TEXAS A&M UNIVERSITY-TEXARKANA
Annual Fire Safety and Security Report

Information provided on affiliated separate campuses:
RELLIS Campus
Northeast Texas Community College

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC§1092 (f), 34 CFR 668.46)
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August 26, 2020

Dear Community Member:

I am pleased to offer this introduction to the 2020 Campus Safety Report for the 2019, 2018, and 2017 calendar years for Texas A&M University-Texarkana.

Not only does this report comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, it is part of our continuous effort to inform our campus community of the safety programs and services available and the steps we all can take to maintain our own safety and the security of others.

At A&M-Texarkana, safety of our students, faculty, staff, and visitors is our paramount concern. The best protections against campus crime are a strong law enforcement presence; an informed, aware, and alert campus community; a commitment to reporting suspicious activities; and using common sense when carrying out daily activities.

Texas A&M University-Texarkana is dedicated to reducing risk and the potential for crime. However, safety and security are shared responsibilities. We invite our current and prospective community members to contribute to the safety and security of our campus, and we welcome your suggestions and recommendations.

If you have any questions concerning this safety report, please contact the University Police Department at (903) 334-6611.

Sincerely,

Emily F. Cutrer, Ph.D.
President

The Texas A&M University-Texarkana Clery Compliance Officer, in conjunction with a university-wide Clery Compliance Committee, prepares this report on an annual basis to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared with the cooperation of the local police department, university police department, Office of Student Life, Office of Residence Life, Office of Admissions, Human Resources Office, Athletics Department, and Title IV Coordinator.

Campus crime arrest and referral statistics include those reported while students travelled for university business, those reported to local police near or adjacent to university owned or controlled property, and also crimes committed on campus reported to designated campus officials and campus security authorities. This would include TAMU-T Police Officers, Director of Student Life, Deans, Human Resource Officers, Title IV Coordinator, Director of Residence Life, Assistant Director of Student Life, Student Engagement Coordinator, Coaches, Resident Advisors, and Advisors to student organizations, among others.
Annual Security Report Notifications

Each year, an e-mail notification is sent to all enrolled students that provides the link to this report. Faculty and staff also receive an e-mail notification. The Admissions Office homepage on the Texas A&M University-Texarkana website gives the website address for this report. Copies of this report can be obtained at the University Police Department at the Central Plant Building, 7101 University Ave., Texarkana, Texas, 75503. Prospective employees are given this information in job application packets.

Texas A&M University-Texarkana is committed to putting the health and safety of our students, employees, and visitors above all other priorities. There is nothing more important than a human life. This report is designed to inform students and employees of various policies, procedures, and prevention methods employed by the University. This report also informs students and staff of the type and amount of crime that has occurred on the campus over the past three years.

Campus Law Enforcement Policies

Police Department Overview

The TAMU-T University Police Department (UPD) reports to the Vice President for Finance and Administration. TAMU-T UPD works closely with all departments in preparing the Annual Security Report to ensure a clear and accurate report is available to all the University’s students, faculty, and staff.

Jurisdiction

TAMU-T UPD has seven (7) licensed, commissioned Police Officers and one (1) Security Officer. These officers will readily assist students, staff, and faculty in any way possible. Our Police Officers are certified Texas Peace Officers as defined in Article 2.12 of the Texas Code of Criminal Procedures, pursuant to section 51.203 of the Texas Education Code. The primary jurisdiction of TAMU-T UPD officers includes all counties in which property is owned, leased, rented or otherwise under the control of Texas A&M University-Texarkana.

Arrest Authority

As peace officers, the TAMU-T UPD have the same authority as municipal, county and state peace officers and are authorized to carry firearms and make arrests when needed.

Enforcement Authority

TAMU-T UPD is staffed by the Chief of Police, one (1) Sergeant, one (1) Corporal, four (4) commissioned Peace Officers, and one (1) Security Officer. The UPD is linked to city, state, and federal criminal justice agencies, which provide access to criminal records, wanted persons, stolen property, and vehicle information. All crimes reported to TAMU-T UPD are investigated and are referred for prosecution through the Offices of the County Attorney and District Attorney when appropriate. Criminal matters involving university students may also be referred to university administration for disciplinary action.

Working Relationships and Agreements

A close working relationship has been maintained with the Texarkana Texas Police Department, as well as other State and Federal Agencies. A Mutual Aid agreement is in place with the Texarkana Texas Police Department, Texarkana Independent School District Police Department,
and The Bowie County Sheriff’s Office. The UPD requests crime statistics from the Texarkana Texas Police Department on a yearly basis to document Clery reportable crimes around our Texas A&M University-Texarkana property boundaries. The UPD also requests crime statistics for all University events that involve students regardless what city or country the activities may take place. At this time, TAMU-T does not have any recognized student organizations with non-campus housing facilities.

**Campus Law Enforcement Telephone Directory**

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergencies-from on-campus phones/Police/Fire/Medical</td>
<td>911</td>
</tr>
<tr>
<td>TAMU-T UPD Chief of Police</td>
<td>903-334-6626</td>
</tr>
<tr>
<td>Non-Emergencies/General Assistance</td>
<td>903-334-6674</td>
</tr>
<tr>
<td>TAMU-T UPD Cell Phone</td>
<td>903-334-6611</td>
</tr>
</tbody>
</table>

Website: [University Police](#)

**Reporting Crimes**

**Incident Reporting and Response**

Any on-campus emergency, whether a criminal offense or suspected criminal activity, should be reported immediately. Students are encouraged to report this information to the UPD by calling 6611 from any campus phone or 903-334-6611 from a cell phone. Blue Boy emergency phones in the main parking lot and the Bringle Lake Village parking lot are another way to contact UPD. Students can also call the Texarkana Texas Police Department by dialing 911.

If a crime is not reported promptly, evidence may be destroyed, leads could be missed, and the potential to apprehend a suspect could be lost. Reporting crimes promptly allows campus officials to know what is really happening in the community so that proper steps can be taken to help solve, reduce or prevent crimes. Crimes that are not reported to authorities could give the campus community a false sense of safety, so we encourage reports for any and all violations.

**Reporting Criminal Offenses to University Officials: Campus Security Authorities**

The UPD encourages anyone who is a victim or witness to any crime to report the incident to the police accurately and promptly. As an option, criminal offenses may also be reported to designated Campus Security Authorities (CSA) including, but not limited to, Director of Student Life, Deans, Human Resource Officers, Director of Residence Life, Assistant Director of Student Life, Student Engagement Coordinator, Coaches, Resident Advisors, and Advisors to student organizations. If a crime is reported to a CSA, they must, in turn, notify UPD officers with this information. Even if the reporting person does not want a police investigation, the CSA must still report the information to the UPD, and that crime will be reported in the Annual Security Report. Staff counselors are also encouraged to advise victims of crimes to report them to police, even if anonymously, so the crime will be included in the crime statistics. The UPD, Student Services Offices, and other Campus Security Authorities will accept confidential and anonymous reports of crime for inclusion in the annual statistical report.

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>PHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean, College of Arts, Sciences, and Education</td>
<td>903-223-3073</td>
</tr>
</tbody>
</table>
**Confidential and Anonymous Reporting of Crimes**

If you are a victim of a crime and do not want to pursue action within the University System or the Criminal Justice System, you may still file a confidential report. You can contact the UPD or any of the Campus Security Authorities and report a crime without revealing your identity. The University can then keep an accurate record of the number of crimes, reveal crime patterns, and be able to alert the campus community to potential dangers. Felony Crimes on-campus can also be reported anonymously by calling the local Crime Stoppers number: 903-793-7867.

**Missing Students**

The TAMU-T Missing Student Notification Policy contains procedures for missing students who reside in on-campus housing. The purpose of this policy is to promote the safety and welfare of students.

If a member of the Texas A&M University-Texarkana campus community has reason to believe that a student who resides on-campus is missing, he or she should notify the Campus Police Department (UPD) at 903-334-6611 and the Residence Life Coordinator at 903-223-1355 so they can investigate whether the student is actually missing.

If UPD determines that the student is missing and has been for more than 24-hours, the UPD will notify the student’s emergency contact no later than 24-hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated (independent legal status) individual, UPD will notify the student's parent or legal guardian immediately after the student has been determined to be missing for more than 24-hours. UPD will also notify the Texarkana Texas Police Department once it has been determined that a student has been missing for more than 24-hours.

On their admissions application, students have the option to identify an “emergency contact”, an individual confidentially to be contacted in the event the student is determined to be missing for more than 24-hours to the UPD. Students can change their emergency contact at any time by contacting the Registrar’s Office in writing. If a student has identified such an individual, UPD will notify that individual no later than 24-hours after the student is determined to be missing.
Timely Warning Policy
The TAMU-T UPD Chief of Police or a designee will develop Timely Warning notices for the University Community to notify members of the community about serious crimes against people that occur on-campus or contiguous to campus, where it is determined that the incident may pose a serious or continuing threat to members of the TAMU-T community. These warnings will be distributed if the incident is reported either to UPD directly or to UPD indirectly through a campus security authority or any local police agency. The Chief will determine if the release of the Crime Alert would compromise law enforcement efforts and determine the appropriate time for the release to be made. TAMU-T will issue timely warnings anytime a Clery-reportable crime is reported on campus, to a CSA or to the UPD that may pose an ongoing serious threat to students, employees, or other members of the campus community, including guests such as persons attending campus events or sporting events. Clery reportable crimes include:
2. Sexual Assault – Rape, Fondling, Incest, Statutory Rape.
3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson

A Timely Warning notice will typically include the following unless issuing any of this information would risk compromising law enforcement efforts:
- Date and time or timeframe of the incident
- A brief description of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes
- Suspect description(s) when deemed appropriate and if there is sufficient detail
- Police/Public Safety agency contact information
- Other information as deemed appropriate by the Chief or his/her designee

The TAMU-T UPD Chief of Police or designee reviews all reports to determine if there is a serious or on-going threat to the community and if the distribution of a Timely Warning notice is warranted. Timely Warning notices may also be posted for other crime classifications, as deemed necessary.

UPD will draft the alert and an e-mail containing the proposed Crime Alert, and forward it to the President’s Office, Vice President for Finance and Administration (VPFA), and the Director of Communications. After review or revision, the Director of Communications will transmit the e-mail containing the Crime Alert to the University community as a blast e-mail, text message, and phone call or all three methods of notification. Updates to the TAMU-T community about any particular case resulting in a crime alert also may be distributed electronically via blast e-mail, text message, and phone call or posted on the University’s Website.

Timely Warnings may also be posted in campus buildings when deemed necessary. When a Timely Warning is posted in campus buildings, it shall be printed on orange paper and be posted
in the lobby/entrance area of the affected building(s) for seven (7) days. Timely Warnings are filed in the case jacket with the corresponding incident report.

FERPA does not preclude an institution’s compliance with the Timely Warning provision of the campus security regulations. FERPA recognizes that information can, in case of an emergency, be released without consent when needed to protect the health and safety of others. In addition, if institutions utilize information from the records of a campus law enforcement unit to issue a Timely Warning, FERPA is not implicated as those records are not protected by FERPA. See [34 CFR.99.36 and 99.8].

Violence Against Women Act requires that the UPD withhold the name of victims as confidential in a Timely Warning. There is no requirement to withhold the perpetrator’s name from the Timely Warning.

Immediate Notification Policy

Upon notification of an emergency, it shall be the responsibility of the Chief of Police, any University Police Department Officer, or an institutional official to verify the situation or incident on campus to determine if the significant emergency or dangerous situation may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. This process involves an actual observation of the event or an update from the local law enforcement agencies surrounding campus. Confirmation does not necessarily mean that all of the pertinent details are known or even available. The Chief of Police or his designee shall determine whether an emergency communication is warranted. Once the emergency is verified and warranted, the Chief of Police will determine the appropriate segment or segments of the community to receive the notification. The entire campus community will be notified when there is at least the potential that a very large segment of the community will be affected by a situation or when a situation threatens the operation of the campus as a whole. There will be a continuing assessment of the situation and that additional segments of the campus community may be notified if a situation warrants. The University Police Department will determine how much information is appropriate to disseminate at different points in time during the emergency. Keep in mind, the segments of our community targets may differ. For example, in the case of an approaching tornado, we may want to tell dorm residents to take shelter and may want to tell commuter students to stay away from the campus. Consideration shall be given as to whether an emergency notification will compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. If the decision to launch an emergency notification is made, the Chief of Police, his designee, or the Communications Director will write and determine the content of the message and launch, or to direct an authorized user to launch the message. The Communications Director or his immediate back up will be responsible for initiating the notification system at TAMU-T and will send the notice.

Once the Chief of Police or designee determines that the situation has been resolved and/or no longer poses a threat to the community, he or she shall launch, or cause to be launched, an “All-Clear” message, directing members of the community to resume to normal activities.

Emergency Response and Evacuation Policy

Texas A&M University-Texarkana updated its Emergency Management Plan in the summer of
The plan was developed using the “all-hazards” approach to emergency management. The University will conduct an exercise annually to test the effectiveness of the plan. This may consist of a table-top exercise or an actual drill that would test some aspect of the plan. Fire and evacuation drills will be held each semester.

If you hear a fire alarm:

- Leave the building immediately, closing all doors behind you.
- Follow the main evacuation routes which are primarily the staircases located throughout the buildings, and then proceed to the South parking lot.
- If you must evacuate through smoke, get low to the floor and crawl.
- If you must open doors while evacuating, test the door before opening. Use the back of your hand to touch the door, the doorknob, and door frame. If they are hot, do not open the door.
- Use stairways, never an elevator.
- Once outside, assemble at any on-campus parking lot and do not return to the building until the Fire Department or University Police Department have indicated the building is safe to re-enter.
- If you are trapped, try to stay as calm as possible. Try to get to a room with an outside window and a telephone. Call 911 and give them your exact location. If there is no phone, wave an object out the window to signal for help. Keep all doors between you and the fire closed. Cover all vents and seal cracks around the door to keep out smoke. Be as calm and patient as possible. Rescue personnel will arrive to assist you.

If there is a tornado:

- Move in an orderly manner to the designated location within the building for shelter.
- Science & Technology Building: The interior stairwell on the first floor; first floor restrooms or the west hallway where there is no glass.
- University Center: Restrooms, hallways on the southeast and southwest ends of the building, and kitchen area.
- Bringle Lake Village Dorm: All occupants above the first floor are directed to go to interior rooms on the first floor of the dorm. Shelter rooms are assigned at the beginning of each semester by the Director of Residence Life.
- Central Plant: Men’s or Women’s restroom or Conference Room 165.
- BASS Building: Hallways located on the first floor interior of the building away from windows. The first floor restrooms and breakroom are also available as shelter.
- Patterson Recreation Center: The restrooms, locker rooms, hallways away from windows.
- Keep away from windows.
- Always protect your head and neck.

If there is an evacuation emergency (i.e.: Toxic Chemical Spill, Bomb Threat, and Flooding):

- UPD officers will advise the campus community through the RAVE system and/or the public address systems in each building.
• Take only essentials with you.
• Turn off lights and computers and close doors as you go.
• Familiarize yourself with the Evacuation Route maps that are in all of the offices/classrooms of all buildings, including the BLV Dorm.
• Dress appropriately for the weather.
• Do not use the elevators! Take the stairs.
• If the whole campus needs to evacuate and you are in your vehicle, protect against hazardous materials by keeping windows closed and outside air conditioning systems turned off until well out of the danger area.
• Go to the Building Evacuation locations discussed during orientation.
• RAVE will provide updates.

Emergency Response Team
The University has developed a volunteer Emergency Response Team that will assist in fires, evacuations, and other emergency situations. This team has received training in light search and rescue, first aid and CPR, AED’s (Automatic External Defibrillator), and fire extinguisher training.

Emergency Notification System
In the event of an actual emergency on campus, the University has several options in place for communicating information quickly to the campus community. Texas A&M University-Texarkana uses the Rave Mobile Safety. This is an emergency notification system that gives the University the ability to communicate health and safety emergency information quickly via phone, e-mail, and text messages. The Director of Communications or the Web Design Specialist located in the IT Department will notify the community via web pages and social media. Each building is also equipped with a PA system and outdoor speaker arrays that will be utilized during emergencies.

Texas A&M University-Texarkana will, without delay, notify the University community of any immediate threat to the health and/or safety of students or employees occurring on campus. The Communications Manager (with the Web Design Specialist in IT as backup) will then activate the Emergency Notification System, unless the notification shall in some way compromise the efforts to assist victims or contain, respond to or mitigate the emergency. If the group determines the surrounding community should also be notified, the Communications Manager shall contact local radio, television and news services.

The types of incidents that may cause an immediate threat to the TAMU-T community could include but are not limited to emergencies such as: an active shooter on-campus, hostage/barricade situation, a riot, suspicious package with confirmation of a device, a tornado, a fire/explosion, suspicious death, structural damage to a TAMU-T owned or controlled facility, biological threat (anthrax, etc.), significant flooding, a gas leak, hazardous materials spill, etc.

The notification will be distributed if the incident is reported either to UPD directly or to UPD indirectly through a Campus Security Authority (CSA), any local police agency or other appropriate agency. UPD has a responsibility to respond to such incidents to determine if the situation does, in fact, pose an immediate threat to the community.
The UPD supervisor on duty or senior officer is responsible for immediately notifying the UPD Chief of Police or designee of any situation that poses an immediate threat to the community. The Chief of Police or designee will notify the TAMU-T Communications Manager and President’s Office, depending on the type of emergency, of the need for an emergency notification. The President’s Office is responsible for notifying the appropriate senior administrators.

The Chief or designee will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders including, but not limited to: UPD, Texarkana Texas Police Department, Texarkana Texas Fire Department, Bowie County Sheriff’s Office, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

An Emergency Management Plan is in place to direct students and staff in exact procedures to follow in any given emergency. The plan was updated in 2017 and can be found on the University website here: https://www.tamut.edu/about/Administration/university-police/emp-9-16.pdf

**Training and Exercise**

TAMU-T understands the importance of training, drills, and exercises in the overall emergency management program. To ensure that University personnel and community first responders are aware of their duties and responsibilities under the TAMU-T plan and the most current procedures, the following training, drill and exercise actions will occur:

1) Training and refresher training sessions shall be conducted for all University personnel. Training shall be held at different times during the school year that will allow for maximum attendance.

2) Information addressed in these sessions will include updated information on plans and/or procedures and changes in the duties and responsibilities of plan participants. Discussions will also center on any revisions to additional materials such as appendices. Input from all personnel is encouraged.

3) TAMU-T will plan for drills/exercises during the year. The EMT will determine the types of drills and exercises. The Emergency Management and Evacuation Procedures will be communicated as part of each drill/exercise.

4) TAMU-T will participate in external drills or exercises sponsored by local responders by mutual agreement. Availability of University personnel and the nature of the drill or exercise shall govern the degree to which the University will participate as it relates to improving the University’s ability to respond to and deal with situations.

5) It will be up to the discretion of the President to determine if the drills/exercises are announced or unannounced.

6) Upon completion of the drill, an After Action Review Report will be completed to
document the strengths and weaknesses noted during the drill. The After Action Review Report will include the original drill plans, the date and time the drill took place, and if the drill was announced or unannounced.

Registering for Emergency Notifications
As of the Fall of 2011, the Texas Legislature passed a law requiring all universities to automatically enroll students, staff, and faculty into our emergency alert system. All students, staff, and faculty are now automatically enrolled in the RAVE System and have the option of opting out of the system if they so desire. If anyone would like to opt-out or change preferences, go to https://getrave.com/login/tamut to do so.

The Daily Crime Log
TAMU-T UPD maintains a Daily Crime Log which is updated each business day and contains all crimes reported to UPD. This log contains every reported crime on-campus, not merely Clery Reportable Crimes. It identifies the nature of the crime, location, date and time occurred, date the crime was reported to the TAMU-T UPD, and disposition. The Daily Crime Log is located in the Central Plant in the UPD main office and is available for review upon request.

Security of and Access to Campus Facilities
General Provisions
Texas A&M University-Texarkana is a public and open campus. For that reason, no effort is made to restrict the general public from entering the campus. However, the University Police Department reserves the right to ban individuals from the campus if they are considered a threat to the well-being of the campus community.

Providing a secure campus is of the utmost importance to the University. The University, through various crime prevention programs, has made every attempt to provide a safe, secure environment for students and staff. Students and staff must also assist the University, by being responsible for their own safety and the safety of others.

Residence Halls
The Bringle Lake Village dormitory opened in August of 2011 allowing students to live on-campus all year long, and their safety is paramount. Campus safety is promoted through regular maintenance of buildings and grounds, including the prompt replacement of non-operating lights and the trimming of bushes and hedges from building entrances and walkways.

The Bringle Lake Village dormitory is locked 24-hours a day and entry can only be gained by residents with a key card. Security cameras are located throughout the BLV dormitory and its parking lot, as well as all other buildings and parking lots throughout the campus. The campus is inspected by UPD Officers for safety hazards on a daily basis and periodically by the Environmental Health & Safety Officer.

The Bringle Lake campus has numerous security features. All buildings at the Bringle Lake campus are equipped with video cameras inside and outside the buildings. There are now ten emergency phones (Blue Boys) on the walkways, and in the main parking lots. The BLV dormitory has one phone in each of its parking lots. These phones have a blue light at the top of the device and are easily seen in the parking lot. To use a Blue Boy phone, simply push the call
button, and you will be connected to a police/security officer on-campus.

Fire alarm/evacuation drills are conducted every semester. Fire alarm drills are conducted at least once a semester at the BLV dormitory. A police/security officer is on duty 24-hours a day and will assist any student or staff in getting to their vehicle safely. UPD personnel will also assist in opening locked car doors and providing jump-starts when needed. The UPD has an I.D. Program to help protect property from theft by engraving driver’s license numbers on personal property. Engravers are available for check out at the UPD which is located in the Central Plant Building.

Parking Facilities
Campus Parking lots are patrolled by TAMU-T UPD 24-hours a day. All lots are illuminated and have clear parking signage. Blue Boy emergency phones are located in the main parking lots and on the walkways. All vehicles parked on campus are required to have a current TAMU-T parking tag properly displayed on the vehicle. All visitors are required to park in visitor parking, or request a temporary parking pass from the UPD in the Central Plant.

Academic and Administrative Buildings
Academic and Administrative Buildings are open to the public Monday through Friday during normal business hours. Outside of normal business hours, these buildings are locked, and can only be accessed with an assigned swipe card or building key. All buildings are surveilled by cameras and monitored by the UPD in the Central Plant. TAMU-T UPD patrol the buildings on a regular basis.

Maintenance of Campus Facilities
TAMU-T contracts with SSC Services for Education for Custodial, Grounds Management, and Plant Operations/Maintenance. Faculty and staff are encouraged to report maintenance problems through the maintenance connection portal via their department designee. Individuals can also call the SSC Administrative Assistant at 903-334-6701 for assistance.

Alcoholic Beverages, Illegal Drugs, and Weapons
Alcohol and Drug Policy
In order to ensure the University's commitment to a quality educational and work environment, every faculty member, employee and student has a right to work and learn in an environment free from the effects of abuse of alcohol and other drugs. It is the policy of the University to discourage the misuse and abuse of alcoholic beverages and other drugs. The Drug Free Schools and Communities Act requires every institution of higher education to inform students of standards of conduct that clearly prohibit violations of local, state, and federal laws pertaining to alcohol and other drugs. Parents may be notified of students who are found responsible for alcohol and drug violations under The Student Code of Conduct.

Alcoholic beverages may be served and consumed at official University functions and approved non-university functions as designated by the President or his/her designee. However, alcoholic beverages may not be served at functions of Student Organizations.

1. The University prohibits the following actions and behaviors:

   A. Purchase, possession, or consumption of alcoholic beverages by persons under age of 21.
B. Aiding and abetting an underage person in the purchase or possession of alcoholic beverages.
C. Falsification of a driver’s license or other identification in order to obtain alcoholic beverages.
D. Appearing in any public place under the influence of alcohol, such that the individual may endanger his/herself or other persons, damage property, or disturb persons in the vicinity.
E. Driving while under the influence or while intoxicated.
F. Possession or consumption of alcoholic beverages in the Bringle Lake Village Residence Hall.

2. Alcoholic beverages may be served and consumed at University events held off-campus according to the following guidelines, as well as in addition to the above guidelines:
   A. The sale, serving, and consumption of alcoholic beverages are strictly prohibited except in areas and at times and dates licensed by the Texas Alcohol Beverage Control Board, or similar agencies in other states.
   B. Sponsoring group and organizations will be responsible for providing security to ensure that guests conduct themselves properly and to assist with the crowd control.
   C. Alcohol may not be consumed or carried in open containers on any street, sidewalk, alley, or in a motor vehicle.
   D. Activity sponsors must examine the identification of all guests entering the activity. Guests under the age of 21 are not permitted to consume alcoholic beverages. If the activity is located in another state, all applicable state and local laws regarding alcohol sales, services, and consumptions shall prevail. Sponsors must assure that official law enforcement or on-site security personnel verify the identification of all participants.
   E. Littering, infringing upon the rights of others, and abuse of public or private property in connection with possession or consumption of alcoholic beverages is prohibited.
   F. Promotion or advertising of an event must not encourage any form of alcohol abuse, nor should events be advertised to place an emphasis on the quantity and/or frequency of use of alcohol.
   G. Alcohol should not be provided as an award or prize to individuals or campus organizations.
   H. Student organizations must designate one person, perhaps an officer of that organization, to assume responsibility for assuring that there is knowledge of and compliance with these alcohol policies. It is recommended that this person participate in the special educational programs offered by the Office of Student Life.

3. Beer distributors, liquor companies, bars, and night clubs are not permitted to:
   - advertise on campus,
   - co-sponsor an event with a student organization,
   - advertise on any schedule card, athletic brochure or press guide, or other printed material,
   - provide advertising for University events presented on the radio or television

4. TAMU-T does not assume responsibility for unofficial events held off campus involving individuals or groups affiliated with the University. However, the University reserves the right to hold students and student organizations accountable for violations of federal, state, and local law by A&M Texarkana students, or student organization off campus in which said violations adversely affect the University community and/or pursuit of its objectives.
All members of the campus community are expected to abide by state and federal laws regarding controlled substances, illegal drugs, and alcoholic beverages. The possession, use, or sale of illegal drugs (as defined by the Texas Penal Code) on-campus is strictly prohibited and is a violation of state law. Violations can result in both University disciplinary action and criminal prosecution.

TAMU-T provides drug and/or substance abuse prevention information and referral counseling services to any TAMU-T officer, employee, or student. Employees can contact the Human Resources Department at 903-223-1360, or can visit the Employee Assistance Program website for more information. Students can contact the Office of Student Life on the 4th floor of the University Center at the main campus or call 903-223-3062. Counseling Services are offered to students on the 4th floor of the University Center and can be reached at 903-223-3186. Individuals who wish to seek help on their own in confidence may contact the Southeast Counseling and Mental Health Services - Drug/Alcohol outpatient division at 870-773-4655.

**Health Risks of Drugs and Alcohol**

Health hazards associated with excessive use of alcohol dependency include dramatic behavioral changes, retardation of motor skills, and impairment of reasoning and rational thinking. These factors result in higher incidence of accidents and accidental death for such persons than for nonusers of alcohol.

People who consume large amounts of alcohol over a short period of time can reach very high blood alcohol levels before they pass out. This can lead to decreased breathing and death. Vomiting associated with high levels of alcohol may also cause choking and death. If you need help with an intoxicated friend:

- Keep calm and get lots of help. Individuals with high alcohol-blood levels can be unpredictable and violent.
- Speak in a firm, clear, reassuring manner.
- Stay with a person who is vomiting. If the victim is lying down, turn them on their side, keep the tongue from falling back into the throat and protect them from choking.
- Monitor the person. If they become unconscious or appear to have problems breathing, seek medical help immediately by calling 911.
- Don’t try to walk, run or exercise the person, and don’t try to keep them awake.
- Don’t try to restrain them without a lot of sober assistance.
- Don’t force anything orally—food, liquids, or drugs—in an attempt to sober them up.
- Don’t try to give them a cold shower—this can be very dangerous.

Nutrition also suffers, and vitamins and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding from the intestinal tract, damage to nerves and the brain, liver damage, psychotic behavior and loss of memory and coordination. Other risks include impotence, inflammation of the pancreas, and damage to bone marrow, the heart, testes, ovaries, and muscles. Damage to nerves and organs can be irreversible.

Use of illicit drugs may lead to physiological and mental changes similar to those caused by alcohol, although changes are usually more severe and more sudden. Death or coma resulting from overdose of drugs is also more frequent. Illicit drugs are commonly classified in seven
categories: cocaine, amphetamines, heroin and other opiates, hallucinogens, solvent inhalants, steroids, and marijuana. In addition to adverse effects associated with use of a particular drug, intravenous-drug users who use unsterilized needles or who share needles with others can develop AIDS, hepatitis, and other harmful diseases.

**Weapons Policy**
Texas Government Code 411.2031 allows people with a handgun license to carry concealed handguns in permitted areas on campus. The President is allowed to designate certain areas on campus where the carrying of concealed handguns by license holders is prohibited, subject to System and legislative review. Handguns must remain concealed. The open carrying of a handgun on campus is prohibited. Licensed peace officers are authorized by law to carry firearms at all times.

When in the residence hall, any resident of campus housing who is a handgun license holder must store their handgun when not carried on or about their person in a safe that is provided and installed by TAMU-T.

A license holder cannot carry a concealed handgun in the following areas, or as detailed in University Rule Procedure 34.06.02.H1 Carrying Concealed Handguns on Campus:

- Student Counseling Center
- Psychology Laboratory
- Premises where Programs for Minors are held
- Premises on which interscholastic events are hosted by TAMU-T and where minors are the primary participants/audience
- Specific premises in which formal hearings are being conducted pursuant to university rules or procedures for faculty and staff disciplinary matters, student conduct proceedings, and academic grievances
- Testing Center
- Laboratories that have in their bounds flammable organic solvents, flammable liquids, or unstable (reactive chemicals)
- The Paterson Recreation Center
- Any premises where the university, as directed or approved by the president as necessary for campus safety, gives effective notice on a temporary basis
- Any portion of the campus leased by the university to a third party, if the third party determines to prohibit the concealed carry of handguns on the premises and provides effective notice
- Assigned offices, as approved by the president, for which the employee has demonstrated that the carrying of a concealed handgun by a license holder in the office presents a significant risk of substantial harm due to a negligent discharge
Sexual Assault, Dating Violence, Domestic Violence, and Stalking

It is the policy of Texas A&M University-Texarkana that the University will not tolerate physical abuse, threats of violence, physical assault, or any form of sexual assault or abuse including, but not limited to, acquaintance or date rape, domestic violence, dating violence and/or stalking. In addition, all such acts of sexual violence are considered forms of Sexual Harassment covered under Title IX of the Education Amendments Act of 1972. TAMU-T considers it essential to provide Sexual Assault Awareness Programs for students and employees, aimed at the prevention of such crimes. The UPD and the Student and Academic Support Service Office offer brochures and other literature aimed at promoting awareness of rape, date rape, dating violence of any kind, domestic violence, stalking, and other sex offenses. The Office of Student Life conducts mandatory training for all new students on Sexual Assault awareness each semester. Speakers from various agencies are invited to the campus to present programs on sexual assault awareness, domestic violence, dating violence, and stalking. This same information is presented to all new employees at new employee orientations.

Sexual Misconduct

Sexual misconduct is a violation of University standards of conduct for students, faculty, staff, and the University community, as well as a violation of the law.

Sexual misconduct is unwelcome conduct on the basis of sex that is severe, persistent, or pervasive enough to create a work, educational, or campus living environment that a reasonable person would consider intimidating, abusive, or offensive. Sex-based misconduct is explicitly prohibited under TAMUS policy and TAMUT rules. Aiding another in the commission of sex-based misconduct is also prohibited under this regulation. Sex-based misconduct includes, but is not limited to, sexual assault, sexual exploitation, dating violence, domestic violence, and stalking based on sex.

Engaging in sexual conduct without consent is a serious offense; furthermore, such consent, whether verbal or non-verbal may be withdrawn at any time, without regard to activity preceding the withdrawal of consent. Students who experience or witness Sexual Misconduct against anyone in the campus community should report the incident to the Campus Title IX Coordinator as soon as possible. Sexual Misconduct reporters have several options available to them after reporting the incident.

Options:

1. Reporters can report the incidence to the campus or local police for a criminal investigation of the incident. The Office of Student Life will help you if needed with this process. The University will begin an administrative investigation of the alleged misconduct in addition to the police investigation.
2. The reporter can only report to the Campus for an administrative investigation conducted by trained Title IX investigators.
3. The reporter can make the report to the Title IX Coordinator but not participate in the administrative investigation. The University reserves the right to investigate to the extent possible and will weigh the request against any reasonably foreseeable risk to the health and welfare of the community.
In all cases where sexual misconduct is reported to the University, students affected by the incident will be offered written explanation of their rights and options as well as information about support services via counseling, class adjustments, housing arrangement or other support services as needed.

It is the desire of the University to maintain an academic and work environment free of sexual violence for students, faculty, and staff. Sexual harassment violates the University’s long-standing policy against discrimination on the basis of sex and is also illegal. It is prohibited in the employment context by Title VII of the 1964 Civil Rights Act and in the education context by Title IX of the Educational Amendments of 1972. A complaint under this policy may be brought by a student based on the conduct of any University community member.

Sexual Misconduct offenses include, but are not limited to Sexual Harassment, Non-Consensual Sexual Intercourse (or attempts to commit same), and Sexual Exploitation.

**Sexual Harassment:** Sexual Harassment is a form of sex discrimination. Unwelcome conduct on the basis of sex (of a sexual nature or otherwise):

1. by an employee of the member who conditions the provision of an aid, benefit, or service of the member on an individual’s participation in that unwelcome sexual conduct;
2. determined by a reasonable person to be so severe and pervasive and objectively offensive that it effectively denies a person equal access to the member’s education program or activity; or
3. sexual assault or dating violence, domestic violence, or stalking based on sex.

**Sexual Assault:** Sexual Assault is – an offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any sexual act directed against another person, without the consent of the victim, including instances in which the victim is incapable of giving consent.

These offenses are defined as:

- **Rape:** 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.

- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

Sexual assault is explicitly prohibited under this regulation. Aiding another in the commission of sexual assault is also prohibited under this regulation. Sexual assault is a form of sexual harassment or sex-based misconduct.

**Sexual Exploitation:** Sexual Exploitation is a situation in which an individual(s) takes non-consensual or abusive sexual advantage of another for his or her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. For
example, sexual exploitation could include such actions as secretly videotaping sexual activity, voyeurism, sexually-based stalking, invasion of sexual privacy, exposing one’s genitals or causing another to expose one’s genitals, and knowingly exposing another person to a sexually transmitted infection or disease. Sexual exploitation is a form of sex-based misconduct.

Stalking – Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
(a) fear for the person's safety or the safety of others;
(b) or (b) suffer substantial emotional distress.

For the purposes of this definition:
(a) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
(b) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
(c) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. [34 CFR 668.46(a)]

Stalking is explicitly prohibited under this regulation. Aiding another in the commission of stalking is also prohibited under this regulation. Stalking based on sex is a form of sexual harassment or sex-based misconduct.

**Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence, and Stalking**

If any crime of sexual assault, stalking, domestic violence, and dating violence does occur, the reporter is provided an option to report the incident to the UPD and/or the Texarkana Texas Police Department. If any of these crimes are reported to any TAMU-T Campus Security Authority (CSA), that CSA can assist the subject in notifying University Police at 903-334-6611 and/or the city Police Department by calling 911. The reporter of the crime, if so desired, can decide to decline to notify law enforcement to investigate their case. If the reporter chooses to have the UPD or Texarkana Texas Police Department investigate their case, both agencies will protect the confidentiality of the reporter and limit third-party notifications of the true identity of the reporter, to the extent allowed by law and so as not to impede the investigation. Release of information is governed by Texas Open Records regulations and Government code 552.001.
For Clery reporting purpose, only the crime itself will be recorded in the crime log with no personal identifiers released. Texas A&M University-Texarkana has a staff counselor who will respond to the hospital and liaison with the reporter. The counselor will also provide aftercare counseling at no cost to the student.

Reporters of domestic violence, sexual assaults, dating violence or stalking crimes must decide whether to call the police and press charges in these cases. Many of these suspects in these type cases are repeat offenders, and your report may prevent future acts from occurring. Even if the police are not notified, the University will conduct a Title IX investigation into the incident.

To assure University-wide compliance with this policy and applicable law, the Assistant Vice President of Student Affairs or the Human Resource/Civil Rights Protection Officer must be advised of all reported incidents of sexual harassment and their resolution. The Assistant Vice President of Student Affairs Office and the Human Resource/Civil Rights Protection Officer will monitor repeated complaints within the same division or against the same individual, to assure that such claims are appropriately handled. Investigators and hearing officers assigned to allegations of sex based discrimination will be trained annually on the process for sex based investigations and hearing processes. In all cases, the reporter (victim) and the respondent (accused) may be accompanied by an adviser of his or her choice who shall be permitted to attend, but not participate in, the proceedings. The university prohibits retaliation against any person who in good faith reports, complains about, or participates in an informal resolution or formal investigation of a sexual harassment allegation.

On-campus disciplinary action in cases of alleged sexual assault, domestic abuse, dating violence, and stalking will be handled in accordance with the Student Code of Conduct. Both the reporter and respondent have the same opportunity to have witnesses present during a campus disciplinary proceeding. Both the reporter and the respondent shall be informed of the outcome of any campus disciplinary proceeding brought at the same time. Both the reporter and respondent in these cases will be notified of various options for changing academic schedules and living situations upon their request.

Sexual harassment can be a very serious matter having far-reaching effects on the lives and careers of individuals. Intentionally false accusations can have a similar impact. The charge of sexual harassment is not to be taken lightly by a charging party, an accused party, or any member of the University community. A person who knowingly and intentionally files a false complaint under this policy is subject to disciplinary action. The employment and educational environment throughout Texas A&M University-Texarkana shall be free from all forms of sexual discrimination and sexual harassment. Conduct constituting sexual harassment is specifically prohibited and will result in appropriate sanctions. Sexual Harassment, as defined in Section 39.03 of the Texas Penal Code, is a Class A misdemeanor and a violation of State and Federal statutes.

Further definition and clarification is found in System Policy 08.01.01 Civil Rights Compliance. This policy may be viewed here or may be obtained through the Human Resource/Civil Rights
Protection Officer or the Assistant Vice President of Student Affairs. A student having a complaint of sexual harassment may be directed to the Assistant Vice President of Student Affairs.

In some cases, an informal resolution process will be used in sexual misconduct cases. An informal complaint is intended to result in the resolution of the complaint and an immediate halt of the unwelcome behavior. If the offending behavior does not cease, a formal complaint may be filed in writing with the Human Resource/Civil Rights Protection Officer or the Assistant Vice President of Student Affairs.

Any student found responsible for violating the policy on Sexual Harassment (where no intercourse has occurred) will likely receive a sanction ranging from probation to expulsion, depending on the severity of the incident, and taking into account any previous campus conduct code violations.

Any student found responsible for violating the policy on Sexual Assault will likely face a recommended sanction of suspension or expulsion.

Any student found responsible for violating the policy on sexual exploitation, or Stalking will likely receive a recommended sanction ranging from a warning to expulsion, depending on the severity of the incident, and taking into account any previous campus conduct code violations.

The University reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct in order to protect students’ rights and personal safety. Such measures include, but are not limited to, modification of living arrangements, interim suspension from campus pending a hearing, and reporting the matter to the local police. Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the University reserves the right to impose different sanctions, ranging from verbal warning to expulsion, depending on the severity of the offense. The University will consider the concerns and rights of both the complainant and the respondent of sexual misconduct.

Guidelines or Suggestions to Follow After an Incident of Sexual Assault, Sexual Harassment, Dating Violence, Domestic Violence or Stalking

If a student or an acquaintance is a reporter of an act of sexual assault, domestic violence, dating violence or stalking, the following may serve as a resource for receiving and connecting to services:

- **Get to a Safe Place** – the reporter should seek a safe location such as apartment/home, residence hall, or the residence of a trusted friend or relative.
- **Contact the University Police or 911** - In addition, the reporter may choose to file a report with the UPD or the local Texarkana Texas Police Department.
- **Get Medical Attention as Soon as Possible.**
- Try to Preserve all Physical Evidence. Place clothing in a paper, not plastic bag. Save text messages, social networking pages, e-mails, pictures, or other documents that might be useful to police or investigators.

- Write it Down - You should try to write down as much information about the circumstance of the incident including a description of the suspect.

The TAMU-T Police Department is located at the Central Plant Building or can be reached by calling 903-334-6611. Any member of the University staff or faculty can help direct the reporter to call the University Police or the local police department. The police may conduct an investigation based on potential criminal activity related to the situation reported, but please be aware that a police investigation is not the same as an investigation through the Office of Student Affairs. You may file complaints simultaneously with the Police and the University’s Office of Student Affairs. The reporter also has the right to decline calling the University Police or local police.

Medical Treatment
Get medical treatment as soon as possible. The reporter’s health and safety is the most important factor. A doctor or nurse can check for injuries that may not be visible and can treat for possible sexually transmitted diseases. Hospital staff may also perform a sexual assault exam to collect evidence. This exam can be completed even if the reporter chooses not to involve the police and file a report. This exam will help preserve evidence in case the reporter decides to file a police report on a later date. The reporter may also elect to go to their own family care physician for medical assessment and treatment. Medical professionals are not required to call law enforcement because an adult patient they are treating has been sexually assaulted (if the reporter is a minor they will have to call the police). Reporters of domestic violence and dating violence should also see a doctor for treatment and documentation of injuries received.

If the reporter thinks they might want to have a sexual assault examination, they should do their best to preserve evidence. Do not shower, bathe, eat, drink, wash hands, or brush teeth until after the exam. If the reporter believes he or she was drugged, he or she should wait to urinate until arriving at the hospital. However, if the reporter cannot wait to collect his or her first urine at a local medical facility, the reporter should collect urine in a clean container with a lid and take it to the emergency room or police station.

Both CHRISTUS St. Michael Hospital Emergency Room and Wadley Regional Medical Center Emergency Room have Sexual Assault Nurse Examiners who can provide a forensic examination. Their addresses are listed below:

CHRISTUS St. Michael Hospital  Wadley Regional Medical Center
2600 St. Michael Drive  1000 Pine Street
Texarkana, TX 75503  Texarkana, TX 75501

Confidentiality/Privacy
The University will weigh the request for privacy and respond:

1. Confidential Reporters. Confidential Reporters are the Counselors in the Student Counseling Center. Confidential Reporters are required to provide general nonidentifying information as required to comply with the Clery Act, and must report to the Title IX Coordinator any type of
sex-based incident made known to them, but may not include any information that would violate that person’s expectation of privacy. Exceptions to confidentiality/privacy include reports of child abuse, abuse or neglect of disabled or elderly persons, and when a party poses an imminent danger to themselves or others.

2. A report to a university employee is a report to a “responsible employee” which requires disclosure to the university’s Title IX Office. A complainant will be afforded privacy and confidentiality to the extent possible under the law, including a request that no investigation be conducted. The University’s determination will weigh the request against any reasonably foreseeable risk to the health and welfare of the community, whether there have been multiple allegations, and/or the seriousness of the allegation. The University must inform the complainant of its intention to investigate or comply with the request not to investigate.

3. If the University honors the request for privacy, a reporter must understand that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the alleged respondent(s) may be limited.

4. There are times when the University may not be able to honor a reporter’s request in order to provide a safe, nondiscriminatory environment for all students.

5. The University has designated the following individual(s) to evaluate requests for privacy once a “responsible employee” is on notice of alleged sexual assault:
   a. a) Title IX Coordinator
   b. b) Two Title IX Deputy Coordinators

6. When weighing a reporter’s request for privacy or that no investigation or discipline be pursued, such individuals will consider a range of factors, including the following:
   a. The increased risk that the alleged respondent(s) will commit additional acts of sexual abuse or other violations.
   b. Whether there have been other sexual violence complaints about the same alleged respondent.
   c. Whether the alleged respondent(s) has a history of arrests or records from a prior school indicating a history of violence.
   d. Whether the alleged respondent(s) threatened further sexual violence or other violence against the reporter or others.
   e. Whether multiple respondent(s) committed the sexual violence.
   f. Whether the sexual violence was perpetrated with a weapon.
   g. Whether the reporter is a minor.
   h. Whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence, University Police Department reports).
   i. Whether the reporter’s report reveals a pattern of behavior (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

7. The presence of one or more of these factors will lead the University to investigate and, if appropriate, pursue disciplinary action. If none of these factors are present, the University will likely respect the reporter’s request for privacy.

8. If it is determined that the reporter’s privacy cannot be maintained, the reporter will be notified in writing prior to starting an investigation and will, to the extent possible, only share information with staff responsible for coordinating or conducting the investigation.

**Written Request**
The University will disclose to the alleged reporter of a crime of violence, or non-forcible sex offense, the results of any disciplinary hearing conducted by the University against the student
who is the alleged perpetrator of the crime or offense. If the alleged reporter is deceased as a result of the crime or offense, the institution will provide the results of the disciplinary hearing to the reporter’s next of kin, if requested in writing.

**Resources, Rights, and Options for Victims**

In addition to the option of pressing criminal charges against a respondent, the victim may apply for a legal order of protection from a court. A protective order protects victims of dating violence and domestic violence by ordering the respondent not to commit further acts of violence against the victim; not to harass, threaten, annoy, alarm, abuse, torment, or embarrass the victim; not to communicate with the victim in a threatening or harassing manner; and to stay away from the victim’s residence, work, or school. An application for a protective order is free. If the victim is 18 years old or older, the victim can seek a protective order for himself or herself. If the victim is under 18, the victim can have any adult apply for one on their behalf. To apply for a protective order for dating violence, the respondent must be someone s/he are dating, or someone s/he used to date and s/he must have physically harmed the victim or attempted or threatened to harm the victim physically. The application for a protective order must be filed in the county in which the victim or the respondent lives. The court will grant a protective order once the victim proves that dating violence has occurred and that it is likely to occur again. Should the victim choose to seek out a protective order, the victim may apply for one through the Domestic Violence Unit at the Bowie County District Attorney at 903-735-4800.

The victim may also wish to consult the local social services contained below:

**Law Enforcement**

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<th>Name</th>
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<tr>
<td>TAMU-T UPD</td>
<td>903-334-6611</td>
<td>Central Plant, 7101 University Avenue, Texarkana, TX 75503</td>
<td><a href="http://www.tamut.edu/about/administration/university-police/index.html">www.tamut.edu/about/administration/university-police/index.html</a></td>
</tr>
<tr>
<td>Texarkana Texas Police Department</td>
<td>903-798-3116</td>
<td>100 N. State Line Ave. #16, Texarkana, TX 75501</td>
<td><a href="http://ci.texarkana.tx.us/393/Police-Department/">http://ci.texarkana.tx.us/393/Police-Department/</a></td>
</tr>
<tr>
<td>Texarkana Arkansas Police Department</td>
<td>903-798-3130</td>
<td>100 N. State Line Ave. #17, Texarkana, TX 75501</td>
<td><a href="http://arkpolice.txkusa.org/">http://arkpolice.txkusa.org/</a></td>
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**Counseling and Mental Health**

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<tr>
<td>TAMU-T Employee Assistance Program</td>
<td>1-888-993-7650</td>
<td>See website</td>
<td><a href="http://www.tamut.edu/About/Administration/Human-Resources/EAP.html">http://www.tamut.edu/About/Administration/Human-Resources/EAP.html</a></td>
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### Support, Advocacy, Legal Assistance, and Other Resources

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<tr>
<td>Rape Crisis Center</td>
<td>903-793-4357</td>
<td>424 Spruce Street, Texarkana, TX 75501</td>
<td><a href="https://www.dvptxk.org/">https://www.dvptxk.org/</a></td>
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### Medical and Health Services

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<td>TAMU-T Health Services</td>
<td>903-223-3186</td>
<td>University Center Room 427</td>
<td><a href="http://www.tamu.t.edu/Campus-Life/Student-Health-Services/index.html">http://www.tamu.t.edu/Campus-Life/Student-Health-Services/index.html</a></td>
</tr>
<tr>
<td>CHRISTUS St. Michael Health System</td>
<td>903-614-1000</td>
<td>2600 St. Michael Drive, Texarkana, TX 75503</td>
<td><a href="https://www.christushealth.org/st-michael">https://www.christushealth.org/st-michael</a></td>
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<tr>
<td>Wadley Regional Medical Center</td>
<td>903-798-8000</td>
<td>1000 Pine St., Texarkana, TX 75501</td>
<td><a href="https://www.wadleyhealth.org/">https://www.wadleyhealth.org/</a></td>
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<td>2600 St. Michael Drive, Texarkana, TX 75503</td>
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<td><a href="https://www.wadleyhealth.org/">https://www.wadleyhealth.org/</a></td>
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### Sexual Assault Legal Hotline
- **Texas Department of Family and Protective Services**: 1-800-252-5400
- **See website**: [https://www.dfps.state.tx.us/About_DFPS/default.asp](https://www.dfps.state.tx.us/About_DFPS/default.asp)
- **Texas Department of Family and Protective Services**: 1-800-252-5400
- **See website**: [https://www.dfps.state.tx.us/About_DFPS/default.asp](https://www.dfps.state.tx.us/About_DFPS/default.asp)
- **Bowie County Texas District Attorney**: 903-735-4800

### Visa and Immigration Assistance
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<tr>
<td>TAMU-T International Student Services</td>
<td>903-334-6752</td>
<td>University Center 414R</td>
<td><a href="http://www.tamut.edu/Admissions/Apply/International/index.html">http://www.tamut.edu/Admissions/Apply/International/index.html</a></td>
</tr>
<tr>
<td>Texas Workforce Commission</td>
<td>903-794-4163</td>
<td>1702 Hampton Rd., Texarkana, TX 75503</td>
<td><a href="http://www.twc.state.tx.us/">http://www.twc.state.tx.us/</a></td>
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### Student Financial Aid
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<tr>
<td>TAMU-T Veterans Services</td>
<td>903-334-6602</td>
<td>BASS 132</td>
<td><a href="http://www.tamut.edu/Admissions/Enrollment-Services/Veterans-Services/index.html">http://www.tamut.edu/Admissions/Enrollment-Services/Veterans-Services/index.html</a></td>
</tr>
<tr>
<td>Federal Student Aid Call Center</td>
<td>1-800-433-3243</td>
<td>N/A</td>
<td><a href="https://studentaid.ed.gov/sa/">https://studentaid.ed.gov/sa/</a></td>
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Investigations and Disciplinary Proceedings for Sexual Assault, Dating Violence, Domestic Violence, and Stalking

The victim of sexual assault, domestic violence, dating violence or stalking may choose for the investigation to be pursued through the criminal justice system, the campus disciplinary system or both. All proceedings will be prompt, thorough and equitable.

The UPD, with the victim’s consent, will immediately conduct a criminal investigation of these types of incidents. Completed investigations will be forwarded to the District Attorney’s office for review and possible prosecution. The University will change a victim’s academic and living situations after an alleged offense by making special accommodations such as distant learning options if those changes are requested by the victim and are reasonably available. If the victim needs additional support during this time in the form of counseling support, alternative on-campus housing options, or academic accommodations, please contact the Office of Student Affairs at 903-223-3062 so a staff member may work with the victim in a timely way to provide assistance. Assistance regarding these accommodations or protective measures will be kept confidential to the extent that it does not impair the university in their ability to provide the accommodations or protective measures.

Individuals may also report a sex offense to the University’s Title IX Coordinator. This individual is responsible for coordinating the University’s compliance with Title IX. The Title IX Coordinator’s office is located in the University Center Building, room 420A, which is located at 7101 University Ave., Texarkana, Texas, 75503. The Title IX Coordinator can be reached at 903-223-3062. Whether a complaint is received by the UPD or Title IX Office, the complainant will receive a written explanation of their rights and options.

University disciplinary action may be imposed on individual students, recognized student organizations and/or University faculty and staff found in violation of the University sexual misconduct policy. In addition to any criminal prosecution, students may be placed on probation, suspended or expelled, for committing violent or criminal acts on-campus or at campus-related events. University disciplinary proceedings are detailed in the Texas A&M University-Texarkana Student Code of Conduct, located here: https://www.TAMU-T.edu/Campus-Life/Student-Conduct/2019-2020%20code%20%20aug%2029.pdf

In accordance with the Texas Code of Criminal Procedure Article 57, victims may use a pseudonym to protect their identity. A pseudonym is a fictitious name or set of initials chosen by the victim to be used in all public files and records concerning the sexual assault.

What Happens When the Police are Called?

Police units will respond immediately. An ambulance or a police officer will transport the victim to the emergency room of the local hospital. The police will properly gather all evidence. A physical examination is necessary to take care of obvious and/or hidden physical injuries and document this evidence for possible criminal prosecution. If a sexual assault occurred, this will provide the opportunity for the victim to discuss with a physician potential pregnancy or communicable disease concerns. The Texas A&M University-Texarkana counselor will respond and can provide support and education to the victim.

A criminal investigator will interview the victim. The victim has the option of requesting a
concealed identity or pseudonym during the investigation. In all cases, the victim will be treated with compassion, consideration, understanding, and patience during the interview. The officer will make every attempt to maintain the confidentiality of the victim.

Additional Law Enforcement Information
In Texas, sexual assault (rape) is an offense that ranges from a second-degree felony to a first-degree felony punishable by a sentence ranging from two to ninety-nine years in prison and a fine of up to $10,000.

University Disciplinary Process

Prohibited Conduct
The following misconduct is subject to disciplinary action. If a student, faculty member, or staff member has knowledge of a person(s) violating The Code or University Rules, he/she should submit knowledge of this alleged action in writing by completing an Incident Report form, which is available online here, or at the Office of Student Life, UC Room 420.

Offenses against persons include, but are not limited to:

1. Intentionally or recklessly causing physical or emotional harm to any person, including self, on University property or at University-sponsored activities off campus, and includes intentionally or recklessly causing reasonable apprehension of such harm.

2. Harassing another person, attempting or threatening to subject another person to violent physical contact, or engaging in a course of conduct or repeatedly committing acts that threaten, or create reasonable apprehension for another person.

3. Stalking is a course of conduct directed at a specific person that would cause a reasonable person to have fear. Course of conduct is defined as “as a pattern composed of more than one act over a period of time, however short, evidencing a continuity of conduct.”

4. Engaging in sexual misconduct, as defined and outlined in the Sexual Misconduct Policy.

5. Taking any action or creating any situation that recklessly or intentionally endangers mental or physical health of self or others, or involves the forced consumption of liquor or drugs from self or others for the purpose of initiation into or affiliation with any organization or group.

Intentionally exposing genitals, buttocks, or breasts in a public place on-campus.

Disciplinary Procedures

1. Administration: The Assistant Vice President of Student Affairs has primary authority and responsibility for the administration of student discipline. The Assistant Vice President of Student Affairs may delegate this authority to residence life staff, the PanHellenic Council, Residence Hall Association or other Judicial Officers as appropriate.

2. Misconduct Complaint: Any person, including visitors, parents, or alumni may file a complaint alleging student misconduct. Complaints can be filed verbally at the Office of
3. Misconduct Notice: When, because of a complaint by a member of the University community or because of a disciplinary investigation, there is reason to believe a student/student organization has violated the Code of Conduct, the student/student organization will be notified, simultaneously as the accuser, in writing via official university email account (Ace mail). The student/student organization must respond as required by the notice.

4. Informal Hearings: Cases not involving the sanctions of dismissal or suspension from the university may be heard informally, with notice and the opportunity to be heard afforded students/student organizations. An adjudication officer, appointed by the Assistant Vice President of Student Affairs, will discuss the charges with the student/student organizations and afford the student/student organization an informal hearing. Should the adjudication officer find justification, an appropriate disciplinary sanction will be issued. Should the student or student organization deny the charges or the adjudication officer find that the charges require further examination, or should the alleged misconduct merit consideration of suspension or dismissal, the matter will be referred for a formal hearing.

5. Formal Hearings: The University’s procedure for formal hearings include:
   A. Written notice of charges containing a description of the alleged acts of misconduct, including (when available) time, date, and place of occurrence; and the rules of conduct allegedly violated by the student/student organization;
   B. Written notice of the date, time, and place of the hearing, unless such right is waived in writing by the student/student organization;
   C. A sufficient interval between the date of notification of charges and the date of the hearing, to allow the student/student organization to prepare a defense;
   D. An opportunity to submit written, physical and testimonial evidence, and to review evidence in support of the charged offense;
   E. The hearing body may consist of a panel or individual appointed by the Assistant Vice President of Student Affairs;
   F. Maintenance of a written summary or audio record of the hearing at University expense, though students/student organizations may be required to pay the cost of copies of the records;
   G. A decision based upon a preponderance of the evidence standard, i.e. a sufficient to make a reasonable person believe that the charged offense is more likely true than not true;
   H. A written decision generally will be issued within ten (10) business days of the proceeding,
      i. In cases of alleged sexual misconduct, the reporting party will be informed of the investigation report and hearing outcome at the same time as the responding party; and
   I. A respondent is entitled to an advisor of their choice, counsel, or parent at the any meeting during the process. The advisor of their choice, counsel, or parent may only consult and interact privately with the student, but he/she will not be allowed to address the investigator or hearing board. In cases of alleged sexual misconduct,
the reporting party is entitled to have an advisor of their choice, counsel or parent at the hearing.

6. Conduct of Hearings:
   A. The conduct of hearings shall be committed to the University, which may make all rules reasonable and necessary for the orderly and efficient disposition of cases.
   B. Conduct hearing are closed to the public and only those directly involved with the hearing may attend.
   C. The conduct of hearings shall ensure that the responding student/student organization has a reasonable opportunity to answer, explain, and respond to all charges.
   D. The University shall have the burden of proof in all cases.

7. Waivers: A student, through a written statement, may waive his or her rights to a hearing.

8. Appeal Procedures: An appeal is not simply a rehearing of the original case, but a review of the official record and the written statement of appeal provided by the student. An appeal must comply with this Code. It must assert at least one recognized basis for appeal (See Section 9), supporting evidence and argument in support to the basis for appeal. The appeal must be presented to the Assistant Vice President of Student Affairs’ office within ten (10) business days of receipt of notice of sanctions.

9. Grounds for appeals: Both parties will simultaneously receive written notification of the procedure to appeal. An appeal must meet one or more of the following grounds to be considered:
   A. A procedural error or omission occurred that significantly influenced the outcome of the hearing.
   B. A sanction was not appropriate to the violation.
   C. Significant information is shown on appeal that was not available at the time of the administrative meeting, could not have been obtained for the presentation during the meeting by the student’s exercise of reasonable diligence, and materially affects the findings or sanctions.

10. Appeals for cases that do not involve suspension or expulsion: An appeal will be delivered to the Assistant Vice President of Student Affairs within (10) ten days of receipt of notice of sanctions. The Assistant Vice President of Student Affairs will decide whether to hear the case or send it to an Appeal Panel. Should the Assistant Vice President of Student Affairs hear the case, he/she will review the file and determine whether to approve, reject, or modify an earlier decision or the consequences recommended or imposed within ten (10) business days of receipt of the appeal unless extenuating circumstances apply.

11. Appeals for cases of suspension or expulsion: The appeal will be forwarded by the Assistant Vice President of Student Affairs to the Office of the Vice President for Student Enrollment, Engagement and Success. The Vice President for Student Enrollment, Engagement and Success will decide whether to hear the case or send it to an Appeal Panel. Should the Vice President for Student Enrollment, Engagement and Success hear the case, he/she will review the file and determine whether to approve, reject, or modify an earlier decision or the consequences.
recommended or imposed within ten (10) business days of receipt of the appeal unless extenuating circumstances apply.

Should the Vice President of Student Enrollment, Engagement and Success decide to send the case to an Appeal Panel, the following procedures will apply:

A. The Appeal Panel shall consist of three members of the University: one faculty member, one staff member, and one student member.

B. An Appeal Panel will normally be convened within twenty (20) business days following notification from the Assistant Vice President of Student Affairs.

C. The Panel shall review the file and recommend to the Appeal Officer whether to approve, reject, or modify an earlier decision or the consequences recommended or imposed. A majority vote will be required in all decisions.

D. The Appeal Officer will inform the Assistant Vice President of Student Affairs of the decision in writing, and provide these findings and sanctions to the student/student organization and accuser simultaneously in writing within ten (10) business days.

E. The Assistant Vice President of Student Affairs shall implement the decision of the Appeal Officer. The decision of the Appeal Officer will be final and the sanction(s) imposed will stand.

12. Interim Action/Interim Suspension Except in cases where the Vice President for Student Enrollment, Engagement and Success or Assistant Vice President of Student Affairs deems interim action necessary or appropriate, the status of a student should not be altered, nor their right to be present on campus and to attend classes suspended prior to a disciplinary meeting. The Assistant Vice President of Student Affairs may order that a student be immediately excluded from classes, University facilities (including University Housing), or denied privileges and participation in activities when the student’s continued presence may constitute an unreasonable risk of harm to the university community. An interim action will be preceded by notice to the affected student as promptly as reasonably possible. The notice will state the basis for the interim action and provide information for requesting a hearing to determine the merits of the interim action. If it appears that the student’s behavior warrants a medical withdrawal, the Vice President for Student Enrollment, Engagement and Success or Assistant Vice President of Student Affairs may initiate the appropriate measures.

13. The University may take the following interim actions:

A. Place a hold on the student’s registration, transcripts, new awards of financial aid and/or other University records until the case is adjudicated when the following circumstances occur:

1. The student has failed respond to requests for information from the University;
2. The student has failed to appear for the hearing; or
3. The alleged conduct may pose an unreasonable risk of harm to the University community.

B. When a student has pre-registered for a term after the one in which the hold is placed, the University may also revoke the registration of the student.

C. When allegations of implicate the qualifications of a student to graduate, such as allegations of academic fraud or serious allegations of misconduct, the University may defer graduation until the charges are determined.
D. The decision to place a hold on registration, to revoke registration, or to delay graduation may be appealed to the Vice President for Academic Affairs. The University may impose reasonable conditions on release of the hold.

E. In addition to the actions described above, the following actions may also be taken:

1. Order that student/student organization be immediately denied University privileges and be excluded from activities on the campus when the student/student organization’s continued activity on the campus may constitute an unreasonable risk of harm to the campus community.

2. Issue a No Contact Order in cases involving allegation of assault, injury, harassment, or where there is reason to believe continued contact between the accused student or organization members and other specific persons, including reporting parties and witnesses, may interfere with those persons’ security, safety or ability to participate effectively in work or studies, the Assistant Vice President of Student Affairs, the Residence Life Coordinator or Chief of the University Police Department may order that the accused student/student organization members not have contact with specific persons. The student/student organization will receive written notice of the “No Contact Order”.

3. Impose an interim suspension from specific locations on campus or from the entire campus if it is believed that continued presence on the campus, or in certain areas of the campus, might be disruptive to, or pose an unreasonable risk of harm to the University community.

14. Sanction Guidelines: If a student or student organization is found responsible for a violation of The Code, the Conduct Officer will determine the sanction(s) to be imposed. The following sanction guidelines are intended to be a recommended format:

A. Disciplinary Warning: An official written notification that the student or student organization’s conduct is in violation of the University’s Code of Conduct, and specifies expectations for the future. Further misconduct may result in more serious sanctions.

B. Disciplinary Probation: This probationary condition remains in effect for a specified period and may involve the loss of specified privileges. Further violation of University rules during the probationary period will be viewed as not only a violation based upon the act itself but also as a violation of the probation, which may result in further action up to and including suspension or dismissal.

C. Suspension: Suspension terminates the student's enrollment at the University for a specified period of time. Completion of specified stipulations may be required for readmission at the end of the suspension period.

D. Suspension in Abeyance: Although the behavior may warrant suspension or expulsion from the University, due to extenuating circumstances, the Judicial Officer may choose to hold the student or student organization’s suspension in abeyance for a specified period of time. When a suspension is held in abeyance, the student or organization may remain at the University provided they comply with the Code of Conduct and any education sanctions. Further violation of The Code may result in immediate Suspension or Expulsion.

E. Suspension of an organization from the University for a specified period: The organization will lose its privileges as a registered student organization and can no longer be an active participant in the University for the duration of suspension.
F. Expulsion: Expulsion permanently separates a student from the University without opportunity to re-enroll in the future. Expulsion of a student organization entails a permanent separation from the University. The imposition of this sanction is a permanent bar to the student organization’s registration and privileges.

G. Other Sanctions: Other appropriate sanctions may be imposed singularly or in combination with any of the above-listed sanctions. Examples include, but are not limited to, fines, restitution for property damage or misappropriation of property or services of the University or of any person, University Housing contract termination or reassignment to another room, restriction of access to specified campus facilities and/or property, research assignments, criminal trespass notices, campus service projects, special workshop participation and/or no contact orders.

TRANSCRIPT NOTATIONS: Texas law and Texas A&M System policy 11.99.02 requires that a notation be made on a student’s transcript who is “ineligible to reenroll in the institution for a reason other than an academic or financial reason.” In addition, requires TAMU-T is required to note Suspension and Expulsion on a student’s transcript that has been suspended or expelled from the university for a violation of the Student Code of Conduct. Notations for suspensions will be active during the effective dates of the separation. Expulsion from the University will be permanently placed on the transcript unless the institution determines that good cause exists to remove the notation. If a student is suspended or expelled from the University, he/she will not be eligible for reimbursement of funds.

Crime Prevention and Security Awareness
The University Police Department in conjunction with Student Life, Athletics, SSC and the Environmental, Health & Safety Office provide the following services to promote crime prevention and security awareness on campus:

- National Night Out event in October
- Crime prevention tips to staff and students via Facebook and Office of Communications
- Regular reports on inoperable exterior and interior lights, overgrown shrubbery, unsecured or inoperable doors and locks
- Outdoor phones (Blue Boys) for emergency calls on campus
- 911 lines connecting every phone to police
- Responding to calls for service (2,113 in 2019)
- Police patrols 24 hours a day, 7 days a week
- Dorm staff and University Police Department make nightly rounds of residence hall
- Safety programs offered throughout the year
- Daily Crime and Fire Log

Crime Prevention Programs
Providing a secure campus is of the utmost importance to the university. The university, through various crime prevention programs, has made every attempt to provide a safe, secure environment for students and staff. Students and staff must also assist the university, being responsible for their own safety and the safety of others.

Current programs:
UPD Facebook Page (started June 2018)
Lists crime prevention tips.

UPD Engraver
Students can mark their property in case of theft.

Step Up Bystander Intervention Training (August 2019)
Aims to educate and re-shape attitudes and behaviors toward social interactions. This program wants to counteract the bystander effect on the campus and train and teach students on how to do so.

Security Awareness Programs
It is our goal to provide a safe and crime-free campus so that students, faculty, and staff can focus on education and overall quality of life. The UPD provides several security awareness programs and provides students with safety tips and instructions on how to report a crime. The UPD also conducts several Q&A sessions with parents, staff, and faculty regarding campus life, reporting crimes, and general safety tips.

Current Programs:
Coffee with A Cop (March 2019)
Ask questions, voice concerns, and get to know the officers on our campus.

UPD Facebook Page (started June 2018)
Periodic posts regarding the monthly focus (Security Awareness, Campus Crime Prevention, VAWA, National Campus Safety, Domestic Violence, Alcohol Awareness, and Bystander Intervention).

National Night Out Event (October 1st, 2019)
In partnership with the City of Texarkana, promotes police-community partnerships and neighborhood camaraderie in an effort to prevent crime. Includes a meet and greet networking social, dinner, and police/fire vehicles on display.

CRASE (Civilian Response to Active Shooter) Training (Fall 2019)
This training became available to all students and staff in the spring of 2019. This course covers the Avoid, Deny, Defend strategy to help survive an active shooter event.

UPD Introduction to Parents and Students (Each Fall and Spring 2019-2020)
This covers UPD’s general job description, services offered such as flat assist, battery boosts, and lock picking. Drugs and alcohol are discussed with the consequences of being caught on campus explained to both students and parents.

Safe Eagles Session (Fall Semesters)
This session, hosted by the University Police Department, goes over critical information everyone needs to know in the unlikely event of an emergency situation on campus. Covering topics from active shooter response, to weather related emergencies, this session will give you the “need to know” so that you will know how to respond if there is an emergency.
R.A.D. (Rape Aggression Defense)
R.A.D. is a women’s defense training class provided by instructors that are specifically trained in R.A.D. techniques. TAMU-T PD provided two training opportunities in 2019. This training is known throughout the United States and has a lifetime return and practice policy if a participant wants to return for another training.

Location-based Personal Safety (as requested)
Faculty, Staff, and Students can request one-on-one meetings with Chief Serrano or a UPD Officer to visit their on-campus location to review their evacuation options and teach best practices for personal safety and self-defense using the items present in their offices or dorm room.

Substance Abuse Awareness Programs
Texas A&M University-Texarkana is committed to a drug-free environment and protecting the safety, health, and well-being of all employees and students. The University will act to ensure compliance with all local, state and federal laws and System policies dealing with controlled substances, illicit drugs, and use of alcohol.

Current Programs:
Tobacco Impact on Athletic Performance (January 27, 2016 – June 30, 2025)
   Online training for Student Athletes

Dietary Supplements & Sports Nutrition (January 25, 2016 – June 30, 2025)
   Online training for Student Athletes

Alcohol Impact to Athletic Performance (January 27, 2016 – June 30, 2025)
   Online training for Student Athletes

Drug Prevention (January 27, 2016 – June 30, 2025)
   Online training for Student Athletes

“Drunk Pinata” (February 2020)
This event looks to raise awareness and provide tips on how to remain safe around alcohol. Students will be asked a question, if they answer correctly, they will put on drunk goggles and swing at the pinata

Sexual Assault, Domestic Violence, Dating Violence, and Stalking Programs
It is the policy of Texas A&M University-Texarkana that the University will not tolerate physical abuse, threats of violence, physical assault, or any form of sexual assault or abuse including, but not limited to, acquaintance or date rape, domestic violence, dating violence and/or stalking.

Current Programs:
Zero Shades of Gray (September 2019)
This event is required for all first year students, Bringle Lake Village Residents, members of fraternities and sororities, and student athletes. Zero Shades Of Gray sets the tone that sexual assault is black and white. There are no disclaimers, no clauses, and no fine print when it comes to how people feel about
being sexually assaulted or raped. It’s serious to the victim, and this seminar helps participants understand that this isn’t a victim problem, it’s all of our problem. It's on us. Participants will get educated and empowered to open up the conversation and act on it. Learn to prevent assault on both sides for victims and possible assailants. Learn the tools to manage the impact of sexual assault. Clearly recognize hazardous situations before they begin. Understand how to effectively care for someone who has been impacted by assault and know where to go on campus for help. Gain awareness and define personal boundaries.

Sexual Awareness and Prevention Week (February 10-14, 2020)
Events included a sexual assault awareness pool party at the residence hall, booths and messages on the lawn and in the student center, and rape culture discussion seminars.

It’s On Us Student Organization & Information Session (February 2020)
It’s On Us – an organization dedication to educating community members on sexual assault awareness, bystander intervention, and ways to support survivors. Meet the officers, hear their stories, and learn about what is means to take the pledge.

PATH Program Lecture Series (September 2019)
Workshops held for PATH program students exploring healthy relationships and communication.

Domestic Violence Prevention Flower Release (October 2019)
Counseling Services and Domestic Violence Prevention, Inc partner to host a flower release in honor of the victims of domestic violence. Event will raise awareness and discussion of the prevalence of domestic violence and resources will be available for domestic violence prevention.

Orientation and Hatch Camp sessions (by semester)
Counseling Services and UPD present information, materials on campus safety and sexual assault to incoming students and parents.

Traintraq Seminars (as scheduled)
Ethics and Discrimination-free training is provided to all TAMU-T employees, with refreshers required every two years. Title IV presentations are also included in new hire orientation.

**Bystander Intervention and Risk Reduction**
Bystander Intervention is defined as the willingness to take action and help someone in a time of need. Safe and positive options for Bystander Intervention will be in place for an individual who intervenes to prevent harm when there is a risk of sexual assault, domestic and dating violence and stalking against another person. Education programs for sexual assault, domestic and dating violence and stalking will also include ways to become an active bystander. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm.

Education programs for sexual assault, domestic and dating violence and stalking will also include ways for risk reduction. With no intent to victim blame and recognizing that only rapists are
responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment.

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.

2. Stay away from isolated areas as it’s more difficult to find help if no one is around.

3. Walk with a purpose. Even if you don’t know where you’re going, act like you do.

4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.

5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.

6. Avoid putting headphones in both ears so you can hear what’s going on around you.

7. When you go to a social gathering, go with friends. Arrive together, check in with each other throughout the evening and leave together. Always keep an eye on your drink and never leave it unattended. Don’t accept drinks from people you don’t know.

8. Watch out for your friends and vice versa. If a friend seems out of it or intoxicated, get them to a safe place immediately.

9. The old adage of “better safe than sorry” is tried and true. Anytime you feel like you’re in an uncomfortable situation, leave with a friend or call for help before things can escalate.

**Sex Offender Registry**

The Federal Campus Sex Crimes Prevention Act requires institutions of higher education to advise the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained.

In the State of Texas, the Texas Department of Public Safety (DPS) is the statewide source of information on sex offenders required by law to register. The DPS Sex Offender Registration open record information may be obtained at this website: [https://records.txdps.state.tx.us/SexOffenderRegistry](https://records.txdps.state.tx.us/SexOffenderRegistry).

In addition, the Texas DPS is required to notify Texas A&M University-Texarkana if a registered sex offender is enrolled, employed or carrying on some type of vocation at the University.

In the event that a registered offender(s) is working or enrolled in classes at Texas A&M University-Texarkana, a list of that person(s) name may be obtained at the UPD office in the Central Plant Building or the Office of the Director of Student Life in the University Center.
Definitions of Clery Act Offenses

**Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

**Sexual Assault:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape:** 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.

**Fondling:** Touching the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest:** Non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Consent:** Consent is a clear and voluntary agreement to engage in a specific sexual activity. A person who was asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made under duress or by threat, coercion, or force, cannot give consent. **Consent is not given if it results from the use of force, threats, intimidation or coercion.**

Consent is established when a reasonable person would consider the words of the parties to have manifested an agreement between them to do the same thing, in the same way, at the same time, with one another. Consent is not given if it results from the use of force, threats, intimidation or coercion.

A person who does not want to consent to sex is not required to resist. Consent to some forms of sexual activity does not automatically imply consent to other forms of sexual activity. Silence, previous sexual relationships, or the existence of a current relationship do not imply consent. Consent cannot be implied by attire or inferred from the giving or acceptance of gifts, money or other items. Consent to sexual activity may be withdrawn at any time, as long as the withdrawal is communicated clearly.

Withdrawal of consent can be done in numerous ways and need not be a verbal withdrawal of consent. A student's intentional use of alcohol/drugs will not function as a defense to a possible violation of this rule.
Without Consent, in regards to sexual assault is defined in the Texas Penal Code as:

1. The actor compels the other person to submit by the use of violence;
2. The actor compels the other person to submit by threatening to use violence against the victim or against any other person;
3. The other person has not consented, and the actor knows the other person is unconscious or physically unable to resist;
4. The actor knows that as a result of a mental disease the other person is, at the time of the sexual assault, incapable of appraising the nature of the act;
5. The other person has not consented, and the actor knows the other person is unaware that the sexual assault is occurring
6. The actor has intentionally impaired the other person’s power to appraise or control the other person’s conduct by administering any substance without the other person’s knowledge. (Texas Penal Code Sec. 22.011)

Additionally, there is a difference between seduction and coercion. Coercing someone into sexual activity violates this policy in the same way as physically forcing someone into sex. Coercion happens when someone is pressured unreasonably for sex.

Because alcohol or other drug use can place the capacity to consent in question, sober sex is less likely to raise such questions. When alcohol or other drugs are being used, a person will be considered unable to give valid consent if they cannot fully understand the details of a sexual interaction (who, what, when, where, why, or how) because they lack the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand what they are doing. Under this policy, “No” always means “No,” and “Yes” may not always mean “Yes.” Anything but a clear, knowing and voluntary consent to any sexual activity is equivalent to a “No.”

**Dating Violence**: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:

1. the length of the relationship;
2. the type of relationship;
3. the frequency of interaction between the persons involved in the relationship.

An act with the above qualifications that is intended to result in physical harm, bodily injury or sexual assault, or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury or sexual assault is considered Dating Violence. (Texas Family Code 71.0021)

**Domestic Violence**: A felony or misdemeanor crime of violence committed by:

1. a current or former spouse or intimate partner of the victim,
2. a person with whom the victim shares a child in common,
3. a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
4. 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.

**Family Violence:** (domestic violence) an act, other than a defensive measure to protect oneself, by a member of a family against another member of a family that is intended to result in physical harm, bodily injury or sexual assault, or that is a threat that reasonably places the family member in fear of imminent physical harm, bodily injury or sexual assault. (Texas Family Code 71.004)

**Stalking:** 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.

The Texas Penal Code Sec. 42.072 Defines Stalking this way: when a person commits an offense on more than one occasion and pursuant to the same course of conduct directed specifically at another person, knowingly engages in conduct that:

1. The actor knows or reasonably believes the victim will regard as threatening bodily injury or death for the other person; bodily injury or death for a member of the other person’s family or for an individual with whom the person has a dating relationship; or that an offense will be committed against the other person’s property.

2. Causes the other person, a member of the other person’s family, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or fear that an offense will be committed against the other person’s property. Further, it would cause a reasonable person to fear bodily injury or death for themselves; bodily injury or death for a member of the person’s family or for an individual with whom the person has a dating relationship; or that an offense will be committed against the person’s property.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary for an injury to result when a gun, knife or other weapon is used in the commission of the crime.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joyriding.)
**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Possible bias categories under the Clery Act: Race, Gender, Gender Identity, Religion, Sexual Orientation, Ethnicity, National Origin, and Disability. Hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, manslaughter by negligence, sexual assault (rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property.

Following are the bias categories:

**Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

**Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

**Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

**Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

**Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

**Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

**National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or
accent associated with a national origin group, or because they are married to or associate with people of a certain national origin.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Additional Hate Crime Definitions:**

- **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

- **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

- **Intimidation:** Unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

- **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Arrests & Referrals for Disciplinary Action:** Under the Clery Act institutions must also report arrests and referrals for disciplinary action for liquor law violations, drug law violations, and weapons law violations.

**Weapons: Carrying, Possessing, Etc.:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

**Drug Law Violation:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Liquor Law Violation:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.
Definitions of Clery Act Geography

On-campus

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls;
2. and any building or property that is within or reasonably contiguous to the area identified in Section 1 of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

On-campus Student Housing Facility
Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

Public Property
All public property including thoroughfares, streets, sidewalks, and parking facilities that are within the campus, or immediately adjacent to and accessible from the campus. This includes the sidewalk across the street from our campus but does not include public property beyond the sidewalk.

Non-campus Buildings or Property
Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
## Important Phone Numbers

<table>
<thead>
<tr>
<th>Category</th>
<th>Number Details</th>
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<td><strong>Emergencies</strong></td>
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<td><strong>Police/Fire/Medical</strong></td>
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<td><strong>TTPD (non-emergency)</strong></td>
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<td><strong>Bowie County Sheriff’s Office</strong></td>
<td>903-798-3149</td>
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<td><strong>TAMU-T Facilities Services</strong></td>
<td>903-334-6701</td>
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<td><strong>Texarkana Crime Stoppers TIPS</strong></td>
<td>903-793-7867</td>
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<td><strong>Department of Public Safety</strong></td>
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<td><strong>FBI</strong></td>
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<td><strong>TAMU-T Student Counseling</strong></td>
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*Note: Residential Facility Crime Statistics are a subset of the On-Campus Category, i.e., they are counted in both categories*
### TAMU-T Crime Chart Continued 2017, 2018, 2019

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<th>Offense (Crimes Not Reported by Hierarchy)</th>
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<th>On-Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
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*Note: Residential Facility Crime Statistics are a subset of the On-Campus Category, i.e., they are counted in both categories.*
### TAMU-T Arrests and Referrals 2017, 2018, 2019

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<tr>
<th>Offense (Crimes Reported by Hierarchy)</th>
<th>Year</th>
<th>On Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
<th>Total</th>
<th>Residential Facility</th>
<th>Unfounded Crimes</th>
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</tr>
</tbody>
</table>

*Note: Residential Facility Crime Statistics are a subset of the On-Campus Category, i.e., they are counted in both categories.*

For information about non-Clery reportable crimes, the Texas A&M University-Texarkana Police Department will provide a copy of the Crime Log utilized to complete the 2020 Safety Report upon request. Call 903-334-6611 for more information.

**Hate Crimes**

According to Texas Law, a hate crime is any criminal offense committed against a person or property that is motivated, in whole or in part, by the offender’s bias against race, gender, ethnicity, religion, national origin, disability, gender, identity or sexual orientation.

- 2017 – No hate crimes reported
- 2018 – No hate crimes reported
- 2019 – No hate crimes reported
Non-Campus Properties

George Dobson Field

Texas A&M University-Texarkana and the City of Texarkana Texas have entered into an agreement for the use of George Dobson Field located in Spring Lake Park, 4303 North Park Road, Texarkana, TX 75503. The reporting area is located within the marked white border of the baseball field. The field is used by our baseball team as their home field during baseball season. Crimes reported are only during the times the field is in use by the Texas A&M University-Texarkana baseball team.

**What should you do if you have or witness an emergency at George Dobson Field?**

If you experience an emergency at the George Dobson Field you should **CALL 911**!
James Bramlett Softball Field

Texas A&M University-Texarkana and the City of Texarkana Texas have entered into an agreement for the use of the James Bramlett Softball Field located in Spring Lake Park, 4303 North Park Road, Texarkana, TX 75503. The reporting area is located within the marked white border of the softball field. The field is used by our softball team as their home field during baseball season. Crimes reported are only during the times the field is in use by the Texas A&M University-Texarkana softball team.

What should you do if you have or witness an emergency at James Bramlett Softball Field?

If you experience an emergency at the James Bramlett Softball Field you should CALL 911!
Texarkana College Tennis Courts

Texas A&M University-Texarkana and the Texarkana Community College have entered into an agreement for the use of their tennis courts located at 2500 North Robison Road, Texarkana, TX 75599. The tennis courts are used by our tennis team as their home court during tennis season. Crimes reported are only during the times the court is in use by the Texas A&M University-Texarkana Tennis team.

What should you do if you have or witness an emergency at the Texarkana Community College Tennis Courts?

If you experience an emergency at the tennis courts you should CALL 911!
I. Introduction

In August of 2011, Texas A&M University-Texarkana opened its first student housing building at the Bringle Lake campus. The Bringle Lake Village (BLV) dormitory is a modern brick and wood structure that will house over 290 students.

II. Fire Safety System

The Texas A&M University-Texarkana campus has an integrated fire alarm system. As additional buildings are built, they will be tied into the existing buildings through one main panel at the University's Central Plant building. Each building has its own fire alarm panel.

All buildings, including the BLV dorm, are equipped with smoke detectors in each dorm room, hallways, stairwells and common areas. Fire extinguishers are located on each floor of the building. Evacuation maps that show evacuation routes, fire pull stations, and fire extinguishers are on the inside main door of all dorm rooms.

The fire alarm system is monitored 24-hours a day by Siemen's Fire Protection service. Should the alarm go off, Siemen's monitoring will notify the local fire department and then the UPD.
All Texas A&M University-Texarkana buildings are protected by a fire sprinkler system. Should a fire ever occur in the BLV dorm, the sprinkler system will go off and should put out any fire in the building.

III. Emergency Fire Evacuation Procedures

1. When you hear a fire alarm – LEAVE the building immediately closing all doors behind you. Follow the main evacuation route but be prepared to use an alternate route.
2. If you must evacuate through smoke, get low to the floor and crawl. Heat and deadly smoke rise and cleaner air will be 12-24 inches above the floor. If you must open doors while evacuating, test the door before opening. Use the back of your hand to touch the door, the doorknob, and door frame. If they are hot, do not open the door. If they are cool, brace yourself against the door and slowly open it. If smoke and heat are present, close the door and use an alternate route.
3. Use stairways, never an elevator. In a fire, elevator shafts may fill with smoke or the power may go out leaving you trapped.
4. Once outside, assemble at your designated area and do not return to the building until the Fire Department has indicated the building is safe to re-enter.
5. If you are trapped, try to stay as calm as possible. Try to get to a room with an outside window and a telephone. Call 911 and give them your exact location. If there is no phone, wave an object out the window to signal for help. Keep all doors between you and the fire closed. Cover all vents and seal cracks around the door to keep out smoke. Be as calm and patient as possible. Rescue personnel will arrive to assist you.

Evacuation Assistance
Any person who cannot walk downstairs will be directed to the east or west stairwells in the BLV dorm. The BLV resident assistants will serve as floor monitors in the dorm and provide this assistance for dorm students and/or visitors. Once in the interior stairwell the RA will call or radio the University Police Department and give their location and how many persons are in the stairwell with them. They will stay there until emergency responders arrive and assist them out of the building. The interior stairwells have sprinklers and should be safe until emergency assistance arrives.

IV. Dormitory Rules

Appliances
Electrical appliances not allowed include, but are not limited to: Air conditioning units, room water coolers, camping stoves, ceiling fans, electric skillets or woks, griddles, halogen touchier lamps, potpourri pots, hot oil popcorn poppers, hot plates, oven broilers, power tools, any appliance with an open coil, space heaters, toasters, or toaster ovens. The hall staff will confiscate unauthorized or misused appliances and the individuals responsible will be subject to disciplinary action. Allowed appliances include coffee pots, hot pots, microwave/refrigerator, rice cookers, and blenders. Staff reserves the right to require any cooking appliances to be removed if the appliance is deemed to be unsafe or otherwise damages or could potentially damage the hall or the hall community.

Candles and Incense
Candles and incense are prohibited in the residence hall rooms, lobbies, and storerooms due to possible fire hazards. This rule includes decorative candles with burned or unburned wicks. Residents
found with candles will be assessed a $25.00 fine and these objects will be confiscated. Confiscated items will be disposed of at the end of each semester. Candle warmers and potpourri pots are not allowed.

Cooking
Cooking in the residence halls is allowed with approved cooking appliances only and approval of use of kitchen by Director of Residence Life. Residents are responsible for ensuring that proper sanitation, ventilation, and fire safety precautions are taken. Any damage resulting from improper food disposal will be billed to the individuals responsible. No food or waste should be disposed of in sinks. Residents are responsible for cleaning the kitchen when cooking is completed.

Extension Cords/Surge Protectors
Extension cords may not be used while living in the halls. Power strips/Surge protectors should never be placed above the ceiling tiles, underneath carpet or stapled or pinched in any way. Only power strips and multi-plugs with built-in circuit breakers (surge protectors) may be used in rooms. Improper use of multi-plugs may result in a write up with a fine or Texarkana City Community Service.

Fire Doors
It is absolutely essential that corridor and stairwell doors be kept closed at all times. Closed doors retard the travel of smoke, heat, toxic gases, and fire from the area of origin. Propping of doors may result in disciplinary actions and fines. Nothing should be attached to a fire door.

Fire Drills/Equipment
The University will hold fire drills at least once a semester to acquaint the residents with fire evacuation procedures. All residents and guests should follow directions during the drills. Failure to evacuate the building may result in disciplinary action, a monetary fine, and possibly suspension. Because it is imperative that fire and safety equipment functions properly when it is needed, the following acts are prohibited:

- Tampering or playing with fire extinguishers, smoke detectors, exit lights, or emergency lights
- Tampering with or pulling a fire alarm under false pretense
- Removing smoke detector batteries or otherwise rendering a smoke detector inoperable
- Propping open fire doors
- Obstructing halls and stairwells with furniture, debris and other materials
- Hanging objects from smoke detectors
- Presence on fire escapes in non-emergency situations

Residents who jeopardize the security or safety of any resident will be subject to severe disciplinary action. Tampering with fire equipment or acts of arson can result in civil prosecution, disciplinary measures, and/or possible fines.

Halogen Lamps
Due to fire safety, halogen torch lamps or other lamps using halogen bulbs are prohibited in the residence halls.
Health and Safety Checks
The University recognizes residents’ desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, University Personnel, through a residence hall staff member, reserves the right to enter a resident’s room to determine compliance with health and safety regulations. Health and Safety Checks will occur a minimum of two times each semester and residents will receive posted notification of the check 48 hours in advance of the check.

Heaters
For safety reasons, no portable heating units may be used in a residence hall.

Holiday Decorations
If students decorate their rooms for the holidays, these guidelines must be followed:

- Trees and other greenery must be artificial and must have proof of flame resistance.
- Lights must be UL-approved and of low wattage – only miniatures – Lights may not be used until after Thanksgiving (Christmas holiday use only).
- All decorations are to be removed within two days following the holiday.
- Holiday lights and rope lights must be taken down in the time period mentioned above.
- Fire alarm pull stations, fire extinguisher cabinets, smoke detectors, sprinkler heads, and exit signs must not be covered, and exits must not be blocked.
- No candles or any open flame may be used.

Open Flame
No items that have open flames, flammable fuels or open coils may be used in a residence hall. This includes, but is not limited to candles, lanterns, heaters, and incense. Violation of this rule may result in immediate relocation and disciplinary action. These items will be confiscated immediately.

Smoke Detectors
All student rooms are equipped with smoke detectors. Detectors will be checked prior to the start of each semester and during Health and Safety Checks by the hall staff. Residents that detect a problem with their smoke detector should contact the hall staff immediately. Disciplinary action will result if a student removes or otherwise renders the detector inoperative and a $100.00 fine or community service may be assessed. Disciplinary action could also result for residents who cause potential fire hazards through unsafe practices (i.e., overloading circuits, use of inappropriate extension cords, use of unauthorized cooking appliances, etc.).

Smoking
All residence hall common areas and rooms are smoke-free. Please smoke outside the buildings at the designated smoking areas and be responsible for your cigarette remains. Smoking in a room will result in a $100.00 fine and/or community service. The following items are also prohibited within the residence halls: hookahs, pipes, bongs, or any paraphernalia which may be used to inhale or ingest prohibited drugs.
V. Training

Before the start of each semester, all Resident Advisors (RA's) go through two weeks of intensive training on all dorm rules and procedures. Local Fire Department firefighters conduct a training session with the RA's and Residence Life Director which also includes hands-on training in how to use a fire extinguisher. Once students move into the dorm, the RA's will meet with their dorm students during the first week and will conduct a training session with them, going over all the rules and procedures in this program.

VI. Reporting Fires

Per Federal Law, TAMU-T is required to report statistical data on all fires that occur in On-campus student housing facilities. The Bringle Lake Village dorm is equipped with smoke detectors and a sprinkler system. If there is ever a fire in the dorm, the alarm should go off, and the city fire department and the UPD should be automatically notified. If for some reason, a small fire occurs and it's put out before setting the fire alarm off, it shall still be reported to campus authorities. Please call one of the numbers listed below and report the fire:

| Director of Residence Life | 903-223-1355 |
| Director of Student Life   | 903-223-1351 |
| University Police Department | 903-334-6611 |

VII. Future Improvements in Fire Safety

The Texas A&M-Texarkana Bringle Lake campus is a new campus that opened in 2008. The University Center and Central Plant buildings were completed in 2010. The Bringle Lake Village dormitory and Science and Technology building opened in August 2011. The newest buildings, include the Lois & Cary Patterson Student Center opened in 2018 and the Building for Academic and Student Services (BASS) opened in 2019. The fire alarm system is a modern, integrated system, connecting all the buildings together. All buildings are monitored 24-hours a day by Siemen's monitoring service. Every floor in every building is protected by a sprinkler system. Fire safety improvements for the coming years include implementing the RAVE alert system, aimed at simplifying emergency notifications.

VIII. 2019 Fire Statistics

There were no fires reported at the Bringle Lake Village in 2019.

Two Fire Alarm Drills were held this year, one on January 19, 2019, and the second drill on September 16, 2019.

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<th>Fires On Campus Student Housing Facilities</th>
<th>2017</th>
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As a result of the academic partnership between Northeast Texas Community College (NTCC) and Texas A&M University-Texarkana (TAMU-T), guided pathways have been developed between NTCC and TAMU-T faculty and staff through which students can earn their associate’s degree with NTCC and then transfer to TAMU-T to complete their baccalaureate degree. For selected guided pathways, the bachelor’s degree can be completed on the NTCC campus with a combination of face-to-face, web-enhanced (50% online with 50% face-to-face), and/or web-based (100% online) courses. No matter the delivery method, students earning bachelor’s degrees on the NTCC campus in Mount Pleasant will be taught by outstanding faculty using best-practice strategies.

TAMU-T has also partnered with NTCC on guided pathway plans for additional bachelor’s degree options that require travel to TAMU-T’s main campus in Texarkana, Texas. All course work for NTCC’s associate’s degree plans can be completed on the NTCC campus in Mount Pleasant, Texas. Students are only required to travel for the TAMU-T courses not offered through distance education formats.

Additional information is available from TAMU-T staff located on the NTCC campus by contacting K coke@TAMUT.edu for assistance. A total of four full-time staff and one full-time faculty are located on-site, with seven classrooms being utilized by TAMU-T. Classrooms utilized by TAMU-T include: 107, 108, 109, 110,
111, 112 and 113 in the Health and Science Building. The physical address is 2886 FM, Mount Pleasant, Texas 75455.

Faculty, staff and students of TAMU-T at the NTCC campus are provided the same policies, procedures and rights of those at the Texarkana campus. Students of TAMU-T at NTCC must follow the TAMU-T Code of Conduct. Both NTCC and TAMU-T reserve the right to proceed with disciplinary and investigative processes according to their institution’s policies and procedures for students dually enrolled by each campus.

However, TAMU-T Faculty, Staff, and Students at NTCC must adhere to the NTCC emergency response and evacuation procedures, and facility, safety and security policies while on the NTCC campus. This information, along with NTCC’s crime prevention tips, programs and sexual assault awareness information, is included for your reference below. The crime statistics for the classrooms and offices occupied by TAMU-T faculty and students are included at the end of this appendix. If you would like to see NTCC’s Annual Security and Safety report, showing crime statistics for their entire campus, please visit: https://www.ntcc.edu/sites/default/files/2019-10/Annual%20Security%20and%20Fire%20Safety%20Report%202019.pdf

**Annual Security Report Notifications**

Each year, an e-mail notification is sent to all enrolled students that provides the link to this report. Faculty and staff also receive an e-mail notification. The Admissions Office homepage on the Texas A&M University-Texarkana website gives the website address for this report. Copies of this report can be obtained at the University Police Department at the Central Plant Building, 7101 University Ave., Texarkana, Texas, 75503. Prospective employees are given this information in job application packets.

Texas A&M University-Texarkana is committed to putting the health and safety of our students, employees, and visitors above all other priorities. There is nothing more important than a human life. This report is designed to inform students and employees of various policies, procedures, and prevention methods employed by the University. This report also informs students and staff of the type and amount of crime that has occurred on the campus over the past three years.

**Preparation of the Annual Security Report and Disclosure of Crime Statistics**

The Texas A&M University-Texarkana University Clery Compliance Officer, in conjunction with a university-wide Clery Compliance Committee, prepares this report on an annual basis to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared with the cooperation of the local police department, university police department, Office of Student Life, Office of Residence Life, Office of Admissions, Human Resources Office, Athletics Department, and Title IV Coordinator.

Campus crime arrest and referral statistics include those reported while students travelled for university business, those reported to local police near or adjacent to university owned or controlled property, and also crimes committed on campus reported to designated campus officials and campus security authorities. This would include TAMU-T Police Officers, Director of Student Life, Deans, Human Resource Officers, Title IV Coordinator, Director of Residence Life, Assistant Director of Student Life, Student Engagement Coordinator, Coaches, Resident Advisors, and Advisors to student organizations, among others.
NTCC Campus Security Department
It is the desire of Northeast to promote a safe and secure environment for the students, faculty and staff. The Campus Security Department is committed to being a sensitive, caring and impartial security organization. The department is dedicated to the highest level of professionalism and uncompromising integrity.

Northeast has a full-time Campus Security Department. The department consists of four, fulltime security officers and part-time officers as needed. The department is a level three security department licensed under a government letter of authority from Texas Department of Public Safety, Private Security Bureau.

Campus Security possess the authority outlined under Texas Occupations Code 1702. The Campus Security Department is not a police/law enforcement agency. The Security Department does not have the power to arrest; however, if necessary, they will detain until law enforcement arrives. Campus Security’s jurisdiction is limited to the Northeast campus; however, since the security officers are without powers of arrest, local law enforcement will maintain primary jurisdiction and have greater response obligations.

Campus Security will report all crimes occurring on campus to appropriate police agencies; pursue cooperative relationships with municipal, county, state and federal law enforcement agencies; and when requested, will aid in any investigations or apprehensions on the campus. Student and employees will be encouraged to report crime on campus to Campus Security and to appropriate police agencies.

Northeast has primary responsibility for the safety and wellbeing of our campus community. Northeast works closely with the Titus County Sheriff’s Department and other law enforcement agencies. Campus Security patrols on campus 24-hours a day, in vehicles and on foot, providing around-the-clock protection. Campus Security works to safeguard the campus community and enforce college rules and regulations. Campus Security investigates all reported criminal activities and emergencies occurring on campus.


Campus Geography

Campus:

- Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and
- Property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as a food or other retail vendor).
Non Campus Buildings or Property:
- Any building or property owned or controlled by a student organization recognized by the institution; and
- Any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution.

Local Law Enforcement Monitoring

Northeast Non-campus Property includes the following locations and the responsible monitoring parties while areas are in use:

Community Resource Center (CRC), Mount Pleasant, TX: Monitored by Mount Pleasant Police Department; Titus County Sheriff’s Office; Texas State Police

Industrial Technology Training Center, Mount Pleasant, TX: Monitored by Mount Pleasant Police Department; Titus County Sheriff’s Office; Texas State Police

Culinary Arts School, Pittsburg, TX: Monitored by Pittsburg Police Department; Camp County Sheriff’s Office; Texas State Police

Hanson-Sewell, Pittsburg, TX: Monitored by Pittsburg Police Department; Camp County Sheriff’s Office; Texas State Police

Naples-Omaha Center, Naples, TX: Monitored by Naples Police Department; Morris County Sheriff’s Office; Texas State Police

Data is collected from the responsible monitoring parties only for times that the Non Campus Property is being used by Northeast students, faculty, and staff.

Public Property

All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.
Incident Reporting and Response

Regular Reporting Procedures

Any on-campus emergency, criminal offense or suspected criminal activity should be reported immediately. Students are encouraged to report this information to either Campus Security (dial 8127 from a campus phone or 903-434-8127 from any other phone. Text messages can be sent to 903-563-1417) or by using the RED emergency phones mounted on Student Services Center, Business Technology, Math/Science, Resident Hall East, and FIT buildings. You can also call the Titus County Police Department by dialing 911. In addition, you can report a crime to the following areas:

- Office of Vice-President of Student Services: 903-434-8242
- Director of Plant Services Office: 903-434-8173
- Office of Administrative Services: 903-434-8106
- Resident Advisor on duty: 903-380-0815
- Human Resources Department: 903-434-8121
- Director of Student Activities and Multicultural Affairs: 903-434-8265

Once a crime report has been made, the Campus Security Department must be notified immediately. Security will investigate the crime to determine validity and take proper actions based on findings. All reports will be included in the Annual Security Report.

If a crime is not reported promptly, evidence may be destroyed, leads could be missed, and the potential to apprehend a suspect could be lost. Only by knowing what’s really happening in the campus community can steps be taken to help solve, reduce, or prevent crimes from happening in the first place. Crimes that aren’t reported to authorities could give the campus community a false sense of safety. We encourage you to report any and all violations, even if the victim elects not to, or is unable to, make such a report.

Northeast Texas Community College does not provide pastoral care or counseling services. If you are a victim of a crime and do not want to pursue action within the Campus System or the Criminal Justice System, you may still file a confidential report. You can contact any of the Campus Security Authorities and report a crime without revealing your identity. Northeast can then keep an accurate record of the number of crimes, reveal crime patterns, and be able to alert the campus community to potential dangers. Felony Crimes on campus can also be reported anonymously by calling the local Crime stoppers number – 903-577-2141.

NTCC Campus Security Authorities

Reporting Criminal Offenses to Campus Security Authorities
Northeast encourages anyone who is a victim or witness/bystander to any crime to promptly report the incident to the police. As an option, criminal offenses may also be reported to these designated Campus Security Authorities (CSA):

- Director of Student Activities
- Academic Deans
- Division Chairs
- Program Directors
- Human Resource Officers
- Director of Residence Life
- Vice President of Student and Outreach Services
- Dean of Enrollment Management
- Director of Admissions and Recruiting
- Registrar
- Academic Advisors
- Student Success Coaches

If a crime is reported to a CSA, they must in turn notify Northeast Security with this information immediately. Even if the reporting person does not want a police investigation, the CSA must still report the information to Northeast Security and that crime will be reported in the annual crime statistics report.

Northeast Security, Student Services Offices, and other campus security authorities will accept confidential and anonymous reports of crime for inclusion in the annual statistical report. Reporting individual must disclose their wish for their report to be confidential to the CSA at time of report.

**What are Campus Security Authorities required to do?**

CSAs are responsible for reporting all those allegations of crimes specified in the Clery Act that are reported to them, and that they conclude were made in good faith, to the Northeast Security Department. The crimes specified in the Clery Act are: murder/nonnegligent manslaughter, negligent manslaughter, forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, domestic violence, dating violence, stalking, and arson. If there is evidence that the perpetrator was motivated by bias, then simple assault, larceny (theft), intimidation, and vandalism must be reported as well (please see the definitions provided below). Timely submission of reports by CSAs is very important. If a crime is reported to a CSA, but goes no farther than that, Northeast will be unable to fully meet its obligations under the law. Moreover, the campus community may lack information that could help them to stay safe.

CSAs are not responsible for determining whether a crime took place. CSAs are also not responsible for attempting to apprehend an alleged perpetrator of a crime. These are matters best left to law enforcement personnel. CSAs should refrain from attempting to convince a victim to contact law enforcement if the victim chooses not to do so.

However, they may note that crimes can be reported to the police anonymously.

When a crime is reported to a CSA, they should first ask the reporting party if they would like to report the crime to the police. If they would, they should contact the Northeast Security Department at
In the event that an in-progress emergency is being reported, the reporting party should be advised to call 911 immediately. If they are unable to, the CSA may do so on their behalf.

If the reporting party does not want to contact the police about the crime, the CSA should complete a Campus Security Authority Crime Report Form. Even if the reporting party does wish to contact the police about the crime, the CSA must complete the form for their records (check the appropriate box for the law enforcement agency the crime was/will be reported to). The procedure for completing the form is as follows:

- Have the reporting party read the top (boxed) portion of the form.
- Ask if they have reported, or are going to report, the crime to the police. Advise them that reporting a crime to the police does not commit them to filing charges. Crimes may be reported anonymously if the victim/reporting party so desires.
- Personal identifying information for the reporting party should be included if available. This will help to avoid double counting crimes. No such personal identifying information will be included in the Clery statistical disclosures.
- If a victim does not want the report to go any further than the CSA, they should be advised that the CSA is required to submit the report for statistical purposes.
- However, the report can be submitted without identifying the victim.
- It is very important that the location of the crime is reported as precisely as possible. A building name, parking lot number, close address, or cross street should be provided.
- A description of the crime should be given, including as much detail as possible. This is to aid in the determination of exactly what crime occurred. It is important to note any injuries sustained or weapons used. The reporting party should indicate if they feel that the perpetrator committed the crime because of bias; and, if so, what lead them to believe that to be the case.
- Liquor, drug, and weapon offenses are reported when an arrest (including a citation) is involved, or a referral for campus disciplinary action is made. Note the number of people arrested or referred.
- If possible, determine what Clery Act geographical location the crime occurred in. Consult the location definitions provided below as needed. If in doubt, contact Northeast Security at (903) 563-1417

When the form is completed, please forward it as soon as possible rtaylor@ntcc.edu. The form may also be submitted by Fax to 1-866-740-3587 or 903-434-4407. Some departments may wish to retain a copy for their files. If so, the forms should be retained for at least three years.

**NTCC Issued Timely Warnings**

In the event that a situation arises, either on-campus or off-campus, that, in the judgement of the Coordinator of Campus Security, Director of Plant Services and/or a Cabinet Member constitutes an immediate threat to the health or safety of students or employees, a campus-wide “timely warning”
will be issued upon confirmation and a notice “will be published to inform students and employees of criminal occurrence on campus.”

Certain information may be temporarily withheld to protect a victim or maintain the integrity of an in-progress criminal investigation. Campus Security will be primarily responsible for carrying out mandates of the Jeanne Clery Disclosure of Campus security Policy and Crime Statistics Act.

Warnings to members of the campus community regarding occurrences of Clery Act crimes will be issued by means of the college’s Marketing and Public Relations Office. Warnings are issued through one or more of the following mediums: Blackboard Connect, school messenger system (SMS and email opt-out system), college email, website, local radio announcements, college voice mail message, social media postings, press release, and/or web calendar event postings.

Depending on the type of emergency, especially in all situations that could pose an immediate threat to the community and individuals, Campus Security may also post signs on campus or alert occupants in buildings on foot. In emergency or dangerous situations, warnings include procedures for both response and evacuation. These are notifications that are sent to the campus community advising of event(s) that have occurred on the campus property or advising of event(s) occurring near the campus. Timely warnings are meant to provide information to make Northeast’s campus community aware of ongoing threats or risk, aid in the prevention of similar crimes and provide safety tips. These notifications usually occur as an all-campus email and should be issued as soon as the pertinent information is available.

Anyone having knowledge of an ongoing or continuing threat to the campus community that may warrant a timely warning to be issued should immediately report this information to Campus Security and/or the Titus County Sheriff’s Department. The safety and security of the campus community is of the utmost importance.

Content of Notification

Timely warnings will be issued for Clery crimes which pose a serious or continuing threat to the campus community. Any release of information to the public will comply with the open crime logs or timely warning provisions of the Clery Act; the names of victims or information that could easily lead to a victim’s identification will not be released.

Procedures for Notification

College administrators will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the timely warning.

Upon determination by the Northeast Coordinator of Campus Security, Director of Plant Services, President and/or a Cabinet Member/Vice President of a serious or continuing threat to campus safety, the Director of Marketing and Public Relations (or designee) will send an email to all students and employees, notify local media outlets and make announcements on the campus-wide intercom system, as time permits.

Emergency Response and Evacuation Procedures at NTCC
Notification about Immediate Threat

The entire campus community will be notified, without delay, upon the confirmation there is at least the potential that a very large segment of the community will be affected by a situation, or when a situation threatens the operation of the campus as a whole. If the initial notification does not go to entire campus community, there will be a continuing assessment of the situation and additional segments of the campus community may be notified if a situation warrants such action.

Content of Notification

The Coordinator of Campus Security, Director of Plant Services, President and/or a Cabinet Member/Vice President will determine the content of the notification and determine the appropriate segment(s) of campus community to receive notifications.

Procedures for Notification

The Coordinator of Campus Security, Director of Plant Services, President and/or a Cabinet Member/Vice President will determine whether notification should be given to any one or all of the aforementioned personnel before the notification is given to the campus community. Fire alarms will sound in the case of a fire emergency to alert the campus community to evacuate. The Coordinator of Campus Security, Director of Plant Services, President and/or a Cabinet Member/Vice President will determine what information to provide in notifications. The Director of Marketing and Public Relations (or designee) will send an email to all students and employees, notify local media outlets and make announcements on the campus-wide intercom system, as time permits.

College administrators noted above will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities and first responders, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

- Should an emergency or serious situation occur, Campus Security should be notified by dialing 8127 from a campus phone or 903-434-8127 from any other phone. Text messages can be sent to 903-563-1417.
- Campus Security will take the call and respond to verify the hazard or danger and notify local authorities and EMS if needed.
- The security personnel on scene will offer assistance or direct evacuation of the building(s), if needed.
- The Coordinator of Campus Security will notify the President or a Cabinet Member/Vice President of the situation. As soon as it is confirmed that a significant emergency or dangerous situation exists, the President (or designee), upon consultation with the Coordinator or Campus Security, will determine the course of action and authorize any messages or warning that should be release and determine to whom these warning should be distributed.
- The entire campus community will be notified if a large segment of the campus community may be affected by or have the potential to be affected by the threat.
- The President (or designee) will then notify the Director of Marketing and Public Relations.
- The Director of Marketing and Public Relations will initiate the process by sending warning or notifications campus wide or to select groups as appropriate for the situation. Information will
be sent over following mediums: Blackboard Connect, school messenger system (SMS and email opt-out system), college email, website, local radio announcements, college voice mail message, social media postings, press release, and/or web calendar event.

- College administrators will continue to monitor and assess the situation and provide follow-up information, as appropriate, by the same mode(s) utilized in initial notification.

A warning may not be issued for a confined emergency or dangerous situation if doing so will compromise any effort to mitigate the emergency. The decision to withhold issuing a warning will be determined through consultation with the Coordinator of Campus Security, Director of Plant Services, President and/or a Cabinet Member/Vice President.

**Concept of Operation**

In the event of a serious incident that poses an immediate threat to members of the campus community, Northeast has various emergency notification systems in place for communicating information quickly. The appropriate mode(s) of distribution will be determined by the incident timeline and populations affected, as outlined in this document.

- The Northeast homepage at www.ntcc.edu serves as the official source of emergency notification information. It will be updated as necessary during an incident. Other notification modes may refer to the homepage for additional information.
- Social Media (Facebook and Twitter)
- Campus-wide intercom system
- An email sent to the campus community informing them of the hazard or danger.
- Blackboard Connect mass notification system.
- Notifications involve the use of text messages, phone calls and emails
- Campus Security and/or Building Safety Coordinators will strategically travel throughout the campus broadcasting the emergency warnings.
- Depending on the incident, the notification can be distributed to the local media for publication.

**Emergency Preparedness**

During the reporting period, Northeast has participated and hosted several exercises and drills to improve the college’s response to and evacuation capabilities during to various threats to the campus community. A record of the activities is maintained by the Coordinator of Campus Security.

**Testing Mass Notification**

The Coordinator of Campus Security is responsible for conducting tests of emergency response and evacuation procedures on at least an annual basis through a variety of drills and exercises designed to assess and evaluate Northeast’s emergency plans and capabilities. The emergency notification systems are tested each semester. Exercises may include tabletop, functional, full scale, or any combination thereof. Tests may be announced or unannounced in advance to the campus community.

**Procedures for Testing Emergency Response and Evacuation Plan**
All drills are coordinated by the Coordinator of Campus Security and Director of Residential Life each semester. The purpose of the drill is to prepare building occupants for an organized evacuation in case of an emergency. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting for a short-term building evacuation. At Northeast evacuation drills are used to educate and train occupants on issues specific to the facility. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of the building about the evacuation procedures during the drills, the process also provides the college an opportunity to test the operations of the fire alarm system components. Any deficient equipment is noted so that appropriate repairs may be performed.

**Security of and Access to Campus Facilities**

Northeast is a public and open campus. For that reason, no effort is made to restrict the general public from entering the campus. However, the Northeast Security reserves the right to ban individuals from the campus if they are considered a threat to the well-being of the campus community.

Resident Hall East and West at Northeast dormitory is locked 24 hours a day and entry can only be gained by residents with a key card. Security cameras are located throughout the dormitory and its parking lot, as well as all other buildings and parking lots throughout the campus.

Providing a secure campus is of the utmost importance to Northeast. Northeast, through a continuous update of our crime prevention programs, is striving to provide a safe and secure environment for students and staff. Students and staff must also assist the campus by being responsible for their own safety and the safety of others.

Northeast campus has numerous security features. Most buildings at the Northeast campus are equipped with video cameras inside and outside the buildings. There are now five emergency phones. They are located at Math/Science, Student Services Center, Business Technology, Resident Hall East, and Fitness Center buildings. These phones are housed in an identifiable red box mounted on the exterior of the previous listed buildings. To use a the Red Emergency Phone simply open box, pick up phone, and wait until you are connected to a security officer on campus.

An Emergency Management Plan is in place to direct any given emergency. The plan was updated in the Spring of 2013 and put on flipcharts that can be found in all classrooms. It may also be viewed on Northeast web site.

Students are able to view online emergency numbers, hotlines, off campus counseling, and safety shelters on the security link on our website. They also may receive information by contacting these offices: Security Department; Office of Student Affairs; Office of Human Resources; or the Office of Administrative Affairs.

**Safety Checkpoints**

- Walk with friends in lighted areas.
- Always lock your car.
- Park in well-lighted areas.
- Before entering your vehicle, have your keys out and check the interior of the vehicle.
- Never leave personal property unattended.
- Carry personal items in a backpack or similar device to keep your hands free at all times.
- Report any suspicious activity or person to NTCC Security – Dial 8127 from any phone on NTCC campus or 903-563-1417 from your cell phone.
- Alter your route of travel between home and campus. Whether walking, jogging, biking, etc., vary your routine and walk with a partner.

**Maintenance of Campus Facilities**

The Campus is routinely inspected for environmental safety hazards such as insufficient lighting, overgrown shrubbery, cracked sidewalks or parking lots, and anything that could pose a hazard to members of the campus community.

**Drugs and Alcohol**

**Drug Free Schools and Communities Act**

The Drug and Alcohol Abuse Prevention Program (DAAPP) addresses the unlawful possession, use, or distribution of alcohol and illicit drugs. The policy is in support of The Drug-Free Schools and Communities Act (DFSCA) of 1989 – also known as the Drug-Free Schools and Campuses Act. Students, faculty and staff may request information about the Drug-Free Schools and Campuses Act, Northeast’s Drug and Alcohol Abuse Prevention Program and DFSCA Biennial Reviews by contacting the Vice President of Student Services at 903-434-8242 or by accessing through the campus security web page at [www.ntcc.edu/security](http://www.ntcc.edu/security).

**Policy Distribution to Students and Employees**

All students enrolled in at least one academic credit hour of Northeast courses receive the DFSCA Annual Disclosure via their student email accounts. This is inclusive of dual credit and online students. Email notifications are sent following the twelfth class day of the winter and spring semesters and the third class day of each summer session. A link to the DFSCA is also on the campus security web page at [www.ntcc.edu/security](http://www.ntcc.edu/security).

**Student Standard of Conduct**

Northeast policies (FLBE) and state law prohibit the use, possession, and/or being under the influence of alcohol or illicit drugs on campus. Northeast requires all students to be in compliance with all local, state, and federal laws regarding controlled substances, including, but not limited to their use, sale, possession, and manufacture. A student shall be prohibited from using or being under the influence of intoxicating beverages in the classroom buildings, student housing, laboratories, auditoriums, library buildings, museums, faculty and administrative offices, intercollegiate and intramural athletic facilities, and all other public campus areas.
Employee Standard of Conduct

Northeast will uphold all federal, state and local laws regarding alcohol and other drugs. Northeast employees are required to adhere to state and federal laws relating to controlled substances, illegal drugs and alcohol use. Northeast policy prohibits the unlawful manufacture, distribution, possession, or use of illegal drugs or alcohol on College property while employees are on official duty or at any school-related events during or outside of usual working hours. An employee need not be legally intoxicated to be considered “under the influence” of a controlled substance.

Employees should report to work fit for duty and free of any adverse effects of illegal drugs or alcohol. This policy does not prohibit employees from the lawful use and possession of prescribed medications. Employees must, however, consult with their physicians about the medications’ effect on their fitness for duty and ability to work safely, and promptly disclose any work restrictions to their supervisor. Employees should not, however, disclose underlying medical conditions unless directed to do so.

Northeast will assist and support employees who voluntarily seek help for such problems before becoming subject to discipline and/or termination under this or other policies. Such employees may be allowed to use accrued paid time off, placed on leaves of absence, referred to treatment providers and otherwise accommodated as required by law. Such employees may be required to document that they are successfully following prescribed treatment and to take and pass follow-up tests if they hold jobs that are safety sensitive or that require driving or if they have violated this policy previously.

Alcohol and Drug Use Policy

Alcohol and drug use is prohibited in and around all Northeast property. Any student who possesses or participates in the presence of and/or under the influence of the use, sale, manufacturing, or distribution of illegal drugs, mood-enhancing substances and/or drug paraphernalia will be subject to disciplinary action and/or criminal proceedings. (Drug paraphernalia, includes bongs, hookah pipes, clips, residue, seeds, a smoke-filled residence hall room, or any other items used in the preparation or consumption of illegal drugs and/or mood-enhancing substances.) Students who violate this policy shall be subject to appropriate disciplinary action (FM) (FLBE). Such disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs or student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution. State law shall be strictly enforced at all times on all property controlled by the college in regard to the underage possession and consumption of alcoholic beverages.

In support of a drug-free school and work environment, the College has instituted these policies and procedures. The links below provide greater detail and outlines discipline and penalties in the Student and Employee Handbooks.

NORTHEAST TEXAS COMMUNITY COLLEGE - STUDENT HANDBOOK

RESIDENTIAL LIFE - POLICIES & PROCEDURES

Controlled Substances
Northeast prohibits the possession or use of narcotics or drugs. No student shall possess, use, transmit or attempt to possess, use or transmit or be under the influence (legal intoxication not required) of any of the following substances on college property during any school term or off-school premises at a school-sponsored activity, function or event:

A. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, look-alike drugs such as synthetic marijuana (K2) and bath salts, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine or barbiturate.
B. Any abusable glue, aerosol paint or any other volatile chemical substance for inhalation.
C. Any other intoxicant, or mood-changing, mind-altering or behavior altering drug.
D. Any performance-enhancing substance, including steroids.
E. Any designer drug.

Texas state law prohibits the manufacture, sale, delivery, possession or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under state law. Drug paraphernalia includes all equipment, products and material of any kind which may be used to facilitate, or are intended or designed to facilitate, violations of the Texas Controlled Substances Act. The use, possession, and/or distribution of controlled substances which are not medically necessary and prescribed by a licensed physician are prohibited on campus. It is further the policy of the College to prohibit the possession, consumption, or distribution of alcoholic beverages on its campuses. The following guidelines apply:

The College recognizes that alcoholism, drug and/or controlled substance dependency are illnesses or “disorders”, and the College will seek to provide channels of referrals for help; but it is the student’s or employee’s responsibility to seek help.

1. Students and employees are prohibited from reporting to class or work under the influence of alcohol, drugs, or controlled substances.
2. As outlined in the College’s leave policy (DEC), employees may utilize accumulated sick leave or a reasonable leave of absence without pay for the purpose of treatment or rehabilitation as in any other illness.
3. If an indefinite suspension or termination of employment is contemplated because of alleged drug or alcohol possession, distribution, or use on campus, and evidence of such allegation is not clearly established, then grounds for an indefinite suspension or termination should be poor performance and strictly a work-related or academic issue as opposed to alleged drug or alcohol use.
4. An employee or student need not be legally intoxicated to be considered “under the influence” of a controlled substance.

**Northeast Texas Community College Sanctions**

Northeast employs a systematic progressive disciplinary process that ensures each disciplinary referral is resolved appropriately, and the consequences or sanctions adequately address the nature of the issue. Emphasis is placed on student and employee development and a holistic approach to the
For additional information on subjects such as laws, prevention initiatives, publications, community resources, and help for parents, you may access the Texas Department of State Health Services website at www.dshs.state.tx.us/sa/.

Employee Sanctions

The College will give the same consideration to persons with chemical dependency problems as it does to employees having other health problems. Seeking assistance for such problems will not jeopardize an employee’s job, whereas continued performance, attendance, or behavioral problems will. Failure to comply with this policy may subject students and employees to administrative action, which may include dismissal from current classes or termination of employment. Violators other than students or employees may be removed from the campus or any of its activities.

Northeast may impose one or more of the following sanctions upon employees who violate this policy:

- A reprimand in the form of a written or verbal warning;
- Referral to drug counseling programs, drug rehabilitation programs, or employee assistance programs;
- Leave of absence with or without pay;
- Termination from employment with the College.

Employee Standards of Conduct - Searches & Drug/Alcohol Testing (DHB)

Student Sanctions

The Northeast Disciplinary Policy has the following components with reference to the Code of Student Conduct pertaining to alcohol. Students who violate these policies are subject to college disciplinary action and prosecution through law enforcement agencies.

Student Sanctions - Alcohol

State law shall be strictly enforced at all times on all property controlled by the College District in regard to the possession and consumption of alcoholic beverages. Depending on the circumstances and severity of the alcohol offense, Northeast may impose one or more of the following sanctions:

- The first possession/use of alcohol in any form by a student on the campus of Northeast will result, after a due process hearing, in the student being placed on disciplinary probation (official written warning) and or community service;
- The second possession of alcohol on the campus of Northeast or at a college sanctioned event may, after a due process hearing, result in suspension for one academic semester and or referral to alcohol counseling programs;
- The first offense for sale and/or distribution or alcohol may, after a due process hearing, result in suspension for one calendar year.

Violation of Alcohol/Intoxicating Substances
§ First Offense - Placed on disciplinary probation and community service.
§ Second Offense - May result in suspension for one academic year and or referral to drug and alcohol counseling or rehabilitation programs, as a condition for remaining a student or being readmitted to the institution.

- A student may be subject to discipline for violations of College District policies and procedures, including the rules outlining expectations for student conduct. Such disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs or student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution.

More details regarding the drug and alcohol policy, and specific penalties related to violations may be found by clicking on the link below.

RESIDENTIAL LIFE - POLICIES & PROCEDURES

Student Sanctions - Drugs

Depending on the circumstances and severity of the drug offense, Northeast may impose one or more sanctions. The penalty for the use, sale and/or possession of illicit drugs for students is as follows:

- The possession/use of any controlled illegal drug as defined by Texas Statutory Law on the campus of Northeast or at any college-sanctioned activity or event may result in disciplinary probation for at least one calendar year and or removal from student housing; The student’s disciplinary file will reflect the probation, and he/she will be referred to a professional counselor as a condition for remaining at the institution on disciplinary probation.
- The second possession/use of any controlled illegal drug on the campus of Northeast or college-sanction activity may result in suspension for one calendar year and or referral to drug and alcohol counseling or rehabilitation programs as a condition for being readmitted as a student to the institution.
- The first offense for selling and/or distributing any illegal drug as defined by Texas Statutory Law on the campus of Northeast or at a college-sanctioned activity or event may result in expulsion; Criminal charges may be filed by the institution, and expulsion bars readmission to the college.
- Drug/Drug Paraphernalia Violations:
  - First Offense - Disciplinary probation for one calendar year and possible removal from campus housing.
  - Second Offense - Dismissal (or Expulsion) from the institution

A student may be subject to discipline for violations of College District policies and procedures, including the rules outlining expectations for student conduct. Such disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs or student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution.

Health Risks of Drugs

Use of illicit drugs may lead to physiological and mental changes similar to those caused by alcohol, although changes are usually more severe and more sudden. Death or coma resulting from overdose of
drugs is also more frequent. Illicit drugs are commonly classified in seven categories: cocaine, amphetamines, heroin, and other opiates, hallucinogens, solvent inhalants, steroids, and marijuana. In addition to adverse effects associated with use of a particular drug, intravenous-drug users who use unsterilized needles or who share needles with other users can develop AIDS, hepatitis, tetanus, and infections of the heart. Brain damage is also a real possibility.

Health Risks of Alcohol

Health hazards associated with excessive use of alcohol or alcohol dependency include dramatic behavioral changes, retardation of motor skills, and impairment of reasoning and rational thinking. These factors result in a higher incidence of accidents and accidental death for such persons than for nonusers of alcohol.

Nutrition also suffers and vitamins and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding from the intestinal tract, damage to nerves and the brain, liver damage, psychotic behavior, and loss of memory and coordination. Other risks include impotence, inflammation of the pancreas, and damage to bone marrow, the heart, testes, ovaries and muscles. Damage to nerves and organs can be irreversible.

High Risk Alcohol Intake

People who consume large amounts of alcohol over a short period of time can reach very high blood alcohol levels before they pass out. This can lead to decreased breathing and death. Vomiting associated with high levels of alcohol may also cause choking and death.

How to Help an Intoxicated Friend

Do:

• Keep calm and get lots of help. Individuals with high alcohol-blood levels can be unpredictable and violent.
• Speak in a firm, clear, reassuring manner.
• Stay with a person who is vomiting. If the victim is lying down, turn them on their side, keep the tongue from falling back into the throat and protect them from choking.
• Monitor the person. If they become unconscious or appear to have problems breathing, seek medical help immediately by calling 911.

Don’t:

• Don’t try to walk, run, or exercise the person and don’t try to keep them awake.
• Don’t force anything orally – food, liquids, or drugs- in an attempt to sober them up.
• Don’t try and give them a cold shower-this can be very dangerous.
• Don’t try to restrain them without a lot of sober assistance.

Missing Student Notification

If a member of the Northeast campus community has reason to believe that a student who resides on-campus is missing, he or she should notify the Campus Security Department at 903-563-1417 and/or the Director of Student Housing at 903-434-8168 so they can investigate whether the student is
If the Director of Student Housing determines that the student is missing and has been missing for more than 24 hours, the Director of Student Housing will notify the student’s emergency contact as soon as possible, but no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated (legal independent status) individual, the Director of Student Housing will notify the student's parent or legal guardian and Northeast Security immediately after the student has been determined to be missing for more than 24 hours. Northeast security will notify Titus County Sheriff's Department as soon as possible, but no later than 24 hours, after a student has been declared missing.

In addition to registering an emergency contact, students residing on-campus have the option to identify, confidentially, an individual to be contacted in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Northeast will notify that individual as soon as possible, but no later than 24 hours, after the student is determined to be missing. Students who wish to identify a confidential contact can do so through the Director of Student Housing.

**NTCC HEOA Victim Notification**

Northeast will, upon written request, disclose to the alleged victim of a crime of violence, or non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the institution will provide the results of the disciplinary hearing to the victim’s next of kin, if requested in writing.

**Additional Law Enforcement Information**

In Texas, sexual assault (rape) is an offense that ranges from a second degree felony to a first degree felony punishable by a sentence ranging from two to ninety-nine years in prison and a fine of up to $10,000. The definition of sexual assault may be found in Texas Penal Code 22.011 and is also found on the security link on the Northeast website.

**NTCC Title IX Reporting**

Individuals may also report a sex offense to the campus Title IX coordinator. This individual is responsible for coordinating the campus compliance with Title IX. The Title IX coordinator’s office is located in the department of Human Resources on Northeast’s main campus and the phone number is (903) 434-8121.

**NTCC : Preventing and Responding to Domestic Violence, Dating Violence, Sexual Assault, and Stalking**
Northeast Texas Community College’s Conduct Policy prohibits sexual violence, which can be crimes as well. Sexual misconduct includes non-consensual sexual intercourse, non-consensual sexual contact, sexual exploitation, interpersonal relationship violence, sex/gender-based stalking, and sexual harassment. While Northeast utilizes different standards and definitions than the State of Texas Code, sexual misconduct often overlaps with the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence.

Prevention and Awareness

In an effort to reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence occurring among its students, the college utilizes a range of campaigns, strategies, and initiatives to provide awareness, education, risk reduction, and prevention programming.

It is the policy of the College to offer programming to prevent domestic violence, dating violence, sexual assault (including stranger and known offender assaults), and stalking each year. See sexual misconduct policy.

Educational programs, training and workshops are offered to raise awareness for all incoming students on the risk reduction of dating violence, domestic violence, stalking, and other forms of sexual assault/misconduct as well as bystander intervention, consent, and drug and alcohol awareness training. Training for incoming students and new employees is conducted during new student and new employee orientation. These and other programs offered throughout the year include strong messages regarding not only awareness, but also primary prevention and discussion of institutional policies on sexual misconduct as well as the State of Texas definitions of domestic violence, dating violence, sexual assault, stalking, and consent in reference to sexual activity.

Programs also offer information on risk reduction that strives to empower victims, how to recognize warning signals, and how to avoid potential attacks. Participants also learn approaches to prevent victim-blaming. Throughout the year, ongoing awareness and prevention campaigns are directed to current students and employees, including faculty, often taking the form of emails, guest speakers, and events.

Northeast’s Human Resources Department informs all employees of the policy on sexual misconduct through the Employee Handbook, which covers policy information relating to sexual harassment, Title IX, and other EEO Training.

The office of Student and Outreach Services is responsible for providing ongoing educational opportunities for students on Northeast’s sexual misconduct policy. This includes precautions they can take to avoid becoming the victim of a crime, the influence of drugs and alcohol on such crimes, what to do if a crime occurs, how to preserve evidence and how to report the crime, the penalties for committing such a crime, and the disciplinary process involved in investigating such crimes. This education is provided through a combination of presentations in Learning Framework's classes, campus trainings, workshops, campus activities, and other programs throughout the year.

Bystander Intervention
Bystander intervention is the act of feeling empowered and equipped with the knowledge and skills to effectively assist in the prevention of sexual violence. Bystander intervention is encouraged through safe and positive intervention techniques and by empowering third-party intervention and prevention such as calling for help, using intervention based apps, identifying allies and/or creating distractions. Bystanders are encouraged to take precautions to protect their own safety as much as possible when planning an intervention.

Bystander intervention plays a significant role in the prevention of sexual misconduct.

Bystander interventions:
1. discourages victim blaming and makes the issue a community problem rather than individual problem;
2. helps create allies in ending sexual misconduct;
3. plays a role in social and community norm changing.

http://www.health.ny.gov/publications/2040

Below is a list of ways to be an active bystander.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask 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 advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on- or off-campus resources listed in this document for support in health, counseling, or legal assistance.

Sexual Harassment Policy

Sexual offenses such as sexual assault, rape, etc. against any student or employee are strictly prohibited. Immediate action will be taken to protect/investigate such offenses in order to protect the individual. Any individual aware of such incidents are encouraged to report the offense immediately to an appropriate campus official or campus security officer.

Sexual harassment of students and employees at Northeast Texas Community College is unacceptable and will not be tolerated. Any member of the Campus community violating this policy will be subject to disciplinary actions.

Sex Offender Registration Information

The Federal Campus Sex Crimes Prevention Act requires institutions of higher education to advise the campus community where law enforcement agency information is provided by a State concerning registered sex offenders and where it may be obtained.

In the State of Texas, the Texas Department of Public Safety (DPS) is the statewide source of information on sex offenders required by law to register. The DPS Sex Offender Registration open record information may be obtained at:
In addition, the Texas DPS is required to notify Northeast if a registered sex offender is either enrolled, employed, or carrying on some type vocation at Northeast.

In the event that a registered offender(s) is working or enrolled in classes at Northeast, a list of that person(s) name may be obtained at Human Resource office located in the Executive Suite of the Learning Commons, or at the Office of the Vice-President of Student and Outreach Services in the Student Services Center.

**Definitions**

**Institutional Crime Definitions**

Murder and Non-Negligent Manslaughter – The willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence – The killing of another person through gross negligence.

Robbery - The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Simple Assault – Assaults and attempted assaults where no weapon was used and which did not result in a serious or aggravated injury to the victim. (Currently, this crime category only applies to hate crimes.)

Burglary – The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft – The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joyriding.)

Arson – Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Sexual Assault (Sex Offenses) – Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Include attempted Sexual Assaults, but do not include in your Clery Act statistics any Sexual Assaults other than the four types of Sexual Assaults described in this chapter.

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.

Incest - Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law. Count one offense per victim.
Fondling - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity. Fondling is recognized as an element of the other sex offenses. Therefore, count fondling only if it is the only sex offense.

Statutory Rape – is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent. (There is no statute of Statutory Rape in Texas)

Sex Offense Non Forcible (N) – Unlawful, non-forcible sexual intercourse: incest; statutory rape.

Consent - Consent is established when a reasonable person would consider the words of the parties to have manifested an agreement between them to do the same thing, in the same way, at the same time, with one another. Consent is not given if it results from the use of force, threats, intimidation or coercion.

Domestic Violence – means a felony or misdemeanor crime of violence committed by:
- a current or former spouse or intimate partner of the victim,
- a person with whom the victim shares a child in common,
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Dating Violence – means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
- the length of the relationship;
- the type of relationship;
- the frequency of interaction between the persons involved in the relationship.

Stalking means - 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.

A. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
C. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
   i. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
Hate Crimes – Any crime that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race; religion; gender; sexual orientation; ethnicity or physical/mental disabilities.

Liquor Law Violation – The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still, furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; or any attempts to commit any of the foregoing violations. Note: this list does not include public drunkenness and driving under the influence.

Drug Law Violation – Violations of State and local laws related to the possession, sale, use, growing, manufacturing, and making of illicit drugs.

Weapon Law Violation – The violation of laws or ordinances regulating weapons.

Disciplinary Referrals – incidents in which a student was not arrested but was referred for campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

Northeast Texas Community College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Toward that end, Northeast Texas Community College issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

**Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- **Domestic Violence**: A Felony or misdemeanor crime of violence committed—
  A. By a current or former spouse or intimate partner of the victim;
  B. By a person with whom the victim shares a child in common;
  C. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  D. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  E. 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 in which the crime of violence occurred.
For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

A. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

B. For the purposes of this definition—
   a. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
   b. Dating violence does not include acts covered under the definition of domestic violence.

C. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent.”

   o 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.

   o Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

   o Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

   o Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

**Stalking:**

- Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
  A. Fear for the person’s safety or the safety of others; or
  B. Suffer substantial emotional distress.

- For the purposes of this definition—
  A. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action,
method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.

B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

- **Domestic Violence**: The state of Texas defines domestic violence as follows: “The Texas Family Code defines Family Violence as an act by a member of a family or household against another member that is intended to result in physical harm, bodily injury, assault, or a threat that reasonably places the member in fear of imminent physical harm.”

- **Dating Violence**: The state of Texas defines dating violence as follows: § 71.0021. DATING VIOLENCE. (a) "Dating violence" means an act by an individual that is against another individual with whom that person has or has had a dating relationship and that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the individual in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself. (b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
  1. the length of the relationship;
  2. the nature of the relationship; and
  3. the frequency and type of interaction between the persons involved in the relationship.
     a. A casual acquaintance or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

- **Sexual Assault**: The state of Texas defines sexual assault as follows:
  i. (a) A person commits an offense if the person:
  ii. (1) intentionally or knowingly:
  iii. (A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
  iv. (B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
  v. (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
  vi. (2) intentionally or knowingly:
vii. (A) causes the penetration of the anus or sexual organ of a child by any means;
viii. (B) causes the penetration of the mouth of a child by the sexual organ of the actor;
ix. (C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
x. (D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
xi. (E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b) A sexual assault under Subsection (a)(1) is without the consent of the other person if:

1. the actor compels the other person to submit or participate by the use of physical force or violence;
2. the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;
3. the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
4. the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
5. the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
6. the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
7. the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
8. the actor is a public servant who coerces the other person to submit or participate;
9. the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
10. the actor is a clergymen who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergymen in the clergymen's professional character as spiritual adviser;
11. the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code.

(c) In this section:

1. “Child” means a person younger than 17 years of age.
2. “Spouse” means a person who is legally married to another.
3. “Health care services provider” means:

   A. a physician licensed under Subtitle B, Title 3, Occupations Code;
   [FN1] B. a chiropractor licensed under Chapter 201, Occupations Code;
   C. a physical therapist licensed under Chapter 453, Occupations Code;
   D. a physician assistant licensed under Chapter 204, Occupations Code;
   or
   E. a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.

4. “Mental health services provider” means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including:

   A. licensed social worker as defined by Section 505.002, Occupations
Code; xxxv. (B) chemical dependency counselor as defined by Section 504.001, Occupations Code; xxxvi. (C) licensed professional counselor as defined by Section 503.002, Occupations Code; xxxvii. (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code; xxxviii. (E) member of the clergy; xxxix. (F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or xl. (G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.

xli. (5) “Employee of a facility” means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.

xlii. (d) It is a defense to prosecution under Subsection (a) (2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.

xliii. (e) It is an affirmative defense to prosecution under Subsection (a)(2): xliv. (1) that the actor was the spouse of the child at the time of the offense; or xlv. (2) that:

xlvi. (A) the actor was not more than three years older than the victim and at the time of the offense:

xlvii. (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or

xlviii. (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and

xlxi. (B) the victim:

li. (i) was a child of 14 years of age or older; and

lii. (ii) was not a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

lii. (f) An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.


- **Stalking:** The state of Texas defines stalking as follows:
  - A person commits an offense if on more than one occasion and pursuant to scheme or course of conduct directed at specific person, knowingly engages in conduct that: (1) stalker knows/reasonably believes victim will view as threatening, (2) causes fear, and (3) would cause a reasonable person to fear. Penal Code 42.072

- **Consent:** According to chapter 22 of the Texas Penal Code, in order for sexual activity to be considered legal, consent must be given by:
  - A person who is old enough to legally agree to sex (an adult aged 17 or over)
  - A person who is mentally capable of understanding the activity
  - A person who is fully conscious and aware of the activity
  - A person who has not been intoxicated or drugged against their will
  - A person who has not been threatened or coerced

Further: Consent must be informed, voluntary, and mutual and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

Consent cannot be gained by ignoring or acting without regard to the objectives or intentions of another, or by taking advantage of the incapacitation of another, where the individual knows or reasonably should have known of such incapacity. Use of alcohol or drugs may impair an individual's capacity to freely consent and may render an individual incapable of giving consent. Consent is absent when the activity in question exceeds the scope of previously given consent.

Northeast Texas Community College defines consent as per Chapter 22 of the Texas Penal Code.

**Active Bystanders**

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.”[1] We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list [2] of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

**Risk Reduction**

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

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[2] Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse
1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
12. Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
   b. Be true to yourself. Don’t feel obligated to do anything you don’t want to do. "I don’t want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
   c. Have a code word with your friends or family so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   d. Lie. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby? If you and/or the other person have been drinking, you can say that
you would rather wait until you both have your full judgment before doing anything you may regret later.

**Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking**

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

A. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
B. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and that:

A. Northeast Texas Community College strictly prohibits any criminal act of sexual misconduct or Sex Offenses: This is defined as any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
B. Defines the following: domestic violence, dating violence, sexual assault, and stalking according to any applicable jurisdictional definitions of these terms.
C. What behavior and actions constitute consent, in reference to sexual activity, in the State of Texas.
D. A description of safe and positive options for bystander intervention. 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;
E. Information on 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.
F. Information regarding:
   1. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in
   2. “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document)
   3. how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
   4. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims,
both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and
5. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
6. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document);

Primary Prevention and Awareness Programs

These programs include Educational and Informational programs aimed at prevention and awareness of sexual assault.

Programs within these sub-populations include sessions for student-athletes, international student orientation and residence life. Also, employee/staff members participate in biannual professional development in which various sections of sexual assault are covered or reviewed.


(chart continued on next page)
Specifically, the College offered the following primary prevention and awareness programs for all incoming students in 2018-2019:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student-Athlete Forum</td>
<td>August of 2019</td>
<td>Athletic Fieldhouse</td>
<td>Sexual Assault/Drug and Alcohol Abuse/Dating Violence</td>
</tr>
<tr>
<td>Unintended Consequences-The Truth About Alcohol and Drug Use</td>
<td>August of 2019</td>
<td></td>
<td>Sexual Assault/Drug and Alcohol Abuse</td>
</tr>
<tr>
<td>Title IX Awareness</td>
<td>Various</td>
<td>New Student Orientation</td>
<td>Sexual Assault</td>
</tr>
<tr>
<td>Sports Medicine Forum (Justin Hargrove)</td>
<td>September of 2019</td>
<td>Athletic Fieldhouse</td>
<td>Sexual Assault/Drug and Alcohol Abuse/Dating Violence</td>
</tr>
</tbody>
</table>

The College offered the following primary prevention and awareness programs for all new employees in YEAR:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Hire Orientation</td>
<td>As needed</td>
<td>N/A</td>
<td>Sexual Assault/Drug and Alcohol Abuse</td>
</tr>
</tbody>
</table>

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

Ongoing Prevention and Awareness Campaigns

Northeast Texas Community College has developed an annual educational campaign consisting of:

- Face to Face presentations with students/staff, printed materials defining domestic violence, dating violence, sexual assault, stalking as well as bystander and consent information/reporting procedures.

**NTCC Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs**
After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at (Titus Regional Medical Center, Mt. Pleasant, TX.) In Texas, evidence may be collected even if you chose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

**Involvement of Law Enforcement and Campus Authorities**

Although the college strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus security and/or local police), it is the victim’s choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, Northeast Texas Community College Security will assist any victim with notifying law enforcement if the victim so desires. The Mount Pleasant Police Department may also be reached directly by calling 903-575-4004, in person at 501 N. Madison, Mt. Pleasant, TX 75455. Additional information about the Mount Pleasant Police department may be found online at: [http://www.mpcity.net/police](http://www.mpcity.net/police)

**Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Amy Adkins, Director of Human Resources (Executive Office Building, 903-434-8121)by calling, writing or coming into the office to report in person and Campus Public Safety (if the victim so desires.) Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant choses to pursue criminal charges.

**Procedures Northeast Texas Community College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported**

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy,
legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to NTCC Security or local law enforcement. Students and employees should contact NTCC Security and/or Amy Adkins, Title IX Coordinator for these accommodations.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

<table>
<thead>
<tr>
<th>Sexual Assault</th>
<th>Procedure Institution Will Follow</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care</td>
</tr>
<tr>
<td></td>
<td>2. Institution will assess immediate safety needs of complainant</td>
</tr>
<tr>
<td></td>
<td>3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department</td>
</tr>
<tr>
<td></td>
<td>4. Institution will provide complainant with referrals to off campus mental health providers</td>
</tr>
<tr>
<td></td>
<td>5. Institution will assess need to implement interim or long-term protective measures, if appropriate.</td>
</tr>
<tr>
<td></td>
<td>6. Institution will provide the victim with a written explanation of the victim’s rights and options</td>
</tr>
<tr>
<td></td>
<td>7. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate</td>
</tr>
<tr>
<td></td>
<td>8. Institution will provide written instructions on how to apply for Protective Order</td>
</tr>
<tr>
<td></td>
<td>9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution</td>
</tr>
</tbody>
</table>

(Chart continued on next page)
10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.

11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

| Stalking       | 1. Institution will assess immediate safety needs of complainant  
|                | 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department  
|                | 3. Institution will provide written instructions on how to apply for Protective Order  
|                | 4. Institution will provide written information to complainant on how to preserve evidence  
|                | 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate  
|                | 6. Institution will provide the victim with a written explanation of the victim’s rights and options  
|                | 7. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate |

| Dating Violence | 1. Institution will assess immediate safety needs of complainant  
|                | 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department  
|                | 3. Institution will provide written instructions on how to apply for Protective Order  
|                | 4. Institution will provide written information to complainant on how to preserve evidence  
|                | 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate  
|                | 6. Institution will provide the victim with a written explanation of the victim’s rights and options  
|                | 7. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate |

| Domestic Violence | 1. Institution will assess immediate safety needs of complainant  
|                   | 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department  
|                   | 3. Institution will provide written instructions on how to apply for Protective Order  
|                   | 4. Institution will provide written information to complainant on how to preserve evidence |

(Chart continued on next page)
Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the college will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution’s provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- an explanation of the procedures for institutional disciplinary action

Rights of Victims and the Institution’s Responsibilities for Orders of Protection, “No Contact” Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

Northeast Texas Community College complies with Texas law in recognizing orders of protection. Any person who obtains an order of protection from the State of Texas or any reciprocal state should provide a copy to Campus Security and the Office of the Title IX Coordinator. A complainant may then meet with Campus Security to develop a Safety Action Plan, which is a plan for campus security officers and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc.) The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

<table>
<thead>
<tr>
<th>Type of Order:</th>
<th>Who Can File For One:</th>
<th>Court:</th>
<th>Based On:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence Civil Protection</td>
<td>Family or household members including:</td>
<td>Domestic Relations Court - where victim lives,</td>
<td>Causing or trying to cause injury or</td>
</tr>
</tbody>
</table>

(Chart continued on next page)
The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.
Accommodations and Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Northeast Texas Community College will provide written notification to students and employees about accommodations available to them, including academic, living, transportation and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim’s request, and to the extent of the victim’s cooperation and consent, college offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working or transportation situations regardless of whether the victim chooses to report the crime to campus security or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact campus security or the college Title IX coordinator either in person or by e-mail. If the victim wishes to receive assistance in requesting these accommodations, she or he should contact campus security, the college title IX coordinator, faculty, staff or the office of the V.P. of Student and Outreach Services.

NTCC On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Northeast Texas Community College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

<table>
<thead>
<tr>
<th>ON CAMPUS</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mental Health</td>
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<tr>
<td>Victim Advocacy</td>
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</table>
Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- http://www.rainn.org - Rape, Abuse and Incest National Network
- http://www.ovw.usdoj.gov/sexassault.htm - Department of Justice
- Department of Education, Office of Civil Rights

**Confidentiality**

Victims may request that directory information on file with the College be withheld by request to Betsy Gooding, registrar (bgooding@ntcc.edu)
Regardless of whether a victim has opted-out of allowing the College to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Adjudication of Violations

The College’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited to (AN ADVISOR MAY ONLY CONSULT AND ADVISE HIS OR HER ADVISEE, BUT NOT SPEAK FOR THE ADVISEE AT ANY MEETING OR HEARING.);
5. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, the college or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

**Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking**

NTCC prohibits bullying, domestic violence, dating violence, sexual assault and stalking as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of NTCC policy. ([FFE](#)) Information regarding this policy shall be made to NTCC employees and published on the NTCC Website. Copies of the policy shall be readily available at the NTCC administrative offices.

**Bullying and Dating Violence, Domestic Violence, Sexual Assault, Stalking**

**Definitions of Bullying**

Bullying occurs when a student or a group of students engages in written or verbal expression or physical conduct that:

- Will have the effect of physically harming a student, damaging a student’s property, or placing a student in reasonable fear of harm to the student’s person or of damage to the student’s property; or
- Is sufficiently severe, persistent, or pervasive that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

Examples of bullying of a student may include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name calling, rumor spreading, and ostracism.

**Definitions of Dating Violence**

Dating violence occurs when one partner in a dating relationship, either past or current, intentionally uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other partner to the point that the abuse:

- Affects the student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment; or
- Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
- Otherwise adversely affects the student’s educational opportunities.

Examples of dating violence against a student may include physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student’s family members or members of the student’s
household, destroying property belonging to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

• **Domestic Violence:** A Felony or misdemeanor crime of violence committed—
  i. By a current or former spouse or intimate partner of the victim;
  ii. By a person with whom the victim shares a child in common;
  iii. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  iv. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  v. 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 in which the crime of violence occurred.

2. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

• **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

  1. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

  2. For the purposes of this definition—
     i. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
     ii. Dating violence does not include acts covered under the definition of domestic violence.

  3. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

• **Sexual Assault** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”

  o 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.

  o Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

  o 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.

- **Stalking:**
  - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
    - A) Fear for the person’s safety or the safety of others; or
    - B) Suffer substantial emotional distress.
  - For the purposes of this definition—
    - D) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
    - E) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
    - F) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
  - For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Prohibited Conduct**

The term “prohibited conduct” includes discrimination, harassment, and retaliation as defined by NTCC POLICY (FFE) and bullying and dating violence as defined in NTCC POLICY (FLB), even if the behavior does not rise to the level of unlawful conduct.

Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to an instructor, counselor, administrator, or other College District employee.

Alternatively, a student may report prohibited conduct directly to the appropriate College District official. For the purposes of the College District policy, College District officials are the Title IX Coordinator, the ADA/Section 504 Coordinator, the Vice President for Students and Outreach Services, and the College President.

The College President or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.

A student shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the ADA/Section 504 Coordinator or the Title IX Coordinator may be directed to the College President. A report against the College President may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.

To the greatest extent possible, NTCC shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.
The following behavior shall be prohibited:

1. Violations of federal, state, or local law or College District policies, procedures, or rules, including the student handbook.
2. Threatening another person, including a student or employee.
3. Intentionally, knowingly, or negligently causing physical harm to any person.
4. Engaging in conduct that constitutes harassment, bullying, or dating violence directed toward another person, including a student or employee.

[See (DIAA), (FFDA), and (FFE) as appropriate]

**NTCC Procedures for Reporting Bullying and Dating Violence**
Any NTCC employee who receives notice that a student has or may have experienced bullying or dating violence shall immediately the Vice President for Student and Outreach Services, as such:

Name: Dr. Josh Stewart  
Position: Vice President for Student and Outreach Services  
Address: 2886 FM 1735 Chapel Hill Road, Mount Pleasant, TX 75455  
Telephone: (903) 434-8100

**Investigation of Report**
If a report is made orally, the Vice President for Student and Outreach Services or designee shall reduce the report to written form and shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by the policy (FFDA), and if so, shall proceed under the policy instead.

The Vice President for Student and Outreach Services or designee shall conduct an appropriate investigation based on the allegations in the report and shall promptly take interim action calculated to prevent prohibited conduct during the course of the investigation, if appropriate.

**Concluding the Investigation**
Absent extenuating circumstances, the investigation should be completed within ten college business days from the date of the report; however, the Vice President for Student and Outreach Services or designee shall take additional time if necessary to complete a thorough investigation. The Vice President for Student and Outreach Services or designee shall prepare a written report of the investigation, including a determination of whether prohibited conduct occurred, and shall send a copy to the College President or designee. If the results of an investigation indicate that prohibited conduct occurred, NTCC shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct. NTCC may take action based on the results of an investigation, even if the College concludes that the conduct did not rise to the level of prohibited conduct under the policy. Retention of records shall be in accordance with NTCC’s records retention procedures. [See (CIA)]

**Appeal**
A student who is dissatisfied with the outcome of the investigation may appeal through (FLD), beginning in the appropriate level.
Student Grievance Process

A student grievance is a College District-related concern or problem that the student believes is unfair, inequitable, discriminatory, or a hindrance to the student’s education. The College District’s student grievance process affords the student a means for filing a grievance and provides a process for resolving a grievance.

The College District supports the concept of due process, a means by which students are assured that specific problems are addressed in a fair and impartial manner. A student grievance shall be initiated by a student and may proceed, if necessary and applicable, through the College District’s formal hearing process. [See (FMA)]

Complaints of sexual harassment, discrimination, and retaliation shall be handled in accordance with (FFDA) and (FLD).

Informal Student Complaints Process

Whenever possible, student complaints at Northeast Texas Community College are handled in an informal manner. Administrators, faculty, and staff maintain an “opendoor” policy to discuss issues of concern for all students. Faculty and staff serve as a resource for individuals seeking assistance in resolving matters within the campus community.

The chart below details the initial area for assistance referral and subsequent contact areas. It should be noted that sometimes the complainant may not feel comfortable in meeting the person at the first response level.

If an informal conference regarding a complaint fails to reach the outcome requested by the student, the student may initiate the formal process described on the following page by timely filing a written complaint.

Even after initiating the formal complaint process, students are encouraged to seek informal resolution of their concerns. A student whose concerns are resolved may withdraw a formal complaint at any time.

Formal Student Complaint Process

Formal complaints are generally written and filed when the student has not received satisfactory resolution by the informal process or when the alleged behavior of the college employee is deemed to be strongly offensive. The student is always free to file a written complaint regardless of whether the student has sought to resolve the matter informally. A formal complaint may progress through four levels. It is the intent of the College to resolve the formal complaint at the lowest level possible. A student can designate a representative through written notice to the college, during any part of the process. (FLD)

Student Discipline and Penalties
Penalties for Student Misconduct
A student shall be subject to discipline for violations of College District policies and procedures, including the rules outlining expectations for student conduct [see (FLB)]. If a student commits an infraction or engages in misconduct, the College District may impose one or more of the following penalties:

- Reprimand - A verbal or written warning to the student following a rule violation. Repetition of such misconduct may result in more severe disciplinary action.
- Restitution - Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
- Scholastic penalties - The assignment of a failing grade on an assignment or examination or in a course by an instructor based on scholastic dishonesty; including cheating, collusion, and plagiarism; committed by a student. The instructor shall submit a written report of the incident and of the planned action to the instructor’s dean.
- Conditional Probation - The placing of a student on notice that continued infraction of regulations may result in suspension or expulsion from the College District. Conditional probation may include restrictions on a student’s rights and privileges or specified community service. The probation may be for a specified length of time or for an indefinite period according to the relative severity of the infraction or misconduct. Failure to fulfill the terms of the probation may lead to suspension or expulsion.
- Suspension - Forced withdrawal from the College District for either a definite period of time or until stated conditions have been met. Normally, suspension shall extend through a minimum of one regular long semester (with summer sessions not counting in the one semester minimum time lapse). However, suspension may exceed the one semester minimum.
- Expulsion - Permanent forced withdrawal from the College District. A student receiving disciplinary expulsion shall have the action noted in the student’s permanent record.

Suspended or Expelled Students

No former student who has been suspended or expelled from the College District for disciplinary reasons shall be permitted on the campus or other facilities of the College District, initiated into an honorary or service organization, or permitted to receive credit for academic work done in residence or by correspondence or extension during the period of suspension or expulsion without the prior written approval of the College President or a designated representative.

Discipline Procedure

Reports of Alleged Misconduct

College District faculty and staff shall submit an alleged violation or violations of College District policies and procedures, including the rules for student conduct [see (FLB)], committed by a student to the Vice President of Student and Outreach Services within a reasonable time following an alleged incident, not to exceed ten College District business days. The allegations must be submitted in
writing, through traditional or electronic means, and must describe the violation and any surrounding facts.

The Vice President of Student and Outreach Services or designee shall investigate the matter as necessary. If an allegation is deemed to be unfounded, the Vice President of Student and Outreach Services or designee shall dismiss the allegation and shall provide the student written notice that the allegation of misconduct was made against the student and that the allegation was dismissed.

Conference

If, however, the Vice President of Student and Outreach Services or designee determines that the allegation warrants further consideration, the Vice President of Student and Outreach Services or designee shall summon the student for a conference to be held within a reasonable time, not to exceed ten College District business days, following the receipt of the allegation of misconduct.

At the conference, the Vice President of Student and Outreach Services or designee shall notify the student of the allegation or allegations and provide the student an opportunity to respond.

Unfounded Allegations
After conferring with the student, if the Vice President of Student and Outreach Services or designee determines that the student did not commit a violation, the allegation or allegations shall be dismissed as unfounded. The student shall be provided written notice of the dismissal.

Misconduct Warranting a Penalty
If the Vice President of Student and Outreach Services or designee determines that the student committed misconduct that warrants a penalty other than suspension or expulsion, the Vice President of Student and Outreach Services or designee shall provide the student written notice of the penalty and the student’s right to appeal to the disciplinary appeals committee.

Suspension
If the Vice President of Student and Outreach Services or designee determines that the student committed misconduct that warrants a suspension, the Vice President of Student and Outreach Services or designee shall inform the student in writing of the determination, and a hearing shall be scheduled for consideration by the disciplinary appeals committee as described below.

Expulsion
If the Vice President of Student and Outreach Services or designee determines that the student committed misconduct that warrants expulsion, the official shall inform the student in writing of the determination. The Vice President of Student and Outreach Services or designee shall forward the determination and all evidence collected during the investigation and conference to the College President in order to schedule an expulsion hearing before the Board [see EXPULSION HEARING, below].

Interim Disciplinary Action
The Vice President of Student and Outreach Services or designee may take immediate disciplinary action, including suspension pending a hearing, against a student for policy violations if the continuing presence of the student poses a danger to persons or property or an ongoing threat of disrupting the educational environment.
Disciplinary Appeals Committee
The disciplinary appeals committee shall be convened:

- On request of a student appealing a penalty other than suspension or expulsion. The request must be filed in writing, on a form provided by the College District, within ten College District business days of the date of the administration’s written notice.
- Automatically, if the Vice President of Student and Outreach Services or designee determines that a student committed misconduct warranting suspension.

Composition
The disciplinary appeals committee shall be comprised of at least three College District employees and a minimum of one current College District student. The members of the disciplinary appeals committee and the committee chairperson shall be designated according to procedures developed by the College President. All members of the disciplinary appeals committee shall be eligible to vote during the hearing.

Hearing Notice
The Vice President of Student and Outreach Services or designee shall notify the student by letter of the date, time, and place for the hearing. Unless the student and the Vice President of Student and Outreach Services or designee otherwise agree, the hearing shall take place within a reasonable time period, not to exceed ten College District business days after the date of the student’s request for the hearing or the Vice President of Student and Outreach Services or designee’s determination that the student should be suspended.

Content of Notice
The notice shall:
1. Direct the student to appear on the date and at the time and place specified.
2. Advise the student of his or her rights:
   a. To have a private hearing.
   b. To be assisted by an advisor or legal counsel at the hearing.
   c. To call witnesses, request copies of evidence in the College District’s possession, and offer evidence and agreement on his or her own behalf.
   d. To make an audio recording of the proceedings, after first notifying the Vice President of Student and Outreach Services or designee in advance of the hearing, or, at the student’s own expense, to have a stenographer present at the hearing to make a stenographic transcript of the hearing.
   e. To ask questions of each witness who testifies against the student.
3. Contain the names of witnesses who will testify against the student and a description of documentary and other evidence that will be offered against the student.
4. Contain a description of the allegations of misconduct in sufficient detail to enable the student to prepare his or her defense against the charges.
5. State the proposed punishment or range of punishments that may be imposed.

Failure to Appear for Hearing
The disciplinary appeals committee may impose appropriate punishment upon a student who fails without good cause to appear for the hearing; for purposes of assessing punishment, the committee may proceed with the hearing in the student’s absence.

**Hearing Procedure**

The hearing shall proceed as follows:

1. The chairperson shall read the description of the misconduct.
2. The chairperson shall inform the student of his or her rights.
3. The designated official or representative shall present the College District’s case.
4. The student or representative shall present the student’s defense.
5. The designated College District official or representative shall present rebuttal evidence.
6. The committee members may ask questions of witnesses testifying on behalf of the student or the College District.
7. The designated official or representative shall summarize and argue the College District’s case.
8. The student or representative shall summarize and argue his or her case.
9. The designated official or representative shall have an opportunity for rebuttal argument.
10. The committee members shall deliberate in closed session. The committee members shall vote on the issue of whether or not the student violated College District policies and procedures, including the rules for student conduct.
11. If the committee finds the student did commit misconduct, the committee shall determine whether the penalty assessed, or proposed in the case of suspension, by the Vice President of Student and Outreach Services or designee is appropriate and, if necessary, shall assess a different or additional penalty.
12. The committee chairperson shall communicate the decision and any findings of facts in support of the committee’s decision to the student in writing within ten College District business days of the hearing. The notice shall include procedures for appealing the committee’s decision to the College President.

All hearings shall be recorded by the College District. A stenographic digest of the recording shall be made if needed for an appeal, and, on request, the student shall be given a copy of the digest. The student or the student’s representative may listen to the tape recording and compare it with the digest.

**Evidence**

Evidence shall be handled in accordance with the following:

- Legal rules of evidence do not apply; the committee chairperson may admit evidence or exclude evidence considered to be irrelevant, immaterial, and unduly repetitious.
- At the hearing, the College District shall be required to prove by a preponderance of the evidence that the charges are true.
- A student may not be compelled to testify.
- The committee shall determine if a violation has occurred and assess an appropriate penalty based solely on the evidence presented at the hearing.
**Appeal Process**

**Appeal to College District Administration**

A student may, within ten College District business days of receiving notice of the disciplinary appeal committee’s decision, petition in writing the College President to review the decision. The student’s petition shall state with particularity why the decision is believed to be incorrect. After receiving notice of the appeal, the disciplinary appeals committee chairperson shall forward all evidence considered during the hearing, the audio recording of the hearing, and the digest of the hearing, if applicable, to the College President.

The College President shall hold a conference within ten College District business days after the appeal notice is filed. At the conference, the student may provide information concerning any documents or information relied on by the committee. The College President may set reasonable time limits for the conference. The conference shall be audio recorded.

The College President shall provide the student a written response, stating the basis of the decision, within ten College District business days following the conference. In reaching a decision, the College President may consider the evidence included in the student’s petition, provided during the conference, and forwarded by the committee chairperson. The College President may act to affirm, modify, remand, or reverse the decision of the disciplinary appeals committee.

**Appeal to Board**

If the College President affirmed or modified the decision of the disciplinary appeals committee or if the time for a response has expired, the student may appeal the decision to the Board. The appeal notice must be filed in writing, on a form provided by the College District, within ten College District business days after receipt of the written response from the College President, or, if no response was received, within ten College District business days of the response deadline.

The College President or designee shall inform the student of the date, time, and place of the Board meeting at which the appeal will be on the agenda for presentation to the Board.

The College President or designee shall provide the Board the evidence presented to the College President, as well as the audio recording of the College President’s conference with the student and the written response provided by the College President to the student.

The College District shall determine whether the appeal will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See (BD)]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student and the administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the appeal and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the hearing. The hearing, including the presentation by the student or the student’s
representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter. The Board shall then consider the evidence. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If for any reason the Board fails to reach a decision regarding the evidence by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the Vice President of Student and Outreach Services’ decision.

**Expulsion Hearing**

If the Vice President of Student and Outreach Services or designee determines that the student’s misconduct warrants expulsion [see CONFERENCE, above], the Board shall convene to conduct an expulsion hearing. The College President or designee shall inform the student of the date, time, and place of the Board meeting at which the appeal will be on the agenda for presentation to the Board. The notice shall contain the contents described at DISCIPLINARY APPEALS COMMITTEE—CONTENTS OF NOTICE, above.

The College President or designee shall provide the Board the documentation presented by the Vice President of Student and Outreach Services.

The Board shall proceed according to the procedures set out at DISCIPLINARY APPEALS COMMITTEE—FAILURE TO APPEAR FOR HEARING, HEARING PROCEDURE, and EVIDENCE, above, with the Board substituted for references to the committee and the presiding officer of the Board substituted for the committee chairperson.

**A&M Texarkana at NTCC Crime Statistics**

**Hate Crimes**

According to Texas Law, a hate crime is any criminal offense committed against a person or property that is motivated, in whole or in part, by the offender’s bias against race, gender, ethnicity, religion, national origin, disability, gender, identity or sexual orientation.

- 2017 – No hate crimes reported
- 2018 – No hate crimes reported
- 2019 – No hate crimes reported
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* Chart Continued On Next Page
## TAMU-T at NTCC Crime Chart Continued 2017, 2018, 2019

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<tr>
<th>Offense (Crimes Not Reported by Hierarchy)</th>
<th>Year</th>
<th>On Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
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## TAMU-T at NTCC Arrests and Referrals 2017, 2018, 2019

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<th>Offense (Crimes Reported by Hierarchy)</th>
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<th>Non-Campus</th>
<th>Public Property</th>
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APPENDIX B
Texas A&M University-Texarkana at RELLIS
Annual Security Report

RELLIS Campus

In partnership with Blinn College, Texas A&M University-Texarkana prepares students to earn their Bachelor of Science from TAMU-T at the Texas A&M University RELLIS Campus. The RELLIS Campus is owned by the Texas A&M University System, and is located eight miles from TAMU-College Station. The RELLIS Campus physical address is 3100 TX-47, Bryan, Texas, 77801.

TAMU-T students first enrolled in courses at the RELLIS campus beginning in the fall of 2018. TAMU-T’s Bachelor of Science program at RELLIS prepares students for in-demand careers within the biological sciences industry. With opportunities for collaborative research, study-abroad programs and hands-on learning environments, the program's addition to the RELLIS Campus provides access to high-quality education experiences. TAMU-T students enrolled on the RELLIS campus are to adhere to the RELLIS Academic Alliance Student Code of Conduct, located here: https://rellis.tamus.edu/academicalliance/campus-life/safety-and-rights/

Additional information is available from TAMU-T faculty located on the RELLIS campus or by contacting Ksloan@TAMU-T.edu for assistance.


The Texas A&M University-Texarkana University Clery Compliance Officer, in conjunction with a university-wide Clery Compliance Committee, prepares this report on an annual basis to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared with the cooperation of the local police department, university police department, Office of Student Life, Office of Residence Life, Office of Admissions, Human Resources Office, Athletics Department, and Title IV Coordinator.

Campus crime arrest and referral statistics include those reported while students travelled for university business, those reported to local police near or adjacent to university owned or controlled property, and also crimes committed on campus reported to designated campus officials and campus security authorities. This would include TAMU-T Police Officers, Director of Student Life, Deans, Human Resource Officers, Title IV Coordinator, Director of Residence Life, Assistant Director of Student Life, Student Engagement Coordinator, Coaches, Resident Advisors, and Advisors to student organizations, among others.
Annual Security Report Notifications
Each year, an e-mail notification is sent to all enrolled students that provides the link to this report. Faculty and staff also receive an e-mail notification. The Admissions Office homepage on the Texas A&M University-Texarkana website gives the website address for this report. Copies of this report can be obtained at the University Police Department at the Central Plant Building, 7101 University Ave., Texarkana, Texas, 75503. Prospective employees are given this information in job application packets.

Texas A&M University-Texarkana is committed to putting the health and safety of our students, employees, and visitors above all other priorities. There is nothing more important than a human life. This report is designed to inform students and employees of various policies, procedures, and prevention methods employed by the University. This report also informs students and staff of the type and amount of crime that has occurred on the campus over the past three years.

RELLIS Campus Law Enforcement Policies
Police Department Overview
An infrastructure agreement is in place between TAMUS and Texas A&M University to provide primary police and security service at RELLIS through the UPD. UPD provides law enforcement and security services to all components of Texas A&M University located in Brazos County, including RELLIS, and a variety of other satellite facilities throughout the Brazos County.

The UPD has 173 authorized positions that includes 82 state certified Police Officers, 61 Security Officers, 13 Communications Officers, and 17 administrative support personnel. The department maintains a fully staffed Criminal Investigations Division, a Community Services Division, a Recruiting Unit, a Training Division, Records Division, Communications Division, Evidence Technician, an Emergency Communications Center, and a Victim Advocate. Patrol is the core of UPD. These officers are the ones to answer calls for service, respond to alarms and enforce state criminal and traffic laws. The department also has police officers responsible for specialized assignments including Criminal Investigations, Crime Prevention, Bomb Detecting K9, and Bicycle Patrol.

To provide a safe campus for our students, staff, faculty and visitors, the UPD has uniformed officers on patrol 24-hours a day, year round at the main campus who are available to respond to RELLIS. To provide this around-the-clock coverage, UPD officers work in two 12 hour shifts. UPD Security Officers work closely with UPD armed Patrol Officers by constantly patrolling university properties and staffing fixed posts at some facilities. Additionally, a UPD officer with a patrol car is dedicated to RELLIS and patrols the campus weekdays from 0730 to 1730 excluding major holiday breaks when students are not present. In addition, UPD security personnel patrol the RELLIS campus each evening, including weekends, for an eight hour period beginning at dusk.

A Memorandum of Understanding (MOU) is also established between the Blinn College Police Department (BCPD) and the UPD to coordinate police service for the Academic Alliance and RELLIS. During normal business hours, BCPD provides a police officer dedicated to facilities at RELLIS that are occupied by Blinn students and employees and the RELLIS campus in general. The Blinn officer is located at the RELLIS campus in the Walter C. Schwartz Building (Blinn Academic Building), 1366 Bryan Rd., Bryan, TX 77807.

Jurisdiction
UPD is the primary police authority for RELLIS. UPD police officers are certified Texas peace officers as
defined in article 2.12 of the Texas Code of Criminal Procedure. Pursuant to Section 51.203 of the Texas Education Code, police officers commissioned by a state institution of higher education have authority and jurisdiction in all counties in which property is owned, leased, rented, or otherwise under the control of the institution of higher education.

**Arrest Authority**

As peace officers, UPD’s armed police officers have the same full authority to detain and arrest as municipal police officers. While our security officers do not have authority to detain or make arrests, their presence and observations at various campus locations support and assist the work of the Patrol Division. BCPD officers at RELLIS also have authority to detain and arrest. Evening and weekend security personnel do not have arrest authority.

**Enforcement Authority**

UPD is computer linked to city, state and federal criminal justice agencies, which provide access to criminal records, wanted persons, stolen property, and vehicle information. All crimes occurring at RELLIS should be reported to UPD or submitted to UPD from BCPD officers or contract security. UPD investigates and refers crimes for prosecution through the Offices of the County Attorney and District Attorney when appropriate. Criminal matters involving students may also be referred to the appropriate university’s administration for disciplinary action.

**Working Relationships and Agreements**

UPD maintains excellent working relationships with all area law enforcement agencies including the College Station Police Department, Bryan Police Department, Brazos County Sheriff’s Office, BCPD, and all four Brazos County Constable Offices. These working relationships are maintained through a written mutual aid agreement and MOUs specific to RELLIS. The agreements allows for cooperation in the performance of police protection including the investigation of alleged crimes, enforcement of laws, and communication between agencies pursuant to the agreement. Working relationships are also maintained through periodic communications among agency administrators and frequent contacts between line officers and investigators cooperating on specific cases. Through these relationships, UPD may be provided information regarding student non-campus criminal activity, including student organizations with non-campus housing.

UPD also maintains excellent working relationships with many state and federal agencies on an as needed basis. These agencies include, but are not limited to, the Federal Bureau of Investigation, The United States Secret Service, Alcohol Tobacco and Firearms, and The Texas Department of Public Safety.

A request is distributed to local law enforcement agencies annually to solicit cooperation in informing the institution about crimes. The request is specific to informing UPD about situations reported to the given local law enforcement agency that may warrant an emergency response or timely warning notification.

**Monitoring Non-Campus Locations**

When a Texas A&M student is involved in an offense in a non-campus location, UPD may assist with the investigation in cooperation with local, state, or federal law enforcement agencies but does not actively record or monitor criminal activity. Texas A&M has recognized fraternity and sorority organizations housed in College Station, Bryan, and Brazos County. The Division of Student Affairs maintains contact with recognized fraternity and sorority organizations through the efforts of the Dean of Student Life. UPD does not provide routine law enforcement service to non-campus residences of recognized fraternity and sorority organizations or other non-campus facilities. Criminal activity at recognized fraternity and sorority
residences is monitored and recorded by College Station Police Department, Bryan Police Department, or the Brazos County Sheriff’s Office. UPD may assist in accordance with mutual assistance agreements.

Institutional sponsored travel by a student or student organization to a location outside of Brazos County may result in the location meeting the criteria for Clery non-campus property. UPD does not monitor or record criminal activity for these non-campus locations. The local law enforcement agency with jurisdiction at the location responds when police services are requested.

Professional Standards
Providing excellent service and maintaining good relationships within the community is vital to achieving UPD’s overall mission of keeping the campus safe and secure. All members of the Texas A&M community can expect to be treated in a courteous and professional manner by members of the department. UPD will not tolerate an employee who acts unprofessionally or who does not provide an appropriate level of service. Instances where UPD employees have been especially helpful or have exceeded expectations in service can also be recognized.

The quality of UPD’s service is dependent in part on feedback from the community. Please help the department improve by bringing complaints and compliments to the attention of any of the following individuals in a timely manner:

- Request the on-duty Police Supervisor by calling 979-845-2345. This individual is available 24-hours a day.
- Address written correspondence to: Chief of Police, UPD, TAMU 1231, College Station, Texas 77843-1231.

Campus Law Enforcement Telephone Directory
Area Code – 979 (for all numbers listed below), Website: http://upd.tamu.edu

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<th>Emergencies—from on campus phones/Police/Fire/Medical</th>
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<th>Non-Emergencies/General Assistance</th>
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<td>TAMU Chief of Police</td>
<td>845-8052</td>
<td>Community Services Division</td>
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Reporting Crimes
Incident Reporting and Response
Any on-campus emergency at RELLIS should be reported immediately to UPD or BCPD by dialing 911 or 9-911 from a campus phone, 911 from a cellular phone, or in person. When using a campus phone (landline) dial either 911 or 9-911 to reach an emergency operator. For non-emergencies contact UPD at 5-2345 from a campus phone or call 979-845-2345 from an off campus phone, campus payphone, or cell phone. Upon receipt of the call, the UPD Communications Center personnel can supply information or dispatch officers as necessary. UPD officers located at RELLIS can be contacted at 979-845-2345. Electronic crime reports can be filed with UPD by emailing upd@tamu.edu. The Blinn police officer located at the RELLIS Blinn Academic Building can also be contacted at 979-209-7600 or at 911 for
emergencies occurring at or near the RELLIS campus. UPD calls for service are received in the UPD Communications Center where the information is entered into a Computer Aided Dispatch (CAD) system. The Communications Operator will request basic information regarding the call for service and the caller’s contact information as an officer may need to subsequently reach the reporting party. A Police Officer will either be dispatched to the scene or to the office to take the call by telephone, depending on the type of call. The Police Officer may then issue a case number for the call and complete an incident or offense report. Copies of all incident and offense reports are kept with the UPD Records division for a time period mandated by institutional and state records retention policies.

UPD will respond as quickly and safely as possible to any request for assistance, whether it is an emergency or not. Response time is based on current activity and severity of the call. Crimes in progress, alarms, traffic accidents with injuries, and medical assists have a higher priority than other types of calls. University Police or Security officers in vehicles, on foot, or on bicycles will assist and may be contacted directly. For non-campus offenses, we encourage prompt reporting to the proper local law enforcement agency.

We cannot overemphasize the importance of prompt and accurate reporting of crime. If a crime is not reported promptly, evidence can be destroyed or the potential to apprehend a suspect is lost. Without accurate reports, leads could be missed and the investigation headed in the wrong direction. If you witness a crime or emergency, promptly report it to the UPD and be prepared to answer questions as accurately as you can. The subsequent investigation can only be as thorough as the information received. If you are the victim of a crime, or you have seen or received information of criminal activity or other emergency, please contact the UPD immediately.

**Reporting Criminal Offenses to University Officials: Campus Security Authorities**

Faculty, staff, and students are encouraged to report any criminal offenses within the campus environment directly to UPD or BCPD located at RELLIS. For non-campus offenses, we encourage accurate and prompt reporting to the proper local law enforcement agency. As an option, you may also report criminal offenses of which you are aware to the following Texas A&M University offices:

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<thead>
<tr>
<th>Name</th>
<th>Phone</th>
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<td>Director of Housing, Residence Life</td>
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<td>Dean of Student Life</td>
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<td>Women’s Resource Center</td>
<td>979-845-8784</td>
<td><a href="http://studentlife.tamu.edu/wrc">http://studentlife.tamu.edu/wrc</a></td>
</tr>
<tr>
<td>Commandant &amp; Head of School of Military Sciences, Corps of Cadets</td>
<td>979-845-2811</td>
<td>Military Science Building 102</td>
</tr>
<tr>
<td>Human Resources Organizational Consulting &amp; Resolution Management</td>
<td>979-862-4027</td>
<td>General Services Complex 1201</td>
</tr>
<tr>
<td>Office of the Dean of Faculties &amp; Associate Provost</td>
<td>979-845-4274</td>
<td>YMCA Building 108</td>
</tr>
<tr>
<td>Assistant Vice President and Title IX Officer</td>
<td>979-458-8407</td>
<td>Medical Sciences Library 007</td>
</tr>
<tr>
<td>Chief Risk, Ethics, and Compliance Officer</td>
<td>979-458-0308</td>
<td>Jack K. Williams Administration Building 302</td>
</tr>
<tr>
<td>Deputy Athletics Director, Student Athletic Experience</td>
<td>979-845-4810</td>
<td>Kyle Field, W30.37.04</td>
</tr>
<tr>
<td>RELLIS Assistant Provost</td>
<td>979-317-3402</td>
<td>Academic Complex, Phase 1 Building 106F at RELLIS</td>
</tr>
</tbody>
</table>
Crime reports provided to campus security authorities are used by the school to fulfill its responsibility to annually disclose accurate crime statistics and to issue or facilitate the issuance of timely warnings or emergency notifications. Campus security authority crime reports should include sufficient detail such as dates and locations, and where appropriate, personally identifying information, including name and contact information, if available. For additional information on the duties and responsibilities of the individuals and offices listed above, see the CSA Powerpoint Presentation link located on the following webpage: https://upd.tamu.edu/Pages/CSA-Reporting.aspx.

Students, faculty, staff, community members, and guests are encouraged to report all crimes and public safety related incidents to UPD, BCPD at RELLIS, or the appropriate police agencies in an accurate and prompt manner when the victim of such crimes elects or is unable to make such a report. The UPD Victim Services program provides information regarding victims’ rights, as well as assistance in dealing with the traumatizing consequences of crimes, to those who make a report or who may be reluctant to report. UPD officers provide UPD Victim Services contact information to victims and witnesses encountered in the field. UPD, UPD Victim Services, and the university offices listed above, will assist individuals reporting in notifying the proper law enforcement authorities, if the individual chooses. It is the goal of the institution to provide assistance wherever the report is made and include Clery countable crimes in our annual security report.

Although exempt from the reporting requirements of the Clery Act, pastoral and professional mental health counselors are encouraged, if and when they deem appropriate, to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics and crime log, especially if the incident may pose an ongoing threat to the campus community. Each year, counselors are provided a reminder to review reporting options with student clients. Contracted counseling personnel available to employees are not provided the written reminder as they are referred using a network of local providers.

**Confidential and Anonymous Reporting of Crimes**

UPD encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, UPD cannot hold reports of crimes in confidence. However, victims of certain offenses are eligible for a pseudonym in which the victim’s true identity will not be released. An individual who is involved in or witnesses an active or ongoing emergency should dial 911 and report the emergency immediately.

Voluntary confidential reports, for purposes of inclusion in the annual disclosure of crime statistics and crime log, can generally be made by victims, witnesses, and others to the campus security authorities listed on the previous page and all other campus security authorities. Annual crime statistics and the crime log are confidential in that personally identifiable information is not included in the disclosure. Crimes can be reported anonymously by calling Crime Stoppers at 979-775-TIPS (8477). Concerning behavior, including crimes, can be reported anonymously to the Texas A&M University Special Situations Team via the Tell Somebody online reporting form. The form and more information can be found at https://tellsomebody.tamu.edu/. Reports submitted anonymously or with limited information may restrict the team’s ability to follow up on the incident.

**RELLIS Timely Warning Policy**

The procedures disclosed in this section apply to incidents occurring at the RELLIS campus that warrant a Timely Warning (Crime Alert).
As of the publication date of this report, procedures are being developed for Crime Alerts issued specifically to the RELLIS campus community through TAMUS as established through an MOU between TAMUS and the Texas A&M University. Until the procedures are implemented, the UPD will coordinate with the main Texas A&M University campus, the Blinn Police Department, and TAMUS to generate and issue alternate Crime Alerts on behalf of the RELLIS campus using established procedures as described below.

The circumstances in which a Crime Alert will be generated include, but are not limited to, the receipt of a report to UPD or other Campus Security Authority of a crime reportable under the Clery Act, that poses a serious or continuing threat to the campus community. The Chief of Police, or an Assistant Chief, is responsible for determining if a Crime Alert will be issued. Crimes that may warrant a Crime Alert include, but are not limited to, major incidents of arson, murder/non-negligent manslaughter, robbery, aggravated assault, sex offenses, or other crimes as determined necessary by the Chief of Police or an Assistant Chief. The determination will be made on a case-by-case basis after due consideration of all available facts of the crime, such as the nature of the crime and whether or not a continuing danger to the campus community exists. If UPD or other campus security authority is not notified of a crime in a manner that would allow the department to provide timely notice a Crime Alert may not be issued, depending on the circumstances. All situations will be evaluated on a case by case basis.

UPD is responsible for the writing and issuance of Crime Alerts occurring at RELLIS. Personnel authorized to write and/or issue (send) a Crime Alert are: the UPD Chief of Police, the UPD Assistant Chiefs, the UPD Public Information Officer, the UPD Clery Act Compliance Officer, the RELLIS Associate Director, and the BCPD Chief of Police. An internal review among two or more authorized personnel may occur if time allows. Anyone with information warranting a Crime Alert should report the circumstances immediately to UPD, by phone (979-845-2345) or in person at UPD (1111 Research Parkway, College Station, TX 77843). BCPD 979-209-7600 and UPD 979-845-2345 at RELLIS can also be contacted and/or dispatched by phone.

Crime Alerts are issued through email to students, faculty, and staff located at RELLIS, including students and employees that are part of the RELLIS Academic Alliance, in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. Information regarding the Crime Alert may be forwarded to local media outlets through a formal press release. Crime Alerts contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property. Crime Alerts generally include:

- A readily understandable description of the type of crime or occurrence.
- The general location, date and time of the offense.
- A physical description of the suspect(s), if available, when there is sufficient detail that would reasonably help identify a specific individual suspect or group of suspects.
- Possible connection to other incidents.
- Date and time the alert was issued.
- Suggested measures which members of the university community can take to help protect themselves.

It is important to note that in some cases law enforcement may need to withhold some facts if releasing the information would compromise an ongoing investigation or the identity of the victim. Victim names and
other identifying information of victims are never included in Crime Alerts. An institution is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

**Emergency Response and Evacuation Policy**

The procedures disclosed in this section apply to significant emergencies or dangerous situations occurring at the RELLIS campus. The institution does not have separate procedures for on non-campus property.

**Emergency Notification System**

The UPD coordinates with the main Texas A&M University campus and Blinn College to generate and issue emergency notifications on behalf of the RELLIS campus using established procedures. The following describes the two emergency notification systems.

The Texas A&M University emergency notification system (Code Maroon) is being utilized to notify Texas A&M University students and employees (and TAMUS member agency employees) located at RELLIS of significant emergencies or dangerous situations occurring at the RELLIS campus. The Blinn College emergency notification system called Blinn Alert, is being utilized to notify Academic Alliance students and employees located at RELLIS of significant emergencies or dangerous situations occurring at the RELLIS campus. Authorization and access has been coordinated for efficiency and distribution of identical communications.

The Code Maroon (and Blinn Alert) emergency notification system gives the campus the ability to communicate health and emergency information through one or all of the following mechanisms: SMS text message and email. Code Maroon also utilizes Twitter and RSS. Texas A&M University will use the Code Maroon (and Blinn Alert) system only to provide official notification of critical emergencies (i.e., situations that pose an imminent threat to the community). It is the policy of Texas A&M University to immediately notify the campus community, via the Code Maroon (and Blinn Alert) emergency notification system, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the RELLIS campus. Personnel from Texas A&M Office of Safety and Security determine whether or not a significant emergency or dangerous situation exists by evaluating information received from entities which may include, but are not limited to: law enforcement (including the Blinn Police Department), fire department, National Weather Service, Environmental Health and Safety, and other campus officials including personnel from RELLIS Campus Executive Leadership. The Office of Safety and Security advises RELLIS Campus Executive Leadership of emergencies or dangerous situations occurring at the RELLIS campus and the resulting Code Maroon (and Blinn Alert) messages, if any, as time allows.

The Code Maroon (and Blinn Alert) emergency notification system does not replace the Crime Alert requirement. They differ in that the Crime Alert requirement applies only to Clery reportable crimes, while the emergency notification system addresses a much wider range of threats (i.e. gas leaks, tornadoes, active shooter, etc.). If an emergency notification is issued, the campus is not required to issue a Crime Alert based on the same circumstances.
The generation of a Code Maroon (and Blinn Alert) message and activation of the notification system is the responsibility of the Office of Safety and Security. Upon notification from an authorized Office of Safety and Security employee, the UPD will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the Code Maroon (and Blinn Alert) notification system; unless issuing the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. Victim names and other identifying information of victims are never included in emergency notifications.

Personnel authorized to make a final determination of a significant emergency or dangerous situation, and to issue a Code Maroon (and Blinn Alert) are: the Chief of Police, the Assistant Chief(s) of Police, UPD Patrol Supervisors, the Associate Vice President for Safety and Security, Environmental Health and Safety Directors, Environmental Health and Safety Assistant Directors, and UPD Dispatchers. If time allows, final message content will be approved at the highest level available. However, in circumstances where time is of the essence, a UPD Dispatcher is authorized to select, modify, and send one of the warnings that are pre-scripted for that purpose. An example of such an urgent message could include a Code Maroon message issued for a tornado or for an active shooter. UPD Dispatch may also issue/send Code Maroon (and Blinn Alert) messages when notified by one of the authorized individuals.

Code Maroons are issued to the entire Texas A&M University campus community, including Texas A&M University students and employees at RELLIS, rather than to specific segments of the campus population. Blinn Alerts are issued to the entire Blinn College, Bryan campus community including Academic Alliance students and employees at RELLIS, rather than to specific segments of the campus population. In the event of a system problem, certain trained individuals from Texas A&M University Information Technology can be called upon to issue an alert from a remote location.

Periodic tests of the Code Maroon emergency notification system are conducted nominally three times each year, near the beginning of each semester. These tests are launched by the Communications Division of UPD. After each test, or actual alert, Texas A&M University Information Technology will analyze and report on the functionality of each communication channel within the notification system. The report is provided to the Associate Vice President for Safety and Security and the Executive Director - Deputy Chief Information Officer with communication of significant issues to their management. Any test may be cancelled by the Associate Vice President for Safety and Security. Reasons for cancelling monthly tests include the existence of real threats that could necessitate sending an emergency message, recent emergency messages that obviate the need for that month’s test, etc.

The Blinn Alert System is tested each month to verify proper operation. The test is performed by a different member of the Blinn emergency management team, consisting of members of the Blinn College Police Department, to familiarize the team with the system and procedures.

**Registering for Emergency Notifications**

**Students, Faculty, and Staff Access**
The Code Maroon emergency notification system allows students, faculty and staff who have a Texas A&M NetID and password to register to receive text message alerts. Emergency alerts are automatically sent to all Texas A&M email (Gmail and Exchange) addresses. The system also pushes the emergency notification message to KAMU-FM radio, campus cable television, the classroom notification system,
Emergency Alert System radios, campus digital signage, campus pop-up messages when connected to the Texas A&M network, Twitter and RSS. To register, visit: http://codemaroon.tamu.edu.

The Blinn Alert emergency notification system allows Academic Alliance students, faculty and staff to receive email and text message alerts. Emergency alerts are automatically sent to all Academic Alliance cell phone and email addresses registered with the TAMUS.

Public Access
Parents, family, and friends of Texas A&M can receive emergency alerts by subscribing to Code Maroon’s RSS feed which can be accessed through email clients (Microsoft Outlook or Mozilla Thunderbird), various news readers (My Yahoo, Feedly and Flipboard), and internet browsers (Internet Explorer, Firefox, etc.). Setup instructions can be found here: http://codemaroon.tamu.edu/PublicAccess.aspx.

The public can receive Code Maroon alerts through Twitter, however, delivery by Twitter cannot be guaranteed since Texas A&M University does not manage this notification outlet. Twitter users can follow TAMUCodeMaroon to see alerts in your Twitter feed and/or receive push alerts on a mobile device through the Twitter mobile app. Once TAMUCodeMaroon is followed, click the Bell Icon on the TAMUCodeMaroon profile page to turn on push notifications for any mobile device with the Twitter app installed.

Also, anyone with a device that uses the Android or iOS operating systems can download the AppArmor Safety mobile app for receiving Code Maroon alerts on their device via push notifications. The app requires a connection to the internet to receive the alerts. The application is available for download on Google Play and Apple Store.

The public cannot register for Blinn Alert.

Disseminating Information to the Larger Community
In the event that a crisis occurs on RELLIS property, the TAMUS Office of Marketing and Communications will be notified as soon as possible. As chief spokesperson(s) for the campus, TAMUS Marketing and Communications staff will ultimately be responsible for providing strategic direction and implementing protocols as outlined in the emergency communications plan. TAMUS Marketing and Communications will work with the UPD Public Information Officer and the RELLIS Director to prepare and disseminate internal and external messages, distribute news releases, respond to media inquiries, update the main university website with pertinent information, and share timely information as appropriate via digital channels. The TAMUS Office of Risk Management will serve in a liaison capacity when necessary. In addition, TAMUS Marketing and Communications will be responsible for planning, scheduling, and providing logistical support for news conferences as well as coordinating communication efforts with relevant entities and organizations. In case of an emergency, the Texas A&M University Code Maroon webpage will be updated with current information pertaining to the incident at https://codemaroon.tamu.edu/. Individuals receiving the emergency notification will also be advised with updated information, as needed, using the same method(s) as the original notification.

Emergency Preparedness
The Director of the RELLIS Campus has primary responsibility for emergency preparedness at the RELLIS campus. Duties and responsibilities range from working with departments to write and exercise building evacuation plans, to developing and maintaining emergency response plans as deemed necessary.
The RELLIS campus Emergency Operations Plan is the primary plan that describes the general framework for emergency response at the campus. The RELLIS Campus Director in coordination with TAMUS Risk Management is responsible for maintaining and updating this plan. This plan shall be reviewed at least annually and updated based upon deficiencies identified during actual emergency situations, training and exercises, and when changes in hazards, resources, capabilities or organizational structure occur. A revised or updated plan Texas A&M University RELLIS Campus Annual Security Report 2020 12 will be provided to all departments and individuals tasked within this plan in addition to TAMUS Risk Management.

The Emergency Operations Plan will be tested and exercised at least annually utilizing a discussion-based level exercise or higher and tests of the emergency notification system. An operations-based exercise will be performed at least every three years. The agencies and emergency response entities that interface with RELLIS officials during an actual emergency situation will be invited to participate in the campus exercises. Actual emergency situations or false emergency alarms will not be used to meet the requirements for testing and exercising the RELLIS Emergency Operations Plan. The tests and appropriate follow-through activities are designed for assessment and evaluation of emergency plans and capabilities and are performed and documented. Tests may be announced or unannounced. Testing reports and review documentation will include a description of the exercise, the date the test was held, the start and end time of the exercise, and whether the test was announced or unannounced. Texas A&M University Environmental Health and Safety, in cooperation with lead administrators for each occupied facility, oversee a building evacuation procedures for all occupied facilities on the RELLIS campus. Environmental Health and Safety works with each facility representative to maintain and test building evacuation procedures annually for occupied facilities on campus through emergency evacuation drills.

Emergency response and evacuation procedures are to be publicized annually in conjunction with a test through an email to the RELLIS campus community that will include, but may not be limited to, the following groups located at the RELLIS campus: Texas A&M University students and employees, TAMUS member agency employees, Blinn students and employees, and Academic Alliance students and employees. The email will communicate information about accessing the RELLIS Emergency Operations Plan and emergency contacts. A Code Maroon test distribution may also be used to publicize this information to Texas A&M University students and employees and TAMUS member agency employees.

**The RELLIS Daily Crime Log**

Each business day, the Associate Director of RELLIS (or other trained personnel) publishes a Daily Crime Log for RELLIS that is available to the media, the public, and campus offices free of charge. This summary identifies the nature of the crime, location, date and time occurred, date the crime was reported to the UPD, and disposition. A printed copy of this report may be viewed at the Academic Complex, Phase 1 Bldg., Room 106F located at 1425 Bryan Ave., Bryan, TX 77807, or obtained by calling 979-317-3402. The copy is reprinted on working business days as updates occur. The RELLIS crime log is published online at: [https://rellis.tamus.edu/clery/](https://rellis.tamus.edu/clery/).

**Security of and Access to Campus Facilities**

**General Provisions**

The Director of the RELLIS campus is responsible for determining access to the RELLIS campus. Access to facilities at RELLIS are the responsibility of TAMUS member agencies and department directors. For security and safety reasons, segregation or separation is required for certain activities located on the RELLIS campus. Applicable areas are secured by barriers and/or enhanced controls that may restrict public access. It is unlawful for any person to trespass on the grounds of any state institution of higher
education of this state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education as indicated in Texas Education Code Section 51.204. Texas Penal Code Criminal Trespass Section 30.05 and Criminal Mischief Section 28.03 are State statutes that are similar in nature and are also widely utilized to help support Texas Education Code Section 51.204. Texas A&M University RELLIS Campus Annual Security Report 2020 13 The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property. (Texas Education Code Section 51.209) The UPD’s Community Services Division, upon request, will prepare a security survey of the facility to determine security coverage and appropriate access control.

RELLIS Residence Halls
RELLIS has no residence halls. For Texas A&M University students located at RELLIS and residing on the Texas A&M University main campus, access to residence halls on the main campus is restricted to residents, their approved guests, and other authorized members of the university community. Exterior doors to oncampus residence halls and the White Creek Apartments are equipped with electronic card access that is connected to a centralized software system with 24 hour recording. Residents gain entry by swiping their card in the card access readers. Residents are cautioned against permitting strangers to enter the residence halls, and are urged to require individuals seeking entry to use their own access cards. Interior residence hall doors and the Gardens and White Creek Apartment (collectively known as University Apartments) doors are keylocked with deadbolts and have "peepholes." Residence area exteriors are patrolled regularly by University Police and Security Officers.

Parking Areas
RELLIS has two main parking areas and no parking garages. Various parking areas on the RELLIS campus are under video surveillance and may or may not be monitored. Parking areas are equipped with emergency phones and are readily visible and identifiable by the bright blue lights located on top of the phone cabinets. Instructions adjacent to the keypads direct customers to contact UPD at 979-845-2345 for non-emergency assistance and to dial 911 for emergency assistance.

Academic and Administrative Buildings
The RELLIS campus includes many public areas that are readily accessible. In general, the academic and administrative buildings at these locations are open to the public, at a minimum, during normal business hours. Individual facilities may have specific hours of operation, which can vary depending upon factors such as the time of the year and operational requirements. Access to some buildings, or portions of buildings, may be limited to authorized personnel at various times. Card swipe systems, locks and other means may be employed to limit access. Information about access to a specific facility can be obtained from the proctor for that facility. University Police Officers generally are not assigned to specific academic or administrative buildings with the exception of one UPD and one BCPD officer assigned to and present at the RELLIS campus during normal business hours. Contract security patrols RELLIS on a regular basis during evening and weekend hours.

Maintenance of Campus Facilities
Contracted facilities personnel are responsible for maintaining the buildings, grounds, and custodial services for the Texas A&M University campus and at RELLIS. The group addresses maintenance, renovation, and repair projects for facilities, custodial and landscaping. Texas A&M’s Utilities & Energy Services Department provides electricity, heating and cooling, running water, and waste disposal. Faculty and staff
are encouraged to report maintenance problems to their respective building proctor or to maintenance personnel by submitting through AggieWorks, an online request system (https://aggieworks.tamu.edu/). After-hours or emergency repairs, should be directed to maintenance personnel through the 24 hour Communications Center at 979-845-4311.

Police personnel at RELLIS closely monitor any security-related maintenance problems, and report their findings to the appropriate university official. If necessary, they will stand-by until the problem is corrected. Contract security survey campus lighting nightly and monitor those areas having defective fixtures and report the deficiencies to the appropriate personnel for corrective action. Police personnel check the operations of the emergency telephones on a scheduled periodic basis.

**Alcoholic Beverages, Illegal Drugs, and Weapons**

**Education Programs**

In accordance with the Drug-Free Schools and Communities Act, Texas A&M University reviews its programs, services, and policies to prevent unlawful possession, use, or distribution of alcohol and illicit drugs. The results of the biennial review are published at http://urc.tamu.edu/media/628893/DFSCA.pdf. Drug and alcohol programs are provided to Texas A&M University students and employees located at RELLIS by Texas A&M University, College Station as described in the biennial review.

**Alcohol Policy**

The following alcohol policy applies at the RELLIS campus.

All members of the campus community and guests are required to comply with federal and state laws regarding the possession, use, and service (including sales) of alcoholic beverages. Except as permitted or expressly authorized by state law, alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person under 21 years of age.

The TAMUS strictly prohibits the unlawful manufacture, distribution (including sales), possession, or use of alcohol on TAMUS property, while on official duty, and/or as part of any TAMUS activities (System Policy 34.02, Drug and Alcohol Abuse). Possession or consumption of alcoholic beverages on property under control of the TAMUS will not be permitted except in special use buildings and facilities that may be designated by the chief executive officer of the member, approved by the chancellor, and subsequently reported to the board on an annual basis (System Policy 34.03, Alcoholic Beverages).

The purchase, service (including sales), possession, and consumption of alcohol beverages in facilities under the control of the TAMUS shall in all respects comply with state law (System Policy 34.03, Alcoholic Beverages). All purchases of alcoholic beverages by any member must comply with guidelines as established in System Policy 34.03, Alcoholic Beverages regarding the purchase’s source of funds, purpose, and required documentation.

Consequences for policy violations could result in sanctions by the institution and/or criminal charges/arrest by UPD for state law violations.

The following services are provided to Texas A&M University students and employees located at RELLIS. Health Promotion (979-845-0280), in the Offices of the Dean of Student Life (979-845-3111), is committed to promoting responsible decision making regarding alcohol and other drugs through educational programming, resources, and referrals. The Work/Life Solutions Program by GuidanceResources (1-866-301-9612) manages the alcohol, drug abuse, and rehabilitation program for employees and provides licensed
Illegal Drugs Policy
The following illegal drug policy applies at the RELLIS campus.

Federal law prohibits the unlawful possession, use, sale, or distribution of drugs. Texas state law prohibits the possession, use, sale, manufacture, or delivery of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Texas state law. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Texas Controlled Substances Act. According to System Policy 34.02, Drugs and Alcohol Abuse, all students and employees are expected to abide by federal and state laws pertaining to controlled substances and illicit drugs. More specifically, Texas A&M University Student Rules prohibit using, possessing, being under the influence of, manufacturing, or distributing illegal drugs or illegally obtained/possessed controlled substances (Texas A&M University Student Rules, Appendix VII). Alleged violations of federal and state laws may result in criminal charges. University conduct charges may be pursued against those alleged to have violated institutional policies and/or state/federal laws concerning controlled substances.

The following services are provided to Texas A&M University students and employees located at RELLIS. Health Promotion (979-845-0280), in the Offices of the Dean of Student Life (979-845-3111), is committed to promoting responsible decision making regarding alcohol and other drugs through educational programming, resources, and referrals. The Work/Life Solutions Program by GuidanceResources (1-866-301-9612) manages the alcohol, drug abuse, and rehabilitation program for employees and provides licensed counseling and referral services.

Weapons Policy
The following weapons policy applies at the RELLIS campus.

In accordance with Texas Penal Code Ch. 46.03, it is a felony to intentionally, knowingly, or recklessly possess a firearm, location restricted knife, or prohibited weapon on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles under the direct control of the educational institution. The following exception applies. A license to carry holder under Chapter 411, Texas Government Code, may carry a concealed handgun on or about the license holder’s person while the license holder is on the premises of the TAMUS offices (where the TAMUS offices has operational responsibility) or in a TAMUS vehicle, unless prohibited by state law or federal law. Concealed carry is prohibited in any premises where TAMUS offices, as directed or approved by the chancellor as necessary for institutional safety, gives effective notice on a temporary basis pursuant to Section 30.06, Texas Penal Code. The open carry of handguns on TAMUS offices’ land or premises is prohibited (TAMUS Rule 34.06.02.S1).
Sexual Assault, Dating Violence, Domestic Violence, and Stalking

In accordance with federal law and Texas A&M University System Regulation 08.01.01 Civil Rights Compliance (System Regulation 08.01.01), Texas A&M University prohibits discrimination and harassment including sexual assault, dating violence, domestic violence, stalking, (as those terms are defined for the purposes of the Clery Act) and/or related retaliation. The following are statements of policy that address Texas A&M University RELLIS Campus Annual Security Report 2020 discrimination, harassment (including, but not limited to, sexual harassment1 and sex-based misconduct2), complicity, and retaliation. The policies apply whether this conduct occurs on or off campus and when it is reported to the university. All policies described in this section apply to Texas A&M University students, faculty, and staff located at the RELLIS campus. Procedures for students and personnel located at the RELLIS campus who are not enrolled at or employed by Texas A&M University may be governed by the policies of their applicable institution or agency.

Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Retaliation

Individuals who have experienced or witnessed sexual assault, dating violence, domestic violence, or stalking have the option of notifying on-campus and local law enforcement authorities. Below is a list of local law enforcement agencies. Reports should be filed with the agency where the incident occurred.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Police Department</td>
<td>979-845-2345</td>
</tr>
<tr>
<td>Bryan Police Department</td>
<td>979-361-3888</td>
</tr>
<tr>
<td>College Station Police Department</td>
<td>979-764-3600</td>
</tr>
<tr>
<td>Blinn College Police Department</td>
<td>979-209-7600</td>
</tr>
<tr>
<td>Brazos County Sheriff’s Department</td>
<td>979-361-4980</td>
</tr>
</tbody>
</table>

1 Sexual harassment is a form of sex discrimination. Unwelcome sexual advances, requests for sexual favors or other verbal, nonverbal or physical conduct of a sexual nature constitute sexual harassment when this conduct is so severe, persistent or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work, educational, or campus living environment. Unwelcome means that an individual did not request or invite it and considers the conduct to be undesirable or offensive. Submission to the conduct or failure to complain does not always mean that the conduct was welcome. Sexual harassment may be quid pro quo (“this for that”) or may constitute a hostile environment. Sexual harassment includes non-consensual sexual contact, sexual assault, sexual exploitation, stalking, dating violence, and domestic violence when based on sex.

2 Sex-based misconduct is unwelcome conduct on the basis of sex that is severe, persistent, or pervasive enough to create a work, educational, or campus living environment that a reasonable person would consider intimidating, abusive, or offensive. Sex-based misconduct is explicitly prohibited under System Regulation 08.01.01. Aiding another in the commission of sex-based misconduct is also prohibited by System Regulation 08.01.01. Sex-based includes, but is not limited to, sexual assault, sexual exploitation, dating violence, domestic violence, and stalking based on sex. Sexual exploitation is defined as a situation in which an individual(s) takes non-consensual or abusive sexual advantage of another for his or her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. For example, sexual exploitation could include such actions as secretly videotaping sexual activity, voyeurism, invasion of sexual privacy, exposing one's genitals or causing another to expose one's genitals, and knowingly exposing another person to a sexually transmitted infection or disease. Sexual exploitation is a form of sex-based misconduct. Includes complaints based on sex, sexual orientation, and/or gender identity.
UPD is available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking; assist in securing medical attention; participate in evidence preservation and collection; conduct criminal investigations of crimes; and inform the individual of legal and administrative options both on and off campus. Criminal investigations may occur independent from a conduct proceeding and are handled in accordance with the Texas Penal Code, the Texas Code of Criminal Procedure, and information from the Brazos County and District Attorney Offices. Law enforcement will help individuals understand the process of obtaining protective orders, restraining orders, or similar lawful orders issued by the courts. All Texas A&M University employees are mandatory reporters who must report all known information about an alleged or suspected incident of discrimination, harassment, retaliation, or complicity that is experienced by, observed by or made known to an employee in the course and scope of their employment as soon as possible. Student workers are not required to report conduct prohibited by this policy if the student worker experiences, observes, or becomes aware of the prohibited conduct outside the context of their employment.

An employee is also not required to report an incident where: (1) the employee was a victim of sexual harassment, sexual assault, dating violence, domestic violence, or stalking; (2) the incident about which the employee received information was due to a disclosure made at a sexual harassment, sexual assault, dating violence, domestic violence, or stalking public awareness event sponsored by the university or by a student organization affiliated with the university; or (3) the person has either learned of the incident during the course of their employer’s review or process, or has confirmed with the designated office overseeing the review or process, that the incident has been previously reported.

An employee’s failure to report alleged or suspected discrimination, harassment, retaliation, or complicity may result in disciplinary action, including termination of employment. An employee must be dismissed if, in accordance with disciplinary processes, the employee is determined to have knowingly failed to make a required report, or that employee, with the intent to harm or deceive, knowingly made a report that is false. Notwithstanding the above mandatory reporting requirement for employees, anyone may report matters which they believe are criminal to the appropriate local law enforcement agency. Students and third parties are strongly encouraged, but not required, to report conduct prohibited by this policy.

Students and third parties are strongly encouraged, but not required, to report conduct prohibited by this policy.

At the main campus in College Station, reports that a student, an employee, or a third party has engaged in conduct prohibited by this policy should be made to:
Assistant Vice President and Title IX Coordinator
Department of Civil Rights and Equity Investigations (CREI)
Medical Sciences Library
202 Olsen Blvd., Suite 007
College Station, TX 77843
979-458-8407
civilrights@tamu.edu
Website Reporting Form: https://titleix.tamu.edu/report/

3 Exceptions include confidential employees and are described in the “Confidentiality/Privacy” section of this report.
CREI’s Assistant Vice President and Title IX Coordinator’s responsibilities include, but are not limited to, (1) overseeing Texas A&M University’s civil rights protections program; (2) ensuring all complaints of discrimination, harassment, retaliation, and complicity are promptly, thoroughly, and equitably reviewed, investigated, and resolved in accordance with System Regulation 08.01.01, Texas A&M University Rule 08.01.01.M1, Civil Rights Compliance (Rule 08.01.01.M1), and Texas A&M University SAP 08.01.01.M1.01, Investigation and Resolution of Allegations of Discrimination, Harassment, Retaliation, and Complicity Against Students, Employees, and Third Parties; and (3) identifying and addressing any patterns or systematic problems that arise from the review of such complaints. The Assistant Vice President and Title IX Coordinator or designee shall decide whether this policy shall be applied to such conduct on a case by case basis. Some conduct, while inappropriate and unprofessional, does not rise to the level of discrimination, harassment, retaliation, or complicity. These behaviors will be forwarded by CREI to be addressed by the appropriate disciplinary authority, e.g., Supervisor, Student Conduct, Residence Life, etc., under rules or regulations other than this policy.

CREI is the department designated by the university to receive, investigate, and resolve all reports alleging discrimination, harassment, retaliation, and/or complicity. However, reports that the following individuals have engaged in conduct prohibited by this policy: the Texas A&M University System Chancellor; the Texas A&M President; a Chief Operating Officer; an employee who reports directly to the Chancellor, President, or Chief Operating Officer; the Title IX Coordinator or a Deputy Title IX Coordinator; the Chief Risk, Ethics, and Compliance Officer; or the Hearing Officer should be made to:

Texas A&M System Ethics and Compliance Office (SECO)
301 Tarrow, 6th floor
College Station, TX 77843
979-458-6120
civilrightsreporting@tamus.edu

Additional options for reporting to the university include:

- Submitting an anonymous report may through Tell Somebody, an electronic reporting option. Anonymous reporting may also limit the university’s ability to respond to the allegation.
- Submitting an electronic report through the “Make a Report” form found at https://titleix.tamu.edu/

Individuals may file a complaint at any time with any local, state or federal civil rights office, including, but not limited to, the Equal Employment Opportunity Commission, the Texas Workforce Commission’s Civil Rights Division, the U.S. Department of Education’s Office of Civil Rights and the U.S. Department of Justice.

CREI has procedures in place to inform individuals of their rights to file criminal charges as well as the availability of services on and off campus. A complainant may request assistance from and/or will be assisted by CREI in notifying law enforcement authorities if the complainant so chooses. A report to law enforcement, even to UPD, is separate from a report to the university. An individual wishing to simultaneously pursue a law enforcement investigation and a university resolution of conduct prohibited by this policy should make a report to both entities. Individuals are notified of their right to report the incident to UPD and local police immediately, but always have the right to decline to notify such authorities. Reporting to law enforcement does not preclude an individual from pursuing disciplinary remedies with the university.

4 The individual(s) who is alleged to have been subjected to discrimination.
Although a report of conduct prohibited by this policy may be made at any time, regardless of when the conduct occurred, a report should be filed as soon as possible after the actions that caused the report. Prompt reporting assists investigators in the collection and preservation of evidence.

The filing of a report will not stop, delay, or affect pending personnel or disciplinary actions. This includes, but is not limited to, performance evaluations or disciplinary actions related to an employee or student who is not performing at acceptable levels or standards or who has violated System policies or regulations or university rules or SAPs.

The university’s response to allegations of conduct prohibited by this policy will be prompt and equitable. The response is intended to stop/prevent recurrence of any harassment and remedy discriminatory effects of the conduct, as appropriate. A substantiated allegation of prohibited conduct will result in disciplinary action, up to and including termination of employment or separation from the university. Third parties who commit prohibited conduct may have their relationship with the university terminated and/or their privileges of being on university premises withdrawn.

CREI conducts an initial review and preliminary assessment of all reports/complaints that are received by CREI to assess and address the safety and well-being of the complainant, respondent, and the community. As part of the initial review, CREI will take the following step: (1) inform the individual reporting of the right to file a complaint with law enforcement (if applicable) in addition to filing a complaint with CREI, (2) provide assistance in notifying UPD or appropriate law enforcement authorities if the individual so chooses, (3) inform the individual of the right to decline to contact law enforcement, and (4) inform the individual of the right to file a complaint with state and federal agencies. CREI will offer the opportunity to request supportive measures to provide for the safety of the individual and campus community.

CREI will also take steps to advise about (1) the importance of preserving evidence, if applicable, that could assist in proving that a criminal offense occurred or may be helpful in obtaining a protective order or assist in an investigation, (2) the university’s procedures for investigation and options for formal and informal resolutions, and (3) the university’s prohibition against retaliation. At this time, CREI will determine whether the complainant is a minor, elderly, or disabled and, if required, contact the appropriate agency in accordance with the Texas law.

CREI provides a written notification of available resources, rights, and options to each individual reporting discrimination, harassment, or retaliation (whether the offense occurred on or off campus) regardless of whether the individual chooses to report the incident to local law enforcement or chooses to pursue informal or formal remedies through the university or criminal remedies through law enforcement. The written notification includes information regarding:

- the importance of preserving physical evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protective order;
- procedures about how and to whom the alleged offense should be reported;
- the option to notify proper law enforcement authorities including on-campus and local police;
- the option to be assisted by campus authorities in notifying law enforcement if the victim chooses;
- the option to decline to notify such authorities;
- the rights of individuals and the institution’s responsibilities for orders of protection, no contact orders (mutual no contact restrictions), restraining orders, or similar lawful orders issued by criminal, civil,
or tribal court or the institution;
• information about how the institution will protect confidentiality;
• existing on-campus and community resources/contacts (counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to students, faculty, and staff);
• the options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or supportive/protective measures;
• protection from retaliation; and
• an explanation of procedures for institutional disciplinary action in cases of alleged sexual assault, dating violence, domestic violence, and stalking.

Individuals reporting to Student Health Services, Counseling and Psychological Services (CAPS), and UPD also receive the written notification.

Guidelines or Suggestions to Follow After an Incident of Sexual Assault, Dating Violence, Domestic Violence or Stalking (as applicable to the specific incident)
• Go to a safe place as soon as you can.
• Contact the Police Department at 911 (911 or 9-911 using an on-campus phone).
• Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action. Baylor Scott & White Medical Center in College Station (979-207-0100, https://www.bswhealth.com/specialties/forensic-medicine/) is the community’s designated forensic nursing facility offering a 24/7 program with trained Sexual Assault Nurse Examiners (SANE) and a forensic unit that provides detailed physical examinations, evidence collection, and expert testimony. St. Joseph Regional Hospital in Bryan (979-776-3777) also conducts forensic exams. Go to the hospital’s emergency room and request to be seen by a SANE.
• Try to preserve all physical evidence. Do not wash, use the toilet, swim, brush teeth, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
• Preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.
• Personnel are available to help explain options, give information, and provide emotional support. Personnel include: CREI 979-458-8407, Student Assistance Services 979-845-3113, Counseling and Psychological Services (CAPS) 979-845-4427, Student Health Services 979-458-8316, UPD

5 An individual who has been alleged to have engaged in discriminatory conduct as defined in this policy.
Medical Treatment (as applicable to the specific incident)

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to test for sexually transmitted infections or pregnancy and treat or take preventive measures; and third, to gather and preserve evidence that may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protective order. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. If individuals do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infection.

Confidentiality/Privacy

Students and employees have the option to disclose incidents to confidential reporters who are employees designated or permitted by the university to receive complaints of discrimination, harassment, retaliation, and complicity and maintain confidentiality. Confidential reporters include, but are not limited to, licensed health care personnel and certain mental health providers (professional psychologists/counselors) who receive reports when acting the course and scope of their employment as part of their official employment. When an individual shares information with a confidential reporter, the confidential reporter cannot legally disclose the communication to another person or the institution except under very limited circumstances. Such information could be disclosed when: (1) the individual gives written consent for its disclosure; (2) there is a concern that the party poses an imminent danger to themselves or others; (3) the information concerns conduct involving suspected abuse or neglect of a minor under the age of 18, the disabled, or the elderly; or (4) required by law.

Confidential reporters are required to provide general nonidentifying information as required to comply with the Clery Act or other applicable laws/regulations, and must report de-identified statistics to the Title IX Coordinator for any type of sex-based incident made known to them, and may not include any information that would violate that person’s expectation of privacy. Publicly available recordkeeping, including Clery Act reporting and disclosures, must not include personally identifying information. Incidents are shared in a way that does not identify the individuals. For example, licensed healthcare providers share de-identified information regarding conduct that may be a statistic in the Clery Annual Security Report and/or disclosed in the daily crime log without identifying the individuals concerned. Additionally, researchers are deemed confidential only when the research project is federally funded and the identity of research subjects on the specific project are deemed confidential by law.

6 Personally identifying information is defined as individually identifying information for or about an individual, including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, regardless of whether the information is encoded, encrypted, hashed, or otherwise protected, including a first and last name; a home or other physical address; contact information (including a postal, email, or internet protocol address, or telephone or facsimile number); a social security number, a driver’s license number, passport number or student identification number; and any other information, including date of birth, racial or ethnic background, or religious affiliation that would serve to identify any individual.

7 Private—that which affects, characterizes, or belongs to an individual person, as opposed to the general public. With respect to this regulation, private means restricting information to those with a reasonable need to know.
At Texas A&M University, the following are considered confidential reporters: Mental health providers for students - CAPS (979-845-4427), Texas A&M Psychology Clinic (979-845-8017); mental health provider for student athletes - Counseling and Sport Psychology Services (979-335-9681); health care personnel for students- Student Health Services (979-458-8310); and mental health provider for employees and the employee’s benefits-eligible dependents - The Work/Life Solutions Program by Guidance Resources (1-866-301-9623). Confidential reports are available to support both complainants and respondents.

All other employees informed of possible discrimination, harassment, retaliation, and/or complicity should advise the reporting party that they cannot keep the information confidential and are required to report it to the university. Employees should inform the reporting party where confidential guidance can be obtained, such as the student counseling center or employee assistance program. To the extent possible, the university will protect the privacy of all parties to the report (see definition of private).

Employees receiving a complaint under this policy may not disclose the identity of the complainant to any law enforcement authority unless:
  * expressly authorized by the complainant;
  * imminent threat to health or safety exists; or
  * required by law.

Requests from complainants to withhold any name, or a request not to investigate or seek action against the respondent, will be considered by the university in the context of the university’s duty to provide a safe and nondiscriminatory work, educational, and campus living environment. This may require that the university take actions when the complainant requests no action, such as when violence is involved, when the threat of violence exists, or when required by law, as in the case of elderly, disabled, or child abuse. A request to withhold information or not to investigate the alleged misconduct may limit the university’s ability to respond.

Although individuals reporting sexual assault are not required to file criminal charges, the following program is offered in the State of Texas. In accordance with the Texas Code of Criminal Procedure, Chapter 57, when reporting certain sex offenses to a Texas law enforcement agency, victims may use a pseudonym to protect their identity. The offenses applicable to this program are identified in Chapter 62 of the Texas Code of Criminal Procedure, defined by the Texas Penal Code, and include sexual assault. The pseudonym will replace the victim’s name in all public files and records concerning the offense, including police records, press releases, and records of judicial proceedings.

**Resources, Rights, and Options**

Following an allegation of sexual assault, dating violence, domestic violence, stalking, and/or related retaliation the complainant, the respondent, and other affected individuals have certain resources, rights, and options available to them. Parties with an inquiry or complaint are informed of resources, rights, and options in writing when CREI or other designees receive notification of an incident whether it occurred on or off campus and regardless of whether the individual elects to pursue a criminal complaint or disciplinary measures. Other designees include personnel who are likely to receive reports of prohibited conduct in the Division of Student Affairs, Division of Human Resources and Organizational Effectiveness, and UPD. Available assistance is also covered through prevention and awareness education. Additional information about any of the resources, rights, and options discussed in this section can be requested from CREI. In addition to the Case Managers at CREI, the following are on-campus and community resources available to complainants, respondents, and others.
### Law Enforcement

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<th>Name</th>
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<tbody>
<tr>
<td>Texas A&amp;M University Police</td>
<td>979-845-2345</td>
<td>1111 Research Parkway College Station, TX</td>
<td><a href="https://upd.tamu.edu">https://upd.tamu.edu</a></td>
</tr>
<tr>
<td>(same for UPD officer located at RELLIS)</td>
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<tr>
<td>Bryan Police Department</td>
<td>979-361-3888</td>
<td>303 East 29th Street Bryan, TX</td>
<td><a href="http://www.bryantx.gov/police">www.bryantx.gov/police</a></td>
</tr>
<tr>
<td>College Station Police Department</td>
<td>979-764-3600</td>
<td>2611 Texas Avenue South College Station, TX</td>
<td><a href="http://www.cstx.gov/police">www.cstx.gov/police</a></td>
</tr>
<tr>
<td>Blinn College Police Department</td>
<td>979-209-7600</td>
<td>2423 Blinn Blvd., Building S, Room 106, Bryan, TX</td>
<td><a href="http://www.blinn.edu/police/">http://www.blinn.edu/police/</a></td>
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<tr>
<td>(same for Blinn officer located at RELLIS)</td>
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<tr>
<td>Brazos County Sheriff’s Department</td>
<td>979-361-4980</td>
<td>1700 Highway 21 West Bryan, TX</td>
<td><a href="http://brazoscountysheriff.org">http://brazoscountysheriff.org</a></td>
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### Counseling and Mental Health

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<tr>
<td>Counseling and Psychological Services (CAPS)</td>
<td>979-845-4427 or 979-845-2700</td>
<td>Student Services @ White Creek, Building 65</td>
<td><a href="http://caps.tamu.edu">http://caps.tamu.edu</a></td>
</tr>
<tr>
<td>The Work/Life Solutions Program by GuidanceResources</td>
<td>1-866-301-9612</td>
<td>n/a</td>
<td><a href="https://employees.tamu.edu/cap/">https://employees.tamu.edu/cap/</a></td>
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### Medical and Health Services

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<tr>
<td>Student Health Services</td>
<td>979-458-8250</td>
<td>A.P. Beutel Health Center Texas A&amp;M Campus</td>
<td><a href="http://shs.tamu.edu">http://shs.tamu.edu</a></td>
</tr>
<tr>
<td>Baylor Scott &amp; White Medical Center</td>
<td>979-207-0100</td>
<td>700 Scott &amp; White Drive College Station, TX</td>
<td><a href="http://sw.org/location/college-station-hospital">http://sw.org/location/college-station-hospital</a></td>
</tr>
<tr>
<td>CHI St. Joseph Health College Station Hospital</td>
<td>979-764-5100</td>
<td>1604 Rock Prairie Road College Station, TX</td>
<td><a href="https://www.chistjoseph.org/locations/college-station-hospital">https://www.chistjoseph.org/locations/college-station-hospital</a></td>
</tr>
<tr>
<td>CHI St. Joseph Regional Hospital</td>
<td>979-776-3777</td>
<td>2801 Franciscan Drive Bryan, TX</td>
<td><a href="http://www.chistjoseph.org/">http://www.chistjoseph.org/</a></td>
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### Support, Advocacy, Legal Assistance, and Other Resources

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<tr>
<td>CAPS Helpline (After Hours)</td>
<td>979-845-2700</td>
<td>n/a</td>
<td><a href="http://ses.tamu.edu/?q=helpline">http://ses.tamu.edu/?q=helpline</a></td>
</tr>
<tr>
<td>Student Assistance Services</td>
<td>979-845-3113</td>
<td>Student Services @ White Creek, Building 72</td>
<td><a href="https://studentlife.tamu.edu/sas/">https://studentlife.tamu.edu/sas/</a></td>
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<tr>
<td>Women’s Resource Center</td>
<td>979-845-8784</td>
<td>Student Services @ White Creek, Building 70</td>
<td><a href="https://studentlife.tamu.edu/wrc/">https://studentlife.tamu.edu/wrc/</a></td>
</tr>
<tr>
<td>LGTBTQ+ Resource Center</td>
<td>979-862-8920</td>
<td>Student Services @ White Creek, Building 72</td>
<td><a href="http://studentlife.tamu.edu/gbt">http://studentlife.tamu.edu/gbt</a></td>
</tr>
<tr>
<td>Student Conduct Office</td>
<td>979-847-7272</td>
<td>Student Services @ White Creek, Building 71</td>
<td><a href="http://studentlife.tamu.edu/sco">http://studentlife.tamu.edu/sco</a></td>
</tr>
<tr>
<td>Student Legal Services¹</td>
<td>979-862-4502</td>
<td>Student Services @ White Creek, Building 72</td>
<td><a href="http://studentlife.tamu.edu/sls">http://studentlife.tamu.edu/sls</a></td>
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<tr>
<td>Offices of the Dean of Student Life</td>
<td>979-845-3111</td>
<td>Student Services @ White Creek, Building 72</td>
<td><a href="https://studentlife.tamu.edu/">https://studentlife.tamu.edu/</a></td>
</tr>
<tr>
<td>Organizational Consulting &amp; Resolution Management</td>
<td>979-862-4027</td>
<td>750 Agronomy Rd., General Services Complex, Ste. 1201 College Station, TX</td>
<td><a href="https://employees.tamu.edu/ocrm/">https://employees.tamu.edu/ocrm/</a></td>
</tr>
<tr>
<td>University Police Department Victim Services</td>
<td>979-458-9767</td>
<td>1111 Research Parkway College Station, TX</td>
<td><a href="https://upd.tamu.edu/Pages/VictimsAdvocate.aspx">https://upd.tamu.edu/Pages/VictimsAdvocate.aspx</a></td>
</tr>
<tr>
<td>College Station Police Victim Advocacy &amp; Assistance Program</td>
<td>979-764-5004</td>
<td>2611 Texas Avenue South College Station, TX</td>
<td><a href="https://www.cstx.gov/departments-city_hall/police/operational/victim">https://www.cstx.gov/departments-city_hall/police/operational/victim</a></td>
</tr>
<tr>
<td>Twin City Mission Domestic Violence Services</td>
<td>979-775-5355</td>
<td>2505 South College Avenue Bryan, TX</td>
<td><a href="https://www.twincitymission.org/domestic-violence-services">https://www.twincitymission.org/domestic-violence-services</a></td>
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¹ Student Legal Services does not render advice to students in a dispute against other Texas A&M University students or against Texas A&M University and does not represent students in court.
### Institutional Rights and Options (Supportive Measures)

The institution is obligated to offer and provide assistance to students, employees, and third parties in obtaining a range of supportive measures. Supportive measures are intended to restore or preserve equal access to the workplace and educational programs or activities without unreasonably burdening the other party; stop and prevent the reoccurrence of discrimination, harassment, and/or retaliation; and support the complainant and respondent during the investigation and resolution process.

Supportive measures are non-disciplinary, non-punitive individualized services. Supportive measures are offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent.

In all complaints of discrimination, harassment, and/or retaliation, CREI promptly contacts the parties to discuss the availability of supportive measures, considers the parties’ wishes with respect to supportive measures, informs the complainant of the availability of supportive measures with or without the filing of

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<tr>
<td>SCHOLARSHIPS &amp; FINANCIAL AID</td>
<td>979-845-3236</td>
<td>2nd Floor of The Pavilion, Texas A&amp;M Campus</td>
<td><a href="https://financialaid.tamu.edu/">https://financialaid.tamu.edu/</a></td>
</tr>
<tr>
<td>VETERAN SERVICES</td>
<td>979-845-8075</td>
<td>2nd Floor of The Pavilion, Texas A&amp;M Campus</td>
<td><a href="http://veterans.tamu.edu">http://veterans.tamu.edu</a></td>
</tr>
<tr>
<td>FEDERAL STUDENT AID INFORMATION CENTER</td>
<td>800-433-3243</td>
<td>n/a</td>
<td><a href="https://studentaid.ed.gov/">https://studentaid.ed.gov/</a></td>
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<tbody>
<tr>
<td>International Student Services</td>
<td>979-845-1824</td>
<td>1st Floor of The Pavilion, Room 110</td>
<td><a href="http://iss.tamu.edu">http://iss.tamu.edu</a></td>
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### Visa and Immigration Assistance

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<th>Phone</th>
<th>Address</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Student Aid Information Center</td>
<td>800-433-3243</td>
<td>n/a</td>
<td><a href="https://studentaid.ed.gov/">https://studentaid.ed.gov/</a></td>
</tr>
</tbody>
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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>SCHOLARSHIPS &amp; FINANCIAL AID</td>
<td>979-845-3236</td>
<td>2nd Floor of The Pavilion, Texas A&amp;M Campus</td>
<td><a href="https://financialaid.tamu.edu/">https://financialaid.tamu.edu/</a></td>
</tr>
<tr>
<td>VETERAN SERVICES</td>
<td>979-845-8075</td>
<td>2nd Floor of The Pavilion, Texas A&amp;M Campus</td>
<td><a href="http://veterans.tamu.edu">http://veterans.tamu.edu</a></td>
</tr>
<tr>
<td>FEDERAL STUDENT AID INFORMATION CENTER</td>
<td>800-433-3243</td>
<td>n/a</td>
<td><a href="https://studentaid.ed.gov/">https://studentaid.ed.gov/</a></td>
</tr>
</tbody>
</table>
a formal complaint, and explains to the complainant the process for filing a formal complaint. The university must maintain the privacy of any supportive measures provided to the complainant or respondent to the extent that maintaining such privacy would not impair the ability of the university to provide supportive measures.

CREI is responsible for coordinating the effective implementation of supportive measures. In addition to facilitating supportive measures, CREI can provide parties with access to university officials with information about counseling, medical, mental health, victim advocacy, visa and immigration information, impact of a leave of absence on student financial aid, and other services available to complainants and respondents (on campus and in the community). CREI will also notify the parties that options such as protective orders and criminal trespass warnings may be available through law enforcement agencies and the judicial system. A party may request a supportive measure through CREI (979-458-8407) at any time, regardless of whether a formal complaint has been filed and regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies.

CREI can assist with supportive measures that may include but are not limited to changes to academic, living, transportation and working situations or supportive measures according to the list below. In determining which supportive measures to impose and the reasonableness of the related measures, CREI considers the request; the safety of the complainant, respondent, and the university community; the specific needs of the individuals; the severity or pervasiveness of the allegations; continuing effects; sharing of residence halls, dining halls, classes, transportation, or job locations; other judicial measures already in place; and other factors as appropriate. The university also provides reasonable supportive measures to third parties as appropriate and available, taking into account the role of the third party and the nature of any contractual relationship with the university. Parties seeking a supportive measure should discuss their options with their CREI case manager.

Supportive measures provided by the institution vary and may include, but are not limited to, the following:

- Assistance in obtaining access to medical, mental health, legal (protective orders and criminal trespass warnings available through law enforcement and the judicial system), counseling support, victim advocacy, visa and immigration information, and financial aid guidance
- Extension of deadlines or other course-related adjustments, e.g., in cases in which a student complainant and student respondent are enrolled in the same course, either student may elect to drop the course without any academic penalty
- Modifications of work or class schedules
- Campus escort services
- Mutual no contact restrictions between the parties as described below
- Changes in work or housing locations
- Leaves of absence
- Increased security and monitoring of certain areas of campus or workplace
- Other similar measures

**Mutual No Contact Restriction**: A mutual no contact restriction is a supportive measure issued by the institution that prohibits two parties from contacting one another through any means. Mutual no contact restrictions can be issued in addition to court ordered protection but may also serve as an alternative for those who do not want to seek a court order. A complainant or a respondent can request a mutual no contact restriction through the CREI at 979-458-8407. CREI may issue a mutual no contact restriction at any time prior to or during a conduct investigation based on information provided by the requestor. If good cause for a mutual no contact restriction is determined, both parties are notified of the restrictions in writing.
Mutual no contact restriction records are maintained in CREI’s tracking system.

Individuals should be aware that direct contact, refusal to leave a protected area, appearing at a location one reasonably knows the protected party is at, third-party contact, or even an anonymous contact are all potential violations of a mutual no contact restriction. Violations should be reported to CREI and may result in further disciplinary action. Failure to comply with the terms of supportive measures such as mutual no contact restrictions may be considered a separate violation of system policies and regulations and university rules and procedures.

CREI will also consider an interim removal of the respondent from university programs or activities if the respondent is an immediate threat to the health or safety of the community or another individual. Both an interim removal for student respondents and an interim administrative action for employee respondents, such as a leave of absence, are described below.

**Interim Removal of Students:** A student may not be expelled or suspended prior to a decision of responsibility for a violation(s) of a university rule, policy, regulation, code, or SAP except as provided below.

The Dean of Student Life may remove a student from an education program or activity on an emergency basis only after an individualized safety and risk analysis has determined that the student is an immediate threat to the physical health or safety of any other student or individual arising from the allegations. The Dean of Student Life must provide the removed student with notice and opportunity to challenge the decision immediately following the removal. Upon being removed, the removed student must be granted the opportunity for a hearing within 5 business days to review whether or not the removal is warranted. The outcome of this hearing is not subject to appeal and is not a disciplinary action.

During the interim removal, a student may be denied access to campus housing and/or the campus (including classes) and/or all other university activities or privileges for which the student might otherwise be eligible.

The interim removal does not replace the investigation and resolution process. The investigation and resolution process shall proceed as outlined in this policy, except that the timelines referenced in this policy may not be followed and the allegations will be resolved as soon as possible.

**Interim Administrative Actions for Employees:** In accordance with university rules and SAPs, CREI may request that an employee be placed on leave, suspended with pay, reassigned and/or place in another type of temporary status pending completion of the investigation and resolution process. CREI may also issue interim restrictions to an employee, which include, but are not limited to, contact restrictions (no-contact directives); representation of the university; “no trespass” orders, etc. Such interim actions will remain in place as specified in a notification to the employee or until the allegations are resolved.

**Confidentiality/Privacy of Accommodations and Supportive Measures:** The university will maintain as private any accommodations or supportive measures provided to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or supportive measures. CREI is responsible for determining what information and to whom information will be disclosed based on the circumstances of the allegation, the individuals involved, and related safety needs. CREI uses discretion and only discloses information to key officials at the institution who perform the tasks necessary for obtaining or providing the particular accommodation or supportive measure. The identity of an alleged
victim of sexual harassment, sex-based misconduct, sexual assault, dating/domestic violence, or stalking may only be disclosed to: (a) persons employed or under contract with the institution, who are necessary to conduct an investigation of the report or any related hearings; (b) a law enforcement officer as necessary to conduct a criminal investigation of the report; (c) the person or persons alleged to have perpetrated the incident, to the extent required by other law; or (d) potential witnesses to the incident as necessary to conduct an investigation of the report. Other areas receiving information related to supportive measures may include, but are not limited to: Offices of the Dean of Student Life, Residence Life, Transportation Services, Athletics, Scholarships and Financial Aid, Corps of Cadets, Student Activities, Division of Human Resources and Organizational Effectiveness, academic departments (direct supervisor, Dean, or Associate Dean), or non-academic departments (direct supervisor, Vice President, or designee). Prior to disclosure, CREI will receive consent to disclose the identity of the alleged victim, inform the individual of the information that will be shared, with whom it will be shared, and why.

Legal Rights and Options
The institution provides information and assistance to the complainant, the respondent, and other affected individuals in obtaining lawful orders issued by a criminal, civil, or tribal court including protective orders and criminal trespass warnings as discussed below. Failure to comply with any of the terms of lawful supportive measures may be considered a separate violation in the institutional disciplinary proceeding.

Protective Orders: Individuals may apply for protective orders through the Texas criminal justice system. A protective order is an interim protective measure that requires the recipient to stay away from the protected individual’s home, workplace, and/or children’s schools (if the children are protected persons in the order) depending on the documented circumstances. It can require the recipient to stop communicating with the protected individual in a harassing or threatening manner, attend counseling, pay child support, and/or pay spousal support. An application for a protective order may be filed by an individual, a prosecuting attorney, or the Texas Department of Family and Protective Services (1-800-252-5400) on behalf of an individual. The application is obtained through the county attorney (Brazos County Attorney’s Office – Family Violence Unit, Family Violence and Mental Health Coordinator, 979-361-4657), the district attorney (Brazos County District Attorney’s Office - Chief Family Violence Division, 979-361-4320), or a private attorney. UPD (979-845-2345) will also provide assistance in applying for protective orders. Forms associated with applying for a protective order are found on the following webpages: http://brazoscountytx.gov/index.aspx?NID=112 and https://guides.sll.texas.gov/legal-forms/protective-orders.

The application for a protective order must be filed in either the county where the applicant lives or the county where the recipient lives. The applicant’s address can be kept confidential. If the legal criteria for a protective order is met, the county or district attorney’s office will prepare and file all of the paperwork necessary to request a protective order from a court. Such orders provide effective tools for law enforcement when they are called upon to protect an individual and their family. Additionally, an emergency protective order may be recommended and automatically issued by the court following the original report and arrest of the respondent. A hearing is held at a later date to determine if the order should be extended or modified.

UPD is notified of protective orders that exist in the campus and surrounding area. Local law enforcement agencies are also notified of all existing protective orders in their area. If the requestor or other institutional personnel become aware that a protective order is violated, UPD should be contacted immediately at 979-845-2345. Responding agencies can also be contacted for protective order violations including Bryan Police (979-361-3888), College Station Police (979-764-3600), or the Brazos County Sheriff’s Department
Violating protective orders generally carry authority for the violator’s immediate arrest by UPD or other law enforcement agencies.

**Criminal Trespass Warning:** A criminal trespass warning is a supportive measure issued by UPD which is directed at those who are considered a danger to the campus community or a danger to a certain individual in the campus community. The warning advises the respondent to leave the premises and forbids him/her from entering and/or remaining on certain property which can cover either the entire campus or a specific campus location. To request a criminal trespass warning, contact UPD at 979-845-2345 and request to speak with an officer. The UPD officer issues the criminal trespass warning if the respondent is determined to pose a risk to campus safety based on information provided by the requestor as it relates to applicable state law and/or UPD policy. When the warning is issued, the officer is responsible for providing notice to the requestor and the person receiving the warning.

UPD officers are notified of criminal trespass warnings that exist in their area. If a criminal trespass warning is violated, UPD should be contacted immediately at 979-845-2345. A violation of the criminal trespass warning occurs when the individual is issued a warning but refuses to leave campus or is subsequently found in a prohibited area based on the trespass warning. The requestor and other institutional personnel should take appropriate action by contacting UPD for a responding officer when they become aware of a potential violation of a criminal trespass warning. UPD generally enforces these warnings by charging violators with criminal trespass resulting in arrest and/or fine.

If the complainant, respondent, or member of the university community has obtained a protective order, civil no-contact order, restraining order, or similar order from a court as described in this section, against another member of the university community, a copy of the order should be provided to the Chief Risk, Ethics, and Compliance Officer. In conjunction with UPD and other university officials, the Chief Risk, Ethics, and Compliance Officer will take all reasonable actions authorized by law to implement the order.

**Other Legal Options:** The UPD’s Community Services Division at 979-845-0070 is available to provide information or direct victims to the proper agency about personal safety, Texas Crime Victim’s Rights, Texas Crime Victims Compensation Fund and other information upon request. Or visit the Office of the Texas Attorney General’s website at [https://www.texasattorneygeneral.gov/cvs/crime-victims-compensation](https://www.texasattorneygeneral.gov/cvs/crime-victims-compensation).

**Investigations and Disciplinary Proceedings for Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Retaliation**

Proceedings from an allegation of sexual assault, dating violence, domestic violence, or stalking are provided in a prompt, fair, and impartial manner from the initial investigation to the final result, including any appeals. They are consistent with the institution’s policies and transparent and equitable to the complainant and respondent. The investigation provides that:

- Both the complainant(s) and the respondent(s) must receive equitable treatment in all facets of the investigation and resolution process including, but not limited to, the right to an advisor (if any), the right to present evidence and witnesses, and the right to be informed of the outcome of the investigation.
- Timely and equal access to any information (inculpatory and exculpatory) discovered during the investigation as well as any information that will be used during informal and formal disciplinary meetings and hearings will be provided to the complainant, respondent, and appropriate officials.
- During the investigation the complainant and respondent have timely notice of meetings at which the complainant or respondent, or both, may be present.
• Determinations use the preponderance of the evidence standard, i.e., what is more likely than not to be true, based on the totality of the available evidence.
• If the respondent has multiple roles at the university, such as when the respondent is both a student and an employee, the Chief Risk, Ethics, and Compliance Officer will consult with other relevant university officials and determine which procedure(s) to follow in the investigation and resolution of the allegations of prohibited conduct as well as other policy violations. The Chief Risk, Ethics, and Compliance Officer will consider the known facts and circumstances, including which role predominates in the context of the prohibited conduct.
• The university’s disclosure of information related to an investigation, the DA’s decision and/or the sanctions rendered are governed by the provisions of the Family Educational Rights and Privacy Act (FERPA), the Texas Public Information Act (TPIA), the Texas Education Code Section 51.971, and other applicable confidentiality laws.

Individuals conducting investigations and other decision makers, at a minimum, receive annual training on the issues related to sexual assault, dating violence, domestic violence, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. All of those involved in the administration of civil rights complaints at the university (including but not limited to: reporting, administering, investigating, adjudicating, advising, and informal resolution) complete annual training specific to their roles in accordance with requirements established by SECO in System Regulation 08.01.01, Appendix B, Minimum Training Requirements for Civil Rights Investigations, Advisement, Adjudication, Appeals, and Informal Resolution in The Texas A&M University System. Minimum training requirements include university rules and procedure, applicable federal and state laws, how to conduct comprehensive civil rights investigations and prepare reports, trauma-informed investigation techniques and considerations, due process protections, how to value and weigh evidence and assess credibility, sanctioning, appellate processes, etc.

If an employee reasonably believes that an incident constitutes sexual harassment, sexual assault, dating violence, domestic violence, or stalking and that the incident is alleged to have been committed by or against a person who was a student enrolled at or an employee of the institution at the time of the incident, the employee must promptly report the incident to CREI. Students and third parties (including, but not limited to, anyone receiving services from the university, vendors and private business associates) are strongly encouraged to report the incident(s) promptly to CREI. An employee is not required to report an incident in which that employee was a victim of the sexual harassment, sexual assault, dating violence, domestic violence, or stalking. Once an individual discloses information to CREI, a complaint will be considered to be made with the university, and the institution’s process is initiated regardless of whether the complainant chooses to pursue criminal charges.

Complaints are initially reviewed by CREI, not only to assess and address safety, but also to determine whether a violation of the System Regulation 08.01.01 and/or Rule 08.01.01.M1 and/or any other university rule, SAP, code, or policy could have occurred. During the initial review and preliminary assessment CREI will:

9 For the purposes of this section, proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and the complainant, respondent, and other affected individuals concerning accommodations or protective measures.
• Inform the complainant about options for formal and informal resolutions and solicit the complainant’s preferred method for resolving the matter. Complainants may request a formal resolution, an informal resolution, or “no resolution” of the allegations of discrimination, harassment, retaliation, and/or complicity.
• Offer assistance to the complainant in submitting a written formal complaint\(^\text{10}\) that details the nature and circumstances of the allegations, including the names of the complainants and respondents, if so inclined.

No Resolution
If the complainant requests that no resolution of the allegations occur, the university will seek to honor the request whenever possible without impeding the university’s ability to enhance the safety and security of the complainant and the university community. The university may initiate an investigation based on the seriousness of the allegation, whether or not there are multiple allegations, and/or whether or not a respondent poses a risk of harm to others. CREI will consider the following factors when evaluating such requests:

- All of the known circumstances, including any corroborating evidence;
- The nature and scope of the alleged conduct, including whether the reported behavior involves the use of a weapon;
- The respective ages and roles of the complainant and respondent;
- Whether there have been other reports of prohibited conduct or other misconduct by the respondent;
- Whether the report reveals a pattern of misconduct related to prohibited conduct (e.g. via illicit use of drugs or alcohol) at a given location or by a particular group;
- Fairness considerations for both the complainant and the respondent;
- Whether the university possesses other means to obtain relevant information and evidence;
- The university’s obligation to provide a safe and non-discriminatory environment;
- Admissions of responsibility by the respondent, if any; and
- The impact of honoring the request on the complainant and the university community, including the risk of additional violence.

If the university is able to honor the complainant’s request for no resolution, the university may close the matter with no action taken, or the university may proceed with other appropriate steps, including investigation and disciplinary action against the respondent for violations of other rules, SAPs, regulations, policies, or codes, if applicable.

If the university determines that the complainant’s request cannot be honored, the complainant will be notified of the decision, and CREI will take appropriate actions, including but not limited to, (1) offering support services or academic adjustments and (2) initiating a formal investigation.

\(^{10}\)A formal complaint is a document or electronic submission (such as by electronic mail or through an on-line portal provided for this purpose) filed by a complainant, or signed by the Title IX Coordinator, alleging sex-based discrimination against a respondent and requesting that the university investigate the allegation(s). The formal complaint must contain the complainant’s physical or digital signature, or otherwise indicate that the complainant is the person filing the complaint. Alternatively, a Title IX Coordinator may sign a formal complaint but is not a complainant or otherwise a party to the complaint. The university may consolidate formal complaints as to allegations of sex-based violations against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, when the allegations of sexual harassment arise out of the same facts or circumstances.
Informal Resolution
Informal resolutions do not utilize a formal hearing and may or may not involve the establishment of findings of fact and the application of sanctions.

At any time prior to the determination of a final decision, the parties may seek informal resolution to resolve the complaint. The following conditions apply to informal resolution:
- Informal resolution is a voluntary process. No party may be compelled to participate in informal resolution. The university, in consultation with SECO, must agree to allow an informal resolution to move forward and must obtain the parties’ voluntary, written consent to the informal resolution process.
- Prior to an informal resolution, the parties will be provided with: (a) written notice of the allegations; (b) the requirements of the informal resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations; and (c) the consequences of withdrawing from the informal process and resuming the formal process, and including the records that will be maintained or could be shared.
- Once a party agrees to participate in informal resolution, they may withdraw from the process at any time prior to a final agreement and resume the formal grievance process. Information shared in the informal resolution process may not be introduced into the formal process without independent evidence.
- Once a final agreement is established through informal resolution, the complaint may not return to the formal complaint process unless one or both parties fails to abide by any conditions established in the agreement.
- Informal resolution options include mediation, restorative conferences, shuttle facilitation, and other forms of facilitated dialogue.
- Mediation may not be used to resolve complaints of rape, statutory rape, dating violence, domestic violence, or any case in which imminent threats of harm may exist.
- The university may not offer an informal resolution process in sex-based complaints unless a formal complaint is filed and may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

Formal Resolution
The allegations will be considered for investigation pursuant to the following procedures. CREI reserves the right to resolve the complaint informally or through no resolution if the allegation does not rise to the level of conduct prohibited by System Regulation 08.01.01.

Upon receipt of a report, CREI may consult with the Texas A&M University System Office of General Counsel (OGC) as needed and make a preliminary determination about whether to conduct a formal investigation of the allegations. The preliminary determination may include, but is not limited to, the following:
- An assessment of whether there is sufficient known or obtainable information to proceed with an investigation of the complaint;
- An assessment of whether the allegations are baseless;
- An assessment of whether the allegations, if true, would constitute a violation of System Regulation 08.01.01; and/or
- An assessment of whether a complainant’s request for no resolution may be honored.
If it is determined that there is insufficient information to proceed with an investigation; or that the allegations are baseless; or that the allegations, if true, would not constitute conduct prohibited by System Regulation 08.01.01 and/or Rule 08.01.01.M1; or, that an investigation will not occur due to the complainant’s request for no resolution, CREI may, after consultation with OGC:

- dismiss the complaint,
- close it for insufficient evidence to investigate or lack of jurisdiction,
- refer the report to a different office at the university (the university office may review the conduct and take appropriate action, including but not limited to, disciplinary action against the respondent for violations of other university rules, codes, regulations, policies, or SAPs, if applicable), or
- with the consent of the parties, as well as the approval of SECO, refer the complaint to informal resolution (cases involving allegations based on sex require the submission of a formal complaint before they may be referred to informal resolution).

CREI will notify the complainant of such action in writing. Complaints that have been dismissed or referred may be appealed in accordance with the appeal procedures section of this policy.

Once it has been determined that the university will proceed with a formal investigation, CREI will appoint the Investigative Authority (IA) within 5 business days to initiate the process of determining whether a violation of System Regulation 08.01.01 or other university rule, SAP, code, or policy occurred. The Assistant Vice President and Title IX Coordinator (or designee) shall simultaneously notify the complainant(s) and respondent(s) in writing of the commencement of the investigation. The notice of investigation will include:

- receipt of the complaint stating the allegation of a violation of this policy;
- interim supportive measures, if any;
- admonishments regarding cooperation and prohibiting retaliation;
- any informal resolution process that may be available; and
- an unredacted version of the complaint to an employee respondent(s) and their advisor, if applicable, with admonishments regarding privacy.

- the appointed IA; the appointed Designated Administrator (DA) and Appellate Authority (AA); 12

If in the course of an investigation the university decides to investigate allegations about the complainant or respondent that were not included in the original notice, the university must provide notice of the additional allegations to the parties.

If the respondent is an employee, the Assistant Vice President and Title IX Coordinator (or designee) shall notify, in writing, the respondent’s supervisor that CREI is investigating an allegation that the respondent has engaged in conduct that may be a violation of System Regulation 08.01.01 and/or Rule 08.01.01.M1 or other university rules, SAPs, codes, or policies. If the respondent is a third party, CREI will collaborate with the third party’s employer regarding the investigation and disciplinary action.

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11 The IA is one or more trained individuals appointed to conduct a formal investigation to discover and examine the facts related to an allegation and conclude if, based on the preponderance of the evidence, the allegation is substantiated, unsubstantiated, or if there is insufficient information. In complaints involving allegations of sex-based behaviors, the IA will be limited to only reporting the evidence collected during the investigation, as well as issuing appropriate determinations surrounding credibility of parties, witnesses, and evidence.
CREI is responsible for all administrative actions required to conduct the investigation. These include, but are not limited to, informing the parties of extensions or other delays affecting the investigation, contacting supervisors or faculty regarding their employees’ or students’ time away from work or class to participate in the investigative process, making reports to university administrators, coordinating supportive measures, and undertaking any other tasks necessary to properly conduct the investigation.

The IA will review the complaint, conduct a prompt, fair, thorough, and impartial investigation. Abuse of the investigation and resolution process is prohibited and subject to disciplinary action up to and including dismissal or separation from the university. Examples of abuse of process include, but are not limited to:

- Failure to appear at a meeting, interview, hearing, or conference as set forth in a notice issued by CREI;
- Falsification, distortion, destruction, or misrepresentation of evidence or information;
- Disruption or interference with the orderly conduct of an investigation, interview, meeting, hearing or conference;
- Intentionally initiating or causing a false report to be initiated;
- Attempting to discourage an individual’s proper participation in, or use of, the investigation and resolution process, disciplinary process, or legal process;
- Attempting to influence the impartiality of the IA, AA, or DA prior to, and/or during the course of the investigation and resolution process;
- Verbal or physical intimidation, and/or retaliation of any party to the investigation and resolution process prior to, during, and/or afterwards;
- Failure to abide by the terms of university administered sanctions;
- Influencing or attempting to influence another person to commit an abuse of the investigation and resolution process; and/or
- Failure to cooperate fully with the IA (applies to employees only).

12 The DA is the decision-making entity specified in university rules. This may be an administrator or a hearing officer/panel but may not include a person with a clear conflict of interest (e.g., supervisor, subordinate, and/or family member of either party) or personal bias. The role of the DA is to determine whether or not allegations of misconduct rise to the level of a violation of System Regulation 08.01.01 based on the evidence provided and utilizing the preponderance of the evidence standard. The DA cannot have served as an investigator nor may they later serve as an appellate authority in the same case. Title IX Coordinators may not serve as a DA in any case involving an allegation of discrimination or harassment based on sex. The AA is any individual or panel responsible for rendering appeal decisions as specified in university rules. The role of the AA is to review the process by which an original decision was reached and render an appellate decision, consistent with the grounds for appeal. Title IX Coordinators may not serve as an AA in any case involving an allegation of discrimination or harassment based on sex. All persons serving as DAs, AAs, and IAs will be impartial and free of conflicts of interest or bias for or against the complainant or the respondent. Parties who are concerned about the impartiality of an individual serving in one of these roles should submit their concerns, in writing, to the Chief Risk, Ethics, and Compliance Officer (civilrights@tamu.edu) who may designate alternative individuals to fulfill any of these roles.
Students, employees, and third parties who are found responsible for abuse of the investigation and resolution process are subject to the sanctions as described in this policy.

During the investigation, the complainant and the respondent will have an equal opportunity to be heard, submit information and corroborating evidence, identify witnesses who may have relevant information, and submit questions to be asked of the other party. Questions for the other party will be asked by and at the discretion of the IA. The IA will meet separately with the complainant, the respondent, and any witnesses, and will gather other relevant and available evidence and information. The IA may also consult medical, forensic, technological, or other experts when expertise is needed in order to achieve an understanding of the issues under investigation.

Witnesses must (1) have observed the acts in question, (2) have information related to or relevant to the incident, or (3) have information about impact, mitigation, aggravation, and/or character in order to participate in the investigation process.

Investigations provide both the complainant and respondent the same opportunities to have others present during any institutional proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. The advisor may be present at any time in which the party participates in the investigation and resolution process, including the filing of the complaint, the interview with the IA, and all other meetings related to the investigation and resolution of the complaint. A party may select any person to be an advisor, including legal counsel.

If the allegations are related to sexual harassment or sex-based misconduct, a party must have an advisor for the hearing to provide guidance and to conduct cross examination. If a party does not have an advisor for a hearing involving sexual harassment or sex-based misconduct allegations, the university will appoint an advisor for the party. To the extent reasonably possible, the university will provide a party without an advisor with a list of trained advisors and allow the party to select an advisor to be appointed from the list.

Restrictions regarding the extent to which the advisor will participate in the proceedings may be established and applied equally to both parties. In all instances, the advisor’s participation will be limited to the role of an observer, except that the advisor will conduct the cross examination during a hearing on allegations of sexual harassment and sex-based misconduct. An advisor can be barred from being present during the investigation and resolution process if, in the judgment of the IA, the DA, the AA, or the Assistant Vice President and Title IX Coordinator, the advisor attempts to advocate on behalf of a party (other than cross-examination), or is otherwise disruptive. All parties, including advisors, are informed of participation restrictions before a proceeding is conducted so that parties understand and respect the limitations.

When the university is made aware that there is a concurrent criminal investigation, CREI may inform the law enforcement agency that a university investigation is also in progress; ascertain the status of the criminal investigation; and determine the extent to which any evidence collected by law enforcement may be available to the university in its investigation.

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13 An advisor is an individual selected by each complainant and respondent to provide guidance, support, or advice during the investigation and resolution process and to conduct cross-examination when a complaint is referred to a formal hearing. An advisor may be an attorney. The university may appoint an advisor of the university’s choice for a complainant or respondent for a hearing if either party does not have an advisor present. Advisors may not otherwise represent or speak for the party they are advising. Each party is allowed one advisor, although the university may establish circumstances under which a second advisor would be permitted (e.g., accommodating a party with a disability).
At the request of law enforcement, the university may temporarily defer part or all of the investigation until after the initial evidence-gathering phase of the law enforcement investigation is complete. The IA will communicate with the parties (as appropriate) about the law enforcement agency’s request to the extent allowed by law; the university’s obligations and supportive measures; procedural options; anticipated timing; and the implementation of any necessary interim measures for the safety and well-being of all affected individuals.

Standards for the resolution of criminal allegations are different than the standards for resolution of a violation of System Regulation 08.01.01 and/or any other university policy, rule, SAP, or code; therefore, the university will not base its decisions on any law enforcement determination and/or the outcomes of any criminal proceedings.

Within 30 business days, the IA will prepare an initial draft investigation report at the conclusion of the investigation and provide it to OGC for review. The initial draft investigation report includes the following but does not contain speculation, opinions, findings, decisions, or recommendations for sanctions:\[14:\]

- statement of the allegation(s)
- listing of individuals interviewed including dates of the interviews
- all inculpatory evidence (evidence that would tend to support a finding that a respondent is responsible for the alleged misconduct) that is directly related to the allegations
- all exculpatory evidence (evidence that would tend to support a finding that a respondent did not commit the alleged misconduct) that is directly related to the allegations
- credibility assessments which may not be based on an individual’s status as a complainant, respondent, or witness
- listing of relevant documents attached to the report as exhibits

The IA has the sole discretion to determine the relevance of evidence and whether it should be included in or excluded from the investigation report. OGC will coordinate with SECO and provide its review of the initial draft investigation report to the IA within 10 business days.

The IA will have 5 business days to create a final draft investigation report and share that document electronically with both the complainant, respondent, and their advisors, if any. The university provides parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the university does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence related to the allegations whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation. This includes sending to each party and the party’s advisor, if any, the final draft investigation report (with exhibits) subject to inspection and review. Both the report and the collected evidence will be unredacted to the extent allowed by law.

\[14\] The investigation report for a non-sex based civil rights complaint must also include the IA’s conclusion, based on the preponderance of the evidence, whether or not the alleged behavior/conduct occurred, did not occur, or there was insufficient evidence to establish that the behavior occurred or not, but will not determine whether or not the behavior establishes a violation of system or university regulations or rules.
The complainant and the respondent will be given 10 business days to review the final draft investigation report and evidence and submit a written response to the IA for the IA to consider prior to final completion of the investigative report. A party’s response may include: (1) written comment or feedback; (2) additional evidence or information; (3) the names of additional witnesses or a request for the collection of other information by the IA; and/or (4) questions to be asked (at the discretion of the IA) of the other parties or witnesses. The IA must explain to the party proposing the questions any decision to exclude a question as repetitious or not relevant. A party’s written response, if any, will be shared with all other parties and incorporated in the investigation report as an exhibit.

While it is the IA’s responsibility to undertake a thorough search for relevant facts and evidence and to gather evidence sufficient to reach a determination regarding responsibility, the IA must conclude the investigation within a reasonably prompt timeframes and without the power of subpoena.

At the conclusion of the review and respond period, the IA will determine if any new or relevant information was provided by one or both of the parties. If necessary, the IA may pursue additional investigative steps and/or amend the final draft investigation report. The IA will have 10 business days to complete this process.

The IA will then have 5 additional business days to prepare a final report (as amended, if applicable), and forward it along with exhibits, responses from the parties, and other information directly related and relevant to the allegations, to OGC and SECO for legal review. OGC and SECO will then have 5 business days to provide feedback to IA. The latter review provided by OGC and SECO may be waived by mutual agreement between the university and OGC/SECO if no substantive changes were made following the initial review. After receiving the legal review, the IA will have 5 business days to finalize the investigation report and submit to the DA for decision-making and sanctions.

Circumstances may warrant extensions to the timeframes in this section. The IA should send an extension request, if needed, to CREI. Both the complainant(s) and the respondent(s) are notified of any extensions in writing.

The respondent is presumed to not have engaged in prohibited conduct until the DA finds that there is sufficient evidence based on a preponderance of the evidence to find that the respondent has violated System Regulation 08.01.01 and/or Rule 08.01.01.M1. If violation(s) are found, the DA may issue sanctions.

**Procedures governing the resolution of all sexual harassment and sex-based misconduct allegations, see definitions on page 16**

The university’s Chief Risk, Ethics, and Compliance Officer will appoint a university official and/or a hearing officer to be the DA. The university official and/or hearing officer will render decisions in cases with allegations against employees, third parties, and students.

The DA will review the unredacted final investigation report, the documentary evidence, the record of the hearing (if applicable), and any other relevant information. The DA or designee will provide the final investigative report and exhibits to the parties. The parties will also be provided a pre-hearing conference.
to review the hearing process as well as to explore any available options for informal resolution. The parties
have at least 10 business days to review the final investigative report and to respond in writing to the DA (if
desired) prior to the hearing. The DA has the sole discretion to determine the relevance of evidence and
whether it should be heard at a hearing. The Rules of Evidence do not apply in hearings. At any time prior
to the adjudication of a formal complaint, the parties may seek informal resolution to resolve the complaint.
Unless waived by the parties, following the pre-hearing conference the parties will be given a minimum
of 5 business days notice of any formal hearing. The notice must include the date, time, and location of the
hearing, as well as instructions for those participating in hearings through online means.

The DA will conduct a live hearing\textsuperscript{16} to allow the parties to question witnesses, submit evidence or
information, and to allow the DA and the parties’ advisors to cross-examine other parties or witnesses.
The complainant and the respondent at a hearing must have an advisor with them. In cases in which a
party does not have an advisor, the university will provide a trained advisor to assist them in the hearing
process.

Cross-examination of the complainant, respondent, and any witnesses may not be conducted by the
opposing party but must be conducted by their advisor. Questions are to be directed to the DA, who will
determine whether or not each question will be admitted into the hearing. If a question is deemed
repetitious or not relevant, the decision-maker must explain the decision to exclude it. When parties are
being subject to cross-examination, the advisor may not answer on behalf of the party.

The DA will preside over the hearing and make final determinations on the relevance of questions and
evidence asked during the cross-examination. Questions and evidence about the complainant’s sexual
predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the
complainant’s prior sexual behavior are offered to prove that someone other than the respondent committed
the alleged conduct, or if the questions and evidence concern specific incidents of the complainant’s prior
sexual behavior with respect to the respondent and are offered to prove consent.

If a complainant, respondent, or witness is not in attendance at a live hearing, the DA cannot rely on the
previously submitted statements of the absent party in reaching a determination, but may utilize all other
evidence, including witnesses who interacted with the absent party, but not hearsay testimony of what the
absent party told that individual. A complainant, respondent, or witness statement can also not be utilized
in a determination if that person refuses to submit to cross-examination at a live hearing. The DA cannot
draw an inference regarding responsibility based solely on a party’s or witness’s absence from the live
hearing or refusal to answer cross-examination or other questions.

Following the hearing, the DA will develop a draft result\textsuperscript{17} (hereafter called decision), based on the
preponderance of the evidence, as to a) whether or not the alleged conduct occurred; and b) whether each
allegation is substantiated, unsubstantiated, or there is insufficient information to substantiate that the
respondent violated System Regulation 08.01.01 and/or Rule 08.01.01.M1. If applicable, the DA will also
include a decision as to whether the respondent violated any other university regulation, code, policy, SAP,
or rule.

\textsuperscript{15} Exceptions: The chancellor or designee will serve as the DA in complaints against the Texas A&M President or an employee who reports
directly to the Texas A&M President; a Chief Operating Officer or an employee who reports directly to the Chief Operating Officer; or an
employee who works in the department of CREI. The chair of the Board of Regents or designee will serve as the DA in complaints against
the chancellor or an employee who reports directly to the chancellor.
If the DA determines that any regulations, policies, rules, SAPs, or codes have been violated, the DA will consider any information about impact, mitigation, aggravation, and the respondent’s character (see factors listed in the Sanctioning Considerations section on page 39) and include a decision about sanctions. The DA will submit the draft to SECO within 2 business days. SECO will have a maximum of 3 business days to provide feedback to the DA.

Thereafter, the DA will have a maximum of 3 additional business days to issue a decision letter. The decision letter must be sent simultaneously to notify the parties, in writing, of the decision on responsibility and sanctions except when to do so would violate state or federal law [e.g. Family Education Rights and Privacy Act (FERPA)]. The decision must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provision Act (20 U.S.C. 1232g), commonly referred to as FERPA, the decision letter must include the rationale for the decision and the sanctions. The decision will include information about appealing the decision and/or sanctions.

Decision letters must include (1) identification of the allegations; (2) a description of the procedural steps taken from the receipt of a formal complaint through determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held, if any; (3) a finding for each allegation as to whether the conduct occurred and findings of fact supporting the determination; (4) conclusion regarding the application of the university’s conduct standards to the facts; (5) a statement of, and rationale for, the result as to each allegation including a determination regarding responsibility (substantiated, unsubstantiated, or there is insufficient information to substantiate that the respondent violated System Regulation 08.01.01 and/or Rule 08.01.01.M1), any disciplinary sanctions the university imposes on the respondent, and whether remedies designed to restore or preserve equal access to the university’s education program or activity will be provided by the university to the complainant, and; (6) the university’s procedures and permissible bases for the complainant and respondent to appeal the decision and/or sanctions. If it was alleged that any other system regulations or university rules, SAPs, codes, or policies were violated, there will be a statement of responsibility as to these allegations as well. The decision on responsibility made by the DA does not constitute an employment action with respect to faculty and non-faculty employees. Any sanction against an employee, imposed as a result of a substantiated finding, will constitute an employment action.

If for any reason there is reasonable cause for the university to delay the issuance of the decision letter, this will be communicated to the parties by the DA or designee. If a student respondent withdraws or graduates from the university pending the resolution of a complaint, the process will continue and, the university will not issue a transcript on behalf of the student until the conclusion of the process.

Upon request by another postsecondary educational institution, the university must provide to the requesting institution any determination that a student violated the university’s code of conduct by committing sexual harassment, sexual assault, sex-based misconduct, dating violence, domestic violence, and/or stalking based on sex.

The goal is to resolve complaints in a reasonably prompt timeframe; however, extenuating circumstances requiring additional time may necessitate an extension for good cause. Written notice of the delay and the reason for the delay is provided to the complainant and the respondent by CREI or designee.

Hearings will be closed to the public. The university will create an audio or audiovisual recording, or transcript, of any live hearing and make it available to the parties for inspection and review. Physical access to the recording or transcript must be provided upon request for the purpose of preparing an appeal following the hearing. Attendance at a hearing may be in person or may be conducted through remote means, provided that all parties and the DA can see and hear one another in real time during the course of the hearing.
Result is defined as any initial, interim and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanction imposed by the institution.
Procedures governing the resolution of all other civil rights complaints (allegations other than sexual harassment and sex-based misconduct)

Following are the resolution procedures for non-sex-based complaints based on race, color, religion, national origin, age, disability, genetic information, and/or veteran status. When a complaint involves allegations of misconduct that involve both sex-based allegations and allegations of other civil rights violations, the process shall be conducted under the requirements established for sex-based offenses (see page 36).

The DA will review the unredacted final investigation report (see footnote 14), the documentary evidence, and any other relevant information. If the DA has substantial doubts about the thoroughness, fairness, and/or impartiality of the investigation, the DA may refer the matter back to the IA with further instructions, which could include the appointment of a different IA. At any time prior to the adjudication of a formal complaint, the parties may seek informal resolution to resolve the complaint.

The DA will develop a draft decision (see footnote 17), based on the preponderance of the evidence, as to a) a finding for each allegation as to whether conduct occurred; and b) a finding of responsibility for each allegation: substantiated, unsubstantiated, or there is insufficient information to substantiate that the respondent violated System Regulation 08.01.01 and/or Rule 08.01.01.M1. If it was alleged that any other system regulations or university rules, SAPs, codes, or policies were violated, there will be a statement of responsibility as to these allegations as well.

The DA will submit the draft decision to OGC within 5 business days after receiving the final investigation report and consult, as needed, with respect to sanctioning. OGC will coordinate with SECO and provide its review of the draft decision within 5 business days. For a complaint against a student, it may be impractical for OGC to review the intended decision prior to issuance by the DA. Universities are therefore exempt from obtaining OGC review of the decision, for student complainants, prior to issuance but may request assistance from OGC and SECO when needed.

The DA will have 5 business days to finalize the decision and simultaneously notify the parties, the IA, and any other university official with a need to know, in writing, of the decision and sanctions. In cases in which the allegations are substantiated, the final decision will also be provided to an employee respondent’s supervisor. The decision must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provision Act (20 U.S.C. 1232g), commonly referred to as FERPA, in the decision, the DA will state the rationale for the decision and the sanctions, if any (see footnote 18). The final decision will include instructions for appealing the decision and/or sanctions.

Circumstances may warrant extensions to the time frames in this section. The DA should send an extension request, if needed, to the office or individuals who appointed them. Both the complainant(s) and the respondent(s) should be notified of any extensions in writing.

18 The decision of the DA will include how the university weighted the evidence and information presented during the hearing, how the evidence and information support the decision and sanctions, and how the standard of evidence was applied.
Sanctioning Considerations
In determining appropriate sanctions, many factors may be considered. Factors include, but are not limited to:

- the expressed wishes of the complainant(s),
- the nature of the conduct,
- the impact of the conduct on the complainant(s) and university community and the need to protect the safety of the university community,
- prior disciplinary history of the respondent,
- whether the respondent has accepted responsibility for the conduct,
- the necessity of any specific action in order to eliminate the discrimination, harassment, and/or retaliation and prevent its recurrence, as well as the need to remedy its effects on the complainant(s) or other university community members, and/or
- any other mitigating, aggravating, or compelling circumstances.

Sanctioning for Employees
If an employee is found to have engaged in sexual harassment or sex-based misconduct, the sanction will be termination of employment. If an employee is found to have engaged in conduct prohibited by System Regulation 08.01.01 and/or Rule 08.01.01.M1 (other than sexual harassment and/or sex-based misconduct), the DA may assign appropriate sanction(s) which may have educational, restorative, punitive, and rehabilitative components. Sanctions include written warning or reprimand, required training and/or attendance at counseling, no contact directives, probation, suspension, and termination.

If an employee is found responsible for violating any other rule, policy, SAP, code, or regulation, the DA may assign appropriate sanction(s) or may refer the sanctioning to any other appropriate university administrator.

Sanctioning for Students
If a student is found responsible for sexual harassment or sex-based misconduct, the student will be sanctioned in accordance with the Texas A&M University Title IX Cumulative Student Sanctioning Matrix which is described in the following table. Behavior examples identified in the table are not intended to represent an exhaustive listing of sexual harassment or sex-based misconduct. If a student is found responsible for engaging in any other form of conduct prohibited by System Regulation 08.01.01 or Rule 08.01.01.M1, or if the student is found responsible for violating any other university rule or System regulation, the DA will assign appropriate sanctions which may have educational, restorative, and rehabilitative components and/or may place a student in a probationary or review status or separate the student from the university.

(Sanctions chart continued on next page)
<table>
<thead>
<tr>
<th>Sexual Harassment (defined on page 16)</th>
<th>Stage 1 Sanction</th>
<th>Stage 2 Sanction</th>
<th>Stage 3 Sanction</th>
<th>Stage 4 Sanction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Severe, persistent, or pervasive sexual innuendos, jokes, remarks, questions, gestures</td>
<td>Any one or the combination of Stage 1 behaviors, plus a behavior from another category</td>
<td>Any one or the combination of Stage 1 and/or Stage 2 behaviors, plus a behavior from another category</td>
<td>Any one or the combination of Stage 1, Stage 2 and/or Stage 3 behaviors, plus a behavior from another category</td>
<td>Display of sexually explicit visual material</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dating Abuse and Violence / Domestic Abuse and Violence (defined on pages 56-57)</th>
<th>Stage 1 Sanction</th>
<th>Stage 2 Sanction</th>
<th>Stage 3 Sanction</th>
<th>Stage 4 Sanction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intimidation: Using actions, gestures, and tone of voice to indicate a threat of violence</td>
<td>Any one or combination of Stage 1 behaviors, plus:</td>
<td>Any one or combination of Stage 2 behaviors, plus:</td>
<td>Any one or combination of Stage 1, Stage 2 and/or Stage 3 behaviors</td>
<td>Stalking (defined on pages 57-58)</td>
</tr>
<tr>
<td>Preventing complainant from calling for help or leaving the room</td>
<td>Intimidation or physical abuse in retaliation for reporting sexual misconduct, dating/domestic violence, and/or stalking</td>
<td>Displaying weapons, throwing objects at a person with potential to injure</td>
<td>Physical abuse: Pushing, shoving, hair-pulling, scratching, hitting, throwing objects</td>
<td>Destruction of valuable property</td>
</tr>
<tr>
<td>Destruction of property</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical abuse: Pushing, shoving, hair-pulling, scratching, hitting, throwing objects</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stalking (defined on pages 57-58)</td>
<td>Stage 1 Sanction</td>
<td>Stage 2 Sanction</td>
<td>Stage 3 Sanction</td>
<td>Stage 4 Sanction</td>
</tr>
<tr>
<td>---------------------------------------</td>
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</tr>
<tr>
<td>Repeated, unsolicited phone calls, emails, texts, and/or gifts to another person and/or their family/household</td>
<td>Any one or combination of Stage 1 behaviors, plus:</td>
<td>Any one or combination of Stage 1 and/or Stage 2 behaviors, plus:</td>
<td>Any one or combination of Stage 1, Stage 2 and/or Stage 3 behaviors</td>
<td>Sexual Exploitation (defined on page 16)</td>
</tr>
<tr>
<td>Repeatedly following another person or conducting surveillance of another person and/or their family/household</td>
<td>Second violation of stalking</td>
<td>Intimidation or physical abuse in retaliation for reporting sexual misconduct, dating/domestic violence, and/or stalking</td>
<td>Repeated, unsolicited visits to another person’s home, business, and/or class, and/or that of their family/household</td>
<td>Assuming another’s identity in order to make contact with complainant</td>
</tr>
<tr>
<td>Direct or private unsolicited contact or attempts to contact via social media</td>
<td>Repeated, unsolicited contact or attempts to contact via social media</td>
<td>Repeated, unsolicited visits to another person’s home, business, and/or class, and/or that of their family/household</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sexual Exploitation (defined on page 16)</th>
<th>Stage 1 Sanction</th>
<th>Stage 2 Sanction</th>
<th>Stage 3 Sanction</th>
<th>Stage 4 Sanction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reckless viewing of nudity or sexual behavior</td>
<td>Any one or combination of Stage 1 behaviors, plus:</td>
<td>Any one or combination of Stage 1 and/or Stage 2 behaviors, plus:</td>
<td>Any one or combination of Stage 1, Stage 2 and/or Stage 3 behaviors</td>
<td>Collecting, creating and/or distributing child pornography/sexual images of those under 18</td>
</tr>
<tr>
<td>Allowing others to observe sexual activity without the other person’s consent</td>
<td>Soliciting sexual contact with a minor</td>
<td>Possessing and/or viewing child pornography/sexual images of those under 18</td>
<td>Prostituting another person</td>
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</tr>
<tr>
<td>Intentional viewing of nudity or sexual behavior</td>
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<tr>
<td>Indecent exposure without proper regard for others (i.e. public urination)</td>
<td>Taking or transmitting images or videos of an identified person in a sexual, intimate, or private act without that person’s consent</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taking or transmitting images or videos of an unidentified person in a sexual, intimate, or private act without that person’s consent</td>
<td>Distributing sexual or intimate images or recordings of another identified person without that person’s consent</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
Distributing sexual or intimate images or recordings of an unidentified person without that person’s consent

Engaging in sexual activity while knowingly infected with an STD without the other person’s knowledge

Deliberate indecent exposure with intent for impact

| Non-consensual Sexual Contact (defined as attempting or making sexual contact without the person’s consent) |
|----------------------------------------------------------|----------------------------------------------------------|----------------------------------------------------------|
| Stage 1 Sanction | Stage 2 Sanction | Stage 3 Sanction | Stage 4 Sanction |
| Unwelcomed kissing and/or light touching over clothing | Any one or combination of Stage 1 behaviors, plus a behavior from another category, plus: | Any one or combination of Stage 1 and/or Stage 2 behaviors, plus: | Any one or combination of Stage 1, Stage 2 and/or Stage 3 behaviors |
| | Non-genital fondling, groping or heavy touching plus a behavior from another category | Unwelcomed touching, fondling, groping or genital touching | |
| | Unwelcomed increased touching, fondling, groping or genital touching | | |

<table>
<thead>
<tr>
<th>Sexual Abuse (defined as the following behaviors carried out by any means against the complainant’s will or without his/her consent)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage 1 Sanction</td>
</tr>
<tr>
<td>n/a</td>
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<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

The Stage 4 sanction is expulsion. The Stage 3 sanction is suspension. The Stage 2 sanction is conduct probation. Stage 1 sanctions include conduct reviews, restrictions, restitution, community/university service, educational requirements, and letters of reprimand. Texas A&M University sanctions are defined below.

**Texas A&M Student Sanctioning Matrix - Stage 4 Sanctions**

Expulsion: Separation of the student from the university whereby the student is not eligible for readmission to this University.

**Texas A&M Student Sanctioning Matrix - Stage 3 Sanctions**

Letter of Enrollment Block: A letter stating that the student may not reenter Texas A&M University without prior approval through CREI, the Offices of the Dean of Student Life, or the Vice President for Student Affairs if enrollment has been blocked for a previous student conduct problem.

Suspension: Separation of the student from the university for a definite period of time. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and a decision regarding eligibility for readmission. The suspension takes effect when the appeal for the offense is exhausted, waived or time limit has passed. Suspensions may be implemented in one of two ways: immediate implementation of suspension or deferred implementation of suspension. The sanction of suspension may be placed in deferred status. If the student is found in violation of any university’s regulations, policies, rules, codes, or SAPs during the time of deferred suspension, the suspension takes effect immediately without further review. Additional student conduct sanctions appropriate to the new violation also may be applied. A student who has been issued a deferred suspension sanction is deemed “not in good standing” with the university.

At the end of the suspension period, the student is eligible for reenrollment. Actual admission to the university will be determined by the academic rules in place at the time of application for
reenrollment. If admitted, the student is required to attend a mandatory meeting with the Student Conduct Office (979-847-7272) prior to course registration.

**Texas A&M Student Sanctioning Matrix - Stage 2 Sanctions**

Conduct Probation: An official warning that the student’s conduct is in violation of Texas A&M University regulations, policies, rules, codes, or SAPs, but is not sufficiently serious to warrant expulsion or suspension. A student on conduct probation is deemed “not in good standing” with the university (see footnote 20). If there is a finding of responsibility for subsequent violations of the university’s regulations, policies, rules, codes, or SAPs during this period of time, more severe sanctions may be administered.

**Texas A&M Student Sanctioning Matrix - Stage 1 Sanctions**

Conduct Review: An official warning that the student’s conduct is in violation of Texas A&M University regulations, policies, rules, codes, or SAPs, but is not sufficiently serious to warrant expulsion, suspension, or conduct probation. A student on conduct review shall have their conduct under review for a specified period of time. This sanction may require regular meetings with an appropriate official to ascertain and evaluate compliance with student rules. Additional restrictions or conditions also may be imposed, depending on the nature and seriousness of the misconduct. Students placed on this sanction remain in good standing with the university. If there is a finding of responsibility for subsequent violations of regulations, policies, rules, codes, or SAPs during this period of time, more severe sanctions may be administered.

Restrictions: The withdrawal of specified privileges for a definite period of time, but without the additional stipulations contained in the imposition of a sanction which results in a student being not in good standing. The restrictions involved will be clearly defined.

Restitution: A payment for financial injury to an innocent party in cases involving theft, destruction of property or deception. The assessed costs to be paid may be in addition to receipt of any of the above sanctions.

Community/University Service: A student may be offered an opportunity to complete a specified number of hours of community/university service. The type of community/university service must be approved by the respondent’s CREI Case Manager.

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19 Predation is an intent to engage in acts of misconduct prior to its occurrence, demonstrating premeditation, planning or forethought. Predation is reflected in communicated intent (physical, verbal, visual, or written), threats directed at a party, attempts to incapacitate a party, attempts to isolate a party, utilizing physical force or violence, or other actions that a reasonable person would construe as a pre-mediation to engage in actions that are unwanted by/against the recipient. Committing any of these actions with an individual under the age of consent is also considered predatory.

20 A student who is not in good standing is subject to the following restrictions: (1) Ineligibility to hold an office in any student organization recognized by the university or to hold any elected or appointed office of the university. (2) Ineligibility to represent the university in any way, including representing the university at any official function, intercollegiate athletics or any forms of intercollegiate competition or representation. This includes events taking place both on and off of the university campus. (3) Ineligibility to receive a university administered scholarship when the length of the period of not in good standing is greater than one semester. Some scholarships adhere to more strict guidelines, and, therefore, ineligibility may result from a lesser length of not in good standing. This sanction implies a serious offense and must be uniformly applied by the office administering the scholarship upon notification by CREI. (4) Additional restrictions or conditions also may be imposed, depending on the nature and seriousness of the misconduct.
Educational Requirements: A provision to complete a specific educational requirement. Such educational requirements may include, but are not limited to, completion of an alcohol education workshop, a diversity awareness workshop, essays, reports, reflective writing assignments, etc.

Letter of Reprimand: A letter that makes a matter of record any incident that reflects unfavorably on the student or the university.

Minimum Sanctions
In addition, students found responsible for committing dating or domestic violence and/or non-consensual sexual penetration of another person will be subject to a minimum sanction of a one-year suspension, in the absence of significant mitigating factors. Students found responsible for these acts who have demonstrated predation for the purpose of carrying out these acts will be subject to permanent expulsion.

Students found responsible for committing acts of sexual harassment, sexual assault, dating violence, domestic violence, stalking based on sex, and/or any other sex-based misconduct who are allowed to return after a suspension of one year or more will be ineligible to hold an office in any student organization, ineligible to represent the university in any way (including intercollegiate athletics or other competitions, both on and off campus), and ineligible to receive an institutional scholarship, in the absence of significant mitigating factors.

Campus Housing Sanctions
In addition to the sanctions specified in the Texas A&M University Title IX Cumulative Student Sanctioning Matrix, occupants of each residence hall, by majority vote, have the power to establish additional “in house” rules approved by the Department of Residence Life. Generally, “in house” rule infractions are handled by Residence Life staff. Campus housing sanctions are described below.

Loss of Campus Housing Privilege: Removal from university housing for conduct reasons.

Deferred Loss of Campus Housing Privilege: The sanction of loss of campus housing privilege may be placed in deferred status. If a student is found in violation of any university rule during the time of the deferred sanction, removal from housing takes effect immediately without further review. Additional student conduct sanctions appropriate to the new violation also may be taken. In addition, a student is ineligible to hold an elected or appointed office in any affiliated housing organization. This includes but is not limited to the following offices/positions: president, vice president, secretary, treasurer, Residential Housing Association delegate.

Campus Housing Probation: An official notice that the student’s conduct is in violation of residence hall rules, university apartments rules and/or university rules and that more stringent student conduct sanctions, including removal from housing, may result if future violations occur. In addition, a student is ineligible to hold an elected or appointed office in any affiliated housing organization. This includes but is not limited to the following offices/positions: president, vice president, secretary, treasurer, Residential Housing Association delegate.

 Corps of Cadets Sanctions
In addition to any of the sanctions listed in this section, members of the Corps of Cadets are subject to disciplinary action in accordance with Corps Operations Manual.
Appeals procedures governing the resolution of all sexual harassment and sex-based misconduct allegations, see definitions on page 16

An appeal of a complaint dismissal, hearing decision, and/or sanctions related to an allegation of sexual harassment or sex–based misconduct may be made by the complainant and/or the respondent. The AA, the individual or panel responsible for rendering appeal decisions, is assigned based on the status of the respondent in accordance with the following table. AAs shall not have had any previous involvement and/or participation in the investigation and/or decision pertaining to an appeal under review.

<table>
<thead>
<tr>
<th>If the allegations are against a:</th>
<th>Student</th>
<th>Non-Faculty Employee and Third Party</th>
<th>Faculty Employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Then the AA is:</td>
<td>University Disciplinary Appeals Panel (UDAP) who may refer the appeal to the Dean of Student Life or designee <a href="https://student-rules.tamu.edu/rule58/">https://student-rules.tamu.edu/rule58/</a></td>
<td>Vice President for the Division of Human Resources and Organizational Effectiveness or designee <a href="https://policies.tamus.edu/32-01-02.pdf">https://policies.tamus.edu/32-01-02.pdf</a></td>
<td>Provost and Executive Vice President or designee who may seek an advisory opinion from the University Committee on Faculty Disciplinary Appeals (UCFD) before rendering decision</td>
</tr>
</tbody>
</table>

All appeals will be confined to a review of the record from the investigation and any relevant evidence, as well as the DA’s decision as related to the grounds for appeal. The appeal does not create an entitlement to a new investigation. The appeals process carries a presumption that the original decision was correct unless a preponderance of the evidence demonstrates that one or more of the conditions of the appeal are met, and that either or both parties was/deprived of a fair process.

Appeals must be submitted in writing and must include a statement outlining the basis for the appeal21 and any evidence which supports the appeal. Appeals must be filed at the location and within the timeframe dated in the DA’s written notice of the decision (within 5 business days of notification of the decision). Decisions made by the DA shall not be final until an appeal deadline is passed, or when the appeal process is exhausted, or when all parties choose not to appeal.

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21 Results (decision and/or sanctions) or dismissal of a complaint can be appealed on any of all of the following bases, as applicable: (a) A procedural irregularity that affected the outcome; (b) New evidence, not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter. The new evidence must be provided through the designated mechanism for filing an appeal; (c) The Title IX Coordinator, investigator(s) or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter; or (d) The appropriateness or severity of the sanctions. If an employee was found to have sexually harassed another member of the university or agency community, the appropriateness or severity of the sanction cannot be appealed.
To be a valid appeal, the appeal must: (1) be filed at the location and within the time frame stated in the DA’s written notice; (2) identify one of the bases for appeal (see footnote 21); and (3) provide credible information or evidence substantiating the identified bases for appeal.

If the AA determines that an appeal is not valid, the AA will provide simultaneous written notice to the parties and CREI that no valid appeal was filed and that the decision of the DA is final and the case is closed.

If a timely and valid appeal is filed by either party, the other party will be notified as soon as practical thereafter by the AA. The parties will be given 3 business days to review the appeal and submit a written response a) that provides support for or challenges the decision by the DA, and b) that responds to the appeal bases submitted by the appealing party. Any written response must be submitted to the AA.

The AA will review the investigation report, the DA’s decision on responsibility and/or sanctions, the documentary evidence, the record from the hearing (if applicable), and any other relevant information and render a written decision on the appeal. If both parties file a valid appeal, the AA will review both appeals and will render decisions accordingly.

The AA will render one or more of the following written decisions:

- Affirm the DA’s decision on responsibility and, if applicable, the sanctions. There are no relevant issues of concern related to the ground(s) of the appeal, and, therefore, the decision is affirmed and final.
- Remand the complaint back to the DA because new evidence, not reasonably available at the time the determination regarding responsibility or dismissal was made, appears to be relevant and could have significantly affected the outcome of the decision on responsibility, dismissal of the complaint, or the sanctions. The DA will reconvene the hearing for the limited purpose of considering the new evidence. The DA will issue a new decision which may be appealed by the parties in accordance with the previously described appeal procedures.
- Remand the complaint back to the DA with an instruction to correct the procedural error or omission. If the procedural error occurred in the investigation phase, the DA will instruct the IA to correct the procedural error or omission and amend the Investigative Report, as appropriate. The IA will then submit the amended investigative report to the parties for review and response and then to the DA for a new decision in accordance with formal resolution procedures. If the procedural error occurred in the resolution phase, the DA will correct the procedural error or omission and then issue a new decision in accordance with the formal resolution procedures. The new decision of the DA may be appealed by the parties in accordance previously described appeal procedures.
- Remand the complaint to 1) CREI or 2) SECO with the instruction to remedy a bias by the IA or DA or the Title IX Coordinator. If bias was present in the IA, CREI will appoint a new IA to review the investigation, collect additional evidence or information as appropriate, and follow the investigation requirements as outlined in the formal resolution procedures. A new report will be written and provided to the DA for a new hearing. If the bias was present in the DA, CREI will appoint a new DA to re-hear the case with the existing investigation. If the bias was present in the Title IX Coordinator, SECO will appoint a new staff member to address the influence of the Title IX Coordinator on the case.
• Modify the decision on sanctions because the sanctions given were inappropriate or disproportionate to the severity of the conduct after considering all the circumstances\(^{22}\). The AA will impose new sanctions, which are final.

Notwithstanding section 444 of the General Education Provision Act (20 U.S.C. 1232g), commonly referred to as FERPA, the AA will render a written decision simultaneously to the parties that includes a rationale for the decision as to each of the grounds appealed, changes occurring based on appeal, and when such results become final (see footnote 18).

To the extent reasonably possible:
• For student respondents: The AA will provide the written decision simultaneously to the parties and CREI within 10 business days following the 3 business day review deadline. AAs are exempt from obtaining OGC review of decisions for student respondents prior to issuance but may request assistance from OGC and SECO when needed.
• For employee or third-party respondents: The AA will provide a draft decision to OGC for review within 5 business days following the 3 business day review deadline. System Office officials will provide its review of the draft decision to the AA within 5 business days. To the extent possible, the AA will provide a final written decision simultaneously to the parties and CREI within 5 business days of receipt of the review from the System Office. If the complaint on appeal is substantiated, the respondent’s supervisor will also be informed.

The decision of the AA is considered be final and binding on all involved parties.

Circumstances may warrant extensions to the timeframes outlined in this section. The AA may send an extension request to the office or individual who appointed them with a rationale for an extension. If the extension is granted, the AA will notify the parties and CREI in writing.

**Appeal procedures governing the resolution of other complaints (allegations other than sexual harassment and sex-based misconduct)**

Any employee disciplined pursuant to this regulation may appeal that action in accordance with System Policy 12.01, Academic Freedom, Responsibility and Tenure; System Policy 32.01, Employee Complaint and Appeal Procedures; System Regulation 32.01.01, Complaint and Appeal Procedures for Faculty Members; System Regulation 32.01.02, Complaint and Appeal Process for Nonfaculty Employees; and/or other system policies or regulations as appropriate.

Any student receiving a sanction of separation (expulsion or suspension) pursuant to this regulation may appeal the sanction in accordance with the code of conduct for student grievances, Student Rule 51, Student Conduct Separation and Appeal.

**Extensions**

The university will make every reasonable effort to comply with the timelines contained in this procedure. However, extensions may be obtained by the IA, DA, or AA, as appropriate under the circumstances. Time frames for the receipt, investigation, and adjudication of complaints may be extended for good cause. Good cause is to be determined by the university in consultation with OGC and SECO and reasonable extensions

\(^{22}\)If an employee was found to have sexually harassed another member of the university or agency community, the AA may not render a decision which modifies the sanctions.
may be granted at the discretion of the university. Circumstances that warrant an extension may include, but are not limited to:

- Temporary unavailability of the complainant(s), respondent(s) or witnesses;
- Delays in issuance and/or receipt of information to or from the IA;
- Temporary unavailability of the IA, DA, or AA due to illness, family needs or professional commitments;
- Holidays or other periods when the complainant, respondent, witnesses, or other university employees may be unavailable; and/or
- New allegations, new evidence, new witnesses, or any other fact or circumstance that would require further investigation.

All requests for extensions must be justified in writing and shall be sent by the IA, DA, or AA to OREC for review and approval by the Chief Risk, Ethics, and Compliance Officer or designee. CREI will simultaneously notify the complainant and respondent in writing of any extensions and the reason for the extensions.

**Dismissals under Title IX**

Cases involving allegations of sexual harassment, sexual assault, and dating violence, domestic violence, and/or stalking based on sex are subject to mandatory or discretionary dismissal from the Title IX process under federal law. However, at the discretion of the Title IX Coordinator, in consultation with OGC and SECO, cases dismissed from the Title IX process may be subject to investigation and adjudication as sex-based misconduct which provides for the same investigation and resolution process as cases meeting sexual harassment under Title IX.

**Mandatory dismissals**

If the conduct alleged in the formal complaint would not constitute sexual harassment as defined even if proved, did not occur in the university’s education program or activity, or did not occur against a person in the United States, then the university must dismiss the formal complaint with regard to that conduct for purposes of sexual harassment under Title IX only. Such dismissal does not preclude action under

- Sex-based Misconduct procedures as outlined on page 36 or
- Another provision of the university’s conduct standards.

**Discretionary dismissals**

The university may dismiss a formal complaint for the purposes of sexual harassment under Title IX if the complainant notifies the Title IX Coordinator in writing that the complainant wishes to withdraw it, if the respondent is no longer enrolled or employed by the university, or if specific circumstances prevent

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23 Complaints will be processed under Title IX if all of the following apply: (1) The university has actual knowledge of a notice of sexual harassment or a complaint involving allegations of sexual harassment, sexual assault, and/or dating violence, domestic violence, and stalking based on sex to the Title IX Coordinator or any university official who has authority to institute corrective measures and redress harassment on behalf of the university including Deputy Title IX Coordinators, the Chief Risk, Ethics and Compliance Officer, the Director of Employee Relations, the Vice President for Human Resources, the Dean of Faculties, the Office of the Provost, the Dean of Students, the Dean of Student Life, and the Associate Director of Student Life; imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge; (2) A formal complaint is filed by the complainant or signed by the Title IX Coordinator; (3) The alleged behavior/conduct must have occurred against a person while in the United States; (4) At the time the formal complaint was filed, the complainant was participating or attempting to participate in the university’s education program or activity. This includes an enrolled student, an employee, and applicants for admission or employment at the university, and; (5) The alleged conduct meets the definition of sexual harassment as set forth in this policy.
the university from collecting evidence sufficient to reach a determination (for example, when the complainant has ceased participating in the process; in certain fact specific cases when the passage of time precludes the collection of sufficient evidence; when complainant’s identity is not known; and when the exact same allegations have already been investigated and adjudicated). Such dismissal does not preclude action under:

- Sex-based Misconduct procedures as outlined on page 36 or
- Another provision of the university’s conduct standards.

Upon a dismissal required or permitted pursuant to the above, the university must promptly send written notice of the dismissal and the reason(s) therefore simultaneously to the parties. The parties must be given the opportunity to appeal a dismissal to the designated AA in accordance with the appeal procedures referenced above.

**Prevention and Awareness Programs**

Primary prevention programs are directed at incoming students and new employees. The primary programs are defined as programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexual interactions, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Texas A&M University provides culturally relevant, inclusive primary prevention and awareness education to incoming students and new employees to clearly define sexual assault, dating violence, domestic violence, stalking, and consent. The programs identify sexual assault, dating violence, domestic violence, and stalking as conduct prohibited by the university and provide information regarding bystander intervention, risk reduction in recognizing warning signs of abusive behavior, ways to avoid potential attacks, and individuals’ rights and options. The training includes procedures individuals should follow if sexual assault, dating violence, domestic violence, or stalking occurs and procedures the institution will follow when one of these behaviors is reported. This includes, but is not limited to, the importance of preserving evidence; options for notifying law enforcement and campus authorities; procedures for institutional disciplinary action and conduct proceedings; possible sanctions following a proceeding on-campus and community resources; rights and options for obtaining lawful orders; assistance in receiving support measures and remedial action; how the institution will protect the confidentiality of victims and other necessary parties; and protection from retaliation.

Primary prevention programs include the following:

- Health Promotion within the Offices of the Dean of Student Life facilitates a session at virtual new student conferences (orientations) that includes bystander intervention, consent, and options for reporting discrimination, harassment, and sexual violence. The session is mandatory for incoming, undergraduate freshmen and transfer students.

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24 For the purposes of this section awareness programs means community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration. Programs to prevent dating violence, domestic violence, sexual assault, and stalking means comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, assessed for value, effectiveness, or outcome; and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.
Similar sessions are provided by the Offices of the Dean of Student Life to incoming graduate and professional students at new graduate student orientations overseen by the Office of Graduate and Professional Studies (OGAPS). Primary prevention and awareness information is provided at these orientations in addition to related institutional procedures and resources. Prior to the fall semester, the OGAPS orientation materials are also emailed to the entire university graduate community, including to those at remote locations, and published online.

The Offices of the Dean of Student Life and CREI offer sessions at various extended orientation programs (Fish Camp, T-Camp, ExCEL, etc.) and to various segments of the student community (residence advisors, Corps of Cadets, student athletes, fraternities and sororities, other student leader groups) at the beginning of each semester.

The university requires a mandatory online training module (Sexual Assault Prevention) focused on sexual harassment, sexual assault, dating violence, domestic violence, and stalking. Each semester, the training is sent to all incoming Texas A&M University undergraduate, graduate, and professional students. New students are required to complete this training at all campuses with the exception of Texas A&M University Qatar.

The Corps of Cadets Discipline Officer and personnel from the Student Conduct Office and CREI provide semi-annual training for all cadets, focusing on sexual harassment, sexual assault, and related discipline.

The new student handbook, available to students electronically through a link they receive in an email from the Offices of the Dean of Student Life, contains information on sexual assault, dating violence, domestic violence, and stalking; awareness; rights; resources; and options available through the CREI department.

Crime prevention and safety information, some specifically targeting sexual violence, date rape, and stalking, is shared online through the virtual New Student Conference Resource Table website.

New employees receive primary prevention information through a web-based Creating a Discrimination Free Workplace training mandated by TAMUS. All employees are required to complete the training every two years thereafter.

Ongoing prevention and awareness campaigns are directed at students and employees. The ongoing campaigns are defined as programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking using a range of strategies with audiences throughout the institution. The same information included in the institution’s primary prevention and awareness programs is incorporated into ongoing prevention and awareness campaigns. Various departments on campus support ongoing campaigns for students and employees as described below.

Health Promotion (including an interpersonal violence unit) provides Green Dot Bystander Intervention training that addresses the dynamics and frequency of sexual assault; safety against and prevention of sexual assault, dating violence, domestic violence, and stalking; recognizing signs of unhealthy relationships; and active bystander intervention. Through Green Dot training, participants learn how to use the 3 D’s (direct, delegate, and distract) to intervene in any acts of power-based personal violence they may witness. Health Promotion furthers prevention of power-based interpersonal violence at the university by offering Green Dot and other education and training on the topics of bystander intervention, consensual language, healthy relationships, and responding to and assisting survivors of sexual assault. These programs occur throughout the year and are available upon request (https://studentlife.tamu.edu/hp/presentations/, healthpromotion@tamu.edu or 979- 845-0280). Presentations have been provided for classes, student organization meetings, orientations, residence hall programs, and other events.
The Women’s Resource Center (WRC) provides visibility, advocacy, support, and programming for students, faculty, and staff by educating campus and community constituencies on women’s issues and functions as a resource and referral center (http://studentlife.tamu.edu/wrc, wrc@tamu.edu, or 979-845-8784).

The Sexual Assault Survivors Services (SASS) committee is a collaborative working committee comprised of individuals from across the university and university community. The committee strives to share resources and perspectives to enhance services for support and education in the area of sexual violence. Focused on students, committee members work together to create educational resources and informational publications, and organize related special events. SASS developed the STAND Up workshop designed to train faculty, staff, and students on how to have trauma-informed conversations with individuals who have been involved in incidents of sexual assault, dating violence, domestic violence, and/or stalking. The workshop provides information about sexual assault, dating violence, domestic violence, and stalking; social perspectives; the impacts of trauma on the brain; listening techniques; tools for mandated reporters; and campus and community resources. Health Promotion coordinates the day to day operations of this workshop; see their contact information above.

The university developed the Step In. Stand Up. Campaign, endorsed by the President, to create a culture of awareness that does not tolerate incidents of sexual violence. A large group of student leaders were involved to assist in crafting the message and the Campaign logo with the intention of reaching a broad campus population. The Campaign asks supporters to “step in” as active bystanders to prevent incidences of sexual violence from occurring and to “stand up” to support survivors. Student, faculty, and staff groups actively support the Campaign. These groups extend the Step In. Stand Up. message on campus and in the community during sporting events, student and employee orientations, and other campus-hosted events that take place throughout the year. Special efforts are made during sexual assault awareness month which include providing resource tables, facilitating pledge banner signatures, distributing t-shirts, and hosting speakers who advocate for social change and awareness. A website for the Campaign includes an online pledge of commitment, university-wide statements of support, campus and community resources, and information on how to report sexual violence (http://stepinstandup.tamu.edu/).

In 2019, the university conducted a campus climate survey on sexual assault and misconduct to capture student voices around these issues and gain a better understanding of each student’s experiences and opinions about sexual harassment and sexual violence within the campus community. Results of the survey are posted here: https://titleix.tamu.edu/our-stats/2019-campus-climate-survey/.

The UPD’s Community Services Division, 979-845-0070, provides ongoing education available to students and employees to promote prevention and personal safety including sexual assault and stalking prevention and awareness, drug and alcohol awareness, and sexual harassment and rape prevention through self-defense tactics. Related materials are typically distributed by the Community Services Division at awareness events across campus and in the community during times such as the Campus Safety Awareness Series, National Night Out, and Sexual Assault Awareness Month.

The Office of the Vice President for Student Affairs distributes an online Concerning Behavior Response Guide, to new faculty and staff to assist them in responding to individuals who may exhibit behavior that is concerning. The guide includes information about identifying sexual harassment, sexual assault, dating violence, domestic violence, and/or stalking, reporting requirements and procedures, and limits on requests for confidentiality in response to individuals who disclose related incidents. The guide can be found online
CREI provides Title IX presentations to various Texas A&M University student, staff, and faculty groups multiple times per year and upon request. The presentations include and explanation of the federal law and Texas A&M University’s institutional policies, reporting procedures, response, and disciplinary proceedings. CREI also conducts presentations on trauma informed response to campus personnel such as the Office of the Commandant.

The Division of Human Resources and Organizational Effectiveness offers training for employees regarding fostering respect in a diverse workplace and inclusion that covers information about the employee’s and supervisor’s role in maintaining a work environment that is free from discrimination and harassment. Participants have the opportunity to review federal equality laws, identify and discuss behaviors that might unknowingly contribute to a disrespectful or hostile environment, and identify ways to be proactive in creating a respectful work environment. Other online courses are offered that provide guidance in following university policies and rules and reporting and addressing complaints.

The Title IX webpage, http://titleix.tamu.edu/, describes university resources, assistance, educational opportunities, and reporting procedures for campus community members impacted by sexual violence, sexual harassment, and other illegal discrimination. CREI, the Offices of the Dean of Student Life, and UPD provides information for students, faculty, and staff who wish to report any form of sexual discrimination or harassment. The Step In. Stand Up. website referenced above also includes information on these topics.

A notice of non-discrimination and abuse is sent to all students and employees by CREI at the beginning of the fall and spring semesters regarding reporting procedures and requirements related to incidents of illegal discrimination, sexual harassment (including sexual assault, dating violence, domestic violence, and stalking), and related retaliation.

All students and employees are provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services and resources available for individuals both on-campus and in the community. The written notification is provided to students and employees by CREI through an annual email (fall semester) that contains information about how to report incidents, applicable policies, and other available options in addition to existing services and resources.

**Bystander Intervention and Risk Reduction**

Everyone has a role in changing community knowledge, attitudes and behaviors. Change happens as each person is able to identify risky situations and take action to confront, interrupt, or prevent acts of sexual violence. Bystander intervention programs can help individuals observe a situation and determine an appropriate intervention where someone could use some help. Bystander intervention means just that; people taking care of others. If you find a friend in a situation that concerns you, consider the following strategies to intervene safely and effectively:

- Create a distraction to interrupt the flow of events
- Involve others to help you

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25 For the purposes of this section 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. 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.

- Make an excuse to remove a friend from the situation
- Point out the unwanted behavior in a safe and respectful manner
- Call for help, if needed

Sexual assault is never a victim’s fault. However, there are ways that may reduce the risk of being sexually assaulted including being prepared, alert, and assertive. Consider the following tips:

- Be aware of your surroundings
- Practice responsible drinking; alcohol is a factor in many sexual assaults
- Never leave your drink unattended
- Don’t accept drinks from someone you don’t know or trust
- Stay with your friends and make sure your friends stay with you
- Be careful of online relationships
- Trust your instincts

We are reminded to think about relationships, specifically relationships that may be, or become abusive. Be aware of the signs:

- Is one of the partners verbally and emotionally abusive?
- Is one of the partners isolating the other from friends and family?
- Is one of the partners controlling, intimidating or always jealous?
- Is there a threat of harm?

Other Considerations

Prohibition of Retaliation
Texas A&M University prohibits retaliation. Texas A&M University or an officer, employee, or agent of Texas A&M University may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act.

Victim Notification
In accordance with the Higher Education Opportunity Act, upon written request, Texas A&M University will disclose to the alleged victim of any crime of violence, or non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purposes of this paragraph.

Institutions are required to provide both the complainant and the respondent with simultaneous written notification of any result of any institutional conduct proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking. In these cases, it is not necessary for the victim to make a written request.

Sex Offender Registry
Section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) provides for the tracking of registered sex offenders and instructs states to post sex offender data on the internet.
The Texas Department of Public Safety (DPS) is the official Texas internet source for Sex Offender Registration information. The Sex Offender Registration open record information is extracted from the DPS Sex Offender Registration Database. The DPS maintains files based on registration information submitted by criminal justice agencies and represents a statewide source of information on sex offenders required by law to register.

The DPS public web page can be found at https://records.txdps.state.tx.us/SexOffender/.

UPD receives notification of registered sex offenders that are currently employed, work, teach, volunteer, or attend classes on the campus of Texas A&M University. Notification comes from the Brazos County Sheriff’s Sex Offender Registration Office.

Additional resources for gathering sex offender and sex crime data in the area:
Brazos County Sheriff’s Office – 979-361-4980
4980 Bryan Police Department – 979-209-5300
College Station Police Department – 979-764-3600
Blinn College Police Department – 979-361-3888

**Definitions of Clery Act Offenses**

**Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Manslaughter By Negligence:** The killing of another person through gross negligence.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) Program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent (see consent section below).

   - **Rape:** 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.

   - **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

   - **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

   - **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Consent:**

Texas A&M University System Regulation System Regulation 08.01.01, Civil Rights Compliance provides guidance in complying with local,
state and federal civil rights laws and regulations and related system policy. This regulation establishes system-wide standards for the receipt and processing of complaints, appeals, or reports of discrimination, sexual harassment and/or related retaliation based on protected class including complaints made by employees, students, and/or third parties.

According to System Regulation 08.01.01, Civil Rights Compliance, consent is clear, voluntary, and ongoing agreement to engage in a specific sexual act. Persons need not verbalize their consent to engage in a sexual act for there to be permission. Permission to engage in a sexual act may be indicated through physical actions rather than words. A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made by threat, coercion, or force, cannot give consent. Consent may be revoked by any party at any time.

Texas Penal Code
According to the Texas Penal Code, Sec. 1.02, Objectives of Code, the general purposes of the Texas Penal Code are to establish a system of prohibitions, penalties, and correctional measures to deal with conduct that unjustifiably and inexcusably causes or threatens harm to those individual or public interests for which state protection is appropriate.

Consent is defined in the Texas Penal Code, Section 1.07(11) as assent in fact, whether express or apparent. Without consent is also defined in the Texas Penal Code, Section 22.011(b) within the definition of sexual assault (see below).

Sexual Assault is defined in the Texas Penal Code, Section 22.011 as follows.

(a) A person commits an offense if:
   (1) the person intentionally or knowingly:
       (A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
       (B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
       (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
   (2) regardless of whether the person knows the age of the child at the time of the offense, the person intentionally or knowingly:
       (A) causes the penetration of the anus or sexual organ of a child by any means;
       (B) causes the penetration of the mouth of a child by the sexual organ of the actor;
       (C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
       (D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
       (E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b) A sexual assault under Subsection (a)(1) is without the consent of the other person if:
   (1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion;
   (2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat;
the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
(4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
(5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
(6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
(7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat
(8) the actor is a public servant who coerces the other person to submit or participate;
(9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
(10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser;
(11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code; or
(12) the actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor.

(c) In this section:
(1) "Child" means a person younger than 17 years of age.
(2) "Spouse" means a person who is legally married to another.
(3) "Health care services provider" means:
   (A) a physician licensed under Subtitle B, Title 3, Occupations Code;
   (B) a chiropractor licensed under Chapter 201, Occupations Code;
   (C) a physical therapist licensed under Chapter 453, Occupations Code;
   (D) a physician assistant licensed under Chapter 204, Occupations Code; or
   (E) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
(4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including:
   (A) licensed social worker as defined by Section 505.002, Occupations Code;
   (B) chemical dependency counselor as defined by Section 504.001, Occupations Code;
   (C) licensed professional counselor as defined by Section 503.002, Occupations Code;
   (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
   (E) member of the clergy;
   (F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or
   (G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.
(5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.
(6) "Assisted reproduction" and "donor" have the meanings assigned by Section 160.102,
Family Code.

(7) "Human reproductive material" means:
(A) a human spermatozoon or ovum; or
(B) a human organism at any stage of development from fertilized ovum to embryo.

(d) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.

(e) It is an affirmative defense to prosecution under Subsection (a)(2):
(l) that the actor was the spouse of the child at the time of the offense; or
(2) that:
(A) the actor was not more than three years older than the victim and at the time of the offense:
(i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
(ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and
(B) the victim:
(i) was a child of 14 years of age or older; and
(ii) was not
(a) a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01; or
(b) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.

(f) An offense under this section is a felony of the second degree, except that an offense under this section is
(l) a felony of the first degree if the victim was a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01; or
(2) a state jail felony if the offense is committed under Subsection (a)(1) and the actor has not received express consent as described by Subsection (b)(12).

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based upon the reporting party’s statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. Any incident meeting this definition is considered to be a crime for the purposes of Clery Act reporting.

Dating Violence is defined in the Texas Family Code, Section 71.0021 as follows.
(a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
(l) is committed against a victim or applicant for a protective order:
(A) with whom the actor has or has had a dating relationship; or
(B) because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury,
assault, or sexual assault.

(b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:

1. the length of the relationship;
2. the nature of the relationship; and
3. the frequency and type of interaction between the persons involved in the relationship.

(c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

**Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner 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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, 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 in which the crime of violence occurred. Any incident meeting this definition is considered to be a crime for the purposes of Clery Act reporting.

**Family Violence** is defined by the **Texas Family Code, Section 71.004** as follows.

1. an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
2. abuse, as that term is defined by Sections 261.001(1)(C), (E), (G), (H), (I), (J), (K), and (M), by a member of a family or household toward a child of the family or household; or
3. dating violence, as that term is defined by Section 71.0021.

**Stalking:** 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. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Any incident meeting this definition is considered to be a crime for the purposes of Clery Act reporting.

**Stalking** is defined in the **Texas Penal Code, Section 42.072** as follows.

(a) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:

1. constitutes an offense under Section 42.07 (see below), or that the actor knows or reasonably should know the other person will regard as threatening:
   - (A) bodily injury or death for the other person;
   - (B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
   - (C) that an offense will be committed against the other person's property;
2. causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death
or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

(3) would cause a reasonable person to:

(A) fear bodily injury or death for himself or herself;

(B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;

(C) fear that an offense will be committed against the person's property; or

(D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:

(1) the laws of another state;

(2) the laws of a federally recognized Indian tribe;

(3) the laws of a territory of the United States; or

(4) federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.

(d) In this section:

(1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.

(2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.

Sec. 42.07. Harassment.

(a) A person commits an offense if, with intent to harass, annoy, alarm, abuse, torment, or embarrass another, the person:

(1) initiates communication and in the course of the communication makes a comment, request, suggestion, or proposal that is obscene;

(2) threatens, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;

(3) conveys, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;

(4) causes the telephone of another to ring repeatedly or makes repeated telephone communications anonymously or in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;

(5) makes a telephone call and intentionally fails to hang up or disengage the connection;

(6) knowingly permits a telephone under the person's control to be used by another to commit an offense under this section; or

(7) sends repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another.

(b) In this section:

(1) "Electronic communication" means a transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectric, or photo-optical system. The term includes:
(A) a communication initiated through the use of electronic mail, instant message, network call, a cellular or other type of telephone, a computer, a camera, text message, a social media platform or application, an Internet website, any other Internet-based communication tool, or facsimile machine; and
(B) a communication made to a pager.
(2) "Family" and "household" have the meaning assigned by Chapter 71, Family Code.
(3) "Obscene" means containing a patently offensive description of or a solicitation to commit an ultimate sex act, including sexual intercourse, masturbation, cunnilingus, fellatio, or anilingus, or a description of an excretory function.
(c) An offense under this section is a Class B misdemeanor, except that the offense is a Class A misdemeanor if the actor has previously been convicted under this section.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed).

Burglary: The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding).

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crime: A criminal offense reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, manslaughter by negligence, sexual assault (rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property. Following are the bias categories.

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g. color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g. Asians, blacks, or African Americans, whites.

Gender: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g. male or female.
Religion: A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g. Catholics, Jews, Protestants, atheists.

Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

Gender Identity: A preformed negative opinion or attitude toward a person (or group of persons) based on their actual or perceived gender identity, e.g. bias against transgender or gender non-conforming individuals (a person who does not conform to the gender-based expectations of society).

Ethnicity: A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

National Origin: A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced aged or illness.

**Additional Hate Crime Definitions:**

Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property (Except “Arson”): To willfully or maliciously damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
Arrests and Referrals for Disciplinary Action: Arrest is defined as persons processed by arrest, citation, or summons. Referred for disciplinary action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction. Clery Act statistics are disclosed for arrests and referrals regarding state or local violations of liquor, drug abuse, and weapons laws. Only violations of the law resulting in arrest or referral are disclosed. Violations of institutional policy alone are not included in Clery Act statistics.

Weapons: Carrying, Possessing, Etc.: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Classify as a weapons: carrying, possessing, etc. violation: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed (except as permitted by state law and institutional policy through state law) or openly; using, manufacturing, etc. of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the aforementioned acts.

Drug Abuse Violations: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine). Classify as a drug abuse violation: all drugs, without exception, that are illegal under local or state law where your institution is located and all illegally obtained prescription drugs.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness. Classify as a liquor law violation: the manufacture, sale, transporting, furnishing, possessing, etc. of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and attempts to commit any of the aforementioned acts.

Definitions of Clery Act Locations

On-campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus: Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution. No non-campus facilities are owned or controlled by RELLIS Campus, therefore, statistics for non-campus
facilities are not required to be disclosed.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

**On-campus Student Housing Facilities (Residential Facilities):** No on-campus student housing facilities are owned or controlled by RELLIS Campus, therefore, statistics for on-campus student housing are not required to be disclosed.

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**TAMUT at TAMU RELLIS Campus - Reportable Crimes**

The following statistics include all incidents of Clery Act crimes reported to the institution that occurred within the campus’ Clery Act locations, regardless of whether the individual reporting was a member of the campus community and regardless of whether the individual chose to move forward with the criminal justice or campus disciplinary proceedings. To prepare the annual disclosure of crime statistics, the institution collects information from internal sources such as campus police and other campus security authorities and requests information from external sources such as local law enforcement. Some local law enforcement agencies did not respond to the institution’s request for statistics or did not respond with a format usable for Clery crime reporting.

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<td>2018</td>
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<td>2019</td>
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<tr>
<td>Arrests: Liquor Law Violations</td>
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<td>0</td>
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<tr>
<td></td>
<td>2018</td>
<td>0</td>
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<tr>
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<td>2019</td>
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<tr>
<td>Disciplinary Referrals: Liquor Law Violations</td>
<td>2017</td>
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<td>2018</td>
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<tr>
<td></td>
<td>2019</td>
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</table>

The following are in reference to the reportable crimes tables.

* In 2019, 2018, and 2017 there were no reported criminal incidents involving hate/bias.

**Texas A&M University RELLIS Campus - Unfounded Crimes**

Unfounded crimes are crimes that sworn or commissioned law enforcement personnel have investigated and made a formal determination that the report is false or baseless and are, therefore, subsequently withheld from Clery crime statistics. Following are the unfounded crimes as reported for all Texas A&M University RELLIS campus Clery Act locations and Clery Act offenses:

- Calendar year 2019: 0 unfounded crimes
- Calendar year 2018: 0 unfounded crimes
- Calendar year 2017: 0 unfounded crimes

**Crime Prevention and Security Awareness**

It is important for all of us to understand our role in the reduction of crime. A conceptual aid often employed by crime prevention practitioners is referred to as the Crime Triangle. For any crime to occur three elements must be present: desire, ability, and opportunity.
Members of the university community easily recognize there is little that can be done to control the criminal’s ability and desire. The university community’s greatest strength in the prevention of crime is our initiative to reduce or eliminate the opportunity for a crime to occur.

A primary goal of UPD is the prevention of crime before it occurs. Because UPD officers cannot be everywhere all the time, they need the help of all members of the university community to take an active role in their personal safety and property protection. Crime prevention is important to the campus community and you can help by reporting any crime or suspected crime immediately is helpful to UPD (or to the UPD and BCPD officers located at RELLIS for crimes occurring at RELLIS) and may prevent someone else from becoming a victim of a more serious crime.

The UPD’s Community Services Division, staffed by officers who are state Certified Crime Prevention Specialists, continually presents programs covering crime prevention and security information and make programs available for students, staff, faculty, and others, including Texas A&M University students and employees located at RELLIS. These Crime Prevention Specialists are dedicated full time to crime prevention efforts and programs. They participate in and provide information during new and transfer student orientation, international student orientation, in addition to a number of other programs scheduled annually with student, staff and faculty organizations. In these sessions information is provided regarding campus security procedures and practices. The Campus Safety Awareness Series is another opportunity for the campus community to get to know UPD officers, ask questions about safety and security procedures and practices, and/or voice concerns. For additional information or to schedule a program you are encouraged to call the Community Services Division at 979-845-0070.

UPD typically offers a variety of crime prevention programs and services to Texas A&M University students and employees. The programs are designed to encourage students and employees to be responsible for their own security and the security of others. Due to COVID-19, the availability of the following programs or service requests may be restricted to online only or unavailable if the request cannot meet COVID-19 guidelines. In person requests that cannot meet the COVID-19 guidelines will resume once it is safe for all involved.

- Personal Safety Awareness – scheduled upon request
- Theft/burglary Prevention – scheduled upon request
- UPD Self-Defense Program – offered during fall move in week and regularly during fall and spring semesters
- Alive@25 Defensive Driving – offered periodically throughout the year
- Operation ID (free engraving of property in the residence hall, home, and office) – during the fall semester starting with Howdy Week and scheduled upon request or at UPD
- Residential and Office Security Surveys – scheduled upon request
- Drug and Alcohol Awareness – scheduled upon request
- Sexual Assault Prevention – scheduled upon request
- Active Shooter Preparedness – scheduled upon request
- Apartment and Home or Residence Hall Security – scheduled upon request
- Robbery Prevention – scheduled upon request
- Workplace Crime Prevention – scheduled upon request
- Bicycle Registration – see description below

Bicycles are a popular mode of transportation in the campus environment and can be a prime target of theft. Texas A&M Transportation Services requires all students, faculty, and staff to register any bicycle they plan to ride on campus and show proof of registration by displaying a permit/registration sticker to avoid enforcement action. Registration is critical for planning and communication and helps identify bicycles that are lost or stolen. Information on mandatory bike registration can be obtained by calling the Alternative Transportation Office at 979-847-2453 or visiting https://transport.tamu.edu/alternative/bicycles/register.aspx.

### Important Telephone Numbers
Area Code 979 (for all numbers listed below)

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<tbody>
<tr>
<td>Emergencies - Police/Fire/Medical</td>
<td>911 for off campus; 911 or 9-911 for on campus</td>
<td>University Police Department</td>
<td>845-2345</td>
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<tr>
<td>Bryan Police (non-emergency)</td>
<td>361-3888</td>
<td>Blinn College Police Department (at RELLIS)</td>
<td>209-7600</td>
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<tr>
<td>Brazos County Sheriff (non-emergency)</td>
<td>361-4980</td>
<td>University Police Department (at RELLIS)</td>
<td>845-2345</td>
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<tr>
<td>College Station Police (non-emergency)</td>
<td>764-3600</td>
<td>Student Health Services</td>
<td>458-8250</td>
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<tr>
<td>Crime Stoppers 775-TIPS</td>
<td>775-8477</td>
<td>Health Promotion (Counseling &amp; Referral, Alcohol &amp; other Drugs)</td>
<td>845-0280</td>
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<td>Department of Public Safety (State Troopers)</td>
<td>776-3100</td>
<td>Student Conduct Office</td>
<td>847-7272</td>
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<td>FBI</td>
<td>776-8894</td>
<td>Counseling and Psychological Services (CAPS)</td>
<td>845-4427</td>
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<td>Bryan Fire</td>
<td>209-5960</td>
<td>Facilities Services (AggieWorks)</td>
<td>845-4311</td>
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<td>Brazos County Fire (Rural)</td>
<td>361-3888</td>
<td>Transportation Services</td>
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<td>College Station Fire</td>
<td>764-3700</td>
<td>Parking</td>
<td>862-7275</td>
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<td>Paratransit</td>
<td>845-1971</td>
<td>CARPOOL (10pm-3am on Thursday, Friday and Saturday)</td>
<td>693-9905</td>
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<tr>
<td>Transit (Bus) Help-Line / Information</td>
<td>847-7433</td>
<td>Environmental Health &amp; Safety</td>
<td>845-2132</td>
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