

MERCER UNIVERSITY

Annual Security and Fire Safety Report

2024



MERCER
UNIVERSITY

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Preparation of Annual Security Report

Mercer University places a high priority on keeping its campus safe for its students, faculty, staff and visitors. In compliance with federal laws and regulations, including the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), this Annual Security and Fire Safety Report (“Report”) contains certain statistics for 2023 of crimes reported in certain locations on or near campus as specified by the Clery Act. This Report has been prepared for the purpose of (a) informing the University community about campus security policies and procedures; (b) encouraging students and employees to take responsible actions to lessen the chances of crime occurring on campus; and (c) keeping Mercer a safe and secure place to learn and work.

The full text of this Report can be located on Mercer’s Police Department website at <https://police.mercer.edu/security/>. This Report is prepared by the Office of General Counsel in conjunction with the Chief of Mercer Police and designees, Title IX, Student Affairs, Human Resources, Residence Life, Counseling and Psychological Services (“CAPS”), and Director of Environmental Health and Safety. Each department provides updated information on their educational efforts and programs to comply with the Clery Act. Statistical data received from these sources are aggregated and included in this Report. Each year, an email notification is made to all students, faculty and staff that provides the website to access this Report. All members of the Mercer community are encouraged to read this Report.

Campus crime, arrest and referral statistics include those reported to the Mercer Police, respective law enforcement agencies and designated campus officials. Unless noted otherwise, the information in this Report applies across all Mercer campuses.

Atlanta, Georgia

Cobb County Accelerated Nursing Program Site

Dekalb County Campus

Douglas County Regional Academic Center

Henry County Regional Academic Center

Columbus, Georgia

Macon, Georgia

Savannah, Georgia

Reporting Crimes and Other Emergencies

Campus Security Authorities

Campus Security Authorities (“CSA”) are individuals and organizations at Mercer who, because of their function, have an obligation under the Clery Act to notify the University of alleged Clery Act crimes that are reported to them in good faith, or alleged Clery Act crimes that they may personally witness.

The Clery Act identifies four categories of individuals and organizations who may qualify as CSAs at Mercer that a victim or witness may report crimes to:

1. A campus police department or a campus security department of an institution.
2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph

- (1) of this definition, such as an individual who is responsible for monitoring entrance into institutional property.
3. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
 4. An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

If a CSA receives information of alleged Clery Act crime and believes it was provided in good faith, or personally witnesses an alleged Clery Act crime, they should report the crime directly to Mercer University Police. CSAs at Mercer University include departments or individuals with significant responsibility for student and campus activities, including the following:

- Mercer Police Department officers
- Student Affairs Vice Presidents and Deans
- Housing and Residence Life Directors and Resident Advisors
- Campus Life Executive Director
- Title IX Coordinator
- Campus Health Director

Mercer Police

Mercer University Campus Police Department has the primary responsibility for crime prevention, law enforcement, emergency preparedness and response, security, and parking control for the Mercer community. This service includes providing a safe, peaceful environment through the protection of life and property in order to maintain a quality of life in which members of the Mercer community can learn, teach and work. This service is accomplished in accordance with established local, state and federal laws, University policies and procedures, and a commitment to safety.

Mercer Police is a certified police agency as defined by the Georgia Peace Officer Standards and Training Act. The department's powers are outlined in Section 20-8-1 (Law Enforcement Powers of Campus Policemen) of the Georgia Code Annotated. Those duties listed in Section 20-8-1 include enforcement authority in Georgia, relationship with state and local police agencies, jurisdiction, and arrest authority.

Reporting Crime

Reporting crimes to law enforcement helps protect the University community by ensuring that crimes are investigated and action is taken when appropriate. All students, faculty, staff and visitors should promptly report to Mercer Police or the respective police in the jurisdiction, any unusual activity on campus, in any off-campus building owned or controlled by Mercer, or on public property immediately adjacent to or accessible from a Mercer campus.

If you have any doubts as to whether to report an incident that has occurred, report it. Mercer policy encourages every member of the campus community to report a crime promptly to Mercer Police if the victim elects not to or is unable to make such a report. If assistance is required from a local police

department, Mercer Police will contact them. Because certain police reports may be subject to the Georgia Campus Policeman’s law, Mercer Police cannot hold reports of crime in confidence.

Mercer Police maintains statistical records of criminal activity on campus and in off-campus buildings owned or controlled by the University. A formal police report or investigation is not needed in order for a crime report to be included in the statistics. See the section “Campus Crime Statistics” of this Report for more information.

When reporting a crime, suspicious activity, or other emergency on campus, be sure to provide the following information:

- * Your name;
- * Location of the incident you are reporting;
- * A description of the scene and/or suspects;
- * A description of any vehicles involved in the incident, especially a license plate number if possible;
- * Your telephone number and address, for report purposes.

BEFORE HANGING UP, BE CERTAIN THE DISPATCHER HAS ALL THE INFORMATION NEEDED. DO NOT TAKE MATTERS INTO YOUR OWN HANDS; THIS COULD RESULT IN SERIOUS INJURY.

Mercer allows confidential reporting by victims or witnesses of crimes. Further, Mercer encourages pastoral and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling of the procedures for voluntary, confidential reporting of criminal activity.

You can reach local law enforcement by dialing 911 on a telephone or reach Mercer Police by using the following phone numbers or email addresses.

Atlanta

Mercer Police Email	atlpolice@mercer.edu
Mercer Police	(678) 547-6358
Mercer Emergency Line	6911 (from any campus phone)
Mercer University Switchboard	(678) 547-6000
DeKalb County Police Department	(404) 294-2911
Douglas County Police Department	(770) 920-3010
Henry County Police Department	(770) 288-8200

Columbus

Columbus Police Department	(706) 653-3205
Mercer Police	See contact information below

Macon

Mercer Police Email	mercerpolice@mercer.edu
Mercer Police – Campus Phone	Dispatcher: HELP (4357)
Mercer Police – Campus Phone	Emergency Line: 2911

Mercer Police – Non-Campus Phone	Dispatcher: (478) 301-4357
Mercer Police – Non-Campus Phone	Emergency Line: (478) 301-2911
Bibb County Sheriff’s Office	(478) 751-7500
Savannah	
Mercer Police	See contact information above
Memorial Hospital Security Dept.	(912) 350-8600
Savannah Police Department	(912) 525-3124

Atlanta Campus

The Atlanta campus includes the Cobb County Accelerated Nursing Program Site, Dekalb County Campus, Douglas County Regional Academic Center and the Henry County Regional Academic Center. When a Mercer student is involved in an off-campus offense, Mercer Atlanta Police (“MERPO-ATL”) officers may assist with the investigation in cooperation with local, state, or federal law enforcement. MERPO-ATL officers routinely work and communicate with local law enforcement agencies on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. Although the locations in Cobb County, Douglas County, and Henry County do not have MERPO-ATL present, the University maintains relationships with local law enforcement that have jurisdiction over those locations.

Mercer does not operate off-campus student organization facilities in Atlanta. However, many students live in the neighborhoods surrounding Mercer’s campus. While local law enforcement has primary jurisdiction in all areas off campus, MERPO-ATL officers can and do respond to student-related incidents that occur in close proximity to campus.

Emergency phones are located in the following locations on the Atlanta-Dekalb campus. These phones dial MERPO-ATL as soon as they are removed from the receiver.

Admin. Conf. Ctr. Elevator 1	Gravel Parking Lot	Sheffield Men’s Locker Room
Admin. Conf. Ctr. Elevator 2	Main Gym Emergency	Sheffield Pool
Academic Bldg Elevator	North Parking - East Side	Sheffield Women Locker Room
Behind Apts. - North Side	North Parking - West Side	Swilley Emergency Phone 1 & 2
Behind Apts. - South Side	Pharmacy Snack Emergency Phone	Swilley Elevator
Business & Economics Bldg. Elevator	Pharmacy Outside Emergency (Loading Dock)	Swilley Library, On Walkway leading to Sheffield
Residence Hall 2902 Elevator	Pharmacy Bldg Emergency 2nd Floor	Theology Elevator Emergency
College of Nursing Elevator		West Parking Lot - North Side

East Parking Lot @ Service Road	Pharmacy Elevator 1 and 2	West Parking Lot - South Side
East Parking Lot #5	Sheffield Front Desk	

Columbus Campus

Although Mercer Police does not have a presence in Columbus, the University maintains relationships with local law enforcement that have jurisdiction over the location. All disturbances in or around or on the Mercer University School of Medicine Columbus Campus should be reported to the Columbus Police Department and to Mercer Police.

Mercer does not operate off-campus student organization facilities in Columbus. However, many students live in the neighborhoods surrounding Mercer’s campus. Columbus Police Department has primary jurisdiction in all areas off campus, and will respond to student-related incidents that occur in close proximity to campus.

Emergency phones are located in the following locations on the Columbus campus. These phones dial Mercer Police as soon as they are removed from the receiver.

Columbus Elevator 1	Columbus Elevator 2
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Macon Campus

When a Mercer student is involved in an off-campus offense, Mercer Police officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Bibb County Sheriff’s officers routinely work and communicate with Mercer Police officers on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus.

Mercer does not operate off-campus student organization facilities in Macon. However, many students live in the neighborhoods surrounding Mercer. While Bibb County Sheriff’s Office has primary jurisdiction in all areas off campus, Mercer Police officers can and do respond to student-related incidents that occur in close proximity to campus. Some Mercer Police vehicles have radio communications with the city police and fire department to facilitate rapid response in any emergency situation. Bibb County Sheriff’s Office 911 Center contacts Mercer Police when one of their officers is requesting assistance regarding an incident that involves a student.

Emergency phones are located in the following locations on the Macon campus. These phones dial Mercer Police as soon as they are removed from the receiver.

640 Plum Street Elevator	Field House Elevator
Administration Building Elevator	Groover Hall Elevator
Bell House Elevator (McDuffie Center for Strings)	Hardman Building Elevator
Bell House Emergency Phone (Center for Strings)	Hardman Building Emergency Phone
Einstein Bagels Emergency Phone	Internal Medicine Elevator (707 1st St.)
Engineering School Elevator	Godsey Science Building Elevator
	Knight Hall Elevator

Law School Elevator Big	Pk Lot Delta Sigma Theta
Law School Elevator Small	Pk Lot Linden Avenue
Law School First Floor Lobby	Pk Lot Porter Hall
Law School Library 2nd Floor	Pk Lot UC Lower
Law School Lower Parking Lot	Pk Lot UC Middle
Law School/Georgia Ave. Entrance (inside)	Pk Lot GK Village (Winship)
Law School/Georgia Ave. Entrance (outside)	Pk Lot UC Upper
Law School/Mercer Press Parking Lot	Plunkett Pool
Law School Student Lounge (inside)	Science & Engineering School Elevator
Law School Student Lounge (outside)	Stembridge Center Elevator
Law School Upper Parking Lot	Stetson Building Elevator
Learning Resource Center Emergency Phone	Student Center Elevator
Legacy Hall Elevator 1	Tarver Library – Glass Elevator
Legacy Hall Elevator 2	Tarver Library – Staff Elevator
Medical Office Building Elevator (250 MLK Blvd)	Tattnall Elevator
Medical School Elevator	UC Elevator One
Mercer Hall Elevator	UC Elevator Two
Music at Capricorn Elevator	UC Elevator Three
Newton Hall Elevator	UC Pool
Pedestrian Bridge Elevator	Wiggs Hall Elevator
Pk Intramural Field Bathrooms	Willett Elevator 1
Pk Intramural Field Parking lot	Willett Elevator 2
Pk Lot 1503 Adams	Willett Emergency
Pk Lot 1821 Winship	Willingham Emergency
Pk Lot 1962 Winship	

Savannah Campus

Although Mercer Police does not have a presence in Savannah, the University maintains relationships with local law enforcement that have jurisdiction over the location. In Savannah, Memorial Health University Medical Center Security Services Department works in conjunction with the Savannah

Police Department, to provide security for the Memorial University Medical Center (“MUMC”) and Mercer University’s School of Medicine’s Savannah campus.

Mercer does not operate off-campus student organization facilities in Savannah. However, many students live in the neighborhoods near campus. Savannah Police Department has primary jurisdiction in all areas off campus, and will respond to student-related incidents that occur in close proximity to campus.

The locations of all panic alarms on the Savannah campus are shown below. These security devices establish contact with MUMC Security Services Department as soon as they are activated.

Parking lots	Cardiac and Vascular ICU
Elevators in all parking garages	Gift Shop
Under select desks inside the hospital	Emergency Room Triage Rooms
Trauma ICU	Emergency Room Lobby
Neuro ICU	Other locations within the hospital
Medical ICU	

Crime Prevention and Safety Awareness Programs

In an effort to provide Mercer students, faculty, staff, and the University community with information about the campus security procedures and the tools they need to help keep themselves and others safe, Mercer Police, Student Affairs, Academic and Advising Services, Title IX Coordinator, Counseling & Psychological Services (“CAPS”), Human Resources and other University organizations provide a variety of educational programs to incoming and current University students and employees. Programming is focused on a broad range of topics including crime prevention and safety regarding:

Active Violence

Alcohol	Drugs
Building Security	Risk Reduction
Bystander Intervention	Sexual Assault
Consent	Stalking
Domestic/Relationship Violence	Theft

Along with these workshops, the Student Government Association and Mercer Police have produced several pamphlets and other informational items promoting campus safety awareness. During orientation, students are informed of services offered by Mercer Police. Students are told about crime on-campus and how to report crime. Periodically during the academic year, Mercer Police, in cooperation with other University organizations and departments, present crime prevention awareness sessions on sexual assault, personal safety, residence hall security, gun safety, and alcohol-related issues. Mercer Police also has a website (<http://police.mercer.edu/>), which features campus safety videos that are updated on an ongoing basis; annual crime statistics; resources for personal safety; reacting to an active shooter situation; reacting to suspicious activity; parking maps; severe weather procedures; personal responsibility relating to the consumption of alcohol; scam avoidance; and contact information for MERPO on the Macon and Atlanta campuses. Additionally, Human Resources presents similar safety information during orientation for new employees, as well as information on Title IX. On the Macon campus, leaders of the Student Government Association, the Vice President for Student Affairs, the Chief of Mercer Police,

and the Director of the Physical Plant conduct a walk-through survey of the campus each semester to examine security issues such as landscaping, locks, lighting, fencing, gates, sidewalks and crosswalks.

For a full list of programs, see Appendix I – 2023 Crime Prevention and Safety Awareness Programs.

Campus Facilities and Building Security

Campus Buildings and Grounds

Mercer Police routinely patrol all campus buildings on the Atlanta-Dekalb and Macon campus, entering them as needed to provide service and security. Other campus locations are monitored by local law enforcement designated for the respective campus. Many events at Mercer University are open to the public, including athletic and cultural events. Academic and administrative facilities are generally open only to students, faculty, staff, and their visitors. Mercer has campus-wide standard building hours subject to limited exception. In addition, many buildings are equipped with electronic access control allowing only those authorized with access to enter during or after normal business hours.

Blue Light emergency notification stations are strategically placed in several outside locations on the Atlanta and Macon campuses. When activated, the system provides direct contact with the police dispatcher and immediate officer response. Mercer Police offers escorts for any member of the university community from the hours of dusk to dawn any day of the year. This service is provided free of charge and may be obtained by contacting Mercer Police.

Student Housing

Residence buildings are secured 24 hours a day. Access to Mercer student housing is limited to residents, residential staff, and their invited guests through a building's main entrance. Fire drills are conducted each semester. Room inspections are conducted on a monthly basis in order to ensure that residents and professional staff are living in a safe and conducive environment.

Maintenance

Mercer University Physical Plant Facilities and designated third parties provide custodial services and maintain the buildings, grounds, and utility systems across all Mercer campuses. Building locking mechanisms, windows, fire alarm systems, lighting, elevators, and other safety related measures are routinely inspected.

Timely Warnings

In an effort to provide timely notice to the campus community in the event of a substantiated Clery Act crime that is reported to a CSA or Mercer Police and that may pose a serious or ongoing threat to members of the community, Mercer Police will issue Timely Warnings. The University takes its duty seriously to inform students and campus community members of threatening situations and how they can best protect themselves from harm. Information related to crime and other potentially threatening situations is provided in an accurate and timely fashion for use by students and other University community members to reduce their chances of becoming victims. Mercer's Timely Warning and Emergency Notification Policy may be found here: [Timely Warning and Emergency Notification Policy](#).

What Constitutes Issuance of a Timely Warning

Timely Warnings are specifically related to compliance with the federal Clery Act, which requires colleges and universities to notify students and employees whenever there is a threat that a serious crime is ongoing or may be repeated so that campus community members can protect themselves from harm. The Clery Act identifies specific crimes that require a Timely Warning to be issued when these crimes are reported to officials with significant responsibility for student and campus activities, campus safety, or the local police, and when the reported crime(s) are believed to have occurred on campus, in or on non-campus buildings or property, or on public property contiguous to the campus.

Types of incidents or situations that could warrant the issuance of Timely Warnings are all Clery Act crimes that represent a serious or continuing threat to the person and well-being of students and employees. Examples include but are not limited to:

- Murder and Manslaughter
- Rape, fondling, incest or statutory rape
- Robbery
- Aggravated Assault
- Burglaries (occupied rooms/offices/structures)
- Arson
- Hate Crimes
- Motor vehicle theft
- Dating violence, domestic violence and stalking
- Persons with weapons with intent to use
- Threat of violent crime
- Situations where the suspect is not known

Timing Criteria for a Timely Warning

The Clery Act does not define what is “timely.” However, the Timely Warning should be issued, without delay, as soon as pertinent information is substantiated by, and available to, Mercer Police because the intent of a Clery Timely Warning is to alert the campus community of continuing threats, especially concerning safety, thereby enabling community members to protect themselves.

Decision Criteria for a Timely Warning

The decision to issue a Timely Warning is made by the Mercer Police Shift Supervisor or Officer in Charge (“OIC”). The Mercer Police Shift Supervisor or OIC will also decide which campus(es) or segment of a campus need to receive the alerts. The Mercer Police Shift Supervisor or OIC will, without delay, and taking into account the safety of the campus community, determine the content of the initial Timely Warning and initiate the notification system, unless issuing a notification will, in the professional judgment of Mercer Police or other responsible campus authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The Senior Vice President and Chief of Staff, or the Senior Assistant Vice President for Marketing Communications, will coordinate with Mercer Police on any follow-up communications to the initial Timely Warning, using text messages, emails, radio, TV or the University website. The Senior Vice President and Chief of Staff’s office is responsible for developing the subsequent information to be disclosed and disseminating the information to the larger community.

The issuance of a Timely Warning will be decided on a case-by-case basis in light of all of the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts.

Content Criteria for a Timely Warning

Clery Act regulations do not specify what information should be included in a Timely Warning. However, the Timely Warning should include all information that would promote safety, because the intent of the warning is to enable members of the campus community to protect themselves. Timely warnings do not include personally identifiable information about the victim of the crime.

Generally, the Timely Warning will specify the type of reported crime, the time and location at which the reported crime occurred, and specific advice to the campus community regarding steps to take to avoid becoming a victim.

How Timely Warnings Are Issued

Timely Warnings will be issued to students and employees upon confirmation of a significant emergency, dangerous situation, incident or crime, impacting the campus community and/or the surrounding area and representing a serious or continuing threat to the person and well-being of students and employees.

This information may be disseminated to campus community members through various mediums for communication. Mercer University will use one or more of the following means:

- Text messaging to cell phones of those enrolled in the RAVE emergency notification service.
- Email notifications and desktop alerting through the RAVE system.
- Targeted emails for geographic, academic, social and other specified groups.
- Information postings on the Mercer University website home page.
- Bibb County Civil Defense siren (Macon Campus only).
- Emergency contact lists for administration and academic officials, along with local emergency responders.
- Other methods deemed necessary that may be used in the information dissemination process, which may include notifications that are posted on buildings, social media platforms, and local news.

Emergency Notifications

Emergency Notifications

As part of Mercer's emergency response plan, students, faculty and staff may sign up for an emergency alert that is delivered via mobile phone. Emergency Alert registration for students is located at [Student Emergency Alert Registration](#), and the Emergency Alert registration for faculty and staff is located at [Faculty and Staff Emergency Alert Registration](#).

What Constitutes Issuance of an Emergency Notification

Mercer University uses an Emergency Notification to immediately notify the campus community upon confirmation of a situation that represents a significant emergency or dangerous situation on campus affecting the health or safety of the University campus community. This dangerous situation need not be on the campus at the time of the notification. Some examples of significant emergencies or dangerous situations are:

- An outbreak of meningitis, norovirus or other serious illness;
- An approaching tornado that includes the campus in its possible path, hurricane or other extreme weather conditions;
- Earthquake;
- Gas leak;
- Terrorist incident;
- Armed intruder;
- Bomb threat;
- Civil unrest or rioting;
- Explosion;
- Nearby chemical or hazardous waste spill where fumes present a danger to the campus;
- Situations where a series of crimes have occurred. Examples include, but are not limited to:
 - Burglaries (unoccupied rooms/buildings/structures)
 - General criminal activity (fraudulent use of credit cards, forgeries, etc.)

In the event that a significant emergency or dangerous situation occurs, the University will: (1) confirm the existence of a significant emergency or dangerous situation; (2) determine the appropriate segment or segments of the campus community to notify; (3) determine the content of the emergency notification; and (4) initiate the emergency notification system.

Decision to Issue Emergency Notification

The decision to issue an Emergency Notification is made by the Mercer Police Shift Supervisor or OIC. The Mercer Police Shift Supervisor or OIC will also decide which campus(es) or segment of a campus need to receive the notification. The Mercer Police Shift Supervisor or OIC will, without delay, and taking into account the safety of the campus community, determine the content of the Emergency Notification and initiate the notification system, unless issuing a notification will, in the professional judgment of Mercer Police or other responsible campus authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The Senior Vice President for Marketing Communications and Chief of Staff, will coordinate with Mercer Police any follow-up communications to the initial Emergency Notification using text messages, emails, radio, TV or the University website. The Senior Vice President for Marketing Communications and Chief of Staff's office is responsible for developing the subsequent information to be disclosed and disseminating the information to the larger community.

Content Criteria for an Emergency Notification

Mercer Police will determine the contents of the notification based on each situation. The individual authorizing the alert will compose the message most appropriate to the ongoing situation and address the specifics of the present incident. The goal is to ensure that individuals are aware of the situation and they know the steps to take to safeguard their personal and community safety.

Mercer will employ the **AIR** principle, where the initial message will **A**lert, and subsequent messages will **I**nform, **R**eassure, or **R**elease.

Communications Center/Dispatch Operations

After receiving a directive to issue an Emergency Notification from Mercer Police's Shift Supervisor or OIC, the Mercer Police dispatcher shall:

- Create the most appropriate message provided by the individual authorizing the message.
- Follow the guidelines for sending out an Emergency Notification or Timely Warning messages and ensure the message is sent in a timely manner.
- Send the Follow Up/Status & All Clear notifications as directed by Mercer Police's Shift Supervisor or OIC.

This information may be disseminated to campus community members through various mediums for communication. Mercer University will use one or more of the following means:

- Text messaging to cell phones of those enrolled in the RAVE emergency notification service.
- Email notifications and desktop alerting through the RAVE system.
- Targeted emails for geographic, academic, social and other specified groups.
- Information postings on the Mercer University website home page.
- Bibb County Civil Defense siren (Macon Campus only).
- Emergency contact lists for administration and academic officials, along with local emergency responders.
- Other methods deemed necessary that may be used in the information dissemination process, which may include notifications that are posted on buildings, social media platforms, and local news.

Domestic Violence, Dating Violence, Sexual Assault and Stalking

The University's campus security policies and safety and crime prevention programs are designed to promote awareness of domestic violence, dating violence, stalking, rape and other sex offenses and to prevent such offenses from occurring.

Mercer University is committed to providing an education environment and workplace, as well as other benefits, programs and activities, that are free from all forms of sexual harassment and sexual misconduct. The University's Sexual Misconduct Policy sets forth the policy and procedures applicable to any claims arising from prohibited sexual misconduct (including Title IX misconduct) and may be found here: [Sexual Misconduct Policy](#). Capitalized terms used in this section but not defined shall have the same definition as in the Sexual Misconduct Policy. Certain definitions regarding the University's Sexual Misconduct Policy are set forth on Appendix II hereto – Sexual Misconduct Policy Definitions.

Reporting

If a student, employee, or visitor to campus is sexually assaulted on campus, or is a complainant of domestic violence, dating violence or stalking, for the protection of both the complainant and the University community it is important that the incident be reported to the Mercer Police Department as soon as possible. In addition, all individuals, groups or organizations associated with the operations, employment, education initiatives or involved in any form of business or opportunity with the University are expected to immediately report actual or suspected sexual harassment or misconduct as defined by the Sexual Misconduct Policy, to the Title IX Coordinator. This includes, but is not limited to: contractors, volunteers, security, fraternity and sorority advisors or any individual associated with a University fraternity or sorority or student organization.

Mercer Police can assist the complainant in getting medical attention and in notifying the proper local law enforcement authorities, if the complainant so chooses. The sooner an assault is reported, the easier it is to preserve and collect the evidence necessary for a criminal prosecution, or for obtaining a

protective order. Reporting the incident to the police does not mean the complainant must press charges against the assailant, but it does help assure that the complainant receives assistance in deciding how to proceed.

All University employees (faculty, staff, student employees, and administrators) on all Mercer University campuses are expected to immediately report actual or suspected sexual misconduct defined by the Sexual Misconduct Policy, to the Title IX Coordinator. Employees must also promptly share all details of behaviors under the Sexual Misconduct Policy that they observe or have knowledge of, even if not directly reported to them. Failure to report an incident, defined by the Sexual Misconduct Policy, of which they become aware, is a violation of the University's Sexual Misconduct Policy and can be subject to disciplinary action for failure to comply.

If a student or employee reports that they are a complainant of domestic violence, dating violence, sexual assault or stalking, regardless of where the offense occurred, the University provides the person with a written explanation of their rights and options. The University notifies the complainant of their right to seek a protective order, a restraining order or similar lawful order from a criminal, civil or tribal court, and the University's obligation to help enforce any protective order. The Title IX Coordinator also offers supportive measures to the reporting student or employee, such as a no-contact order on campus, changing of class schedules, or other reasonable supportive measures.

Confidential Employees

Clinical staff at CAPS, medical professionals and staff at the University On-Campus Health, and the University Minister are confidential employees only when acting in the capacity of their role as a counselor or health care provider. A complainant may talk in confidence, as provided by law, to these individuals. Exceptions to confidentiality exist where the conduct involves suspected abuse of a minor or otherwise provided by law, such as imminent threat of serious harm.

Reporting to Title IX Office

Upon receiving a report, the Title IX Coordinator has full discretion to conduct inquiries into reports. The Title IX Coordinator may implement any necessary reasonable restrictions to address reported concerns.

Every effort will be made by the University to preserve the privacy of reports. Privacy means that information related to a report will only be shared with a limited number of University employees who need to know. The privacy of student education records will be protected in accordance with the Family Educational Rights and Privacy Act (FERPA), as outlined in the University's FERPA Policy. The privacy of employee records will be protected in accordance with Human Resources practices and policies. The University reserves the right to designate which University officials have a legitimate educational interest in being informed about incidents that fall within the FERPA Policy.

Reporting to Law Enforcement

When sexual misconduct may constitute criminal activity, a Complainant also has the option, should the Complainant so choose, of filing a report with campus or local police.

Reporting an Unknown or Non-University Community Respondent

If the Respondent is unknown or is not a member of the University community, the Title IX Coordinator will assist the Complainant in identifying appropriate resources and support options. If criminal conduct is alleged, the University may also assist in contacting law enforcement, if the Complainant would like to file a police report. If the Respondent is enrolled in or employed by another institution, the Title IX Coordinator may assist the Complainant in liaising with the appropriate individual

at that institution, as it may be possible to allege violations through that institution's policy. In addition, the University may take other actions as appropriate to protect the Complainant against third parties, such as barring or trespassing individuals from University property and/or events.

Filing a Formal Complaint

The Title IX Coordinator has discretion to file a Formal Complaint even if the Complainant chooses not to participate in the process and/or does not wish to file a Formal Complaint, when the Title IX Coordinator determines that the report includes conduct that poses a threat to the health, safety and well-being of the community. The Title IX Coordinator may consider the following factors: the seriousness of the alleged conduct, the Complainant's age and/or whether there have been other complaints of prohibited conduct against the same Respondent.

After a Formal Complaint has been filed by a Complainant or signed by the Title IX Coordinator, the University will commence the Investigation process. Although there is no time limitation on filing a Formal Complaint to the Title IX Coordinator, if a significant amount of time has passed, the ability to investigate, respond, and provide remedies may be more limited or impossible.

Resources and Protective Measures

Complainant Resources

The University protects complainant confidentiality, including publicly available records, and withholds complainant identity to the extent permissible by law in its recordkeeping. Regardless of whether the dating violence, domestic violence, sexual assault, or stalking took place on or off campus, complainants are provided written notification regarding the following rights and resources:

- How to request changes to academic, living, transportation, and working situations
- Protective measures
- Counseling
- Health
- Mental health
- Advocacy resources
- Legal assistance
- Other services that may be available on and off campus

Regardless of whether the complainant chooses to report the crime to campus police or local law enforcement, Mercer will share the above resources and make certain accommodations or provide protective measures if the complainant requests them and if they are reasonably available. Mercer will also maintain as confidential any accommodations or protective measures provided to the complainant, to the extent that maintaining such confidentiality would not impair the ability of Mercer to provide the accommodations or protective measures.

Complainant Protection

The University may employ protective measures to ensure the safety of a complainant. There shall be no retaliation against anyone who exercises rights under the Clery Act, VAWA, Campus SaVE or Title IX. The University may act to remove a Respondent entirely or partially from its education program, employment or activities on an emergency interim basis when an individualized safety and risk analysis has determined that an immediate threat to the physical health or safety of any other individual(s), or the University Community, justifies removal. This risk analysis examination is at the discretion of the Title IX Coordinator and is evaluated, in conjunction with other selective University departments to best examine the scope of the possible risk.

If the Respondent is an employee, the University may place the employee on administrative leave, with or without pay, to provide time to investigate and evaluate the circumstances regarding the complaint.

Investigation Process

All Formal Complaints shall be acted upon promptly by the University once received. Formal Complaint investigations and subsequent adjudication can take up to 120 business days to resolve. Exceptions and extenuating circumstances can cause the process and resolution to take longer, but the University will avoid all undue delays within its control. If the general timeframes will be delayed, the University will provide written notice to the parties of the delay, the cause of a delay, and an estimate of the anticipated additional time that will be needed as a result of the delay.

The University permits both the accuser and the accused the same opportunities to have others present during the proceeding, including the opportunity to be accompanied to any related meeting by an advisor of his or her choice. An advisor may be a friend, family member, attorney or any other individual. The parties may select whoever they wish to serve as their advisor, so long as the advisor is eligible and available.

Both the accuser and the accused receive simultaneous written notice of the outcome of the disciplinary hearing, the University's appeal procedures, any change to the results before the results are final, and when the results become final. The University uses a preponderance of the evidence standard in its disciplinary hearings. The University takes action to enforce its standards of student behavior and to protect the University community, regardless of whether the alleged offense is prosecuted in the criminal courts. The University procedures are conducted by officials who receive training on issues related to domestic violence, dating violence, sexual assault, and stalking, as well as how to conduct a hearing process that protects complainant safety and promotes accountability.

Resolution Options

Prohibited Conduct, including Title IX Misconduct, may be resolved by using an informal or a formal process. The Title IX Coordinator will discuss these two options for resolution with the Complainant and Respondent. Either party may request one of these forms of resolution, but the University must approve that such a process is appropriate under the circumstances.

Informal Resolution Process

Parties have the option of informally resolving complaints of alleged Prohibited Conduct, including Title IX Misconduct. The University has the discretion to determine whether an Informal Resolution Process is appropriate.

The University may consider the following factors to assess whether the Informal Resolution is appropriate:

- The parties' amenability to the resolution
- Likelihood of potential resolution, considering any power dynamics between the parties
- The parties' motivation to participate
- Civility of the parties
- Cleared violence risk assessment/ongoing risk analysis
- Disciplinary history
- Whether an emergency removal is needed
- Complaint complexity

- Emotional investment/intelligence of the parties
- Rationality of the parties
- Goals of the parties
- Safety of the University Community

Formal Resolution Process

The Formal Process commences when a Complainant or Title IX Coordinator files a Formal Complaint and an Investigation proceeds. During the Formal Process, an Informal Resolution may still be considered and implemented as described above.

Investigation Outcome

Discipline and Sanctions

Sexual assault by a student or group of students, domestic violence, dating violence or stalking, violates University conduct regulations and may lead to expulsion, suspension, or other disciplinary sanctions, in accordance with established disciplinary procedures. In cases of alleged sexual assault, domestic violence, dating violence, stalking or other sexual misconduct as defined in the Sexual Misconduct Policy, all University disciplinary procedures provide prompt, fair and impartial investigation and resolution. Sanctions will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested.

The broad range of sanctions for students includes, but is not limited to, the following:

- *Warning*: A formal statement that the conduct was unacceptable and a warning that further violation of any University policy, procedure, or directive will result in more severe sanctions/responsive actions.
- *Required Training or Participation*: A mandate to meet with and engage in either University-sponsored or external counseling to better comprehend the misconduct and its effects or to required participation in sensitivity training, sexual misconduct training, volunteering, community service, etc.
- *Probation*: A written reprimand for violation of institutional policy. Terms of the probation will be articulated and may include denial of specified social privileges, exclusion from co-curricular activities, exclusion from designated areas of campus, no contact orders, and/or other measures deemed appropriate.
- *Suspension*: Termination of student status for a definite period of time and/or until specific criteria are met, or both.
- *Expulsion*: Permanent termination of student status and revocation of rights to be on campus for any reason or to attend University-sponsored events.
- *Withholding Diploma*: The University may withhold a student's diploma for a specified period of time and/or deny a student participation in commencement activities.
- *Revocation of Degree*: The University reserves the right to revoke a degree previously awarded from the University for violations of University policies, procedures, or directives in obtaining the degree, or for other serious violations committed by a student prior to graduation.
- *Revocation of Alumni Privileges*
- *Organizational Sanctions*: Deactivation, loss of recognition, loss of some or all privileges for a specified period of time.
- *Other Actions*: Including, but not limited to:
 - Removal from student housing;
 - Restriction from University premises;

- Temporary or permanent separation of the parties (by way of example only: change in classes, reassignment of residence, no contact orders, limiting geography where parties may go on campus) with additional sanctions for violating orders;
- Counseling or mentoring;
- Removal from leadership/supervisory positions within the University community;
- Revocation of honors or awards;
- Loss of University privileges (i.e., using University athletic facilities, parking on campus, using the campus library, utilizing the dining hall);
- Community service;
- Any other discretionary sanctions that are directly related to the violation or conduct and that are aimed at eliminating Prohibited Conduct and Title IX Misconduct, preventing its recurrence, and addressing its effects on the Complainant and, if applicable, the University community.

The broad range of sanctions for employees includes, but is not limited to, the following:

- Warning or Reprimand: Verbal or Written
- Performance Improvement/Management Process
- Required Counseling
- Required Training or Education
- Probation
- Workplace Restrictions
- Denial of a merit pay increase or other benefit
- Denial of promotion
- Reassignment
- Suspension
- Termination
- Other Actions: Including, but not limited to:
 - Restriction from University premises
 - Temporary or permanent separation of the parties (limiting geography where parties may go on campus) with additional sanctions for violating orders
 - Counseling or mentoring
 - Removal from leadership/supervisory positions within the University community
 - Revocation of honors or awards
 - Loss of University privileges (i.e., using University athletic facilities, parking on campus, using the campus library, utilizing the dining hall)
 - Community service
 - Any other discretionary sanctions that are directly related to the violation or conduct and that are aimed at eliminating Prohibited Conduct and Title IX Misconduct, preventing its recurrence, and addressing its effects on the Complainant and, if applicable, the University community.

The aforementioned sanctions will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested.

Appeal

Both the Complainant and the Respondent have the right to request an appeal, and all requests must be submitted in writing to the Appeal Decision Maker within seven business days of the delivery of the Notice of Outcome.

Appeals are limited to the following grounds: (A) Procedural irregularity that affected the outcome of the matter; (B) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and (C) The Title IX Coordinator, Investigator(s), or Hearing Panel Members had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

A Notice of Appeal Outcome will be sent to all parties simultaneously including the decision on each approved or denied ground and rationale for each decision. The Notice of Appeal Outcome will provide any specific instructions for remand or reconsideration, any sanctions that may result which the University is permitted to share according to state or federal law, and the rationale supporting the essential findings to the extent the University is permitted to share under state or federal law.

Final Determination

Mercer will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the final results of any institutional disciplinary proceeding dealing with that crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin may request and be provided that information. These final results shall only include the name of the student, the violation committed, and any sanction imposed by the institution on that student.

Bystander Intervention

Bystanders are individuals who witness violence or the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Education about relationship and sexual violence may help bystanders identify the conditions and provide suggestions on how to intervene. While bystander intervention can take many forms, follows are some bystander intervention actions:

- Watch out for your friends and fellow Bears. If you see someone who looks like they are in trouble, ask them if they are ok.
- Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Call police when a person is yelling at another and it is not safe for you to interrupt.
- Interject yourself into a conversation where another person seems unsafe.
- Refuse to leave the area (or call police) if a person is trying to get you to leave so they can take advantage of another.
- Speak up against racist, sexist, homophobic, or other harmful remarks, jokes, or music.
- Offer to drive an incapacitated friend home from a party.
- Ensure friends who are incapacitated do not leave the party or go to secluded places with others.
- Confront friends who make excuses for other people's inappropriate behavior.

Risk Reduction

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Education about domestic violence, dating violence, sexual assault and stalking helps create a culture of consent. Training helps people recognize potentially harmful situations and identify safe and effective options to address those situations. Victims are never at fault for another's abusive actions - abusers are responsible for their abusive behaviors. However, if you find yourself in a situation where someone is pressuring you or making you uncomfortable, follows are some potential risk reduction strategies:

- Educate yourself and others about interpersonal violence, gender inequality and the causes of gender violence.
- Have a safety plan in place with friends before going out, and look out for each other.
- Understand how your own attitudes and actions (including jokes, music you listen to, etc.) may perpetuate/normalize sexism and violence, and work toward changing them.
- If safe to do so, offer your support, and be aware of on and off campus resources if you suspect that someone close to you is being abusive or has been impacted by interpersonal violence.

Sex Offender Registry Information

The Federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. Persons convicted of certain sex offenses are required by law to register with the state of Georgia. A current listing of registered sex offenders in Georgia is available at <https://gbi.georgia.gov/services/georgia-sex-offender-registry>.

Alcohol and Other Drug Policies and Programs

Mercer University shares the widespread national concern with the serious threat to health, safety, and welfare posed by the unlawful use of drugs and the abuse of alcohol, especially on college campuses. The unlawful possession, use, distribution, dispensing or manufacture of illicit drugs or alcohol at any time on any University property or as part of any University-sponsored activity is absolutely prohibited. (Professional and graduate schools may adopt policies more in line with the profile of their student body, as long as these policies are reviewed and approved in advance by the Provost). Laws regarding the possession, sale, consumption or furnishing of alcohol, including underage drinking, are controlled by the State of Georgia, but enforcement of alcohol laws on-campus is the primary responsibility of the Mercer Police or the designated law enforcement authority.

The University has adopted a Drug-Free Workplace and Campus Program as a matter of University policy and in keeping with applicable State and Federal laws, including the Drug-Free Schools and Communities Act Amendments of 1989. Copies of the Program are included in the various Student Handbooks and in the Policies and Procedures Manual (for employees) and is available here: [Drug-Free Workplace and Campus Program](#). Additional policies imposing higher standards of conduct with respect to drugs or alcohol have been adopted by certain University Schools and departments. These are included in the Student Handbooks or other documents available to the students or employees affected. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Violators are subject to University disciplinary action, criminal prosecution, fine and

imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age is illegal. It is also a violation of the Mercer Student Code of Conduct for a student to consume or possess alcohol in any public or private area of campus.

Students who are alleged to have violated the Student Code of Conduct's prohibition against consuming or possessing drugs or alcohol on campus are subject to the Non-Academic Misconduct Process for Students, which is set forth in the University Student Handbook. The Vice President for Student Affairs and Dean of Students Office investigates and brings charges in cases of student misconduct. Charged students may have their charges heard by a University Hearing Board or by a designated University Administrator. The Hearing Board or Administrator will review the case and make a recommendation to the Associate Vice President for Student Affairs with regard to responsibility and sanctioning. Students who are found responsible for violating the Student Code of Conduct's prohibition against consuming or possessing drugs or alcohol on campus are subject to sanctions, including a formal written warning, counseling assessment, community service, educational sanctions, restriction of privileges, fines, restitution, probation, forced change of residence, eviction from University housing, suspension, and expulsion.

Policies Concerning Missing Student

If a member of the University community (faculty, staff, student, parent, alumni) has reason to believe that a student is missing, that community member should refer the case immediately to the Mercer Police Department or the designated local law enforcement agency. For Regional Academic Centers and the Cobb County Accelerated Nursing Program site students, the community member may contact Mercer Police directly or the Center Coordinator who, in turn, must report the missing student to Mercer Police and the Regional Academic Center Director of Operations.

Mercer Police will work collaboratively with others to contact and locate the student. Student contact information will be registered confidentially, will be accessible only to authorized campus officials, and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. All reasonable efforts will be made to locate the student and determine his or her state of health and well-being. The efforts include, but are not limited to:

- Phone call to student;
- Email to student through Mercer email account (or other known e-mail addresses);
- Messages through social networking websites if possible;
- Contact with all professors to determine last day of attendance in each class;
- Contact with Housing staff (Resident Advisor or Residence Life Coordinator) and roommate(s) if student is residential (Housing and/or Mercer Police will make a welfare entry into the student's room).

If the student is located through these attempts, a determination will be made regarding his or her health and well-being. If necessary, a referral to CAPS, Health Services and other appropriate offices may be made at that time. The Dean of Students or Mercer Police will also encourage the student to contact the community member who initiated the search or follow up with that person directly.

If the student is not located through the above measures and has been verified to be missing for more than 24 hours, then the following actions will be taken within the next 24 hours by Mercer Police (or the Director of Operations for a Regional Academic Center):

- Notification will be made (where and when applicable, as is appropriate) to the Dean of Students for the particular college/campus in which the student is enrolled, the students' academic advisor, the counseling staff, and health center staff.
- Local law enforcement will be notified about the missing student, unless the local law enforcement agency was the entity that made the determination that the student is missing.
- Mercer Police and/or Dean of Students will contact the student's emergency contact and, for students under 18 years of age, a custodial parent or guardian if not emancipated. Students are asked to register and continually update emergency contact information on MyMercer Portal.
- Students who reside in on-campus housing are also provided an opportunity to identify a confidential emergency contact individual during check-in. This person(s) will also be contacted within 24 hours after the student is determined to be missing unless the student is under 18 years of age and not emancipated, in which case a custodial parent or guardian will be notified as mandated by law.

Once notified, the parent/guardian/emergency contact person may need to work with Mercer Police to submit additional information with outside law enforcement agencies in order to expand the investigation.

Campus Crime Statistics

Atlanta Campus

Statistics concerning certain criminal offenses reported to have occurred on Mercer's Atlanta campus (which includes the Dekalb campus, Henry County Regional Academic Center, Douglas County Regional Academic Center and Cobb County Accelerated Nursing Program site) during the most recent calendar year and the two preceding calendar years are set forth below, and are also posted on the Mercer Police Department's website (<https://police.mercer.edu/security/>). A printed copy of the Report is available in the Human Resources Department, the Mercer Police Department on the Atlanta campus, the Student Affairs Office and the coordinator's office at each Regional Academic Centers. A copy will be provided upon request. All incidents reported occurred in Atlanta, unless otherwise noted by a footnote. See Appendix III – Campus Crime Statistics for details.

Columbus Campus

Statistics concerning certain criminal offenses reported to have occurred on Mercer's Columbus campus during the most recent calendar year and preceding calendar years are set forth below, and are also posted on the Mercer Police Department's website (<https://police.mercer.edu/security/>). A printed copy of this Report is available, upon request, from the Office of the Senior Associate Dean of Admissions and Student Affairs, which is located in the Dean's Suite. See Appendix III – Campus Crime Statistics for details.

Macon Campus

Statistics concerning certain criminal offenses reported to have occurred on Mercer's Macon campus during the most recent calendar year and the two preceding calendar years are set forth below, and are also posted on the Mercer Police Department's website (<https://police.mercer.edu/security/>). A printed copy of the Report is available in the Human Resources Office, the Mercer Police Department, the Admissions Office, and the Student Affairs office, and will be provided upon request. All incidents reported below occurred in Macon, unless otherwise noted by a footnote. See Appendix III – Campus Crime Statistics for details.

Savannah Campus

Statistics concerning certain criminal offenses reported to have occurred on Mercer's Savannah campus during the most recent calendar year and preceding calendar years are set forth below, and are also posted on the Mercer Police Department's website (<https://police.mercer.edu/security/>). A printed copy of this Report is available, upon request, from the Office of the Associate Dean for Student Affairs, which is located in the Dean's Suite in the Medical Education Building. See Appendix III – Campus Crime Statistics for details.

Annual Fire Safety Report

Mercer University seeks to provide the University community with the safest possible environment, free from potential fire hazards. The Higher Education Opportunity Act (Public Law 110-315) became law in August of 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics for residential facilities.

General

Mercer's Physical Plant Department and other designated parties maintain contract services for OSHA/NFPA required fire extinguisher inspection services, along with the associated annual discharge/recharge service of the extinguisher units.

Student Affairs Housing and Residence Life

The Housing & Residence Life staff provides hands-on management for the established safeguards to prevent fire within Mercer University student residence facilities. The Housing Handbook provides rules to establish a culture of fire safety and guidelines assisting residents to make the best decisions for activities affecting fire safety.

Also, the Housing & Residence Life staff has an established and tested procedure for Critical Incident Evacuation and Lockdown, which maintains direct linkage with the Mercer University Police Department. In addition, the Housing & Resident Life staff conducts mandatory fire drills once per semester in coordination with the Mercer University Police Department.

Fire Safety Standards and Measures

Fire Safety Training, Documentation, & Notification:

- Fire Drills are scheduled two times per academic year. The first drill is held in the Fall semester (within the first two weeks of student's arrival on campus). The second drill is held at the start of the Spring semester (within the first two weeks of their return from the holiday break).
- An incident report is created for a fire alarm incident or actual fire occurring in a Mercer residence facility, & entered into the Residence Life Professional Staff Duty Log.
- Actual fires must be promptly reported to the Mercer Police Department.
- Building staff (both Resident Assistants and Area Coordinators) report fire alarm incidents and actual fires to the Assistant Director of Residence Life, who initiates notification procedures to appropriate university administration officials.

Emergencies:

- In an emergency situation, dial 2911 from any campus phone for immediate assistance from the Mercer Police Department.

- For non-emergencies, dial 478-301-4357, the Mercer Police administrative line.
- In the event of a campus-wide emergency, the Office of Residence Life will serve as the campus command center disseminating information to the entire campus student community.

Student Housing – Rules and Regulations

The following are excerpts from the University's Housing & Residence Life Community Standards: [Residence Life Community Standards](#).

6.0 Candles/Incense/Dangerous Materials:

- 6.1 All open flames, embers, and/or fuels are strictly prohibited in the Residence Halls/Apartments/Greek Houses (with the exception of Greek House ritual candles properly stored in ritual closets when not in ceremonial use.).
- 6.2 Any candles found, regardless of whether they have been burned or not, wick or no wick, will be *confiscated and may be thrown away*. A charge of \$50 may be assessed *per candle* confiscated.
- 6.3 The burning of incense is not permitted. A charge of \$50 may be assessed per incident.
- 6.4 Possession/storage of combustible materials (lighter fluid, oil, kerosene, charcoal, propane, gasoline, other dangerous chemicals, etc.) or other dangerous substances in the Residence Halls, Apartments, or Greek Houses is prohibited.

18.0 Fire Safety/Equipment:

In case of a fire alarm, all students must leave the building immediately. *Students are not to re-enter the building until instructed to do so by the University Housing Staff.*

- 18.1 The setting of a fire or the activation of a false fire alarm is strictly prohibited. Violators will be subject to disciplinary action and/or criminal charges may be filed.
- 18.2 Students refusing to vacate in a timely manner, or students returning to the building before they are told to do so may be subject to disciplinary action.
- 18.3 The mishandling of fire extinguishers is strictly prohibited. The inappropriate discharge of a fire extinguisher will result in a \$100 charge plus refilling costs.
- 18.4 Tampering with fire safety equipment (fire extinguishers, smoke detectors, fire evacuation stickers, fire doors, etc.) will result in a \$50 charge and possible further disciplinary action and/or criminal charges. This includes covering or disarming smoke detectors.
- 18.5 Emergency Exits may be used only during emergency evacuations. Any other use may result in a \$50 charge.
- 18.6 Emergency phones & alarms located in the elevators are to be used only in emergencies. Improper use will result in a \$50 charge.
- 18.7 Hanging items from sprinkler heads is strictly prohibited and can result in property damage of which costs would be charged to the responsible individuals.

Choosing to violate the Fire Safety/Equipment policy may result in an immediate Room Change or removal/eviction from the Housing System.

19.0 Fireworks and Explosive Devices:

The possession, use, and/or threat of use of fireworks, explosives, ammunition, and/or smoke bombs are prohibited in and around all Housing facilities.

21.0 Grills:

The use of electric grills, gas grills, alcohol stoves, hibachis, charcoal grills, deep fryers, smokers, etc. are strictly prohibited in rooms/apartments/houses or in breezeways. Residents wanting to use these types of devices must do so at least fifteen feet away from any campus building/structure.

31.0 Permitted & Prohibited Items:

Appliances with open heating coils and deep fat fryers are prohibited.

Space heaters with exposed heating coils are prohibited.

Students should unplug appliances after use.

Use appliances in open areas free from combustible items (paper, curtains, clothes, etc.)

Permitted Items:

- Microwaves, <15amps
- Refrigerators, up to 5 cubic feet
- Iron, must use an ironing board
- Stereo
- TV/VCR/DVD Player/Recorder
- Coffee Makers
- Hair Dryer
- Game Systems/Consoles
- Computers/Laptops
- Desk Lamps
- Crock Pots

Prohibited Items:

- George Foreman Grills
- Electric Heaters
- Halogen Lights/Lamps
- Toaster or Toaster Oven
- Neon Lights
- Microwaves, >15amps
- Sun Lamps
- Chest Freezers
- Portable Dish/Clothes Washer
- Charcoal or Gas Grills
- Waterbeds

Permitted Items in Apartments & Greek House Kitchens ONLY:

- Sandwich Maker
- George Foreman Grills
- Toaster Ovens

Extension cords/Multi-Plug Adapters:

- Only UL approved three-prong grounded extension cords are permitted
- Only one extension cord may be used per double outlet
- Only one surge protector strip is allowed per double outlet

Rewiring of student rooms by non-university employees is not permitted.

37.0 Smoking:

Mercer University prohibits smoking in all campus buildings including the Residence Halls, Apartments, and Greek Houses.

37.1 Smoking is prohibited in all residence hall rooms, apartments, Greek houses and/or common areas. A minimum charge of \$50 will be assessed if evidence of smoking is found in a room/apartment or any interior common area/space.

37.2 Smoking is prohibited within fifteen feet of any Mercer owned or managed facility.

37.3 Residents who improperly dispose of cigarette butts will be charged a \$25 littering fee.

38.0 Stairwells:

Stairwells, hallways, exit ramps, etc. should not be blocked at any time; this includes trash, boxes, bicycles, etc. Persons found loitering on/in the stairwells, hallways, exit ramps, etc. will be asked to move immediately. Stairwells, hallways, exit doors, etc. may not be propped.

Student Housing – Procedures in the Event of Fire

Your first priority should be to get yourself out of the building safely. If any of the following actions will jeopardize your well-being, exit the building promptly and do what you can to aid the situation outside.

During a fire alarm, all occupants of the building should vacate that facility immediately and assume a position that is a substantial distance from the perimeter of the facility. **Failure to vacate a facility with a centralized fire monitoring system is a violation of Mercer University Police and of Federal Law. Violators will be held accountable through the University's Judicial System.**

If you discover or strongly suspect a fire...

1. In a residence hall, apartment, or other university building, go to the nearest pull box and activate the alarm system if it has not already been activated.
2. Call Mercer Police at (478) 301-2970 and report your name, the fact you are a RA and the area and nature of the fire.
3. If practical, isolate the fire by closing doors in the vicinity.
4. Proceed to evacuate the building according to the building evacuation plan. Quickly knock-on residents' doors to make sure all residents have left the building. Assist any students with disabilities if you are able. (It is also a good idea to ask several other residents to check on any disabled students in case of fire and you're not there.)
5. Move to the designated area within each residence hall where the staff meets when there is a fire alarm. (Check with your RLC to learn where your area is.) It is important for all staff to know who is available during the crisis and can assist when necessary.
6. When fire fighters arrive, tell them who you are and your title; inform them about the type of fire and its location, and also the possibility of people trapped by the fire. Unless the fire fighters authorize you to assist in any further evacuation area, remain outside with residents until the fire fighters give permission to return to the building.
7. Document the situation in an incident report and submit the report to your RLC immediately.

Note: if you are ever in doubt if something is or is not on fire, pull the alarm. If you see smoke, go ahead and pull the alarm. A minute or two of hesitation could be very costly. Even if the fire appears to be out, it may flare up later and need to be properly disposed. Also always use good judgment in any attempt to extinguish a fire.

When you hear a fire alarm...

1. Always assume that it could be a real fire.
2. Call Mercer Police and the professional staff member on-duty.
3. Proceed to the staff designated meeting area and await instructions from the professional staff member or Mercer police.
4. If it is determined to be a false alarm, the alarm will be silenced and Mercer Police, fire fighters or the professional staff member on-duty only will instruct residents when they can return to the building.
5. Assist with crowd control until given instructions to return to the building.
6. Document the situation in an incident report and submit it to your RLC immediately.

If it is an announced fire drill...

1. Do not call Mercer Police or the professional staff member on-duty.
2. Knock on each resident's/suite doors as you leave the floor.
3. As quickly as possible while still being thorough you need to check each room:
 - a. Knock; identify yourself as Residence Life, and key into each space.
 - b. If you find someone take their information, ask them to leave the building, and fill out an incident report after the drill. If you find no one, continue on.
4. If you are an assisting staff member who is not conducting room checks stand near an exit, make sure that everyone is safe distance away from the building, and that no one re-enters the building until the clear signal is given.

Fire Safety Systems for Student Housing

1. Greek Village (18 Houses)
R-13 Sprinkler System
4- Fire Extinguishers/10 Bedroom; 2- Fire Extinguishers/ 5 Bedroom
Smoke Detectors (Local)
2. Village Apartments – (6 Buildings)
R-13 Sprinkler System
1- Fire Extinguisher per apartment
Smoke Detectors and Fire Alarm Panel
3. Winship/Adams Apartments (13 Buildings)
1- Fire Extinguisher per apartment
Smoke Detectors (Local)
4. Mercer Hall
Sprinkler System w/Fire Pump
Fire Extinguishers in Hall
Smoke Detectors and Fire Alarm Panel
5. Sherwood Hall
Sprinkler System
Fire Extinguishers in Hall
Smoke Detectors and Fire Alarm Panel
6. Shorter Hall
Sprinkler System on 4th (Top) Floor – Risers and Hoses in Hallway
Fire Extinguishers in Hall
Smoke Detectors and Fire Alarm Panel
7. Roberts Hall
Smoke Detectors in Hall and Fire Alarm Panel
Fire Extinguishers in Hall

8. Plunkett Hall
 - Fire Extinguishers in Hall
 - Smoke Detectors in Hall and Fire Alarm Panel
9. Porter, Boone, Dowell (MEP)
 - Fire Extinguishers in Hall
 - Smoke Detectors and Fire Alarm Panel
10. Atlanta Campus Housing (2900, 2902, 2904)
 - Sprinkler Systems in each building
 - Fire Extinguishers in each kitchen and in common areas
 - Smoke Detectors in each apartment

Physical Plant Department

On Campus Housing Fire Protection Systems Service Policy:

- Fire sprinkler systems and equipment are tested and checked every 6 months according to NFPA requirements
- Smoke detectors and fire alarms are checked and tested 2 times per year
- Fire extinguishers are checked and serviced on a monthly basis

Appendices

Appendix I – 2023 Crime Prevention and Safety Awareness Programs

The following University organizations conducted crime prevention and safety awareness programs.

1. Mercer Police
 - Macon
 - January 30, 2023 – Safety talk with the Student Government Association members.
 - February 8, 2023 – Safety talk with the fraternities.
 - March 13, 2023 – Safety talk with Student Government Association, Student Affairs, and Physical Plant.
 - March 25, 2023 – Safety talk at parent orientation.
 - April 21, 2023 – Safety talk at parent orientation.
 - April 27, 2023 – Safety talk with fraternity organization.
 - May 24, 2023 – Safety talk with Upward Bound.
 - June 2, 2023 – Safety talk and tour for visiting high school students.
 - Summer orientation safety talks:
 - June 16, 2023
 - June 19, 2023
 - June 21, 2023
 - June 23, 2023
 - June 26, 2023
 - June 28, 2023
 - August 9, 2023 – Resident Assistant Training session.
 - August 9, 2023 – New faculty safety talk.
 - August 14, 2023 – Safety talk for TRIO program.
 - September 28 – Safety talk with student organizations.
 - October 9, 2023 – Safety talk.
 - November 6, 2023 – Safety walk around Macon campus.
2. Dean of Students Office – Alcohol and Drug Programming (Macon Campus)
 - October 10, 2023 - Alcohol Awareness Table in Connell Student Center. Provided educational information to students about alcohol use.
 - Various educational flyers submitted to Bear Blurbs (University weekly emails to all students) educating all students on Mercer’s alcohol policy and alcohol education
 - November 14, 2023 – Wellness Fair presented by SGA, CAPS and other offices and student organizations to support and educate students on overall health and wellness, which also includes alcohol and drug safety.
 - December – Alcohol and Drug survey distributed to all undergraduate students on the Macon campus. This information is used for the Biennial Review submitted every two years and to help with student programming and education.
3. Title IX Office

The Title IX Office conducted several trainings and educational programs for the Mercer community regarding Title IX related compliance including the promotion of awareness around dating violence, domestic violence, sexual assault, and stalking.

- Online Modules
 - Get Inclusive (Vector) Student Sexual Misconduct module sent to all incoming and transfer students
 - Get Inclusive (Vector) Employee Title IX module sent to all incoming employees
 - Get Inclusive (Vector) Student and Employee Sexual Misconduct training completed by all Athletic students and employees
 - General Orientations
 - Bear Beginnings – New Undergraduate Student Orientation (January 6, August 21)
 - Student Orientation (June 16, June 19, June 21, June 23, June 26, June 28 September 13)
 - New Mercer Faculty (August 14)
 - University Faculty (August 16)
 - Schools and Colleges
 - Department of Chemistry – Teaching Assistant and Stock Workers (September 1)
 - UNV Class (October 4)
 - Physician Assistant Program (January 6, August 16)
 - Physical Therapy Program (October 2)
 - Business School Graduate Program (January 5, August 17)
 - Doctor of Public Health (January 5)
 - Doctor of Physical Therapy (August 17)
 - Medical School (August 8)
 - Student Organizations
 - Student Justices (August 18)
 - Fraternity and Sorority Programs
 - Panhellenic Potential New Members (August 31)
 - Panhellenic Advisors (September 6)
 - All Fraternity and Sorority Members (August 18)
 - Chi Omega Chapter (October 1)
 - Alpha Delta Pi Chapter (October 1)
 - Phi Delta Theta Chapter (March 28)
 - Student Success Leaders – Opp Scholars and Minority Mentors (August 9)
 - Mercer on Mission (February 21)
 - Residence Life and Housing - Macon and Atlanta (May 17, July 17, August 1, August 7, August 11)
 - Athletics
 - Men’s Basketball (October 26)
 - Softball (October 6)
 - Other
 - Returning Title IX Investigators (August 14)
 - Student Affairs Professional Staff (September 12)
4. Human Resources

- Each month throughout 2023, Human Resources conducted new staff and faculty orientation sessions on the Macon and Atlanta campuses, with employees from other campuses also joining one of these sessions. The main areas of the Sexual Misconduct Policy, including information on mandated reporting, are covered during each orientation. All new staff and faculty are required to attend these sessions, which also include information on other policies/procedures, including the Drug-Free Workplace policy, that will be needed during their employment.
- The Title IX Coordinator manages the University mandated online training entitled Harassment and Discrimination Prevention. The University President requires new faculty and staff and all students to complete this course. Each person is given a certificate showing that the course has been completed. The Title IX office keeps track of and ensures that every new employee has completed this training.

5. Housing and Residence Life

- Atlanta
 - Area Coordinator and Graduate Hall Director Training (Professional Staff including the Atlanta Campus)
 - Duty Procedures - July 12, 2023: Staff were trained on Housing and Residence Life Community Standards, Student Code of Conduct, how to write an incident report, and how to respond to emergencies within the on-campus housing facilities.
 - Emergency Preparedness Session - July 13, 2023: Staff were trained on how to respond in an emergency situation such as severe weather, student death, suicide, and fire safety.
 - Title IX - July 17, 2023: Staff were trained on being mandatory reporters and how to respond to any Title IX situations involving sexual assault, harassment, dating and domestic violence, and gender-based violence.
 - Mercer Police - July 17, 2023: Staff were able to meet with Mercer Police to discuss how they can work with them when working with the students who live on campus.
 - Graduate Resident Assistant Training (Student Staff)
 - Emergency Preparedness Session - August 1, 2023: Staff were trained on how to respond in an emergency situation such as severe weather, student death, suicide, and fire safety.
 - Duty, Policies, and Procedures - August 3, 2023: Staff were trained on Housing and Residence Life Community Standards, duty procedures, how to write an incident report, and how to respond to emergencies within the on-campus housing facilities.
 - Severe Weather Training - August 1, 2023: Staff were trained on how to respond during severe weather.
 - Title IX Training - August 1, 2023: Staff were trained on being mandatory reporters and how to respond to any Title IX situations involving sexual assault, harassment, dating and domestic violence, and gender-based violence. Updated on any policy changes.
 - Mercer Police - August 1, 2023: Staff were able to meet with Mercer Police and to learn about what services Mercer Police provides to

- students and how to address emergency situations. Staff was provided emergencies numbers and location of emergency blue lights on campus.
- CAPS & Mental Health Training - August 1, 2023: Staff were trained on how to respond if a student has suicidal thoughts or have mental health concerns. Staff was trained how to submit a student of concern and appropriate language to use.
 - Safety and Cleaning Inspections - July 31, 2023: Staff were trained on how to conduct proper room inspections not limited to checking security lights, cleanliness of rooms, prohibited items, and how to follow up with failed inspections.
 - Access and Accommodations - August 1, 2023: Staff were trained on how the policy and procedures of access and accommodations and how to direct students to the office. Staff was trained on the difference between an emotional support animal and service animal, and the policy and procedures in helping students requesting accommodations.
 - Residence Hall Safety Training
 - Safety & Cleaning Checks - October 16-20, 2023: Graduate Resident Assistants check residents' rooms for safety and cleanliness.
 - Macon
 - Area Coordinator and Graduate Hall Director Training (Professional Staff including the Atlanta Campus)
 - Duty Procedures - July 12, 2023: Staff were trained on Housing and Residence Life Community Standards, Student Code of Conduct, how to write an incident report, and how to respond to emergencies within the on-campus housing facilities.
 - Emergency Preparedness Session - July 13, 2023: Staff were trained on how to respond in an emergency situation such as severe weather, student death, suicide, and fire safety.
 - Title IX - July 17, 2023: Staff was trained on being mandatory reporters and how to respond to any Title IX situations involving sexual assault, harassment, dating, domestic violence, and gender-based violence.
 - Mercer Police - July 17, 2023: Staff met with Mercer Police to discuss how they can work with them when working with the students who live on campus.
 - Resident Assistant Training (Student Staff)
 - Emergency Preparedness Session - January 5, 2023: Staff were trained on how to respond in an emergency such as severe weather, student death, suicide, and fire safety.
 - Duty, Policies, and Procedures - August 3, 2023: Staff were trained on Housing and Residence Life Community Standards, Student Code of Conduct, how to write an incident report, and how to respond to emergencies within the on-campus housing facilities.
 - Severe Weather Training - August 4, 2023: Staff were trained on how to respond during severe weather.

- Emergency Preparedness Session - August 4, 2023: Staff were trained on how to respond in an emergency situation such as severe weather, student death, suicide, and fire safety.
- Title IX Training - August 7, 2023: Staff were trained on being mandatory reporters and how to respond to any Title IX situations involving sexual assault, harassment, dating and domestic violence, and gender-based violence.
- Mercer Police - August 9, 2023: Staff were able to meet with Mercer Police and to learn about what services Mercer Police provides to students and how to address emergency situations.
- CAPS & Mental Health Training - August 8, 2023: Staff were trained on how to respond if a student has suicidal thoughts or have mental health concerns.
- Safety and Cleaning Inspections - August 8, 2023: Staff were trained on how to conduct proper room inspections not limited to checking security lights, cleanliness of rooms.
- Residence Hall Safety Training (Students who live on campus excluding the Lofts)
 - Fire Drills - January 23-27, 2023: Students were informed were to evacuate in case of a fire.
 - Safety & Cleaning Checks - January 30-February 3, 2023: Resident Assistants check residents' rooms for safety and cleanliness.
 - Tornado Drills - February 21-25, 2023: Students were informed what to do in case of a tornado.
 - Safety & Cleaning Checks - March 14-18, 2023: Resident Assistants check residents' rooms for safety and cleanliness.
 - Safety & Cleaning Checks - April 18-22, 2023: Resident Assistants check residents' rooms for safety and cleanliness.
 - Summer School Session 1 Floor Meetings - May 22 -May 26, 2023: Resident Assistants informed students about who to contact in an emergency situation, policies in the Lair and in the Residence Halls, emergency preparedness in case of a fire, severe weather, and active shooter.
 - Summer School Session 2 Floor Meetings - June 26 -June 30, 2023: Resident Assistants informed students about who to contact in an emergency situation, policies in the Lair and in the Residence Halls, emergency preparedness in case of a fire, severe weather, and active shooter.
 - Safety and Cleaning Inspections - July 10-14, 2023: Staff were trained on how to conduct proper room inspections not limited to checking security lights, cleanliness of rooms.
 - Freshmen Floor Meetings - August 19, 2023: Resident Assistants informed students about who to contact in an emergency situation, policies in the Lair and in the Residence Halls, emergency preparedness in case of a fire, severe weather, and active shooter.

- Upperclassmen Floor Meetings - August 22-26, 2023: Resident Assistants informed students about who to contact in an emergency situation, policies in the Lair and in the Housing and Residence Life Handbook, emergency preparedness in case of a fire, severe weather, and active shooter.
 - Fire Drills - August 28th- September 1, 2023: Students were informed where to evacuate in case of fire.
 - Safety & Cleaning Checks - September 11-15, 2023: Resident Assistants check residents' rooms for safety and cleanliness.
 - Tornado Drills - September 18-22, 2023: Students were informed where to evacuate in case of a weather and/or tornado.
 - Safety & Cleaning Checks - October 16-20, 2023: Resident Assistants check residents' rooms for safety and cleanliness.
 - Safety & Cleaning Checks - November 6-10, 2023: Resident Assistants check residents' rooms for safety and cleanliness.
 - Residence Hall Programs (Students who live on campus excluding the Lofts):
 - There were 64 programs/Bulletin Boards planned by Resident Assistants during 2023 on Campus Safety. Programs varied from information about locking your doors, fire safety, severe weather, Title IX, and Suicide Prevention.
6. Fraternity and Sorority Programs
- January 17, 2023 - Diversity in FSP: The workshop was hosted to promote unity among FSP chapters and learn the history of each council on campus. Attendance was required by members from all chapters.
 - January 22, 2023 - FSP Leadership Retreat: All current chapter officers were required to attend a retreat to discuss expectations, alcohol and hazing policies, Title IX information, student conduct, risk reduction, and event best practices.
 - February 23, 2023 - Effective Advertising Workshop: The workshop was hosted for FSP organizations to better advertise events on campus and learn strategies to get the most attendance and reach.
 - March 13, 14, and 15, 2023 - FSP 101 Session: Go over all Mercer policies with new Greek letter organization members. Includes Title IX, alcohol, drug and hazing policies. Attendance for new members is mandatory.
 - April 7, 2023 - Positive Pan: All members of Pan must attend to learn rules of recruitment.
 - August 18, 2023 - All FSP Meeting: All current chapter members were required to attend a meeting to discuss delayed recruitment. Policies regarding alcohol were discussed. As well as hazing and Mercer's community.
 - September 18, 2023 - Anti-hazing Presentation: The Max Gruver Foundation came and spoke to FSP members about hazing and the impact it can have on individuals and their chapter.
 - September 25, 26, and 28, 2023 - FSP 101: Go over all Mercer policies with new Greek letter organization members. Includes Title IX, alcohol, drug and hazing policies. Attendance for new members is mandatory.

- October 12, 2023 - FSP Community Workshop: FSP Students and Leaders met to discuss ways FSP can be a more inclusive and developed community with one another.
- November 15, 2022 – Mercer Community FSP Workshop: FSP members met to discuss ways FSP can do more within Mercer's campus. The discussion focused on Mercer contacts, partnering with student orgs, and resources within the local community.
- December 4, 2023 – Standards of Excellence Workshop: The workshop designed for FSP leaders to learn about Standards of Excellence and how to submit a complete and correct binder that reflects their accomplishments within the past year.

7. CAPS

- At various points throughout the year, Atlanta CAPS participated in new student orientation sessions, which during 2023 totaled fifteen (15) sessions and during which we spoke with an estimated seven hundred twenty-six (726) new students. During these sessions, we promote Counseling and Psychological Services (CAPS) as the designated location on the Atlanta campus to report any issues of sexual assault with an expectation of confidentiality as provided by Georgia law.
- On January 6, 2023, February 9, 2023, and August 1, 2023, the Atlanta CAPS office participated in training for Resident Assistants, including portions focused on alcohol and sexual assault education and prevention, suicide prevention, and crisis response.
- In addition to these events, Atlanta CAPS provided consultation and training, and well as education and prevention programs, together totaling one hundred twelve (112) events or programs reaching two thousand one hundred six (2106) individuals (all of which are in addition to the aforementioned new student and resident assistant orientations). These covered a range of concerns with primary emphasis on health and wellness, coping strategies and stress management.
- The Macon CAPS office provided 200 Safe Spring Break bag giveaways which included information on safe drinking.

8. Mercer University School of Law

- At Mercer Law, all incoming first-year students are required to complete an online training program on sexual misconduct and harassment. At the start of the academic year, students receive an email containing the Law Student Handbook, which includes Mercer University's Sexual Misconduct and Discrimination Policy, safety awareness information, and wellness resources.
- Throughout the year, Mercer Law's Student Affairs and the Student Bar Association provide information about CAPS and available wellness programs. Additionally, representatives from CAPS and the Office of Title IX are invited to student events, and CAPS is invited to first year classes to do sessions on mindfulness. In addition, on November 15 there was a presentation at the monthly faculty meeting from CAPS about student wellness and programming.

9. Mercer University School of Medicine

- MUSM has three facets to their safety training plan: Orientation manuals, electronic communications, and presentations.
- Orientation Manual: Each summer the MUSM Student Handbook is updated and placed online for students. The newest students matriculating to campus are sent a link to the

handbook which they attest to having knowledge of by signature during the week of Orientation.

- Electronic Mailings: The MUSM Office of Student Affairs frequently alerts the students of safety issues that have caused concern in our community. These address tropical storms/inclement weather, shootings on campuses, as well as social media policy and University Policy of upcoming concern (alcohol).
- Presentations Macon, Savannah, and Columbus Campuses:
 - July 2023 - All medical students emailed with Sexual Misconduct and Relationship Violence Policy, with instruction on emergency actions with violence on campus, evacuation plans and weather emergencies. New first year students required to take training module on sexual misconduct/harassment prior to enrollment.
 - July 2023 - Third Year Student Orientation in hospital about emergency care, campus safety, active shooter video, and reminder of Title IX policy, as part of Student Affairs presentation.
 - August 2023 - Representatives from the Office of Student Affairs (MUSM Associate Dean of Student Affairs on each campus) conduct programming in Freshman Orientation to promote the awareness and importance of general safety measures. All new/first year medical students receive instruction to become familiar with Student Handbook, and by signature attest that they have examined the content of our medical student handbook that includes exposure to hazardous materials, emergency call numbers, references to student health and psychological counseling.
 - August 2023 - A representative from the Title IX Office conducts programming to promote the awareness of dating violence, domestic violence, sexual assault and stalking in Freshman Orientation.
 - August 2023 - Sn email is sent to all new students discussing dangerous situations and emergency preparedness that includes information on sexual misconduct and general safety measures.
 - Fall 2023 - Each medical school department and all MUSM personnel are reminded of safe areas in event of natural disaster or active shooter on campus, and all personnel are alerted to fire alarms and rescue equipment in our building with an email sent to all faculty and students on Emergency Preparedness Plans.

Appendix II – Sexual Misconduct Policy Definitions

The Campus Sexual Violence Elimination Act (“SaVE Act”) was passed in March 2013 as part of the Violence Against Women Reauthorization Act (“VAWA”). Pursuant to the SaVE Act, Mercer includes reports of domestic violence, dating violence, stalking, and sexual assault in its annual security report. Pursuant to the Clery Act, the following state law definitions are included in this Report.

1. Consent

- a. Georgia law does not define “**Consent**,” but for the purposes of Title IX investigations and Student Code of Conduct investigations at Mercer University, consent is clear, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in sexual activity.
 - i. Consent to any one form or condition of sexual activity cannot automatically imply consent to any other forms or conditions of sexual activity.
 - ii. Current and/or previous relationships or prior consent cannot imply consent to future sexual acts.
 - iii. In order to give effective consent, one must be of legal age, which is 16 years. Sexual activity with someone known to be – or based on the circumstances, should reasonably have known to be – mentally or physically incapacitated (by alcohol or other drug use, unconsciousness or blackout) constitutes a violation of this policy.
 - iv. Incapacitation is a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why or how” of their sexual interaction).
 - v. This policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint, or from the taking of alcohol or drugs.
- b. Georgia defines “**without consent**” as a circumstance in which a person whose concurrence is required has not, with knowledge of the essential facts, voluntarily yielded to the proposal of the accused or of another. See O.C.G.A. §16-1-3(19).

2. Dating Violence

- a. Georgia law defines “**Dating Violence**” as “the occurrence of one or more of the following acts between persons through whom a current pregnancy has developed or who are currently, or within the last 12 months were, in a dating relationship: (A) Any felony; or (B) Commission of the offenses of simple battery, battery, simple assault, or stalking.” See O.C.G.A. §19-13A-1.

3. Domestic Violence

- a. Georgia law does not define “**Domestic Violence**,” but Georgia defines “**Family Violence**” as: “the occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and

stepchildren, foster parents and foster children, or other persons living or formerly living in the same household:

- 1) Any felony; or
- 2) Commission of offenses of battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass.

The term ‘family violence’ shall not be deemed to include reasonable discipline administered by a parent to a child in the form of corporal punishment, restraint, or detention.” See O.C.G. A. § 19-13-1.

- b. For the purpose of reporting domestic violence in this Report, “**Domestic Violence**” is defined as 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.

4. Sexual Assault

- a. Georgia law does not have a single “**Sexual Assault**” definition, but does define the following crimes that are under the broader category of sexual assault:

- i. “**Incest**”

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

- ii. “**Rape**”

1. Defined in Georgia as: “(a) A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The fact that the person allegedly raped is the wife of the defendant shall not be a defense to a charge of rape.” See O.C.G. A. § 16-6-1.

- iii. “**Sexual Battery**”; “**Aggravated sexual battery**”

1. Defined in Georgia as: “(a) For the purposes of this Code section, the term “intimate parts” means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. (b) A

person commits the offense of **sexual battery** when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person.” See O.C.G.A. § 16-6-22.1.

2. Defined in Georgia as: “(a) For the purposes of this Code section, the term “foreign object” means any article or instrument other than the sexual organ of a person. (b) A person commits the offense of **aggravated sexual battery** when he or she intentionally penetrates with a foreign object the sexual organ or anus of another person without the consent of that person.” See O.C.G.A. § 16-6-22.2. 6.

iv. **“Sodomy”; “Aggravated Sodomy”**

1. Defined in Georgia as: “(a)(1) A person commits the offense of **sodomy** when he or she performs or submits to any sexual act involving the sex organs of one person and the mouth or anus of another. (2) A person commits the offense of **aggravated sodomy** when he or she commits sodomy with force and against the will of the other person or when he or she commits sodomy with a person who is less than ten years of age. The fact that the person allegedly sodomized is the spouse of a defendant shall not be a defense to a charge of aggravated sodomy.” See O.C.G. A. § 16-6-2.

v. **“Statutory Rape”**

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

For the purpose of reporting sexual assault in this Report,

- **“Rape”** is defined as: “The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim”. See FBI Uniform Crime Reporting System.”
- **“Incest”** is defined as: “Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.”
- **“Statutory Rape”** is defined as: “Sexual intercourse with a person who is under the statutory age of consent.”

5. Stalking

- a. Georgia law defines **“Stalking”** as follows:
 - i. “(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms “computer” and “computer network” shall have the same meanings as set out in Code Section 16-992; the term “contact” shall mean any communication including without being limited to communication in person, by telephone, by mail, by

broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term "place or places" shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term "harassing and intimidating" means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made.

- ii. (2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others. See O.C.G. A. § 16-5-90."
- iii. For the purpose of reporting stalking in this Report, "**Stalking**" is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Appendix III – Campus Crime Statistics

Mercer University's Mercer Police Department									
<u>ATLANTA CAMPUS</u>	ON CAMPUS			STUDENT HOUSING FACILITIES a subset of on-campus			PUBLIC PROPERTY		
<u>CRIMINAL OFFENSES</u>	2021	2022	2023	2021	2022	2023	2021	2022	2023
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	2	1	0	2	1	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0
Motor vehicle theft	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	1	0	0	0	0	0	0
Dating Violence	0	2	0	0	2	0	0	0	0
Stalking	0	3	3	0	2	0	0	0	0
<u>HATE OFFENSES</u>	ON CAMPUS			STUDENT HOUSING FACILITIES a subset of on-campus			PUBLIC PROPERTY		
Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, National Origin	2021	2022	2023	2021	2022	2023	2021	2022	2023
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny - theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0	0	0	0	0	0	0

Mercer University's Mercer Police Department									
<u>ATLANTA CAMPUS</u>	ON CAMPUS			STUDENT HOUSING FACILITIES a subset of on campus			PUBLIC PROPERTY		
<u>ARRESTS</u>	2021	2022	2023	2021	2022	2023	2021	2022	2023
Weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
<u>DISCIPLINARY ACTIONS/JUDICIAL REFERRALS</u>	ON CAMPUS			STUDENT HOUSING FACILITIES a subset of on-campus			PUBLIC PROPERTY		
Weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
<u>UNFOUNDED CRIMES</u>	2021	2022	2023						
Total unfounded crimes	0	0	0						

Mercer University's Mercer Police Department									
<u>ATLANTA CAMPUS</u>	<u>2021</u>			<u>2022</u>			<u>2023</u>		
<u>FIRES - SUMMARY</u>	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Building 2900	0	0	0	0	0	0	0	0	0
Building 2902	0	0	0	0	0	0	0	0	0
Building 2904	0	0	0	0	0	0	0	0	0
Building 1000 (Mercer Lofts)*	1*	0	0	0	0	0	0	0	0
Building 2000 (Mercer Lofts)*	0	0	0	0	0	0	0	0	0

*The smell of smoke was reported in leasing office, and burn marks were found on an instruction manual left in air handler.

Mercer University's Mercer Police Department

<u>COLUMBUS CAMPUS</u>						
<u>CRIMINAL OFFENSES</u>	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Murder/non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	1	0	0	0
<u>HATE OFFENSES</u>	ON CAMPUS			PUBLIC PROPERTY		
Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, National Origin	2021	2022	2023	2021	2022	2023
Murder/non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny - theft*	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0	0	0	0

* There were 4 instances of larceny in 2021, but no evidence to support these crimes were related to a Hate Offense.

Mercer University's Mercer Police Department

<u>COLUMBUS CAMPUS</u>						
<u>ARRESTS</u>	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violation	0	0	0	0	0	0
<u>DISCIPLINARY ACTIONS/JUDICIAL REFERRALS</u>	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violation	0	0	0	0	0	0
<u>UNFOUNDED CRIMES</u>	2021	2022	2023			
Total unfounded crime	0	0	0			

Mercer University's Mercer Police Department

SAVANNAH CAMPUS						
CRIMINAL OFFENSES	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Murder/non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft*	2	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	1	0	0	0	0
HATE OFFENSES						
Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, National Origin	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Murder/non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny - theft	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0	0	0	0

* There were 2 instances of motor vehicle theft reported on the property of Memorial Health University Medical Center that are reported here. The evidence is unclear whether the thefts occurred on campus. There is no evidence that the thefts were related to a Hate Offense.

Mercer University's Mercer Police Department

<u>SAVANNAH CAMPUS</u>						
<u>ARRESTS</u>	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violation	0	0	0	0	0	0
<u>DISCIPLINARY ACTIONS/JUDICIAL REFERRALS</u>						
	ON CAMPUS			PUBLIC PROPERTY		
	2021	2022	2023	2021	2022	2023
Weapons: carrying, possessing, etc.	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violation	0	0	0	0	0	0
<u>UNFOUNDED CRIMES</u>						
	2021	2022	2023			
Total unfounded crime	0	0	0			