

## CAMPUS SAFETY DEPARTMENT

8

### Welcome to Life University Campus Safety Department!

To ensure the safety of our campus, LIFE maintains a Campus Safety Department on campus 24-hours per day, 365 days per year. Our highly motivated, qualified and well-trained staff enforce University policies and proactively address crime prevention.

We enjoy a beautiful and secure campus. Still, we remain highly vigilant in patrolling the campus and educating students and staff about the importance of crime prevention and personal protection. Perhaps most importantly, we nurture a culture of integrity and self-responsibility throughout the academic experience and in extracurricular activities through the Eight Core Proficiencies and the Honor Code. We promote high standards of behavior and expect students to live up to these standards. Be smart and be safe!

It is the official policy of the Campus Safety Department to follow up on all complaints and violations committed on our campus and to cooperate with all law enforcement agencies and courts.



### Contact Information

**Location:** Campus Safety is located in Mod 2 behind the Learning Resources Center (LRC).

#### Emergency:

- From a Life University land line phone: Ext. 2911
- From a cell phone: (770) 426-2911
- Non-emergency: (770) 426-2681

### Access to Campus Facilities

The Campus Safety Department monitors access to campus facilities through various activities designed to keep the students and employees in contact with Security Officers. The buildings are patrolled by officers and unlocked at the appropriate time in the morning and relocked each evening.

All users of the University facilities are encouraged to express any concerns they have while on campus.

### General Information

#### Visitors, Outside Photographers, and Media Personnel Information

A general visitor is defined as a person who is neither a student, faculty or staff member nor practice partner at Life University. Visitors who plan to visit the Life University campus can obtain a parking permit from the department that they are visiting, or by stopping by the Campus Safety office located in Mod 2 behind the Learning Resources Center (LRC). The following information will need to be provided by the visitor:

1. Proof of identification (driver's license, ID card).
2. Vehicle information: make, model, color and license plate.

Departments may obtain a parking pass in advance for their guest by a written, email or facsimile request to the Campus Safety Department at least 24 hours in advance.

#### Outside Photographers and Media Personnel

An outside photographer is defined as a person who is neither a student, faculty or staff member and is not working for the University's Marketing Department.

Media Personnel is defined as any person who is affiliated with any newspaper, magazine, radio station or any other channel of communication in which messages are transferred or transmitted to a large, wide-scattered audience.

Outside Photographers and Media Personnel who plan to visit the Life University campus must obtain a visitor parking pass prior to conducting activity on the campus. The parking pass can be obtained by means outlined in the previous section. Visitor parking is available in spaces marked as such.

The following information will need to be provided by Outside Photographers and Media Personnel:

1. Proof of identification (driver's license, ID card).
2. Vehicle information: make, model, color and license plate.



Outside Photographers must also sign a Waiver of Liability/Hold Harmless agreement, as well as a \$100 per day fee for photographers and videographers to use our campus facilities. The Waiver of Liability/Hold Harmless agreement must be signed in-person in the Campus Safety Department located in Mod 2 behind the Learning Resources Center (LRC).

## **Crime Prevention**

### **Monitoring Off Campus Student Criminal Activities**

Life University operates LVR and The Commons apartments, which are a part of our campus. It is the policy of Life University Campus Safety Department to maintain regular patrol of the complexes for the purpose of crime prevention. It is our goal to encourage the highest level of integrity from our students on and off campus. We as an institution provide the guidance and information necessary to our students to make this possible. This is accomplished through available counseling on campus, community assistance and a published list of resources available to our students and staff by which they can receive necessary assistance and guidance. These resources are available from the Campus Safety Department and from our on-campus counseling staff.

### **Crime Prevention**

The Life University Campus Safety Department takes the position that it is best to inform students and employees of unsafe practices. This may include thefts of property, alcohol or drug abuse, rape, other sexual offenses, stalking and domestic violence. Each student or employee can exercise due caution while Life University provides assistance and helps everyone prepare themselves to avoid becoming a victim of any crime.

### **Campus Safety Watch Program**

Keeping Life University safe takes a community effort. The Campus Safety Watch Program supports this effort by uniting our University Campus Safety Department, local law enforcement and safety agencies, and the LIFE community in an active partnership to prevent and reduce crime on the Life University campus. The Campus Safety Department also highlights topics of concern as warranted.

### **Procedures for Institutional Sanctions**

The rules and procedures for all offenses and disciplinary proceedings are defined in the student handbook. It is important to note that both the victim and the accused are afforded certain rights and that the list of references for counseling or any other assistance is available to both.

### **Animals on Campus**

All leash laws in Cobb County are enforced on our campus. Pets are not allowed on the campus or in the buildings with the exception for service animals. Pets may be taken on the five miles of running trails for the purpose of sight assistance and personal security, but the animals must be on a leash, and the owner must clean up after the pets. Pets are not allowed on the Rugby Field, or track and field facility for any reason, except for service animals.

### **Lost and Found**

Contact the Campus Safety Department for lost and found items.

## Driving and Parking Information

### Registration of Vehicles

Life University provides parking for student cars that display a valid parking decal. Decals are issued at new student Orientation as well as by visiting the Campus Safety Department. Students must adhere the decal on the left side of the rear window on the outside the vehicle, or on the stationary portion of the fork on motorcycles. Convertibles or cars with louvers may place the decal on the passenger side bottom corner of the front windshield.

### Passes for Vehicles

All drivers must stop at the Campus Safety Department to obtain a temporary pass for driving an unregistered car on campus.

### Handicapped Parking

Life University honors handicap placards and plates from all states. It is our policy to ticket and impound vehicles occupying handicap parking spaces without displaying the proper placard or plate.

### Driving on Campus

The speed limit on campus is 10 mph and will be strictly enforced. It is a violation of the student rules to commit the following acts while driving on campus: Failure to stop at a stop sign, failure to yield at yield signs, failing to yield to pedestrian, speeding over 10 mph, weaving in and out of driving lanes and driving against the established flow of traffic and committing reckless conduct with a vehicle.

Fines for moving violations are \$35, \$50 and \$100. Multiple violations may lead to a suspension of driving privileges on campus, and could lead to expulsion from Life University. All students and employees driving on campus are required to have a valid driver's license and valid proof of insurance coverage in their possession.

### Parking Restrictions

Each parking lot has a sign indicating its intended use. Please check these signs for any restrictions, which may apply before parking. General student parking is in gravel lots, or identified by yellow parking lines in paved lots. All restricted parking is identified by white or blue parking lines. Please refer to the University website for additional information.

### Parking Fines (Tickets)

Tickets can be written for violations, which include but are not limited to:

1. Violation of a restricted parking area.
2. Parking in fire lanes or driveways, or blocking roads or dumpsters.
3. Taking more than one space or overextending lanes.
4. Parking on grass or in flowerbeds and other violations deemed inappropriate.
5. Not displaying a parking decal or pass on the vehicle.
6. Registering a vehicle after signing a waiver exempting the parking fee, or failing to remove student decals from a car after signing an exemption form.

### Parking Violations and Fines

Illegal Parking .....\$35 first violation, \$50 second violation, \$100 third violation and beyond

Parking in Handicap .....\$35 first violation, \$50 second violation, \$100 third violation and beyond

Parking in Unmarked or Unauthorized Area.....\$35 first violation, \$50 second violation, \$100 third violation and beyond

### Moving Violations and Fines

The fine for any moving violation is \$35, \$50, \$100.

### **Additional Moving Violations and Fines**

Exceeding Speed Limit on other than Barclay Circle .....	\$35 first violation, \$50 second violation, \$100 third violation and beyond
Barclay Circle .....	State Imposed Fine
Disregarding Traffic Control Sign .....	\$35 first violation, \$50 second violation, \$100 third violation and beyond
Reckless Driving .....	State Imposed Fine
Disregarding Officer Working Traffic .....	\$70
Moving Barricades .....	\$70

### **Towing of vehicles**

Vehicles may be towed for any of the following reasons:

1. Having three or more parking violations.
2. Blocking roads, docks, dumpsters or driveways.
3. Parking in clinic or visitor spaces, or in handicap spaces.
4. Parking on grass or in landscaped areas (flowers, etc.).
5. Abandoned Vehicles: Campus Safety will monitor such vehicles and tow vehicles once deemed abandoned.
6. When it has been determined that a vehicle or property poses a safety hazard and the immediate removal of the vehicle is necessary for public safety purposes.

*Students needing to leave a vehicle in a parking lot for a specified time frame must obtain an identification pass for the dash that briefly describes the conditions under which the vehicle is left for the time frame. Passes are available from the Campus Safety Department.*

### **Alcohol / Drug Abuse Prevention Policy**

The Life University drug program policy is to first advise the students and employees of our position on illegal drugs. We are a drug-free institution. We hold students and employees accountable for violations of our rules and the state law. We view addiction as an illness and offer meaningful help to those so affected in the form of counseling and referral.

#### **Alcohol**

The legal drinking age in Georgia is 21. It is unlawful to purchase or drink alcoholic beverages on this campus under the legal age. It is unlawful to misrepresent your age or to provide identification to someone else under the drinking age. Life University Campus Safety enforces all laws pertaining to the serving of alcohol in any manner that induces a person to drink by contest or challenge.

The Life University Student Handbook defines the rules applied to alcohol service on campus with regard to license holders and locations. All rules, regulations and laws pertaining to alcohol are observed by the Campus Safety Department.

#### **Tobacco- and Smoke-Free Campus**

Life University is committed to taking all practical measures to create a safe and healthy environment. To further this goal, the University has updated this policy to promote the well-being and health awareness of students, employees and visitors by reducing the risk of tobacco-related illness. This update is effective April 1, 2015.

All students, staff, faculty and visitors are prohibited from smoking, using, selling, free distributing and advertising tobacco products and electronic smoking devices (ex. e-cigarettes) in all facilities and on all University property, including University-owned vehicles and in any privately-owned vehicle parked or operated on University property.

## Student Right-to-Know Act and Annual Police Report Crime Statistics

### Jeanne Clery Disclosure Act

In 1990, the U.S. Congress enacted the Crime Awareness and Campus Security Act (Title II of Public Law 101-542), which amended the higher education Act of 1965 (HEA). This Act requires all post secondary institutions participating in the Title IV student financial aid programs to disclose campus crime statistics and other security information. 1998 Amendments renamed the law: The Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act.



### Crime Statistics as Reported to Life University Campus Safety Department

Crime statistics are available on the University's website. The Daily Crime log is also available for viewing Monday–Friday between the hours of 8:00 a.m.–4:00 p.m., excluding holidays and other school closings.

### Procedure for Reporting Criminal Actions and Other Emergencies on Campus

#### —(Student Right-to-Know)

Life University monitors activities on campus 24-hours a day. Students and employees with concern over criminal actions on campus can contact the Campus Safety Department at (770) 426-2911. The department representative will initiate an Incident Report. We openly solicit the observations and concerns of our students, staff and all visitors when suspicious or criminal activity is observed on campus. We believe that with greater awareness we can help each person be better prepared to protect his or herself from crime. We also work closely with local law enforcement agencies to obtain and monitor criminal reports made to them. Life University also monitors reports for violations of law that are based on prejudices of race, religion, sex and ethnicity.

It is the policy of the Campus Safety Department to actively investigate all complaints and violations committed on our campus and to cooperate with all law enforcement agencies and courts. This may require the department to notify the office of Student Conduct of violations, which also violate University policy or Codes of Conduct.

