



## RIGHTS, RESOURCES & SUPPORT FOR EMPLOYEES

### Georgia State University Policies and Codes

Every Georgia State student, faculty and staff member is entitled to an educational and work environment free from discrimination and harassment including, but not limited to gender discrimination and/or sexual harassment, sexual misconduct, and sexual assault. The policies listed below provide definitions of prohibited behavior, reporting information, a listing of the preponderance standards for investigations, anti-retaliation provisions, possible sanctions for prohibited behavior, and other helpful information. See Georgia State's [Sexual Harassment Policy \(Section 101.3\)](#), [Discriminatory Harassment Policy and Non-Discrimination Policy Statement \(Section 101.4\)](#), [Workplace Violence \(Section 101.14b\)](#), [Policy on Amorous Relationships \(Section 101.16\)](#), [Discrimination or Harassment Complaint Process](#), [Student Code of Conduct](#), and the [University System of Georgia's Ethics Policy](#).

### *Services Available On Campus*

Faculty and Staff Assistance (FASA). Counseling services are available for eligible employees through the internal Employee Assistance Program (EAP), which is [Faculty and Staff Assistance \(FASA\)](#). FASA offers confidential consultations, short-term counseling, assessment and referrals. The contact number for FASA is (404) 413-3342.

Georgia State University Police Department (GSUPD). [GSUPD](#) offers 24/7 access to help and first responder assistance. Other services offered include a Safety Escort Program. Safety Escorts are available to offer mobile transport to campus and near off-campus locations during evening hours. During the academic year the Safety Escort hours are from 7:00 p.m. to 11:00 p.m. when school is in session. GSUPD can be reached for **emergencies at (404) 413-3333 or 911** and for **non-emergencies at (404) 413-2100**.

### *Services Available Off-Campus*

Day League, formerly DeKalb Rape Crisis Center. The [Day League](#) provides direct services, prevention education, and advocacy for youth and adult survivors of sexual assault, their families, and the community as a whole. Day League ensures survivors of sexual violence forge a new beginning, not only to survive their ordeal, but also to become strengthened by it. For more information, contact the Day League's 24-hour hotline at (404) 377-1428.

Legal Services. Legal services information can be obtained through the [Atlanta Bar Association](#) and [Georgia Legal Aid](#). The contact number for the Atlanta Bar Association is (404) 521-0781.  
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National Domestic Violence Hotline. The [National Domestic Violence Hotline](#) is the only center in the nation that has access to service providers and shelters across the United States. The contact number for the National Domestic Violence Hotline is 1-800-799-7233.

National Sexual Assault Hotline. The [National Sexual Assault Hotline](#) is the first secure web-based crisis hotline providing live and anonymous support through an interface as intuitive as instant messaging. The contact number for the National Sexual Assault Hotline is 1-800-656-HOPE (4673).

Partnership Against Domestic Violence. The [Partnership Against Domestic Violence](#) offers an abundance of services to women and children in the Fulton County Area. Some of their services includes 24-Hour Crisis Line, Emergency Safe House, Parenting Services, Children and Youth Program, Community Based Services, Supportive Housing Program, Legal Advocacy, Community Support Groups for Women, Public Benefits Assistance, Teen Dating Violence Prevention Program, and Outreach to the Community-At-Large. For more information, contact the Partnership Against Domestic Violence 24-hour hotline at (404) 873-1766.

Sexual Assault Medical Services. Medical services can be accessed at Metro Atlanta area hospitals. The closest hospital to Georgia State is Grady Memorial Hospital Emergency Department, which houses the [Grady Rape Crisis Center](#). The Grady Rape Crisis Center has a 24-Hour Rape Crisis line and medical treatment facility. For more information, contact the Grady Rape Crisis Center at (404) 616-4861.

Tapestri Incorporated. [Tapestri Incorporated](#) is dedicated to ending violence and oppression in refugee and immigrant communities, using culturally competent and appropriate methods. As advocates for immigrant and refugee families affected by domestic violence, sexual assault and exploitation, Tapestri Inc. is committed to using education, community organizing, direct services and advocacy to improve the lives of those it serves. The contact number for Tapestri Incorporated is (404) 299-2185.

The Health Initiative. [The Health Initiative](#) is dedicated to improving the health and wellbeing of Georgia's Lesbian, Gay, Bisexual, Transgender and Queer community through education, support, access to care and advocacy. United 4 Safety is a support group of The Health Initiative aimed at reducing intimate partner violence (IPV) in the LGBT community. For more information on United 4 Safety, contact the Health Initiative at (404) 688-2524 ext. 112.

Women's Resource Center. The [Women's Resource Center](#) seeks to meet immediate needs for battered women and their children through a twenty-four hour hotline, emergency shelter and services and legal advocacy. For more information, contact the Women's Resource Center 24-hour hotline at (404) 688-9436.

## **Reporting Options**

When considering reporting options you should be aware of confidentiality and mandatory reporting in order to make informed choices. In reporting crimes and policy violations, officers/attendants will take action when you report an incident to them.

1. You can file a police report with the [GSUPD](#) by calling (404) 413-3333 or 911 for an emergency or (404) 413-2100 for a non-emergency.

Victims who are considering filing a University Report or Law Enforcement Report of Sexual Misconduct are encouraged to preserve any evidence of sexual misconduct. If the victim wishes to pursue a criminal investigation, the university police will investigate the incident reported to the police to determine if a crime has been committed.

The criminal investigation is independent from any investigation undertaken by the Title IX Coordinator. However, in situations where the Title IX investigation and a criminal investigation occur simultaneously, the university police and the Title IX Coordinator will collaborate to the extent possible and will seek to avoid unnecessary burdens on the victim and will grant access to investigation notes and findings as necessary for the Title IX investigation as long as it does not compromise the criminal investigation. The university police will not cause a Title IX investigation to be delayed pending the outcome of the criminal investigation, except for the collection of evidence.

Examples of evidence that would assist in an investigation of sexual misconduct include such things as:

- clothing worn during the incident including undergarments;
  - sheets, bedding, and condoms, if used;
  - list of witnesses with contact information;
  - text messages, call history, social media posts; and
  - picture of injuries.
2. You can file a [Student Code of Conduct](#) complaint to the Dean of Students against a student.
  3. You can make your concerns known confidentially to [FASA](#). FASA respects your right to receive private, confidential treatment. Unless you request it in writing, your concerns remain confidential and are never a part of your personnel file.
  4. If the incident involves Georgia State faculty or staff, you can file a complaint with the Associate Vice President for [Human Resources-Administration](#) and [Opportunity Development/Diversity Education Planning](#), Linda J. Nelson. Ms. Nelson is Georgia State's Title IX Coordinator. The contact number for Ms. Nelson is (404) 413-3290. She is located in One Park Place, Suite 308. The Manager for [AA/EEO Investigations and Hiring](#), Ese Okuma, will investigate these complaints and can be contacted at (404) 413-2561.

See also the [Rights, Resources & Support for Students](#).

## **Other Information**

- Georgia State will honor any lawful no contact or restraining order.
- Georgia State will assist with the development of a safety plan while you are on-campus.
- Eligible employees can take unpaid leave to obtain services or treatment relating to domestic violence, sexual assault, or stalking. For additional information, please see the

“[Vacation, Sick Leave and Leave of Absence Policy](#)” (Section 400) of the Employee Handbook or contact Gail Imoukhuede, [Human Resources](#)—Benefits Manager, at (404) 413-3314.

- Georgia State tracks certain crimes that occur on campus on a yearly basis as required by the Clery Act. That data is published in [Georgia State’s Safety Net: Annual Campus Security & Fire Safety Reports](#). The 2014 report includes the addition of the following offenses: domestic violence, dating violence, sexual assault, and stalking.

If you have any questions or need additional information please contact Dr. Annette D. Butler, Director for [AA/EEO Training and Compliance](#).

Again, Ms. Linda Nelson, Associate Vice President for [Human Resources-Administration](#) and [Opportunity Development/Diversity Education Planning](#), is Georgia State’s Title IX Coordinator and can be contacted at (404) 413-3290. The Manager for [AA/EEO Investigations and Hiring](#), Ese Okuma, will investigate these complaints and can be contacted at (404) 413-2561.