> **3.11.2** The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community. **(Institutional environment)**
>
> **Compliance Status:** Compliance

The USG Board of Regents is committed to achieving excellence in providing a safe working and learning environment, and supporting environmentally sound practices in the conduct of institutional activities. In addition, the Board of Regents considers emergency preparedness and planning activities essential for maintaining the safety and security of the campus environment at each institution. The policies are more fully described in Sections 9.12.4 and 9.12.5 of the *Board of Regents Policy Manual.*

The College of Coastal Georgia shares the Board of Regents' strong commitment toward maintaining a healthy, safe, and secure environment and articulates this commitment through the College's institutional strategic plan for academic year 2010-2011. Specifically, the strategic goals/objectives read:

- **Goal 2.** Develop a student-centered campus community

    - **2.5.** Develop strategies to create a safe environment, addressing the needs associated with campus growth

- **Goal 8.** Develop and maintain an administrative, fiscal, and physical capacity that supports faculty, staff and student

    - **8.2.** Enhance participation for faculty and staff training sessions, including customer service, human resources, finance and accounting, computers and technology, safety, and physical plant

Campus Security

The College's Police Department is a full-service police agency. The staff consists of 10 full-time and 15 part-time sworn officers. College police officers receive the same level of training and certification and carry the same arrest authority as state, county and municipal officers. All officers are certified by the State of Georgia Peace Officers Standards and Training Council. The Police Department utilizes a department-specific operations manual that provides current public safety policy and procedural information and serves to promote consistency and professionalism. Uniformed officers patrol the main campus 24 hours a day, 365 days a year. The Brunswick campus is patrolled by vehicle, ATV, and on foot; a minimum of two officers are on duty during peak hours. The Camden Center in Kingsland, Georgia, is patrolled Monday through Friday from 7:00 am – 11:00 pm, and during any other time the building is open to the public. To comply with Federal Crime Awareness and Campus Security Act of 1990 requirements, the Police Department publishes an annual Campus Safety & Security Report – see Table 1 for a summary.

Table 1: 2009 College of Coastal Georgia Crime Statistics Summary[1]

Arrests - On-Campus	2007	2008	2009
Illegal weapons possession	5	2	0
Drug law violations	2	2	0
Liquor law violations	1	0	0
Criminal Offenses - On-Campus			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses - Forcible	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	3
Motor vehicle theft	0	0	1
Arson	0	0	1

The College has established mutual aid agreements with the City of Brunswick, City of Kingsland, City of Saint Marys, and the Southeast Georgia Health System Police Departments. These agreements provide networking, communications, and back-up assistance to College Police for situations and emergencies requiring enhanced police services. The Police Department has direct radio communications with the local 911 center and all regional public safety entities. The Department also maintains a strong, long-term working relationship with fire and emergency response agencies and related regional organizations.

Campus security was greatly enhanced in fiscal year 2010 with the installation of a Federal Signal Outdoor Emergency Mass Notification System that provides instant communications to the campus community during emergencies. The MNS broadcasts alerts and instructions over the entire campus. In response to campus growth, two additional police officer positions were added to increase staffing in fiscal year 2011. A 35 camera video surveillance system was also installed last year. The surveillance system provides increased security in parking lots, building entrances, point of sale, and other areas of high liability on the campus. The Campus Police Department has fortified the College's "blue light" emergency telephone system. The eight existing parking lot phones have been upgraded with new circuit boards, speakers, and strobe lights.

With physical facility expansion on campus, the College appointed a Staff and Student Safety Committee. The Committee meets twice each semester and provides assessment of the campus operations as a whole, explores new technologies, and examines current procedures.

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[1] National Center for Education Statistics, *College Navigator,* College of Coastal Georgia

The Committee makes recommendations to the Chief of Police and the President and also hosts semi-annual Safety Walks. During the Safety Walk, the students and staff cover the entire campus identifying hazards and potential problems. These recommendations are then presented to the President, Facilities, and Campus Police Department for review and action.

Campus Initiatives

The College has undertaken numerous special initiatives recently to promote a healthy, safe, and secure environment for students, faculty, and staff. Perhaps the two most significant initiatives undertaken in academic year 2009-2010 were establishing policies making the College a tobacco-free campus, as well as a prohibition of weapons on campus. Another major enhancement was to create a pedestrian mall which provided a pedestrian and bicycle friendly environment while moving parking away from the center of the campus. Other recent initiatives include the following:

- Providing a health clinic in the Campus Center which is scheduled to open Fall Semester 2011.

- Planning for healthy food options with Chartwells, the newly contracted food service vendor, who will manage all dining operations on the campus.

- Working with the City of Brunswick to install a traffic light at the 4th Street entrance to campus.

- Installing a 310 space gated parking lot for residents of the new residential housing facility which is scheduled to open Fall Semester 2011.

- Converting a natatorium in the Coffin Building into a fitness area and aerobics studio.

- Implementing a Blackboard One Card System which will serve many purposes including student identification and secure facility access privileges.

- Constructing a new faculty and staff parking lot behind the Health & Science Building further separating vehicular and pedestrian traffic.

- Improving campus lighting.

- Increasing the number of police officers on staff in preparation for 350 students in residential housing.

Emergency Planning

The College Police Department also maintains a campus emergency operations directive, which is a comprehensive emergency-management plan for protecting human life along with property and operations in the event of natural or man-made disasters. The plan covers contingencies for fires, explosions, airplane crashes, bomb threats, hurricanes, tornados, floods, public disturbances, hazardous material releases, and much more; e.g., an active shooter workshop and simulation have been performed on campus. The plan is organized, implemented and maintained by the Director of Campus Safety, and has been tested on several occasions. Hardcopies of the plan are available in division offices and upon request. The plan is also located on the College's website under Public Safety. The Campus Police Department has promoted an "in-house" Training Officer. This further enhances the range and scope of training programs that are offered to the campus community.

New student and staff orientation, crime prevention, and personal safety training classes are now being provided by the Campus Police Department.

Environmental Health and Safety

The College's environmental health and safety compliance efforts are led by the Director of Campus Safety. In this function, the Director is responsible for the development, oversight and management of environmental health and safety programs that protect the environment and provide safe and healthy conditions for work and study at the College. The Director works closely with Facilities and Plant Operations, Science faculty, Laboratory coordinators, and Human Resources.

The College strives to comply with requirements of the U.S. Environmental Protection Agency (EPA) and the State of Georgia Environmental Protection Division (EPD). An institutional self-study was conducted in 2009, facilitated by the Board of Regents, and the results were submitted to the EPA. As a result of the self-study, the College has strengthened its EHS program.   A written Spill Prevention, Control, & Counter measure plan was developed and enhanced storage, containment, and waste mitigation procedures are now utilized. Since the self-study, a more proactive attitude towards EHS compliance has been adopted by staff and faculty. Additionally, employee training programs and procedures have been established. All new employees are made aware in their orientation sessions of Right-to-Know Basic Awareness training available on the USG Board of Regents website.

Risk Management

In an effort to identify and mitigate risks to the USG and the institutions, the Board of Regents has recently developed new policies on Risk Management which are published in Section 7.15 of the *Board of Regents Policy Manual.* Recognizing that the proper management of risk is a core leadership function that must be practiced throughout the University System, the Enterprise Risk Management (ERM) framework was adopted for risk management. ERM is defined as a process-driven tool that enables management to visualize, assess, and manage significant risks that may adversely impact the attainment of key organizational objectives. Categories of risk to

be managed through the ERM framework will include strategic, compliance, reputational, financial, and operational risks.

At the System level, the Chancellor is required to designate an executive-level position to oversee implementation of the Risk Management Policy across the University System. Dr. Lisa Rossbacher, President, Southern Polytechnic State University, has been designated the person responsible for overseeing implementation of the Risk Management Policy across the University System. The Committee on Internal Audit, Risk and Compliance is the Board committee that shall provide oversight to implementation of the Risk Management Policy and review "major" risks on behalf of the Board of Regents. At the institutional level, the President appointed Mr. Bryan Lemons, Assistant Vice President for Organizational Development and Legal Affairs, as the College's Risk Management Policy Coordinator effective January 9, 2011. Since this is a new initiative with limited compliance guidelines established at this point, it is anticipated that Enterprise Risk Management framework will be developed at the institutional level during the next year per guidance from the USG.

Supporting Documentation

USG Board of Regents Policy Manual, Section 9.12

2010-2011 College of Coastal Georgia Annual Strategic Plan

College of Coastal Georgia Campus Emergency Operations Manual

2009-2010 College of Coastal Georgia Annual Campus Safety and Security Report

Copies of Mutual Aid Agreements:
● City of Brunswick
● City of Kingsland
● City of Saint Marys
● Southeast Georgia Health System

College of Coastal Georgia Video Surveillance Policy

College of Coastal Georgia Tobacco Free Policy

College of Coastal Georgia Prohibition of Weapons Policy

Emergency Management Plan, College of Coastal Georgia web page

College of Coastal Georgia Safety Training Calendar (Dates & Topics)

College of Coastal Georgia Spill Prevention, Control, & Countermeasure Plan

Employee "Right to Know" (RTK), College of Coastal Georgia web page

USG Board of Regents Policy Manual, Section 7.15