenever possible. Alternative arrangements may be made for those who do not want to be present in the same room as the accused during the disciplinary hearing.
 - Be heard at the proceeding.
 - Be assured that their irrelevant past sexual history will not be discussed during the hearing.
4. The Right to Law Enforcement and Campus Intervention
- Reports of sexual assault will be subject to being investigated and evaluated by the appropriate criminal and civil authorities of the jurisdiction in which the sexual assault is reported;
 - Victims shall receive full and prompt cooperation and assistance of campus personnel in notifying the proper authorities;
 - Victims shall receive full, prompt, and victim-sensitive cooperation of campus personnel with regard to obtaining, securing and maintaining evidence, including a medical examination when it is necessary to preserve evidence of a reported sexual assault; "No contact" orders (e.g., Cease and Desist orders) shall be issued promptly and in writing to all parties to a reported sexual assault after the College receives notice of a complaint;
 - Campus personnel shall take reasonable and necessary actions to prevent further unwanted contact by any victim's alleged assailant(s);
 - Victims shall be notified of the options for and provided assistance in changing academic and living situations if such changes are reasonably available.
5. Note: Statutory Mandates Nothing in this Victims' Bill of Rights statement shall be construed to preclude or in any way restrict the College from carrying out its duties under law to report suspected offenses to the appropriate law enforcement authorities. Except as required by law, the College will take care not to identify the victim. Nothing in this statement shall be construed to preclude or in any way restrict the College from issuing a Timely Warning when the College is aware of a reported sexual assault incident that potentially puts the campus community at risk. The College will take care not to identify the victim in such notices but, in certain cases of continuing danger, the College may identify

POLICIES PERTAINING TO SAFETY

the suspect, assailant, or the address where the crime occurred.

B. College's Title IX Coordinators The Vice-President of Student Services serves as the Title IX Coordinator for student complaints brought under this policy. Student complaints should be directed to Mike Nikolakis, Vice-President of Student Services, in person or by campus phone or personal cell at 251-580-2122. The Vice-President of Human Resources serves as the Title IX, Coordinator for employee complaints. Employee complaints should be directed to Laura Burks, Vice-President of Human Resources, in person or by campus phone or personal cell at 251-580-2144. The Title IX Coordinators will be informed of all complaints or reports of violations of this policy, and oversees the College's centralized response to ensure compliance with Title IX, the 2013 Amendments to the Violence Against Women Reauthorization Act (VAWA), and any other applicable Federal or State statute or regulation related to sexual misconduct on campus.

The Title IX Coordinator's activities include (but are not limited to):

- Communicating with all members of the College community regarding Title IX and VAWA, and providing information about how individuals may access their rights provided under those statutes.
- Reviewing applicable College policies to ensure institutional compliance with Title IX and VAWA.
- Monitoring the College's administration of its own applicable policies, including record keeping, timeframes, and other procedural requirements.
- Conducting training regarding Title IX, VAWA, and prohibited conduct defined in this policy.
- Responding to any complaint or report regarding conduct that violates this policy. In this capacity, the Title IX Coordinators oversee the investigation and resolution of such alleged misconduct, direct the provision of any remedial measures, and monitor the administration of any related appeal.

C. Scope of This Policy This policy governs the conduct of: students, employees, and third parties (i.e., non-members of the College community, such as vendors, alumni/ae, visitors, or local residents). Third parties are both protected by and subject to this policy. A third party may make a complaint or report of a violation of this policy committed by a member of the College community. A third party may also be permanently barred from the College or subject to other restrictions for failing to comply with this policy.

This policy applies to conduct that occurs on College property (i.e., on campus) or at College-sanctioned events or programs that take place off campus. All actions by a member of the College community that involve the use of the College's computing and network resources from a remote location, including but not limited to accessing email accounts, will be deemed to have occurred on campus. This policy also applies to conduct that occurs off College property (i.e., off campus) when the conduct is associated with a College-sponsored program or activity, or when such conduct may have a continuing adverse effect or could create a hostile environment on campus. Judgments about these matters will depend on the relevant facts of each individual case.

D. Prohibited Conduct In determining whether alleged conduct violates this policy, the College will consider the totality of the facts and circumstances involved in the incident, including the nature of the alleged conduct and the context in which it occurred. Any of the prohibited conduct defined in this policy can be committed by individuals of any gender, and it can occur between individuals of the same gender or different genders. It can occur between strangers or acquaintances, as well as people involved in intimate or sexual relationships.

1. **Sexual Misconduct** - The following behaviors constitute sexual misconduct and are prohibited under this policy. All forms of sexual misconduct are serious offenses and will be subject to appropriate College disciplinary procedures. Sexual misconduct involving force, duress, or inducement of incapacitation, or where the perpetrator has deliberately taken advantage of another person's state of incapacitation, will be deemed especially egregious and may result in academic expulsion, or termination of employment. The consumption of alcohol or the use of illegal substances does not constitute a mitigating circumstance when it contributes to a violation of this policy.
 - **Non-Consensual Sexual Penetration** (commonly referred to as rape): Any act of vaginal or anal

POLICIES PERTAINING TO SAFETY

penetration by a person's penis, finger, other body part, or an object; or oral penetration by a penis, without consent.

- **Non-Consensual Sexual Contact** (commonly referred to as sexual assault): Any sexual touching other than non-consensual sexual penetration without consent. Examples of non-consensual sexual contact may include: genital-genital or oral-genital contact not involving penetration; contact with breasts, buttocks, or genital area, including contact over clothing; removing the clothing of another person; and kissing.
- **Sexual Exploitation**: Any act whereby one person violates the sexual privacy of another or takes unjust or abusive sexual advantage of another who has not provided consent, and that does not constitute non-consensual sexual penetration or non-consensual sexual contact. Examples may include: recording, photographing, transmitting, viewing or distributing intimate or sexual images or sexual information without the knowledge and consent of all parties involved; voyeurism (i.e., spying on others who are in intimate or sexual situations).
- **Sexual Harassment**: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.
- **Sexually Inappropriate Conduct**: Unwelcome sexual conduct that may not rise to the level of sexual harassment or sexual exploitation, but that is sexual in nature. Examples may include obscene or sexually offensive gestures, comments or other behavior that would be considered lewd or lascivious by a person of reasonable sensitivity.

2. Other Prohibited Behaviors - Behaviors as described below are also prohibited under this policy:

- **Domestic Violence in the Context of Intimate Relationships**: Domestic violence means any incident resulting in the abuse, assault, harassment or the attempt or threats thereof, between families, household or dating or engagement relationship members.
- **Intimate Relationship Violence** (also known as dating violence or intimate partner violence): Acts of violence, threat or intimidation that harm or injure a partner in a current or former intimate relationship (defined below). These acts may be physical, emotional/psychological, or sexual in nature. Intimate relationship violence can be a single act or pattern of behavior.
- **Dating Violence**: The term dating violence is not defined by Alabama law, as such. However, the term dating violence is incorporated into the definition of domestic violence because the definition of domestic violence includes "dating or engagement" relationships.
- **Stalking**: A course of conduct (i.e., more than one act) directed at a specific person that would cause a reasonable person to feel fear for her, his, or others' safety, or to suffer substantial emotional distress. Acts that together constitute stalking may include, but are not limited to; pursuing or following of a person electronically via social media websites or in person; non-consensual (unwanted) communication by any means (included but not limited to letters, cards, photos, text messages, emails, or other documentary or electronic communications); unwanted gifts; trespassing; and surveillance or other types of observation.

Retaliation: Any attempt to seek retribution against, or cause harm or undue discomfort to, an individual or group of individuals involved in filing a complaint or report under this policy, filing an external complaint, participating in a disciplinary process, or opposing in a reasonable manner an action believed to constitute a violation of this policy. Retaliation can take many forms, including abuse or violence, threats, and intimidation. Actions in response to a good faith report or response under this policy are considered retaliatory if they have a materially adverse effect on the working, academic or College controlled living environment of an individual; or if they hinder or prevent the individual from effectively carrying out their College responsibilities. Any individual or group of individuals can engage in retaliation and will be held accountable under this policy.

3. Terminology - The following definitions clarify key terminology as used throughout the policy:

- **Intimate Relationship**: An intimate relationship is a short- or long-term relationship between persons of any gender that provides romantic and/or physical intimacy or emotional dependence. Intimate

POLICIES PERTAINING TO SAFETY

relationships may include (but are not limited to) marriages, civil unions, dating relationships, “hook-up” relationships, relationships in which partners are characterized as “girlfriends” or “boyfriends,” and relationships between persons with a child in common.

- **Consent and Incapacitation:** In reviewing possible violations of sexual misconduct, the College considers consent as the voluntary, informed, un-coerced agreement through words and actions freely given, which a reasonable person would interpret as a willingness to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner knowingly, willfully, and affirmatively chooses to participate in the activity. Indications that consent is not present include: when physical force is used or there is a reasonable belief of the threat of physical force; when duress is present; when one person overcomes the physical limitations of another person; when the person against whom an action is taken is induced by fraud or deceit; and when a person is incapable of making an intentional decision to participate in a sexual act, which could include instances in which the person is in a state of incapacitation. Important points regarding consent include:
 - Consent to one act does not constitute consent to another act.
 - Consent on a prior occasion does not constitute consent on a subsequent occasion. The existence of a prior or current relationship does not, in itself, constitute consent.
 - Consent can be withdrawn or modified at any time.
 - Consent is not implicit in a person’s manner of dress.
 - Accepting a meal, a gift, or an invitation for a date does not imply or constitute consent to any further activity.
 - Silence, passivity, or lack of resistance does not necessarily constitute consent.
 - Initiation or acceptance of a sexually-related behavior described herein by someone who a reasonable person knows or should have known to be deemed incapacitated is not consent. In the context of this policy, incapacitation is the state in which a person’s perception or judgment is so impaired that he or she lacks the cognitive capacity to make or act on conscious decisions.

The use of drugs or alcohol can cause incapacitation. An individual who is incapacitated is unable to consent to a sexual activity. Engaging in sexual activity with an individual who is incapacitated (and therefore unable to consent), where a person knows or ought reasonably to have understood that the individual is incapacitated, constitutes sexual misconduct.

- **Victim:** A person who has been the subject of prohibited conduct, regardless of whether that individual makes a complaint or seeks disciplinary action.
- **Complainant:** A victim who has made a complaint of a violation of this policy, or on whose behalf a complaint was made or a disciplinary action was initiated.
- **Respondent:** The term respondent refers to the individual(s) who has been accused of prohibited conduct. **Third party:** The term third party refers to any individual who is not a College student, a faculty member, or a staff member (e.g., vendors, alumni/ae, or local residents). Being a third party does not preclude a person from coverage by this policy, even where the person may not be subject to internal disciplinary action by the College. A third party who is a victim shall have the right to report and have investigated any complaint made hereunder; and a third party who is a respondent found to have violated this policy may be permanently barred from College campuses and/or activities, or subject to other reasonable actions by the College.

- E. Confidentiality, Privacy, and Related Responsibilities** The College is committed to protecting the privacy of all individuals involved in a report of sexual assault, sexual violence, and stalking or intimate partner violence. All College employees who are involved in the College’s Title IX response receive specific instruction about respecting and safeguarding private information. Throughout the process, every effort will be made to protect the privacy interests of all individuals involved in a manner consistent with the need for a thorough review of the report. Issues of privacy and confidentiality play important

POLICIES PERTAINING TO SAFETY

roles in this policy, and may affect individuals differently. Requests for confidentiality may limit the College's ability to conduct an investigation. In some circumstances, the reporting responsibilities of College employees, or the College's responsibility to investigate, may conflict with the preferences of the complainant and/or respondent with regard to privacy and confidentiality. Therefore, all individuals are encouraged to familiarize themselves with their options and responsibilities in determining their preferred course of action. In any situation where a party's desire for confidentiality is in conflict with Federal or State reporting requirements, the College shall be obligated to fulfill its duty to comply with applicable laws and regulations.

Privacy and confidentiality are related but the following definitions clarify the terminology as used throughout the policy.

1. **Privacy:** Privacy generally means that information related to a report of misconduct will only be shared with a limited circle of individuals. The use of this information is limited to those College employees who "need to know" in order to assist in the active review, investigation or resolution of the report. While not bound by confidentiality, these individuals will be discreet and respect the privacy of all individuals involved in the process.
2. **Confidentiality:** Confidentiality means that information shared by an individual with designated campus or community professionals cannot be revealed to any other individual without the express permission of the individual. These individuals are prohibited from breaking confidentiality unless there is an imminent threat of harm to self or others. When a report involves suspected abuse of a minor under the age of 18, the College is required by law to notify local law enforcement and the local agency for child protective services.
3. **Request for Confidentiality:** Where a Complainant requests that his/her name or other identifiable information not be shared with the Respondent or that no formal action be taken, the College will balance this request with its dual obligation to provide a safe and non-discriminatory environment for all College community members and to remain true to principles of fundamental fairness that require notice and an opportunity to respond before action is taken against a Respondent. In making this determination, the College may consider the seriousness of the conduct, the respective ages and roles of the Complainant and Respondent, whether there have been other complaints or reports of harassment or misconduct against the Respondent, and the rights of the Respondent to receive notice and relevant information before disciplinary action is sought. The College will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation, but its ability to do so may be limited based on the nature of the request by the Complainant. Where the College is unable to take action consistent with the request of the Complainant, the Title IX Coordinators will inform the Complainant about the chosen course of action, which may include the College seeking disciplinary action against a Respondent. Alternatively, the course of action may also include steps to limit the effects of the alleged harassment and prevent its recurrence that do not involve formal disciplinary action against a Respondent or revealing the identity of the Complainant. Any additional disclosure of information related to the complaint or report may be made if consistent with the Family Educational Rights and Privacy Act (FERPA), the Title IX requirements, or other applicable Federal or State laws or regulations.
4. **Responsibility to Report:** In emergency situations, if there is a suspected crime in progress, or imminent or serious threats to the safety of anyone, students, faculty and staff members must immediately contact the College Police Department by dialing 251-580-2222 or by dialing 911 from an on-campus telephone or personal cell phone. In non-emergency situations, students, faculty, and staff members must promptly report suspected violations to the appropriate officials. A victim may choose not to make a complaint or report in his or her own case, even if the victim otherwise has reporting obligations by virtue of being a faculty member, staff member, or Residential College Adviser. However, the victim shall not have the option of prohibiting the College from carrying out any investigative or reporting duty or responsibility that it may have under applicable laws and regulations.

POLICIES PERTAINING TO SAFETY

5. Release of Information: If Coastal Alabama Community College becomes aware of a serious and continuing threat to the campus community, the College will issue a timely notification to protect the health or safety of the community. The College is required to publicly disclose reported incidences of sexual misconduct in the daily crime log and annual security report. In addition, the College may also share non-identifying information, including data about outcomes and penalties, in aggregate form. At no time will the College release the name or other personally identifiable information of the complainant to the general public without the express consent of the complainant or as otherwise permitted or required by law.

F. Support Resources A complainant or witness has many options, including counseling, filing an internal complaint, and/or filing a criminal complaint. The College recognizes that deciding among these options can be difficult. Complainants and witnesses are encouraged to seek assistance before deciding how to proceed.

The following resources are available to provide support and/or receive complaints or reports.

1. Emergency Resources and Law Enforcement

Emergency medical assistance and campus safety/law enforcement assistance are available both on and off campus. Individuals are encouraged to contact law enforcement and seek medical treatment as soon as possible following an incident that poses a threat to safety or physical well-being or following a potential criminal offense. Contact information for law enforcement officials and medical treatment facilities are as follows:

2. Area Police/Sheriff Departments:

Bay Minette: 251-937-4037
Fairhope: 251-928-2385
Gulf Shores: 251-968-2431
Baldwin County Sheriff's Office: 251-937-0200
Brewton: 251-867-3212
Atmore: 251-368-3784
Escambia County Sheriff's Office: 251-368-4779
Monroeville: 251-575-3246
Monroe County Sheriff's Office: 251-575-2963
Thomasville: 334-636-2174
Clarke County Sheriff's Office: 251-275-8156
Gilbertown: 251-843-2766
Choctaw County Sheriff's Office: 205-459-2166

3. Area Hospitals:

North Baldwin Infirmary, Bay Minette: 251-937-5521
Thomas Hospital, Fairhope: 251-928-2375
South Baldwin Hospital, Foley: 251-949-3400
DW McMillan Hospital: 251-867-8061
Grove Hill Memorial Hospital: 251-275-3191
Monroe County Hospital: 251-575-3111
Atmore Community Hospital: 251-368-2500
Rape Crisis Center: 251-473-7273 / 251-928-9500 - The Center provides immediate medical attention and counseling. This includes the collection of personal physical evidence and a blood test for sexually transmitted diseases. Counseling, in an on-going basis, is available after the incident.

4. Alabama Crime Victims' Compensation Commission: 1-800-541-9388

In non-emergency situations, students living in College-managed housing must promptly report suspected violations to the appropriate officials as follows:

- Resident Assistant or Housing official is notified of assault
- Residence Hall Director, Danielle Brown: 251-580-2174 or 251-580-2178

POLICIES PERTAINING TO SAFETY

- Director of Housing and Regional Special Events, Linda Caldwell: 251-580-2121

G. Options for Complainants and Other Reporting Parties The College encourages all individuals to report any alleged or suspected violation of this policy to the appropriate Title IX Coordinator, and to report potential criminal conduct to law enforcement. Anyone who seeks to make a complaint or report may:

- Request interim measures from the Title IX Coordinators (see H. below);
- File a complaint or report with the Title IX Coordinators, thereby invoking the College's internal disciplinary process (see I. below);
- Contact the Coastal Alabama Police Department 251-580-2222 for assistance in filing a criminal complaint and preserving physical evidence (see F. above); and/or
- Contact local law enforcement to file a criminal complaint (see F. above). An individual may pursue some or all of these steps at the same time (e.g., one may simultaneously pursue an internal complaint and a criminal complaint). When initiating any of the above, an individual does not need to know whether they wish to request any particular course of action, nor how to label what happened. Before or during this decision-making process, complainants and other reporting persons are encouraged to seek assistance from support resources.

H. Interim Measures Upon receipt of a complaint or report of a violation of this policy, the College will make good faith efforts to provide reasonable and appropriate interim measures designed to preserve the complainant's educational experience, the safety of all parties and the broader College community, maintain the integrity of the investigative and/or resolution process, and deter retaliation. The College may provide interim measures regardless of whether the complainant seeks formal disciplinary action. Interim measures may include:

- Access to counseling services and assistance in arranging an initial appointment.
- Rescheduling of exams and assignments.
- Change in class schedule, including the ability to transfer course sections or withdraw from a course.
- Change in work schedule or job assignment.
- Change in campus housing.
- Providing medical services.
- Imposition of an on-campus "no contact order," an administrative remedy designed to curtail contact and communications between two or more individuals; and/or
- Any other reasonable remedy that can be used to achieve the goals of this policy. Any interim measures will not disproportionately impact the complainant. Requests for interim measures may be made by or on behalf of the complainant to any College official, including the Title IX Coordinators. The Title IX Coordinators are responsible for ensuring the implementation of interim measures and coordinating the College's response with the appropriate offices on campus. All individuals are encouraged to report concerns about the failure of another to abide by any restrictions imposed by an interim measure. The College will take immediate action to enforce a previously implemented measure and disciplinary penalties can be imposed for failing to abide by a College-imposed measure.

I. Filing a Complaint or Report with the Title IX Coordinators Individuals are encouraged to report any alleged violation of this policy, whether the reporting party is the alleged victim, or the alleged victim is another person who the reporting party has reason to believe has been subjected to misconduct prohibited by this policy. Such reports should be made directly to the appropriate Title IX Coordinator. In order to do so, individuals may schedule an appointment with the Title IX Coordinator.

Timeliness of Report: Complainants and other reporting individuals are encouraged to report any violation of this policy as soon as possible in order to maximize the College's ability to respond promptly and effectively. Complaints and reports may be made at any time without regard to how much time has elapsed since the incident(s) in question. If the respondent is no longer a student or employee at the time of the complaint or report, the College may not be able to take disciplinary action against the respondent, but it will still seek to meet its Title IX obligations by

POLICIES PERTAINING TO SAFETY

providing support for the complainant and taking steps to end the prohibited behavior, prevent its recurrence, and address its effects. The College shall also reserve the right to take the complaint into consideration in the event that the respondent should ever again attempt to become a student or employee of the College.

J. Investigations and Disciplinary Procedures in General for This Policy The College is committed to providing a prompt and impartial investigation of all alleged violations of this policy. During the disciplinary process, both parties (complainant and respondent) have equivalent rights, including the opportunity to present evidence, to be accompanied by an adviser of their choice, and to appeal. The College will concurrently provide both parties with written notification of the outcome of the process and any appeal. With regard to any proposed disciplinary action against a student or an employee, the action shall be carried out in accordance with applicable student or employee disciplinary laws, regulations, policies, and procedures.

1. Responsibility to Investigate

In order to protect the safety of the campus community, the Title IX Coordinators may investigate allegations of violations of this policy even absent the filing of a formal complaint or report, or if a complaint or report has been withdrawn. The Title IX Coordinators may need to proceed with an investigation even if a complainant specifically requests that the matter not be pursued. In such a circumstance, the Title IX Coordinators will take into account the complainant's articulated concerns, the best interests of the campus community, fairness to all individuals involved, and the College's obligations under Title IX. This policy differs from Alabama criminal law. Proceedings under this policy may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus. Neither a decision by law enforcement regarding prosecution nor the outcome of any criminal proceeding will be considered determinative of whether a violation of this policy has occurred.

2. Initial Assessment of Complaints

The investigative process is initiated when the Title IX Coordinators receives a complaint or report of a violation of this policy. The Title IX Coordinators will conduct an initial assessment. Following the initial assessment, the Title IX Coordinators may take any of the following actions:

- If the Title IX Coordinators determines that the complaint, even if substantiated, would not rise to the level of a policy violation, the Title IX Coordinators may dismiss the complaint.
- If the Title IX Coordinators determines that the complaint is outside the scope of this policy, the Title IX Coordinators may refer the complaint to another office for review.
- If the Title IX Coordinators determines that the complaint or report would, if substantiated, constitute a violation of this policy, the Title IX Coordinators will determine appropriate interim measures and initiate an investigation.

3. Timeframes of Any Related Disciplinary Proceedings

Timeframes for all phases of the disciplinary process, including the investigation, any related disciplinary proceedings, and any related appeal, apply equally to both complainant and respondent.

4. Cooperation with Investigation and Disciplinary Procedures

Coastal Alabama Community College expects all members of the College community to cooperate fully with the investigation and disciplinary procedures, including the preservation of all material evidence by the alleged victim. The College recognizes that an individual may be reluctant to participate in the process; nevertheless, any student or member of the faculty or staff who refuses to cooperate in an investigation may be subject to discipline. Refusal to cooperate includes delaying or failing to acknowledge requests from College officials for information, and delaying or failing to make oneself available for meetings with College officials. It is understood that there may be circumstances in which a complainant wishes to limit their participation. The complainant retains this right and will not be subject to discipline, although the College may be obligated to conduct an investigation regardless of the complainant's wishes. If a respondent chooses not to answer any or all questions in an investigation for any reason, the College process will continue, findings will be

POLICIES PERTAINING TO SAFETY

reached in accordance with the preponderance of evidence standard with respect to all available credible evidence in support of or contrary to the alleged conduct, and the College will take such action or actions as are appropriate to findings supported by the evidence. The College will not, however, draw any adverse inference from a respondent's silence.

5. Sexual History

The sexual history of the complainant and/or the respondent will generally not be used in determining whether a violation of this policy has occurred. However, in certain circumstances, the sexual history between parties may have limited relevance. For example, if consent is at issue, the sexual history between the parties may be relevant to determining whether consent was sought and given during the incident in question, although it must be remembered that even in the context of a relationship, consent to one sexual act does not constitute consent to another sexual act, and consent on one occasion does not constitute consent on a subsequent occasion. In addition, under very limited circumstances, sexual history may be relevant to explain injury, to provide proof of a pattern, or for another specific question raised by an allegation or in defense against an allegation.

6. Consolidation of Investigation

The Title IX Coordinator has the discretion to consolidate multiple complaints or reports into a single investigation if evidence relevant to one incident might be relevant to the others.

7. Circumstances Relating to Misconduct Affecting Health or Safety

In connection with this policy, in circumstances seriously affecting the health or well-being of any person, or where physical safety is seriously threatened, or where the ability of the College to carry out its essential operations is seriously threatened or impaired, the president or an authorized representative may summarily suspend, dismiss, or bar any person from the College, subject to a post-action review on the action taken by the College. In all such cases, actions taken will be reviewed promptly, typically within one week, by the appropriate College authority

K. Making a Criminal Complaint to Law Enforcement

At the complainant's request, the College will assist the complainant in contacting local law enforcement and will cooperate with law enforcement agencies if a complainant decides to pursue the criminal process. See F. above for contact information related to law enforcement.

L. Disciplinary Action When the Respondent Is a Student

In addition to any criminal or civil actions which may be pending or in process, the College reserves the right to separately pursue appropriate disciplinary action against the respondent(s). Persons found responsible for sexual assault may expect disciplinary actions up to and including dismissal from the College. Policies and procedures contained in the Student Code of Conduct will be followed in all disciplinary procedures.

M. Disciplinary Action When the Respondent Is an Employee

In addition to any criminal or civil actions which may be pending or in process, the College reserves the right separately pursue appropriate disciplinary action against the respondent(s). For violations of this policy by faculty or staff members, disciplinary penalties may include (in accordance with the employment laws, regulations, and policies governing the employee in question) counseling or training, written warning, formal reprimand, suspension with or without pay, demotion, or termination. The College also reserves the right to place an accused employee on paid administrative leave during the pendency of the investigation and/or hearing of an allegation of a violation of this policy.

N. Disciplinary Procedures When One Party is a Member of the College Community and the Other Party is a Non-Member of the College Community

When a third party, (i.e., a non-member of our College community) is involved as a complainant or a respondent, the College will use disciplinary procedures that are generally consistent with the disciplinary procedures stated in sections D and E, appropriately modified based on the particular circumstances involved and taking into account privacy requirements and the like. In no case will a member of our community (i.e., current student, faculty member or staff member) be afforded lesser

POLICIES PERTAINING TO SAFETY

rights or lesser opportunities to participate in the disciplinary proceeding than the non-member of the College community.

O. Other Investigation and Resolution Procedures

If a complaint or report of conduct prohibited by this policy is made against multiple individuals, an office, or the College in general, the Title IX Coordinators will review the matter and take appropriate action, in accordance with this policy. The Title IX Coordinators may conduct an investigation, using investigative and disciplinary procedures that are generally consistent with those stated in this policy, appropriately modified based on the particular circumstances involved.

P. Reporting and Preservation of Information

Each respective Title IX Coordinator will be responsible for the preservation of the records involved in every complaint received, and investigation and hearing conducted, under this policy and shall further be responsible for ensuring that all reports are made to such Federal and State agencies as are required to be notified under Title IX and related laws and regulations. In conjunction with ensuring that the required reports are made on a timely basis, the respective Title IX Coordinator shall notify the President of the appropriate reports having been made.

End of Sexual Assault Policy

POLICIES PERTAINING TO SAFETY

Violence Against Women Reauthorization Act (effective March 7, 2014)

VAWA's SaVE Act provision adds domestic violence, dating violence, and stalking to the Clery Act reporting requirements.

DOMESTIC VIOLENCE

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

DATING VIOLENCE

Violence committed by a person: A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and B) Where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship, (ii) The type of relationship, and (iii) The frequency of interaction between the persons involved in the relationship.

STALKING

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: A) Fear for his or her safety or the safety of others; or B) Suffer substantial emotional distress.

ALCOHOL & DRUGS

STANDARDS OF CONDUCT RELATED TO POSSESSION, USE, AND SALE OF ALCOHOLIC BEVERAGES & ILLEGAL DRUGS

Coastal Alabama Community College is a public educational institution of the State of Alabama and, as such, shall not permit on its premises, or at any activity which it sponsors, the possession, influence, use, or distribution of any alcoholic beverage or any illicit drug by any student, employee, or visitor. In the event of the confirmation of such prohibited possession, use, or distribution by a student or employee, Coastal Alabama Community College shall, within the scope of applicable Federal and State due process requirements, take such administrative or disciplinary action as is appropriate. For a student, the disciplinary action may include, but shall not be limited to, suspension or expulsion. For an employee, such administrative or disciplinary action may include, but shall not be limited to, reprimand, or suspension or termination of employment, or requirement that the employee participate in and/or successfully complete an appropriate rehabilitation program. Any visitor engaging in any act prohibited by this policy shall be called upon to immediately desist from such behavior. If any employee, student, or visitor shall engage in any behavior prohibited by this policy which is also a violation of Federal, State, or local law or ordinance, that employee, student, or visitor shall be subject to referral to law enforcement officials for arrest and prosecution.

The alcohol and drug awareness program will be owned by the Police Department to ensure federal compliance.

LEGAL SANCTIONS

Legal sanctions regarding unlawful use, possession, or distribution of alcoholic beverages and illicit drugs.

1. State Offenses: Activities which violate Alabama laws concerning illicit possession, use, and distribution of alcoholic beverages or drugs include, but are not limited to, the following:

- Schedule I consists primarily of “street drugs” such as heroin, morphine, marijuana, LSD, mescaline, etc. Schedule II includes opium, cocaine, and methadone, among other illicit drugs.
- Schedule III drugs include those which have less potential for abuse than Schedule I or II, and those substances with the least potential for abuse are included in Schedules IV and V.

The Schedules may be found in Code of Alabama (1975), sec. 20-2-23, et seq.

- a. Public intoxication is punishable by up to 30 days in jail. (Code of Alabama [1975] sec. 13A-11-10).
- b. Possession, consumption, or transportation of an alcoholic beverage by a person of less than 21 years of age is punishable by a fine of \$25 - \$100 or a 30 day jail term. (Code, sec. 28-1-5).
- c. Possession or distribution of an alcoholic beverage in a dry county is punishable by a fine of \$50 - \$100 and, in the discretion of the judge, a jail sentence of up to six (6) months. (Code, sec. 28-4-20, et seq).
- d. Possession of an alcoholic beverage illegally manufactured or illegally brought into the State of Alabama is punishable by a fine of \$100 - \$1,000 plus, in the discretion of the judge, a jail sentence of up to six (6) months. (Code, sec. 28-1-1).
- e. Driving or being in actual physical control of a vehicle while under the influence of alcohol or other drugs is punishable upon the first conviction, by a fine of \$250 - \$1,000 and/or one year in jail plus suspension of driver’s license for 90 days. (Code, sec. 32-5A-191).
- f. Possession of marijuana for personal use is punishable by a fine of up to \$2,000 and/or a jail sentence of up to one year. (Code, sec 13A-12-214).
- g. Possession of marijuana for other than personal use is punishable by a fine of up to \$5,000 and a prison sentence of not more than ten years. (Code, sec. 13A-12-213).
- h. The selling, furnishing, or giving away, manufacturing, delivery or distribution of a controlled substance listed in Schedules I-V of the Alabama Controlled Substance Act is punishable by a fine of up to \$10,000 and/or a prison term of not more than 20 years. (Code, sec. 13A-12-211).
- i. The selling, furnishing, or giving by a person 18 years or older to a person under the age of 18 years of age any

LEGAL SANCTIONS (CONTINUED)

controlled substance listed in Schedules I-V of the Alabama Controlled Substance Act is punishable by a fine of up to \$20,000 and/or prison term of up to life. (Code, sec. 13A-12-215).

- j. Possession of a controlled substance enumerated in Schedule I-V is punishable by a fine of not more than \$5,000 and/or a prison term of not more than 10 years. (Code, sec. 13-12-212).
- k. Conviction for an unlawful sale of a controlled substance in or, within a three-mile radius of, an educational institution brings with it an additional penalty of 5 years of imprisonment with no provision for parole. (Code, sec. 13A-12-250).
- l. The use, or possession with intent to use, of drug paraphernalia is punishable by up to three months in jail and/or a fine of up to \$500. (Code, sec. 13A-12-260).
- m. The sale or delivery of, or possession with the intent to sell or deliver, drug paraphernalia is punishable by no more than 10 years in prison and/or fine of up to \$5,000. If delivery or sale is to a person under 18 years of age, it is punishable by up to 20 years in prison and/or a fine of up to \$10,000. (Code, sec. 13A-12-260). Penalties for subsequent violations of the above described provisions are progressively more severe than the initial convictions.

2. Federal Offenses: Activities which violate Federal laws concerning illicit possession, use, and distribution of alcoholic beverages and drugs include, but are not limited to, the following: 21 U.S.C. 841 makes it a crime:

- a. to manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense, a controlled substance; or
- b. to create, distribute, or dispense, or counterfeit substance. (The U.S. Code establishes, and authorizes the U.S. Attorney General to revise as needed, classifications of controlled substances. The drugs are each classified in one or more of five “schedules,” Schedule I being comprised essentially of “street drugs” and Schedule V being comprised of drugs with a “low potential for abuse” when compared with drugs in Schedule I-IV. Examples of Schedule I drugs are heroin and marijuana. PCP, for example, is a Schedule II drug. Amphetamine is a Schedule III drug, while Barbitol is a Schedule IV drug. An example of Schedule V drug would be a prescription medication with not more than 200 mg. of codeine per 100 grams).

The penalties for a first offense conviction of violating the laws described in items (1) and (2) above are:

- a. In case of a Schedule I or II drug which is a narcotic drug, not more than fifteen (15) years in prison, a fine or not more than \$25,000, or both.
- b. In the case of a Schedule I or II drug which is not a narcotic drug or in the case of a Schedule III drug, not more than five (5) years in prison, a fine of not more than \$15,000 or both.
- c. In the case of a Schedule IV drug, not more than three (3) years in prison, a fine of not more than \$10,000 or both.
- d. In the case of a Schedule V drug, not more than one (1) year in prison, a fine of not more than \$5,000 or both.
- e. Notwithstanding subparagraphs (a) through (b) above, the distribution of a small amount of marijuana for no remuneration is punishable by imprisonment of not more than one (1) year and/or a fine of not more than \$5,000.
- f. Notwithstanding subparagraph (a) through (b) above, the manufacture, possession, or distribution, or intent to manufacture, possess, or distribute phencyclidine (PCP, “angel dust”) is punishable by up to ten (10) years in prison and/or a fine of not more than \$25,000. Penalties for subsequent violations of these provisions are progressively more severe than for initial convictions.

3. Local Ordinances: The State of Alabama Code has been adopted locally.

HEALTH RISKS OF DRUG & ALCOHOL USE AND ABUSE

Following is a list of some of the health risks and symptoms associated with the following categories of substances. It is not intended to be the final word on such health risks, since the scientific and medical communities will continue their research into and discoveries concerning the abusive use of drugs and alcohol.

1. Cannabis

- a. Includes marijuana, hashish, hashish oil, and tetrahydrocannabinol (THC).
- b. Regularly observed physical effects of cannabis are a substantial increase in the heart rate, bloodshot eyes, a dry mouth and throat, and increased appetite.

HEALTH RISKS OF DRUG & ALCOHOL USE AND ABUSE (CONT.)

Use of cannabis may impair or reduce short-term memory and comprehension, alter sense of time, and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows knowledge when they are “high.” Motivation and cognition may be altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis. Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system. Marijuana smoke contains more cancer-causing agents than tobacco. Long-term users of cannabis may develop psychological dependence and require more of the drug to get the same effect. The drug can become the center of their lives.

2. Cocaine

- a. Includes cocaine in powder form and “crack” in crystalline or pellet form.
- b. Cocaine stimulates the central nervous system.

Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Injecting cocaine with unsterile equipment can cause AIDS, hepatitis, and other diseases. Preparation of freebase, which involves the use of volatile solvents, can result in death or injury from fire or explosion. Cocaine can produce psychological and physical dependency, a feeling that the user cannot function without the drug. In addition, tolerance develops rapidly. Crack or freebase rock is extremely addictive, and its effects are felt within 10 seconds. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures. The use of cocaine can cause death by disrupting the brain’s control of the heart and respiration.

3. Other Stimulants

- a. Includes amphetamines and methamphetamines (speed); phenmetrazine (Preludin); methylphenidate (Ritalin); and “anorectic” (appetite suppressant) drugs such as Didrex, Pre-State, etc.
- b. Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite.

In addition, users may experience sweating, headache, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, and physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever, or heart failure. In addition to the physical effects, users report feeling restless, anxious, and moody. Higher doses intensify the effects. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions, and paranoia. These symptoms usually disappear when drug use ceases.

4. Depressants

- a. Includes such drugs as barbiturates, methaqualone (Quaaludes), and tranquilizers such as Valium, Librium, Equanil, Miltown, etc.
- b. The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness and relaxed muscles, but somewhat larger doses can cause slurred speech, staggering gait, and altered perception. Very large doses can cause respiratory depression, coma, and death.

The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence. Regular use over time may result in a tolerance to the drug, leading the user to increase the quantity consumed. When regular users suddenly stop taking large doses, they may develop withdrawal symptoms ranging from restlessness, insomnia and anxiety to convulsions and death. Babies born to mothers who abuse depressants during pregnancy may be physically dependent on the drugs and show withdrawal symptoms shortly after they are born. Birth defects and behavioral problems also may result.

5. Narcotics

- a. Includes such substances as heroin, morphine, opium, and codeine as well as methadone, meperidine (Demerol), hydromorphone (Dilaudin), and such drugs as Percocet, Percodan, Darvon, Talwin, etc.
- b. Narcotics initially produce a feeling of euphoria that often is followed by drowsiness, nausea, and vomiting. Users also may experience constricted pupils, watery eyes, and itching.

An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and possibly death. Tolerance to narcotics develops rapidly and dependence is likely. The use of contaminated syringes may result in diseases such as AIDS, endocarditis, and hepatitis. Addiction in pregnant women can lead to premature, stillborn, or

HEALTH RISKS OF DRUG & ALCOHOL USE AND ABUSE (CONT.)

addicted infants who experience severe withdrawal symptoms.

6. Hallucinogens

- a. Includes phencyclidine (“PCP”), lysergic acid diethylamide (“LSD”), mescaline, peyote, and psilocybin.
- b. Phencyclidine (“PCP”), interrupts the functions of the neocortex, the section of the brain that controls the intellect and keeps instincts in check.

Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries. The effects of PCP vary, but users frequently report a sense of distance and estrangement. Time and body movement are slowed down. Muscular coordination worsens and senses are dulled. Speech is blocked and incoherent. Chronic users of PCP report persistent memory problems and speech difficulties. Some of these effects may last six months to a year following prolonged daily use. Mood disorders—depression, anxiety, and violent behavior—also occur. In later stages of chronic use, users often exhibit paranoid and violent behavior and experience hallucinations. Large doses may produce convulsions and coma, heart and lung failure, or ruptured blood vessels in the brain. Lysergic acid (“LSD”), mescaline, and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to LSD, mescaline, or psilocybin. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even after use has ceased.

7. Inhalants

- a. Includes such substances as nitrous oxide (“laughing gas”), amyl nitrite, butyl nitrite, chlorohydrocarbons (used in aerosol sprays), and hydrocarbons (found in gasoline, glue, and paint thinner).
- b. Immediate negative effects of inhalants include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination, and loss of appetite.

Solvents and aerosol sprays also decrease the heart and respiratory rates, and impair judgment. Amyl and butyl nitrite cause rapid pulse, headaches, and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain hemorrhage. Deeply inhaling the vapors, or using large amounts over a short period of time, may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops. Long-term use can cause weight loss, fatigue, electrolyte imbalance, and muscle fatigue. Repeated sniffing of concentrated vapors over time can permanently damage the nervous system.

8. Designer Drugs

- a. Designer drugs include analogs of fentanyl and analogs of meperidine (synthetic heroin), analogs of amphetamines and methamphetamines (such as “Ecstasy”), and analogs of phencyclidine.
- b. Illegal drugs are defined in terms of their chemical formulas.

Underground chemists modify the molecular structure of certain illegal drugs to produce analogs known as designer drugs. These drugs can be several hundred times stronger than the drugs they are designed to imitate. The narcotic analogs can cause symptoms such as those seen in Parkinson’s disease—uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage. Analogs of amphetamines and methamphetamines cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause brain damage. The analogs of phencyclidine cause illusions, hallucination, and impaired perception.

9. Alcohol

- a. Ethyl alcohol, a natural substance formed by the fermentation that occurs when sugar reacts with yeast, is the major active ingredient in wine, beer, and distilled spirits.
- b. Ethyl alcohol can produce feelings of well-being, sedation, intoxication, unconsciousness, or death, depending on how much is consumed and how fast it is consumed.

Alcohol is a “psychoactive”, or mind-altering, drug as are narcotics and tranquilizers. It can alter moods, cause changes in the body, and become habit-forming. Alcohol depresses the central nervous system and too much can cause slowed reactions, slurred speech, and unconsciousness. Chronic use of alcohol has been associated with such diseases as alcoholism, and cancers of the liver, stomach, colon, larynx, esophagus, and breast. Alcohol abuse can also lead to damage to the brain, pancreas and kidneys, high blood pressure, heart attacks, and strokes; hepatitis and cirrhosis of the liver; stomach and duodenal ulcers; colitis; impotence and infertility; and premature aging. Abuse of alcohol has also been linked to birth defects and Fetal Alcohol Syndrome.

CAMPUS PROGRAMS ON SECURITY, SAFETY, & ALCOHOL/DRUG EDUCATION

The College has an awareness campaign designed to encourage all members of the College community to avoid involvement with alcohol and/or illegal drugs. Education programs in New Student Orientation, video presentations, and other special presentations:

1. Provide current, accurate information on health risks;
2. Provide accurate information on symptoms of illegal drug/alcohol abuse;
3. Promote an institutional climate that discourages the use of illegal drugs and/or alcohol;
4. Provide information on treatment centers and community agencies for referral;
5. Provide in-house counseling for those with alcohol/drug problems;
6. Provide accurate information concerning local, state, and federal laws dealing with the use of illegal drugs and alcohol; and,
7. Provide a clear explanation of Coastal Alabama Community College's policy on the use of alcohol and/or illegal drugs and including College disciplinary procedures.

SECURITY OF CAMPUS FACILITIES

The College Police Department provides continuous year-round security and enforcement to the College community. Regular patrol is provided with access to municipal emergency services. College Police Officers are certified by the State Peace Officers Standards and Training Commission and are sworn with all of the powers of a peace officer of Alabama. The College Police work in close cooperation with other local law enforcement agencies. College Police can be contacted by calling 251-580-2222, or 911. Whether one is a victim or a witness, one should report a crime or suspicious activity or any other emergency on campus. It is important to provide the following information when calling:

- Name;
- Location of the incident;
- A description of the individual or any vehicles involved in the incident, especially a license plate number.

Outdoor lighting is a priority for campus safety/security. The College has attempted to insure that all areas of the campus are well-lighted, especially around the residence halls and areas frequently traveled by students. Additional and improved lighting is continuously being added to enhance the security of students. The College Police officers make regular "lights out" reports of all street, sidewalk and parking lot lights, to insure speedy light replacement. Students and staff members are encouraged to report any areas that they feel need additional lighting or lights that need replacing.

After dark, individuals are encouraged not to go out alone.

Campus Access after Hours

Coastal Alabama Community College facilities are open to students, faculty, and staff during normal hours of operation for approved college and educational purposes. While the college endeavors to provide an open academic environment, college officials and College Police are also concerned with providing a safe environment and may request to see your student identification card at any time. After regular operating hours or when the campus is closed, College Police may, at their discretion, deny access to anyone who is unable to produce proper identification; to anyone they believe has no legitimate business on campus; or to anyone whose presence causes a safety concern to themselves or others.

Access to Campus Facilities

All buildings are open by 7:00 a.m. Monday through Friday and will be closed and secured as soon as possible after the offices close; or in the case of a classroom building, after the last class of the day. Buildings are normally closed on Saturday and Sunday. Students should not be in a building alone after normal closing hours. The buildings are secured by the campus security service, and it is their responsibility to make regular checks of each building to ensure that they remain locked. Outdoor lighting is a priority for campus safety/security. The College has attempted to ensure that all areas of the campuses are lighted, especially around parking lots, walkways, classrooms, and areas frequently traveled by students and college personnel. College Police personnel report light outages to the college maintenance department for light replacement. Students and staff members are encouraged to report lights that need replacing at the earliest convenience.

College officials and College Police are concerned with providing a safe environment and may request to see your faculty, staff or student identification card at any time.

Campus Law Enforcement Policies and Procedures

1. Officers shall at all times abide by the Peace Officer's Code of Ethics and take appropriate action to preserve the peace, protect life and property, apprehend criminals, prevent crime, recover lost and stolen property and enforce the laws of the United States, the State of Alabama and regulations of Coastal Alabama Community College.
2. Violation of rules: Violation of College rules and regulations or criminal offenses are reported in writing to the Vice-President and/or Dean of Student Services. College regulations, disciplinary actions, and disciplinary procedures are outlined in the College Catalog and Student Handbook.
3. Room searches: College Jurisdiction: If deemed necessary and advisable for the safety, security, and the maintenance of an educational atmosphere, a room may be searched. Searches will be conducted only in accordance with the preceding sentence or if there is reasonable cause to believe that a student is using his/her room for a purpose in violation of federal, state or local laws, or College regulations. Any room search, except one conducted by law enforcement officers with duly issued search warrants, must be approved by the Vice-President and/or Dean of Student Services.
4. Code of Conduct: Officers are expected at all times to abide by the Coastal Alabama Community College Police Department Code of Conduct.

FIRE SAFETY

SUMMARY OF FIRES REPORTED ON CAMPUS

BAY MINETTE CAMPUS						
	2014	On Campus Housing	2015	On Campus Housing	2016	On Campus Housing
Fires	0	0	0	0	0	0
Injuries	0	0	0	0	0	0
Deaths	0	0	0	0	0	0
* There were no fires reported on Clery Act-defined "Public Property" surrounding the campus during these time periods.						
BREWTON CAMPUS						
	2014	On Campus Housing	2015	On Campus Housing	2016	On Campus Housing
Fires	0	0	0	0	0	0
Injuries	0	0	0	0	0	0
Deaths	0	0	0	0	0	0
* There were no fires reported on Clery Act-defined "Public Property" surrounding the campus during these time periods.						

FIRE SAFETY SYSTEM

The residence halls in Bay Minette and Brewton are equipped with fire safety systems. Additionally, fire drills are performed semesterly to ensure residents are prepared to respond to fires.

Thompson Hall (Bay Minette) - Smoke detectors in every room and hallway are connected to Hunter Security. Strobe lights are also in the residence hall.

Sun Chief Hall (Bay Minette) - Smoke detectors are attached to Hunter security. Sprinklers are in every room and hallway. Strobe lights and an intercom system are outfitted to be heard throughout the building.

Lakeview Apartments (Brewton) - Smoke detectors are in every room and pull stations are in breezeways.

CRIME STATISTICS & PREVENTION

CAMPUS CRIME STATISTICS

The following are statistics relating to incidents occurring on all campuses and sites operated by Coastal Alabama Community College for the academic years 2013-2015. For the purposes of this report, the definitions expressed below shall apply. These definitions are consistent with those used by the U.S. Department of Justice in the Uniform Crime Reports published by the Federal Bureau of Investigation. The classification by the College of any criminal offense which occurs on campus shall be based on its designation by the investigating law enforcement agency, as opposed to the determination of a court, medical examiner, coroner, jury, or other judicial body.

1. Definitions:

- a. Murder (including non-negligent manslaughter) is the willful killing of one human being by another. Not included in this classification are deaths caused by negligence, suicide, accident, or justifiable homicide, attempted murder and assault to murder shall also be excluded, but will be classified as “aggravated assaults” as defined below.
- b. Rape is the carnal knowledge of a male or female forcibly and against his or her will. Assaults or attempts to commit rape by force or threat of force are also included; however, statutory rape and other sex offenses are excluded from this classification.
- c. Robbery is 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.
- d. Motor Vehicle Theft is defined as the theft or attempted theft of a motor vehicle. This offense includes stealing of automobiles, trucks, buses, motorcycles, motorscooters, snowmobiles, etc. It does not include the taking for temporary use by a person having lawful access to the respective vehicle.

BAY MINETTE CAMPUS						
<u>Reported Incidents</u>	<u>2014</u>	<u>On Campus Housing</u>	<u>2015</u>	<u>On Campus Housing</u>	<u>2016</u>	<u>On Campus Housing</u>
Murder	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0
Sex Offenses - Non-Forcible	0	0	0	0	0	0
Robbery	1	1	0	0	0	0
Aggravated Assault	0	0	6	6	1	0
Burglary	3	2	1	0	1	0
Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
* There were no criminal offenses on Clery Act-defined “Public Property” surrounding the campus or Clery Act-defined “Hate Crimes” on campus or on Public Property surrounding the campus during these time periods.						

CAMPUS CRIME STATISTICS (CONTINUED)

ATMORE CAMPUS			
Reported Incidents	2014	2015	2016
Murder	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Theft	0	0	0
Arson	0	0	0

* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.

BREWTON CAMPUS						
Reported Incidents	2014	On Campus Housing	2015	On Campus Housing	2016	On Campus Housing
Murder	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0
Sex Offenses - Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	4	3	0	0	0	0
Burglary	6	3	0	0	0	0
Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0

* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.

FAIRHOPE CAMPUS			
Reported Incidents	2014	2015	2016
Murder	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Theft	0	0	0
Arson	0	0	0

* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.

CAMPUS CRIME STATISTICS (CONTINUED)

GILBERTOWN CAMPUS			
Reported Incidents	2014	2015	2016
Murder	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Theft	0	0	0
Arson	0	0	0
* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.			

GULF SHORES CAMPUS			
Reported Incidents	2014	2015	2016
Murder	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Theft	0	0	0
Arson	0	0	0
* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.			

MONROEVILLE CAMPUS			
Reported Incidents	2014	2015	2016
Murder	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	2	1
Theft	0	0	0
Arson	0	0	0
* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.			

CAMPUS CRIME STATISTICS (CONTINUED)

THOMASVILLE CAMPUS			
Reported Incidents	2014	2015	2016
Murder	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Theft	0	0	0
Arson	0	0	0
* There were no criminal offenses on Clery Act-defined "Public Property" surrounding the campus or Clery Act-defined "Hate Crimes" on campus or on Public Property surrounding the campus during these time periods.			

REPORTING OF OFF-CAMPUS CRIMINAL INCIDENTS OCCURRING AT STUDENT FUNCTIONS

Statistics for the three most recent years by campus: Coastal Alabama Community College's Code of Student Conduct is the code of conduct by which students and organizations are expected to abide. The College expects all students and organizations to be knowledgeable of the Standard of Conduct, and they should be aware that they are expected to conform to the standard of behavior on campus as well as at all College-sponsored events off College premises, such as athletic events, field trips, social activities, etc.

ARREST STATISTICS RELATING TO ALCOHOL, DRUGS, AND WEAPONS

1. Definitions: the arrest statistics stated in this section are subject to the following definitions:

- a. Arrest is the lawful detention by a person with arrest powers of a person for whom there is probable cause to believe violated one of the offenses covered in this section.
- b. A Liquor Law Violation is an act or omission committed in violation of an ordinance or statute designed to control the possession, sale, distribution, or usage of an alcoholic beverage or beverages.
- c. A Drug Abuse Violation is an act or omission committed in violation of an ordinance or statute designed to control the possession, sale, distribution, or usage of those items categorized as illicit drugs, controlled substances, or illegal drug paraphernalia.
- d. Weapons Possession shall be the illegal possession or control of an item designated as a "weapon" by ordinance, statute, or case law.

CAMPUS CRIME STATISTICS (CONTINUED)

2. Statistics on the arrests for liquor law, drug abuse, and weapons violations by campus:

BAY MINETTE CAMPUS						
	2014	On Campus Housing	2015	On Campus Housing	2016	On Campus Housing
Total Arrests	1	1	2	1	6	1
Weapons Violations	0	0	0	0	1	0
Drug Violations	1	1	2	1	5	1
Liquor Law Violations	0	0	0	0	0	0
Total Disciplinary Actions	15	10	19	6	19	4
Weapons Violations	0	0	0	0	1	0
Drug Violations	12	7	16	5	17	3
Liquor Law Violations	3	3	3	1	1	1
* There were no arrests on Clery Act-defined "Public Property" or "Noncampus" surrounding the campus during these time periods. The only disciplinary actions on Noncampus were 7 liquor law violations in 2014 and there were no disciplinary actions on Public Property. There were no unfounded crimes.						

ATMORE CAMPUS			
	2014	2015	2016
Total Arrests	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
Total Disciplinary Actions	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" surrounding the campus during these time periods.			

CAMPUS CRIME STATISTICS (CONTINUED)

BREWTON CAMPUS						
	2014	On Campus Housing	2015	On Campus Housing	2016	On Campus Housing
Total Arrests	0	0	1	0	0	0
Weapons Violations	0	0	0	0	2	0
Drug Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	1	0	0	0
Total Disciplinary Actions	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" or "Noncampus Property" surrounding the campus during these time periods.						

FAIRHOPE CAMPUS			
	2014	2015	2016
Total Arrests	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
Total Disciplinary Actions	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" surrounding the campus during these time periods.			

CAMPUS CRIME STATISTICS (CONTINUED)

GILBERTOWN CAMPUS			
	2014	2015	2016
Total Arrests	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
Total Disciplinary Actions	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" surrounding the campus during these time periods.			

GULF SHORES CAMPUS			
	2014	2015	2016
Total Arrests	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
Total Disciplinary Actions	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" surrounding the campus during these time periods.			

CAMPUS CRIME STATISTICS (CONTINUED)

MONROEVILLE CAMPUS			
	2014	2015	2016
Total Arrests	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
Total Disciplinary Actions	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" surrounding the campus during these time periods.			

THOMASVILLE CAMPUS			
	2014	2015	2016
Total Arrests	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
Total Disciplinary Actions	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Law Violations	0	0	0
* There were no arrests or disciplinary actions on Clery Act-defined "Public Property" surrounding the campus during these time periods.			

CAMPUS CRIME STATISTICS (CONTINUED)

Violence Against Women Act (VAWA) Offenses On Campus

BAY MINETTE CAMPUS						
Reported Incidents	2014	On-Campus Housing 2014	2015	On-Campus Housing 2015	2016	On-Campus Housing 2016
Domestic Violence	0	0	0	0	0	0
Dating Violence	1	0	1	1	0	0
Stalking	3	0	1	0	1	1

BREWTON CAMPUS						
Reported Incidents	2014	On-Campus Housing 2014	2015	On-Campus Housing 2015	2016	On-Campus Housing 2016
Domestic Violence	0	0	1	1	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	1	0

Violence Against Women Act (VAWA) Offenses Noncampus

BAY MINETTE			
Reported Incidents	2014	2015	2016
Domestic Violence	1	0	0
Dating Violence	0	0	0
Stalking	0	0	0
* There were no reported VAWA offenses on Clery Act-defined "Public Property" surrounding the campus during these time periods			

BREWTON			
Reported Incidents	2014	2015	2016
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
* There were no reported VAWA offenses on Clery Act-defined "Public Property" surrounding the campus during these time periods			

CRIME PREVENTION

The College will provide a program of education designed to instruct all members of the College community on how to better protect themselves and their property. Through campus publications, Orientation, and special presentations, students and employees will become aware of criminally induced dangers and appropriate responses to these dangers.

1. A videos on topics such as sexual assault and response to active shooter scenarios will be shown in the residence halls.
2. A Crime Awareness program is presented.
3. Through in-service workshop programs, employees are taught how to protect themselves and their students.
4. Group meetings and seminars are presented in the residence halls to alert students of security in the residence halls.
5. Guest speakers are invited to campus throughout the year.

IDENTIFICATION OF CAMPUS SECURITY AUTHORITY PERSONNEL

Who is Campus Safety Authority (CSA)? A campus safety authority is defined as any administrator or staff person who has responsibility for a student or campus activity outside of the classroom including campus security officers, athletic coaches, Student Development staff, professional staff, and staff advisors in student clubs and organizations.

Who is not a campus safety authority CSA? A faculty member or instructor who does not have responsibility for a student or campus activity beyond the classroom is not a CSA. The following positions are also not considered campus safety authority: clerical staff, bookstore staff, facilities or maintenance staff.

TREATMENT FACILITIES

National Council on Alcoholism
1-800-622-2255

National Institute
of Drug Abuse Hotline
1-800-662-4357

National Council on Alcoholism and Drug Dependence
800-622-2255
national@ncadd.org

Substance Abuse and Mental Health Services
Administration
877-726-4727

National Alliance for Hispanic Health
1-866-783-2645

Addiction Center
888-585-9923
American Addiction Center
888-984-3206

National Association of Addiction Treatment Providers
888-574-1008

SEX OFFENDER REGISTRIES

STATE OF ALABAMA SEX OFFENDER REGISTRY

<http://www.alea.gov/Home/wfContent.aspx?ID=70&PLH1=plhAlerts-SexOffenders>

BALDWIN COUNTY SEX OFFENDER REGISTRY

<http://www.icrimewatch.net/?AgencyID=53992>

CHOCTAW COUNTY SEX OFFENDER REGISTRY

<https://www.homefacts.com/offenders/Alabama/Choctaw-County.html>

CLARKE COUNTY SEX OFFENDER REGISTRY

<http://www.icrimewatch.net/index.php?AgencyID=54159>

CONECUH COUNTY SEX OFFENDER REGISTRY

<https://www.homefacts.com/offenders/Alabama/Conecuh-County.html>

ESCAMBIA COUNTY SEX OFFENDER REGISTRY

<http://www.icrimewatch.net/index.php?AgencyID=54173>

MARENGO COUNTY SEX OFFENDER REGISTRY

<http://www.icrimewatch.net/index.php?AgencyID=54192&disc=>

MOBILE COUNTY SEX OFFENDER REGISTRY

<http://www.icrimewatch.net/index.php?AgencyID=54195>

MONROE COUNTY SEX OFFENDER REGISTRY

<https://www.homefacts.com/offenders/Alabama/Monroe-County.html>

WILCOX COUNTY SEX OFFENDER REGISTRY

<http://www.icrimewatch.net/index.php?AgencyID=55289>



1-800-381-3722
www.CoastalAlabama.edu

BAY MINETTE | ATMORE | BREWTON | FAIRHOPE | GILBERTOWN | GULF SHORES
JACKSON | MOBILE | MONROEVILLE | THOMASVILLE

**COPIES OF THIS MATERIAL ARE AVAILABLE IN LARGE TYPE UPON REQUEST.
ALSO, THIS PUBLICATION WILL BE READ TO ANY PERSON MAKING THE REQUEST.**