This report contains crime and fire statistics for calendar years 2016, 2017 and 2018.
Dear Tarleton Community:

Whether you are new to Tarleton State University (Tarleton) or have been a part of the Tarleton family for some time, we hope that you take the time to read our Annual Security and Fire Safety Report. This information has been prepared to increase your awareness of the current programs available to assist in protecting your safety and well-being.

Tarleton’s University Police Department (UPD) is comprised of 17 full-time, state certified peace officers who are all licensed under the authority of the Texas Commission on Law Enforcement (TCOLE). We also have a Crime Victims Liaison Officer, a Crime Prevention Officer, a Mental Health Peace Officer, and two women’s self-defense instructors. Tarleton supports several services to promote a safer university community.

- **Online Training**
  - All first-time in college and transfer students are required to complete online training on sexual assault prevention. Tarleton is currently using programs provided by EverFi, a recognized leader in prevention education. Students are assigned Sexual Assault Prevention for Undergraduates or Sexual Assault Prevention for Adult Learners, depending on several factors.
  - The training provides definitions, requires that students open and acknowledge the Texas A&M University System Civil Rights Compliance policy, teaches students about being an active bystander, and provides information about on-campus, local, online, and national resources.

This is an educational program that deals frankly with the issues and choices that college students encounter. An additional benefit is that those who abstain from these activities learn how to help keep their friends safe. Active bystander intervention is critical in addressing sexual assault on campuses throughout the nation, and this type of training is recommended by experts, including the White House Task Force.

- **A Campaign for a Safer Tarleton**: This initiative provides the campus community with pamphlets (available on-line) about safety related issues and programs including information about the UPD, R.A.D. program, social media and on-line safety, Operation ID (RAPIDS), self-protection, Texans and Alcohol, travel tips, and vehicle burglaries. University police also make themselves available to student organizations to talk about the importance of responsible decision making regarding public safety.

- **Free On-campus Motorist Assists and Escorts**: The UPD provides members of our campus community with vehicle unlocks, jumpstarts and escorts to and from their vehicles upon request.

- **Campus Crime Stoppers**: This program provides a means of communication for members of the public to anonymously provide law enforcement agencies with information on crimes or suspects.

- **Survivor Advocacy**: Housed within Student Counseling Services, this program allows survivors to seek confidential support if they have been harmed. Your advocate can assist the you in making changes to housing or classes and assist students with seeking other resources including academic extensions or grades of incomplete, if necessary. An advocate can also help students understand all their formal reporting options.

- **Crime Statistics**: Campus crime statistics may be found at the back of this publication, pages 107 - 117. Crime Statistics for the new Fort Worth campus will be available in next year’s Annual Security Report.
CHAPTER 1
REQUIRED POLICY AND PROCEDURES UNDER THE
JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND
CRIME STATISTICS ACT

Policy for Preparing the Annual Security Report and Disclosure of Crime Statistics
The Tarleton State University Police Department (UPD), Department of Risk Management and Compliance, and the Clery Compliance Committee are responsible for preparing and distributing the Annual Security Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The Annual Security Report is published every year by October 1st. The report contains three calendar years of campus crime statistics and campus security policy statements in accordance with the Clery Act. This Annual Security Report and Disclosure of Crime Statistics supersedes any and all previously published versions of this document.

The UPD, Department of Risk Management and Compliance, and the Clery Compliance Committee compose the Annual Security Report and statistical information with input from various sources such as local law enforcement agencies, Division of Academic Affairs, Division of Finance and Administration, Division of Advancement and External Relations, Division of Enrollment Management, Division of Student Affairs, and other campus officials.

All policy statements contained within this document pertain to all Tarleton campus locations unless otherwise noted. RELLIS campus policy statements were provided for this report by the RELLIS campus Texas A&M University System (TAMUS) administration.

Why an Annual Security Report?
Enacted in 1990, the Crime Awareness and Campus Security Act was designed to assist students in making decisions which affect their personal safety and to ensure institutions of higher education provide students, prospective students, staff, and faculty the information they need to avoid becoming victims of campus crime. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions’ obligations under this act. The Higher Education Act of 1998 was also renamed the “Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act” (hereafter the Clery Act).

NACCOP Membership
Tarleton maintains an Institutional Membership with the National Association of Clery Compliance Officers and Professionals (NACCOP). NACCOP provides a professional association for Clery compliance officers and professionals to collaborate, share resources and best practices, and participate in professional development opportunities to support colleges and universities in their efforts to comply with the Clery Act.
Additional RELLIS Campus Policies and Information

RELLIS, formerly known as the Riverside Campus, is owned by the Texas A&M University System (TAMUS), controlled by the institution for purposes of the Clery Act, and located eight miles from the Texas A&M University main campus in College Station (Texas A&M University). RELLIS was renamed in 2016 to represent the Aggie core values of respect, excellence, leadership, loyalty, integrity, and selfless services. Facilities at RELLIS are, and have historically been, used to conduct world-class research, technology development, and industry outreach with participants including, but not limited to, the College of Engineering (through affiliation with the Texas A&M Engineering Experiment Station and the Texas A&M Transportation Institute), the College of Architecture, and the Department of Anthropology. Recent construction of RELLIS facilities during calendar years 2017, 2018, and 2019 created an expanded campus where students participate in research and testing with multiple agencies in the TAMUS; including federal, state, and local governments; and private industry. Additional paths toward college degrees have also been established at RELLIS. Post-secondary degree education and training are being offered beginning in fall 2018 with programs through Blinn College and multiple universities under the TAMUS, including Tarleton State University. The educational program at RELLIS is comprehensively called the RELLIS Academic Alliance and includes plans for further facility expansion. Additional RELLIS Campus Policies provided by personnel at RELLIS, TAMU-UPD, TAMUS, and OREC. RELLIS Campus specific policies and information is presented in MAROON for ease of access.
Timely Warnings

In the event that a situation arises, either on or off campus, involving a Clery reportable crime, that, in the judgment of the director of the UPD, constitutes an ongoing and continuing threat, a campus-wide “timely warning” will be issued.

The circumstances in which a Timely Warning will be generated include, but are not limited to, the receipt of a good faith report to the UPD or other Campus Security Authority (CSA) of a crime reportable under the Clery Act that poses a serious or continuing threat to the campus community. The chief of police, or his designee, is responsible for determining if a Timely Warning will be issued. A determination will be made on a case-by-case basis after due consideration of all available details of the crime, such as the nature of the crime, is the incident a “Clery Act reportable crime”, and whether or not a continuing threat to the campus community exists. It is important to note, in some cases law enforcement may need to withhold some information, if releasing the information would compromise an ongoing investigation or the identity of the victim(s). Victim names and other identifying information of the victim(s) are never included in Timely Warnings. An institution is not required to issue a timely warning with respect to crimes reported to a pastoral or professional counselor.

In an effort to provide timely notice to the university community, and in the event of a serious incident which may pose an on-going threat to members of the university community, a blast email ‘Timely Warning Notice’ will be sent to all students and employees. The alerts are generally written by the chief of police, or a designee, and distributed to the campus community.

Depending on the particular circumstances of the crime, especially in situations that could pose an immediate threat to the community and individuals, the UPD may post a notice to provide the university community with more immediate notification on the UPD website at: https://www.tarleton.edu/police. In such instances, a copy of the notice may be posted in each residence hall, at the entrance to each academic building, at the Recreational Sports Building, and in the Barry B. Thompson Student Center.

The university annually requests that local area law enforcement agencies notify Tarleton UPD immediately about a serious crime that may cause an ongoing threat to the campus community. Anyone with information warranting a timely warning should report the circumstances to the following departments and/or individuals:

**Stephenville Campus & Agricultural Center:** Emergencies dial 9-1-1. For non-emergencies, contact University Police Department at 254-918-1200 or in person at the UPD office, (located at the corner of W. Frey St. and N. Harbin Dr.) at 895 N Harbin Dr., Stephenville, Texas 76402. For general police related questions during normal business hours, please call 254-968-9002. UPD is dispatched to police related calls by the Stephenville Police Department Dispatch.

**Fort Worth Terrell School of Clinical Laboratory Sciences:** Contact Baylor All Saints Public Safety at 817-922-1911, 24/7 or in person at Parking and Transportation Services, 1400 Eighth Avenue, Fort Worth, TX 76104. A representative of Baylor All Saints Public Safety will provide applicable notification to the department head who, in turn, notifies Tarleton’s Police Department.

**Fort Worth Campus:** Contact the Fort Worth Police Officer on site or the Fort Worth Police Dispatch number at 817-392-4222 or Tarleton’s Stephenville campus Police Department at 254-968-9002.

**Midlothian Campus:** Contact the director of Midlothian Outreach Programs at 972-775-7206 or Tarleton’s University Police Department at 254-968-9002.

**Waco Location:** Contact the Executive Director of Waco/RELLIS-Bryan Outreach Initiatives at 254-299-8316, or Tarleton’s University Police Department at 254-968-9002.
RELLIS Campus 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 College Police Department (BCPD), 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 Notification

Tarleton will, without delay, upon confirmation, and in 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 the Chief of Police or designee, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however Tarleton will provide follow-up information to the campus community as needed.

Authorized university officials to initiate Emergency Notifications include the Director of Risk Management and compliance, the Emergency Management Coordinator and the university police chief (or their designee). Tarleton’s Standard Administrative Procedure 34.07.01.T1.02 Emergency Notification Protocol includes information related to Code Purple as well as authority to issue a timely warning. These university protocols guide immediate emergency response and evacuation procedures, including the use of Code Purple. The protocols require authorized university officials to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students, faculty or staff occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency. Emergency messages include information detailing what has occurred and directions to the campus community regarding what to do next. (Director of Risk Management and Compliance or designee, Emergency Management Coordinator or designee, and/or the University Police Chief or designee, is responsible for determining the content of such notification.) Code Purple will be activated to provide a timely notification to registered users through email and text message. BRG speaker systems are installed in many campus buildings which can be activated by a Code Purple message to provide an additional means of notification for the building occupants. This emergency notification does not replace the timely warning requirement provided in the previous section. The emergency notification addresses a much wider range of threats (i.e. gas leaks, inclement weather, contagious viruses, etc.) A representative of the UPD or designee will continue the assessment of the situation and follow-up information or additional segments of the campus community may be notified if a situation warrants such an action. Once the situation is contained or the threat to the campus community has passed, an alert will be disseminated to the campus community using the same systems by which the initial alert was sent out.

The university’s emergency preparedness, response, and evacuation protocols are published online and accessible at https://www.tarleton.edu/emergency. All students and employees are highly encouraged to read and review these protocols regularly. Code Purple, emergency response, and evacuation procedures are tested annually.

All faculty, staff, and students are automatically added to Code Purple based on their official Tarleton email address. Certain members of the local community may have access to the Code Purple notification system. Key members of the local area emergency response teams have been included in the Code Purple notification system. Students, faculty, staff, SSC employees and select TAMUS administrators, city, and county employees can identify additional individuals (parents, friends, other family members, etc.) they would want to receive an emergency notification from Tarleton’s Code Purple by adding their information to the individual’s account.

The Emergency Management Plan designates the UPD by dialing 911 as the initial contact for reporting all emergency situations and for response to and resolution of all emergencies. Upon receiving the report of an emergency, the responding officer will determine the appropriate level of response required and will communicate with appropriate personnel at the scene.

UPD officers, their supervisors, and key members of the Emergency Management Council (EMC) have received training in the National Incident Management System (NIMS), Incident Command System for responding to critical incidents on Campus.
A representative of the UPD, or designee, will determine if the situation warrants initiating a campus-wide or localized (specific building or area) alert utilizing Code Purple and/or Alertus and if the EMC should be assembled. The university Control Center will monitor emergency communications and assist with notifications as instructed by the UPD representative.

RELLIS Emergency Notification System
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.

A long-term emergency notification system called RELLIS Alert is being developed to issue emergency notifications specifically to the RELLIS campus community through TAMUS as established though an MOU between TAMUS and Texas A&M University. As of the publication date of this report, RELLIS Alert is in progress.

Until RELLIS Alert is implemented, the UPD will coordinate with the main Texas A&M University campus and Blinn College to generate and issue alternate emergency notifications on behalf of the RELLIS campus using established procedures. The following describes the two alternate 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 Texas A&M University System member agency employees) located at RELLIS of significant emergencies or dangerous situations occurring at the RELLIS campus. The Blinn College emergency notification system (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 UPD and Environmental Health and Safety coordinate to 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, or other personnel from Environmental Health and Safety.

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, and Environmental Health and Safety Directors and Assistant Directors. UPD Dispatch may also issue/send Code Maroon (and Blinn Alert) messages when notified by one of these 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. Each month, 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.

RELLIS 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 or following “TAMUCodeMaroon” on Twitter to see alerts in your Twitter feed and/or receive alerts via text message through your Twitter account. To learn how, visit the following webpage: http://codemaroon.tamu.edu/PublicAccess.aspx.

The public cannot register for Blinn Alert.

RELLIS 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 University Police 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 Risk Management Office 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

During this reporting period (calendar year 2018), Tarleton participated in and hosted several exercises and drills to improve the university’s response and evacuation capabilities to various threats to the campus community. A record of these activities is included in the following Emergency Response Preparedness Matrix.

<table>
<thead>
<tr>
<th>EXERCISE</th>
<th>DATE</th>
<th>TIME</th>
<th>ANNOUNCED (A) UNANNOUNCED (U)</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Drills</td>
<td>11/05/2018</td>
<td>4:00pm – 9:00pm</td>
<td>(U)</td>
<td>Fire drill and evacuation test performed at Residential Life facilities</td>
</tr>
<tr>
<td>Code Purple Test</td>
<td>11/09/2018</td>
<td>5:00pm</td>
<td>(A)</td>
<td>Test of the Code Purple System</td>
</tr>
<tr>
<td>University Emergency Response Tabletop</td>
<td>12/12/2018</td>
<td>1:00pm – 5:00pm</td>
<td>(A)</td>
<td>Emergency Management Team and local response Agencies represented</td>
</tr>
<tr>
<td>MGT 412: Sport and Special Event Evacuation Training with Exercise</td>
<td>06/12 &amp; 13/2018</td>
<td>8:00am – 5:00pm</td>
<td>n/a</td>
<td>University Police and Waco/McLennan County Emergency Management offices</td>
</tr>
<tr>
<td>MGT 404: Sport and Special Event Incident Management with Exercise</td>
<td>07/24 &amp; 25/2018</td>
<td>8:00am – 5:00pm</td>
<td>n/a</td>
<td>University Police and Waco/McLennan County Emergency Management offices</td>
</tr>
<tr>
<td>MGT 440: Enhanced Sports and Special Event Incident Management with Exercise</td>
<td>11/27 - 29/2018</td>
<td>8:00am – 5:00pm</td>
<td>n/a</td>
<td>University Police and Waco/McLennan County Emergency Management offices</td>
</tr>
</tbody>
</table>

Procedures for Testing Emergency Response and Evacuation Procedures

An evacuation drill is coordinated by the Office of Risk Management and Compliance (RMC) and Residential Life (RL) each fall and spring semester for all residential facilities at the Stephenville campus. Thus, the emergency evacuation procedures are tested each year. Students are informed of the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. RMC does not tell residents in advance about the designated long-term evacuations because those decisions are affected by the time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, UPD, RMC, and RLL staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.
The purpose of the drills is to prepare building occupants for an organized evacuation in case of an emergency. At Tarleton, evacuation drills are used as a way to educate and train occupants on issues specific to their facility. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of emergency exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the university an opportunity to test the operation of the fire alarm system components. Any deficient equipment is noted so that appropriate repairs can be performed. Residents and other members of the campus community are provided follow up information regarding Tarleton’s emergency response and evacuation procedures in conjunction with these drills.

Students receive emergency information and procedures during their hall meetings. Students are provided additional promotional materials titled “Have an Exit Strategy” which are developed by the Texas State Fire Marshal’s Office.

Each year the Emergency Management Coordinator announces a test of Tarleton’s Code Purple notification system. Following appropriate notice a test message is sent out to the campus community utilizing Code Purple. A record of the test is maintained within the Code Purple notification system.

RELLIS 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 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. A RELLIS Emergency Management Team 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 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 table-top or functional scenario and tests of the emergency notification system. 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 are designed for assessment and evaluation of emergency plans and capabilities and are performed and documented. 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. In cooperation with Texas A&M University Environmental Health and Safety, the Director of the RELLIS campus manages a Building Evacuation Program and works with facility managers to maintain and test building evacuation procedures annually for 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 Texas A&M University students, faculty, and staff located at RELLIS. The email will communicate information about accessing the RELLIS Emergency Operations Plan and emergency contacts.
Shelter-in-Place Procedures
If an incident occurs and outside areas become dangerous due to weather, toxic or irritating substances, it is usually safer to stay indoors and shelter-in-place. Leaving the area may create an exposure to danger. Thus, to “shelter-in-place” means to make a shelter of the building students are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

If an incident occurs and the building is not damaged, students should stay inside the building they are in and seek an interior room until notification is received that it is safe to come out. If a building is damaged, students should take personal belongings (purse, wallet, Texan Card, etc.) and follow the evacuation procedures for the building (close the door, proceed to the nearest exit, and use the stairs instead of the elevators). Once students have evacuated, they should seek shelter at the nearest university building quickly. If police or fire department personnel are on the scene, follow their directions.

How Students Will Know to “Shelter-In-Place”
A shelter-in-place notification may come from several sources, including Code Purple, the UPD, RLL staff members, other university employees, or other authorities, utilizing the university’s emergency communication tools.

How to “Shelter-In-Place”
No matter where students are, the basic steps of shelter-in-place will generally remain the same. Should the need arise, students should follow these steps, unless instructed otherwise by local emergency personnel:

1. Students who are inside should stay inside and collect any emergency shelter-in-place supplies and a telephone to be used in case of an emergency. If students are outdoors, they should proceed into the closest building quickly or follow instructions from emergency personnel on the scene.

2. Students should locate a room in which to shelter. It should be:
   - an interior room;
   - above ground level; and
   - without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.

3. Once students have located a room to shelter within, they should do the following:
   - Shut and lock all windows (tighter seal) and close exterior doors.
   - Turn off air conditioners, heaters, and fans, if possible.
   - Close vents to ventilation systems as soon as possible. (University staff will turn off ventilation as quickly as possible.)
   - Make a list of the people in the room and ask someone (RLL staff, faculty, or other staff) to call the list in to the Control Center at 254-968-9265 so they will know where the student is sheltering. If only students are present, designate someone to call in the list.
   - Turn on a radio, TV, use a smart phone, etc. and listen for further instructions.
   - Students should make the surrounding shelter interior as comfortable as possible.
Annual Disclosure of Crime Statistics

The UPD, in conjunction with the Department of RMC, prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The full text of this report is located on the Tarleton website at:

https://www.tarleton.edu/site/documents/cleryact.pdf.

Additional information may be accessed by visiting the UPD website at https://www.tarleton.edu/police. This report is prepared in cooperation with the local law enforcement agencies surrounding the each campus and alternate sites, the Division of Student Affairs, the Division of Finance and Administration, the Division of Enrollment Management, and the Division of Academic Affairs. Each entity provides updated information on their educational efforts and programs to comply with the Clery Act.

Campus crime, arrest, and referral statistics include those reported to the UPD by designated campus officials (including, but not limited to directors, deans, department heads, designated Residential Life (RL) staff, Dean of Students Administrative Office staff, advisors to students and student organizations, athletic coaches, Campus Security Authorities (CSA) and local law enforcement agencies.

Texas Law (Section 161.041, Health and Safety Code) requires prompt, mandatory reporting to local law enforcement agencies by health care practitioners (such as those at the Student Health Center) when they provide medical services to a person they know or reasonably suspect is suffering from wounds inflicted by a firearm or are a result of assault or abusive conduct.

Student Counseling Services, Campus Survivor Advocate, and Student Health Center staff are informed on how to report crimes to the UPD on a voluntary or confidential basis. Student Counseling Services, Campus Survivor Advocate, or Student Health Center staff may report crimes anonymously to the UPD.

Each year, an email notification is sent by RMC to all students, staff, and faculty that provides the web site address to access this report. Copies of the report may also be obtained in the Department of Risk Management and Compliance located in the Administration Annex I Building, Room 106, or by calling 254-968-9415.

Reporting of Criminal Offenses

Police

Crimes should be reported to the Police as follows:

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>TYPE</th>
<th>CONTACT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Campuses</td>
<td>Emergencies</td>
<td>9-1-1</td>
</tr>
<tr>
<td>Stephenville Campus</td>
<td>Non-Emergencies</td>
<td>Tarleton State University Police</td>
</tr>
<tr>
<td></td>
<td></td>
<td>254-918-1200</td>
</tr>
<tr>
<td>Agricultural Center Campus</td>
<td>Non-Emergencies</td>
<td>Tarleton State University Police</td>
</tr>
<tr>
<td></td>
<td></td>
<td>254-918-1200</td>
</tr>
<tr>
<td>Fort Worth Campus</td>
<td>Non-Emergencies</td>
<td>Fort Worth Police</td>
</tr>
<tr>
<td></td>
<td></td>
<td>817-392-4222</td>
</tr>
<tr>
<td>Terrell School of Clinical</td>
<td>Non-Emergencies</td>
<td>Fort Worth Police</td>
</tr>
<tr>
<td>Laboratory Sciences</td>
<td></td>
<td>817-392-4222</td>
</tr>
<tr>
<td>RELLIS</td>
<td>Non-Emergencies</td>
<td>Texas A&amp;M University Police</td>
</tr>
<tr>
<td></td>
<td></td>
<td>979-845-2345</td>
</tr>
</tbody>
</table>

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around residence halls should be reported to the UPD.
Campus Security Authorities (CSA)
A CSA is a Clery-specific term that encompasses the following groups of individuals and organizations associated with an institution whose functions involve relationships with students: security and law enforcement officers, special events security staff, deans (or other senior student administrative personnel), coaches, residence hall staff, physicians or nurses in a campus health center, overseers and advisors to student clubs and organizations, and staff involved in student discipline and campus judicial proceedings.

When a CSA is told about a crime or an incident that may be a crime, and there is little or no reason to doubt the validity of the information, the CSA must notify the University Police. The Campus Security Authority Crime Statistic Report Form, located on Tarleton’s website at https://www.tarleton.edu/police/clery-act.html, is an easy to use option to fulfill the duty to report. Notifications to the UPD should be made in a timely manner. Tarleton has developed the Campus Security Authority Manual for guidance in this reporting, which is located on the UPD web site at:

https://www.tarleton.edu/police/clery-act.html.

Tarleton has also chosen to designate all employees as CSAs. CSAs are required to take annual training offered through TrainTraq in order to remain current on their responsibilities and reporting processes.

The following is a partial list of CSA contact information:

Tarleton State University – Stephenville & Agricultural Center
University Police Department 254-968-9002
(895 N Harbin Dr, Stephenville TX. 76402)
Located at the corner of W. Frey St. and N. Harbin Dr.
Senior Manager, Title IX / Clery Compliance Coordinator 254-968-9754
(Admin Annex I, Room 106)
Assistant Dean of Students, Dean of Students Administrative Office 254-968-9080
(Tarleton Center, Room 148)

Tarleton State University – All Non-Stephenville Locations
Associate Vice President for Outreach & Off Campus Programs 817-484-4225 or
(10850 Texan Rider Dr, Fort Worth, Texas 76036) 254-968-1914

The following is a partial list of resource contact information:
(A complete listing of resource information for each campus may be found in Chapter 2 of this document.)

Tarleton State University – Stephenville
Tarleton State University – Agricultural Center - Stephenville
University Police Department 254-968-9002
895 N Harbin Dr.
Located at the corner of W. Frey St. and N. Harbin Dr.

On Campus Resources
Student Counseling Services 254-968-9044
Campus Survivor Advocate 254-968-9044
Family Relations 254-968-9490

Stephenville Off-Campus Social Service Resources
Cross Timbers Family Services 254-965-4357
H.O.P.E., Inc. 254-965-2700
Pecan Valley MHMR 254-968-4181
STAR Council on Substance Abuse 254-965-5515
Tarleton State University – Terrell School of Clinical Laboratory Sciences
Baylor Scott and White Public Safety
Fort Worth Police Department
Fort Worth Fire Department

Tarleton State University – Fort Worth Campus
24/7 Fort Worth Officer on-site
Fort Worth Police Department
Fort Worth Fire Department

Tarleton State University - Waco
Mclennan Community College (MCC) Police Department
Contact MCC Police by any Campus Phone @ 8911
Counseling Center in MCC

Tarleton State University – Weatherford
Main Campus Security
Parker County Crime Stoppers

Tarleton State University – Midlothian Campus
Main Campus Security

RELLIS 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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Housing, Residence Life</td>
<td>979-862-3158</td>
<td><a href="https://reslife.tamu.edu/contact">https://reslife.tamu.edu/contact</a></td>
</tr>
<tr>
<td>Director, Student Health Services</td>
<td>979-458-8300</td>
<td>A.P. Beutel Health Center</td>
</tr>
<tr>
<td>Dean of Student Life</td>
<td>979-845-3111</td>
<td><a href="http://studentlife.tamu.edu/">http://studentlife.tamu.edu/</a></td>
</tr>
<tr>
<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>Gay, Lesbian, Bisexual, and Transgender (GLBT) Resource Center</td>
<td>979-862-8920</td>
<td><a href="http://studentlife.tamu.edu/glbt">http://studentlife.tamu.edu/glbt</a></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>Title IX Coordinator</td>
<td>979-845-0977</td>
<td>General Services Complex 2101</td>
</tr>
<tr>
<td>Chief Risk, Ethics, and Compliance Officer</td>
<td>979-458-8407</td>
<td>Jack K. Williams Administration Building 302</td>
</tr>
<tr>
<td>Senior Associate Athletics Director/Senior Woman Administrator</td>
<td>979-845-1030</td>
<td>Nye Academic Center 291</td>
</tr>
<tr>
<td>Chief of Staff, Athletics Department</td>
<td>979-862-2586</td>
<td>3rd floor Reed Arena</td>
</tr>
<tr>
<td>RELLIS Associate Director</td>
<td>979-458-2487</td>
<td>TEEX LAW Office Building 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.

Daily Crime Log

Tarleton Stephenville Campus and Agricultural Center Campus Daily Crime Log
Each business day, the UPD Administrative Sergeant, or other trained personnel, publishes a Daily Crime Log for Tarleton 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 University Police Department located at 895 N Harbin Dr, Stephenville TX. 76402. The copy is printed on a daily basis on working business days.

Fort Worth Campus Crime Log
Each business day, the UPD Administrative Sergeant, or other trained personnel, publishes a Daily Crime Log for Tarleton 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 information desk located at 10850 Texan Rider Dr, Fort Worth, Texas 76036. The copy is printed on a daily basis on working business days.

RELLIS Campus 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 TEEX LAW Office Building, 1500 4th St., Bryan, TX 77807, or obtained by calling 979-458-2487. The copy is printed on a daily basis on working business days. The RELLIS crime log is published online at: https://rellis.tamus.edu/clery/.
Limited Voluntary Confidential Reporting to Police

Tarleton’s University Police Department (UPD) encourages anyone who is the victim of or witness to a crime to promptly report the incident to the police. Witnesses to a potential crime should report these incidents promptly in the event the victim elects to remain silent or is unable to make such a report. Police reports are public records under state law, therefore the UPD cannot hold reports of crimes in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other Tarleton campus authorities. Confidential reports of crime may also be made to Erath County Crime Stoppers at 254-965-CASH.

The purpose of a confidential report is to comply with a request to keep the matter confidential, while taking steps to ensure the safety of those involved. With such information, the university can do the following:

- keep an accurate record of the number of incidents involving students;
- determine where there is a pattern of crime with regard to a particular location, method, or assailant; and
- alert the campus community to potential danger.

Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. Such reports shall be provided to students and employees in a manner consistent with applicable laws, which is timely, that withholds the names of victims as confidential that will aid in the prevention of similar occurrences.

RELLIS 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. Felony 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.
Security and Access

During business hours, the university (excluding certain housing facilities and administrative areas located within the Tarleton Center) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all university facilities is by key, magnetic ID card, UPD, and in the case of housing by Residential Life (RL) staff.

Residence halls are secured 24 hours a day. Over extended breaks, the doors of all halls will be secured around the clock. Some facilities may have individual hours, which may vary at different times of the year (e.g. the Barry B. Thompson Student Center, the Dick Smith Library, and Recreation Sports Center). In these cases, the facilities will be secured according to schedules developed by the department/office responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.

RELLIS Security of and Access to Campus Facilities

RELLIS General Provisions

The Dean, Director, or Department Head is responsible for determining access to facilities under their control. The UPD’s Community Services Division, upon request, will prepare a security survey of the facility to determine security coverage and appropriate access control.

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. (Texas Education Code Section 51.204)

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)

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 on-campus 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 key-locked with deadbolts and have "peepholes." Residence areas are patrolled regularly by University Police and Security Officers.

RELLIS Parking Areas

RELLIS has two main parking areas and no parking garages. 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.

RELLIS 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.

Facilities Maintenance

Facilities at all Tarleton campus locations are maintained in a manner which attempts to minimize hazardous conditions. UPD, other law enforcement agencies and public safety officials regularly patrol campuses and report lighting concerns and other unsafe physical conditions to the appropriate departments for correction. It is helpful when other members of the Tarleton community report equipment problems to UPD or to Facilities Services.

RELLIS 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 respected 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.

Campus Police Authority and Jurisdiction

In accordance with Section 51.203 of the Texas Education Code, the UPD has complete police authority to apprehend and arrest anyone involved in illegal acts within any county where the TAMUS owns or controls property. If an offense or misconduct violates university rules and procedures and is committed by a university student, the UPD may refer the individual to the Dean of Students Administrative Office for disciplinary action.

The Fort Worth Campus maintains a police presence utilizing Fort Worth Police Officers who have complete police authority to apprehend and arrest anyone involved in illegal acts. These officers are contracted through an agreement with the UPD.

Tarleton prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and reaffirms its commitment to maintain a campus environment emphasizing its core values of integrity, leadership, tradition, civility, excellence and service.

Serious offenses such as sexual assault, domestic violence, dating violence, stalking, murder, aggravated assault, robbery, and motor vehicle theft are investigated by the UPD and information is shared with local law enforcement agencies. Often, joint investigative efforts with other law enforcement agencies are utilized to solve these serious crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at Justice, County, District, or Federal Court with the appropriate prosecuting attorney.

Tarleton maintains a close, working relationship with federal, state, and local agencies through collaborative meetings, joint training exercises, drills, certification training courses, and through providing support for large events on-campus and within the community. Through this cooperation with local law enforcement agencies, criminal activity engaged in by students at off-campus locations of student organizations is monitored and
recorded. This information is provided to the Dean of Students Administrative Office for action or follow-up that may be required.

By mutual agreement with local agencies, the UPD has access to a Texas Law Enforcement Telecommunications System (TLETS) terminal and a National Law Enforcement Telecommunications System (NLETS) terminal. Through these networks, police personnel can access the National Crime Information Center (NCIC) as well as the Texas Crime Information Center (TCIC). These computer databases are used for accessing criminal history data, nationwide police records, driver/vehicle identification information, as well as other local, state, and federal law enforcement information. In addition, the UPD is also a part of the City of Stephenville 9-1-1 System.

Tarleton continues to foster relationships through the above-referenced activities and by providing representation on the Local Emergency Planning Committee (LEPC), the Local Emergency Operations Center (when activated) and by participating in the American Red Cross Volunteer Disaster Assistance program. Tarleton UPD has entered into a written agreement with the Stephenville Police Department to provide dispatch services to the UPD.

At all campus locations (including the Fort Worth Campus) full-time, state certified, peace officers all licensed under the authority of the TCOLE provide security for applicable locations. At the Fort Worth Campus Fort Worth police officers provide around the clock police services. As stated above, the UPD has complete police authority within any county where the TAMUS owns or controls property.

RELLIS TAMUS Campus Police Authority and Jurisdiction

RELLIS TAMUS 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 164 authorized positions that includes 81 state certified Police Officers, 54 Security Officers, 13 Communications Officers, and 16 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 at RELLIS. To provide this around-the-clock coverage, UPD officers work in two 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. The UPD officer has office space in the Texas A&M Engineering Extension Service (TEEX) LAW Office Building, 1500 4th St., Bryan, TX 77807.

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.

In addition, during evening and weekend hours, a security company patrols the RELLIS campus for an eight hour period from approximately dusk to dawn.
RELLIS TAMUS Police Department 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.

RELLIS TAMUS Police Department 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.

RELLIS TAMUS Police Department 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.

RELLIS TAMUS Police Department 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.

RELLIS TAMUS Police Department 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.

RELLIS TAMUS Police Department 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.

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

<table>
<thead>
<tr>
<th>Emergencies-from on campus phones/Police/Fire/Medical</th>
<th>911 or 9-911</th>
<th>Non-Emergencies/General Assistance</th>
<th>979-845-2345</th>
</tr>
</thead>
<tbody>
<tr>
<td>TAMU Chief of Police</td>
<td>979-845-8052</td>
<td>Community Services Division</td>
<td>979-845-0070</td>
</tr>
<tr>
<td>Uniform Patrol Division</td>
<td>979-845-2345</td>
<td>Records Division</td>
<td>979-845-2347</td>
</tr>
<tr>
<td>Criminal Investigations Division</td>
<td>979-845-8063</td>
<td>Recruiting Division</td>
<td>979-862-8125</td>
</tr>
<tr>
<td>Uniform Security Division</td>
<td>979-862-3375</td>
<td>Public Information</td>
<td>979-845-0070</td>
</tr>
<tr>
<td>Field Operations Division</td>
<td>979-845-6633</td>
<td>Training Division</td>
<td>979-845-8055</td>
</tr>
<tr>
<td>Special Events Operations</td>
<td>979-845-8900</td>
<td>Victim Services</td>
<td>979-458-9767</td>
</tr>
<tr>
<td>Blinn Police at RELLIS</td>
<td>979-209-7600</td>
<td>UPD Police at RELLIS</td>
<td>979-845-2345</td>
</tr>
</tbody>
</table>
General Procedures for Reporting a Crime or Emergency

Stephenville community members, students, staff, faculty, and campus guests are encouraged to report all crimes and public safety-related incidents to the Tarleton Police Department (UPD) in a timely manner. The UPD patrols the Tarleton Stephenville campus, as well as remote areas owned by the university that surround Stephenville.

For emergencies dial 9-1-1. For non-emergencies, contact University Police Department at 254-918-1200 or in person at the UPD office, (the corner of N. Harbin Dr. and W. Frey St.) at 895 N. Harbin Dr., Stephenville, Texas 76402. For general police related questions during normal business hours, please call 254-968-9002. UPD is dispatched to police related calls by the Stephenville Police Department Dispatch. Dispatchers are available at this phone number to answer calls 24/7.

For general campus information please contact the control center at 254-968-9265.

For all other Tarleton locations, members of each campus shall report all crimes and public safety-related incidents to the applicable law enforcement contact as listed in this Annual Security Report, pages 12.

Other contact information for Tarleton owned/controlled facilities is included in the appropriate section of this report. For other off-campus sites, report crimes to the proper local authorities and forward referrals to the UPD as needed.

Applicable UPD incident reports are forwarded to the Dean of Students Administrative Office for review and potential action. UPD officers investigate a report when it is deemed appropriate. Additional information obtained during the investigation is forwarded to the Dean of Students Administrative Office.

If assistance is required from outside law enforcement agencies, the UPD will contact the appropriate agency. If sexual assault, rape, domestic violence, dating violence, or stalking occurs, the UPD will offer the victim a variety of services. The UPD works closely with Student Counseling Services and Cross Timbers Family Services, which have trained members who are available to assist a victim 24 hours a day.

This publication contains information about on-campus and off-campus resources. This information is made available to provide Tarleton community members with specific information about the resources that are available in the event that they become the victim of a crime. The resource information is not provided to infer that those resources are “reporting entities” for Tarleton.

Crimes should be reported to the UPD to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For example, a crime reported only to Cross Timbers Family Services would not be included in the Tarleton crime statistics as they are not a reporting agency.

The UPD encourages accurate and prompt reporting of all crimes to the campus police and the appropriate agencies as described above.

RELLIS Reporting Crimes

RELLIS 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. If you are using a campus phone (landline) you may dial either 911 or 9-911 and you will 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 are located in the TEEX LAW Office Building and can be contacted at 979-845-2345. 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. For non-emergencies, UPD accepts on-line reporting to the UPD email address (upd@tamu.edu). Instructions for emailed reports are located at: https://upd.tamu.edu/Pages/Report-a-Crime.aspx.

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.

Confidential Reporting Procedures for Counselors

As a result of the negotiated rulemaking process which was followed by the passage of the law, the 1998 amendments to 20 U.S.C. Section 1092 (f) clarified the identity of those considered to be campus security authorities. Campus “Pastoral Counselors” and “Professional Counselors,” when acting as such, are not considered to be a CSA and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of common practice, counselors are encouraged, if they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

For the purposes of the Clery Act, pastoral counselors are defined by the rulemaking process committee as an employee of an institution who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning with the scope of that recognition as a pastoral counselor.

For the purposes of the Clery Act, professional counselors are defined by the rulemaking process committee as “an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.”
Anonymous Reporting Option

Anonymous reports may be submitted by non-employees to the university on the Title IX website at:

https://www.tarleton.edu/titleix/

Click the “File A Complaint” button and complete the attached form. The reporting person’s information is not required to complete this form. This is not an anonymous report to the university police.

Caution: anonymously filed reports may limit the universities effort to respond to the complaint.

Summary of Education Programs

Tarleton has a number of security awareness and educational programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others. As each of the programs listed below are designed to target different areas and topics, the frequency and type of issues discussed may vary. Further information on this topic can be found in the Education and Prevention Programs section, located in the Violence Against Women Act (VAWA) chapter of this document (Chapter 2, Starting on page 40).

Security Awareness Programs

During orientations conducted prior to the start of a semester, students are informed about services provided by the UPD regarding safety awareness. The Residential Life staff members also schedule meetings to inform students about crime and personal safety.

When necessary, information is released to the university community through security alerts or crime alerts posted prominently throughout the campus and through computer memos sent via the university electronic mail system. These address safety and security measures associated with all types of crimes.

In cooperation with other university organizations and departments, the UPD presents alcohol and drug awareness programs periodically during the academic year. In addition to these programs, the UPD also conducts Operation I.D., employee safety programs, orientation programs for new freshmen/transfer students, and new employee orientations.

Crime Prevention Programs

The UPD offers Rape Aggression Defense (R.A.D.) training for female Tarleton students and employees. This is a comprehensive program that begins with awareness, prevention, risk reduction and avoidance, while progressing to the basics of hands-on defense training. Certified R.A.D. instructors teach the courses. Other crime prevention programs include Safety Awareness, Identity Theft Prevention, personal safety programs of various kinds, and other programs requested by the campus community.

To enhance personal safety, especially after an evening class, community members are encouraged to walk with friends or a well-known acquaintance. On-campus escorts are also provided by police officers when requested. Students may call the UPD at 254-968-9002 during regular business hours or the Control Center at 254-968-9265 after hours.

Duck Camp and Transitions Week Programming

New freshman students are separated by sex, and each receives training regarding sexual assault, domestic violence, dating violence, and stalking. Male students are trained on consent and strategies for bystander intervention (including a video entitled “Who Are You?” which depicts the many opportunities to intervene in potential sexual assault, domestic violence, dating violence, and stalking situations). Additionally, students
participate in an activity called “Remember your 5” in which male students are asked to think about five women who are important to them, and what they would do to prevent a sexual assault, domestic violence, dating violence, and stalking for those women (statistics indicate that 1 in 5 women is sexually assaulted during college). Female students receive information from the UPD and are taught strategies for keeping themselves safe. The students view a video called “The Undetected Rapist” in which a young man describes an alcohol-assisted sexual assault.

All first-time in college and transfer students are required to complete online training on sexual assault prevention. Tarleton is currently using programs provided by EverFi, a recognized leader in prevention education. Students are assigned Sexual Assault Prevention for Undergraduates or Sexual Assault Prevention for Adult Learners, depending on several factors.

- the training provides definitions, requires that students open and acknowledge the TAMUS Civil Rights Compliance policy, teaches students about being an active bystander, and provides information on on-campus, local, online, and national resources.
- how to build and maintain healthy relationships;
- how to respond to the threat or actuality of sexual assault, including making a report;
- how alcohol and drugs may reduce inhibitions and lead to a greater likelihood of sexual activity or even life-threatening actions; and
- how to avoid the sense of peer pressure that often leads to choices a student later regrets.

This is an educational program that deals frankly with the issues and choices that college students encounter. An additional benefit is that those who abstain from these activities learn how to help keep their friends safe. Active bystander intervention is critical in addressing sexual assault on campuses nationally, and this type of training is recommended by experts, including the White House Task Force.

In addition, all students participate in a social norming game called “The Stat is Right” in which they answer questions regarding student drinking behavior on campus.

**New Student Orientation**

Student Counseling Services and the UPD provide presentations to students and their families on the available university resources related to sexual assault, domestic violence, dating violence and stalking. Additionally, key topics are presented to increase awareness of these important issues.

**Risk Management Training for Student Organizations**

The Division of Student Affairs provides risk management training to officers and advisors of student organizations each year. This training includes information regarding the terminology, definitions, and the resources that are available to report an incident and in obtaining support. This training module was enhanced in 2014 to include information on domestic violence, dating violence, stalking, and other topics.

**Off-Campus Criminal Activity**

When a Tarleton student is involved in an off-campus offense, UPD officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Stephenville police officers routinely work and communicate with Tarleton police officers on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding the Stephenville campus. Tarleton does not operate any off-campus housing or off-campus student organization facilities; however, many students live in the neighborhoods surrounding the Stephenville campus. While the Stephenville Police Department has primary jurisdiction in all areas off-campus, UPD officers may respond to student-related incidents that occur in close proximity to campus. UPD officers have direct communication with the Stephenville Police Department, Fire Department, and ambulance services to facilitate rapid emergency response.
**Alcoholic Beverages**

The possession, sale, or furnishing of alcoholic beverages on the Tarleton campus is governed by statements in the Student Rules, in the Student Code of Conduct section, and Texas state law. Laws regarding the possession, sale, consumption, or furnishing of alcohol is controlled by the Texas Alcoholic Beverage Commission (TABC). The enforcement of alcohol laws on campus is the primary responsibility of the UPD. The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Violators may be subject to university disciplinary action, criminal prosecution, and fine and imprisonment (or a combination). It is unlawful to sell, furnish, or provide alcoholic beverages to a person under the age of 21. The possession of alcoholic beverages by anyone less than 21 years of age is illegal. It is also a violation of the student code of conduct for anyone to possess or consume alcohol in any public or private area of campus without prior university approval. Organizations or groups violating alcohol or drug policies or laws may be subject to sanctions by the university. Additional clarification regarding alcohol and controlled substances policies can be found in the Student Code of Conduct.

**Illegal Drugs**

The Tarleton campus has been designated “Drug Free.” The unlawful possession, sale, manufacture, or distribution of any illegal drugs, controlled substances and/or drug paraphernalia is illegal under both state and federal laws. These laws are strictly enforced by the UPD. Violators may be subject to university disciplinary action, criminal prosecution, and fine and imprisonment (or a combination). The university reserves the right to employ an outside agency to assist in the detection of illegal drugs, controlled substances and/or drug paraphernalia.

**Alcohol and Substance Abuse Information - Prevention Programs**

Tarleton has developed two primary events to create awareness and to prevent the use of illicit drugs and the abuse of alcohol by students and employees, as required under the Drug-Free Schools and Communities act of 1989. The “Rec Fest” and “Safe Spring Break” events provide health and fitness alternatives, contact information for individual organizations, and services related to drug and alcohol abuse and prevention. Details about Tarleton Drug and Alcohol Abuse Prevention initiatives can be found in the Tarleton Drug & Alcohol Abuse Prevention Report on Tarleton’s website at:


Resource information is also available online, in brochures placed by the entrances to the Student Health Center and Student Counseling Services, and distributed to students during disciplinary proceedings.

In addition, other campus services include the following:

- Counseling Services: Student Counseling Services
- Referral Services: Student Counseling Services, Dean of Students Administrative Office, and the Department of Employee Services
- University Disciplinary Actions: Judicial Advisory Council (which is comprised of representatives from students, faculty and staff) and Assistant Dean of Students.

**Legal Sanctions – Laws Governing Alcohol**

The State of Texas sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinance violations of alcohol laws, including driving while intoxicated, or public intoxication, are available from Texas Alcoholic Beverage Commission (TABC) or Public Safety Office. They include the following:

1. Persons under age 21 found in possession of alcohol may have a maximum of $500.00 fine imposed, Alcohol Awareness course, 8-12 hours of community services, and/or 30-day driver’s license suspension.
2. Anyone convicted of driving while intoxicated may be given a maximum of $500.00, Alcohol awareness course, 20-40 hours community service, 60-day driver’s license suspension, and/or 30-day ineligibility for occupational license.

3. Adults and minors who provide alcohol to minors (a Class A misdemeanor) may be given a fine ($4,000.00), maximum confinement of a 1-year, and/or license suspension of 180-day upon conviction.

University Disciplinary Procedures and Sanctions

Disciplinary Procedures
A designated officer from the Division of Student Affairs shall investigate and gather evidence regarding reported student (or organizational) misconduct. Tarleton has separate procedure Rule 08.01.01.T1, summarized within Chapter 2 of this document. This rule outlines the procedures and sanctions specific to allegations of sexual misconduct including: domestic violence, dating violence, sexual assault, and stalking. The Dean of Students Administrative Office shall evaluate the accuracy, credibility, and sufficiency of this evidence. The university uses the “preponderance of the evidence” standard for disciplinary decision making. The Dean of Students Administrative Office shall ensure that the requirements of due process are fulfilled.

The designated judicial officer who performs these proceedings shall provide a prompt, fair, and impartial investigation and resolution; receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The Vice President for Student Affairs (VPSA) may take immediate interim action when the individual believes that the presence of a student on campus poses a continuing threat to persons or property or presents a threat of disrupting the academic process. An administrative hearing will be scheduled as soon thereafter as practicable.

When a complaint is filed, the student or student organization named in the complaint, will be asked to appear before a designated officer from the Division of Student Affairs, who will conduct an investigative meeting to discuss the alleged act(s) of misconduct and possible sanction(s).

In any disciplinary proceeding, the student or organization has the right to:

1. be apprised of the rule(s) allegedly violated and the alleged act(s) committed;
2. know the source of complaints;
3. know the specific violation;
4. know the sanctions which may be imposed if a violation is substantiated;
5. be provided a list of witnesses, testimonies, and any other documents relevant to the case upon request prior to the formal hearing;
6. be accompanied by an advisor at any discipline hearing (for advisory purposes only, not for legal representation);
7. refrain from making any statement relevant to the charge(s);
8. know that any statement(s) made by the accused student(s) or organization(s) can be used against the accused;
9. have the complaint investigated and conducted by officials who do not have a conflict of interest or bias for or against the reporting person or the respondent.

If as a result of the investigation, the Student Affairs officer determines that university disciplinary procedures are warranted, the student and/or student organization will be notified, in writing (via email), of the specific charge(s) being made against the student and/or student organization and the disciplinary procedures available for conducting a hearing on the charge(s). If the student and/or student organization’s representative does not schedule a meeting with the Student Affairs officer within five (5) university working days, a second letter is emailed to the individual(s) informing them of their failure to meet with a Student Affairs officer in regards to
After the student and/or student organization has been advised of the charge(s), the student and/or student organization may choose to have the case heard by a designated officer from the Division of Student Affairs or may request permission to appear before the Judicial Advisory Council. The Judicial Advisory Council is composed of four (4) students appointed by the student body president, two (2) faculty members and one (1) staff member appointed by the Vice President for Student Affairs (VPSA).

The university may refer a case to the Judicial Advisory Council if deemed appropriate. This council, after hearing a case, has the authority to make appropriate recommendations on the case to the Student Affairs officer.

A designated officer from the Division of Student Affairs, after fair and objective assessment, may impose any disciplinary sanction defined in the Student Code of Conduct. It shall be the responsibility of the designated officer from the Division of Student Affairs to inform the student and/or student organization of the right to appeal any sanction and the procedures for doing so. The student and/or student organization will be provided a written statement of charges against them and the procedures for filing an appeal. Following disposition of the hearing, a written summary will be retained.

Cases in which the Student Affairs officer is satisfied that a reasonable effort was made to notify the accused student and/or student organization of the charge(s), and of the time and place of the hearing, the university may conduct a disciplinary hearing at which the accused student and/or student organization is not present. The Student Affairs officer will hear the evidence, weigh the facts and render an appropriate judgment.

**Disciplinary Sanctions**

One or more of the following disciplinary sanctions may be imposed by the university upon students and/or student organizations. Sanctions for violation of institutional rules and procedures may be administered regardless of whether actions of the student(s) are also civil or criminal violations. Whenever disciplinary action leads to the student(s) leaving the university, grades will be assigned in accordance with the university grade policy and the academic calendar. Sanctions may include but are not limited to:

- Reprimand
- Loss of privileges
- Imposition of certain tasks
- Probation
- Suspension
- Expulsion
- Revocation of Degrees

Additional information may be found in the Tarleton State University Student Rules located on Tarleton’s website at: [https://www.tarleton.edu/studentrules/](https://www.tarleton.edu/studentrules/)

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

**RELLIS 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](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.

**RELLIS Alcohol Policy**

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
exclusively 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, and/or while on official duty and/or as part of any TAMUS activities (System Policy 34.02, Drug and Alcohol Abuse). 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. In accordance with TAMUS Policy, possession or consumption of alcoholic beverages on property under control of 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). Purchase of alcoholic beverages by any member must comply with certain guidelines as established in System Policy 34.03, Alcoholic Beverages.

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 Deer Oaks Employee Assistance Program (888-993-7650) manages the alcohol & drug abuse and rehabilitation program for employees. The Deer Oaks Employee Assistance Program also provides licensed counseling and referral services.

RELLIS Illegal Drugs Policy
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. Alleged violations of these laws may result in criminal charges and may also be adjudicated through institutional conduct procedures.

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 Deer Oaks Employee Assistance Program (888-993-7650) manages the alcohol & drug abuse and rehabilitation program for employees. The Deer Oaks Employee Assistance Program also provides licensed counseling and referral services.

RELLIS Weapons Policy
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).
Sex Offenses and Relational Violence

Sexual Assault and Relational Violence Prevention and Response

Tarleton is committed to providing assistance to people harmed by sexual assault and/or relational violence and does so through a variety of services. A student has the option to notify appropriate law enforcement authorities, including on-campus and local police, and institutional personnel will assist the student in notifying these authorities, if the student requests such assistance. Students also have the right to not notify law enforcement authorities. Sexual assaults are non-consensual sexual acts involving force, manipulation or coercion are acts of aggression, violence, and power. Victims of sexual assault and/or relational violence are encouraged to contact the UPD immediately. Sexual assault, relational violence, and consent are outlined and defined below:

**Dating Violence**
The terms “dating violence” means violence committed by a person:
- Who is or has been 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

**Domestic Violence**
The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against and adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**Stalking**
The term “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 stress.

**Sexual Assault**
The term “sexual assault” means an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object by a sex organ of another person, without consent of the victim.

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.

Incest is defined as non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.
Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

Consent
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 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. - TAMUS Regulation 08.01.01

Initial Response
Getting to a place of safety should be the first priority for any sexual assault, domestic violence, dating violence, and stalking victim. The second priority is to obtain necessary medical treatment. The UPD strongly advocates that a victim of sexual assault, domestic violence, dating violence, and stalking report the incident in a timely manner. An assault should be reported directly to a Tarleton police officer, through the Stephenville Police Department dispatch at 254-918-1200. Filing a police report with a Tarleton police officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- Ensure that a victim of sexual assault is aware that a sexual assault examination is available at the local hospital at no expense to the victim; however, filing a police report is not required to obtain this free examination.
- If a timely warning or immediate notification is issued based on information obtained from a reporting of a crime, the victim’s name will be withheld.
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally, a victim of sexual assault should not wash, douche, use the toilet, or change clothes prior to a medical examination). Time is a critical factor for evidence collection and preservation.
- Confirm the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention. Victims of relational violence also have access to free confidential counseling.

When a victim of sexual assault contacts the UPD, a criminal investigator will be notified. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and/or through university channels. A Tarleton officer will advise the victim of options and support services available. Various counseling options are available from the university through Student Counseling Services and Survivor Advocate at 254-968-9044. Counseling and support services outside the university may be obtained through Cross Timbers Family Services at 254-965-4357.

Once an incident of misconduct, domestic violence, sexual assault, dating violence, and/or stalking has been reported, the university will follow the disciplinary proceedings for such cases involving misconduct as detailed in the Student Rules at https://www.tarleton.edu/studentrules/. The Code of Student Conduct provides disciplinary proceeding guidelines for students and hearings. A student alleged to have committed sexual assault could also face prosecution in state court as a separate process from any action taken by the university. After an alleged sexual assault, a student victim has the option to change their academic and/or on-campus housing arrangements; if such changes are reasonably available. These requests should be made through the Tarleton Title IX Coordinator.
Sex Offender Registration

In accordance with the Campus Sex Crimes Prevention Act of 2000 (CSCPA), which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Education Rights and Privacy Act of 1974 (FERPA), the UPD provides a link on its web page to the Texas Department of Public Safety Sex offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information is provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register with a state to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is a student. In the State of Texas, convicted sex offenders must register with the local law enforcement authority in which the offender resides. This information is maintained by the Texas Department of Public Safety.

The Texas Department of Public Safety Sex Offender Registry is available via Internet, pursuant to Section 62.005, Texas Penal Code. Registry information provided under this section shall be used for the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. A list of all registered sex offenders in Texas is available from the Texas Department of Public Safety at:

https://records.txdps.state.tx.us/SexOffender/

Note: To narrow search for Tarleton area on state data base, use Erath County or zip code 76402.

The UPD maintains a list of local sex offenders on the UPD website at:

https://www.tarleton.edu/police/reports-stats.html.

The CSCPA further amends FERPA to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

This statement is provided in compliance with the Campus Sex Crimes Act of 2000 and the Sex Offender Registration Program, Chapter 62, Texas Penal Code, effective date September 1, 2005.

The Sex Offender Registration web link to the Texas Registered Sex Offender Information is maintained by the TX Department of Public Safety, an outside law enforcement agency.

RELLIS 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 at College Station. Notification comes from the Brazos County Sheriff’s Sex Offender Registration Office.
Sexual Assault Prevention and Reporting Procedures

Sexual assault Rape: is 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. -VAWA

Sexual assault is a felony crime. The perpetrator can be a stranger, relative, acquaintance, or date. Although sexual assault is usually a crime committed against women, it can also happen to men.

Tarleton is committed to providing comprehensive sexual assault prevention programing. These programs are sponsored by the Division of Student Affairs and the Department of Risk Management and Compliance, with the support of Student Counseling Services, the UPD, as well as off-campus referral centers. Further information on this topic can be found in the Education and Prevention Programs section, located in the Violence Against Women Act (VAWA) chapter of this document (Chapter 2). Training emphasis is placed upon personal safety and awareness of one’s surroundings.

Reporting Procedures

Victims are encouraged to report sexual assaults and/or attempted sexual assaults to the police. It is critical for the police agency to be informed as soon as possible after the incident so that appropriate steps, such as gathering of crucial evidence and information, can be taken. If a sexual assault occurs, call 911. If some time has elapsed since a sexual assault, contact the law enforcement agency where the sexual assault occurred. The University Title IX Coordinator can assist you in locating the appropriate law enforcement agency.

It is important that the victim preserve any evidence associated with domestic violence, dating violence, sexual assault, stalking, or when a protection order is sought.

Preservation of Evidence

To preserve evidence for an examination, a victim

- Should not shower, bathe or douche;
- Should not comb hair or wash hands;
- Should refrain from urination (if possible);
- Should not smoke, eat, brush teeth, or rinse mouth if oral contact took place; and
- Should not change clothes. A victim should carry a change of clothes in case what is worn needs to be kept for evidence. If clothes must be changed, a victim should place them in a paper bag (plastic destroys evidence).

The victim has the option of requesting a concealed identity or pseudonym during the investigation.

It is always a victim’s choice as to whether to report a sexual assault, but reporting an assault (or attempted assault) is extremely important for the protection of both the victim and the community. Reporting an assault does not mean that the victim must follow through with prosecution. However, it does begin the legal process if the victim decides to prosecute at a later date.

Victims have the option to pursue the university disciplinary charges if the assailant is a Tarleton student or employee. Sexual assault is a violation of Tarleton’s Student Code of Conduct and employment rules and procedures. The federally mandated standard of evidence used during any institutional conduct proceeding arising from a reported incident of domestic violence, dating violence, sexual assault, and/or stalking is
Preponderance of Evidence (is it more likely than not that a violation occurred).

Whether or not the student wants to involve the UPD or the University, a medical examination is essential. A medical examination is necessary to take care of obvious and/or hidden physical injuries and will provide the opportunity for the victim to discuss with a physician potential pregnancy or communicable disease concerns. In addition, emergency room personnel are available to call the local rape crisis center so that a counselor can provide support and education.

What Happens When the Police are Called?
- Police units will respond immediately.
- The police will properly gather all evidence.
- An ambulance or a police officer will transport the victim to the emergency room of the local hospital.
- A specially trained criminal investigator will interview the victim. 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 privacy of the victim.
- The officer will give the victim a Crime Victim’s Compensation packet or the officer will call the Crime Victim Liaison to assist with the Crime Victim’s Compensation information, support for the victim, and/or to aid in making referrals to other agencies.
- The Crime Victim Liaison will contact the victim within seven days by phone, mail or a meeting.
- The Crime Victim Liaison will remain in contact with the victim throughout the criminal process and will provide support.
- Information and evidence obtained by the police can be used in university disciplinary action if the assailant is a student regardless of whether or not criminal charges are filed.
- Information obtained by the police will be used by the chief of police, or designee, to determine if an emergency notification or timely warning should be distributed to the campus community.
- The Tarleton Title IX Coordinator is notified.

Seeking Counseling and Support
If an individual has been sexually assaulted or the victim of domestic violence, dating violence, and/or stalking, the individual may experience a wide range of emotions such as shock, denial, fear, depression, anger, guilt, and/or embarrassment. Any of these feelings can occur immediately or may not surface until months, or even years after the assault. Recovery from sexual assault is a long-term process. Immediate support and crisis intervention is essential. Many times counseling can make a major difference in the sexual assault survivor’s eventual psychological adjustment. Obtaining counseling does not obligate a student to report the sexual assault to the police or to the university.

Rights of Both Parties
Both the reporting party and the respondent are entitled to the same opportunity to have an advisor present at any disciplinary proceedings.

Both the reporting party and the respondent must be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense, domestic violence, dating violence, and/or stalking. Compliance with this paragraph does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA). For the purpose of this paragraph, the outcome of a disciplinary proceeding means only the institution’s final determination with respect to the alleged offense and any sanction that is imposed against the accused. The university practice is not to disclose personally-identifying information in accordance with FERPA guidelines in sexual misconduct, domestic violence, dating violence, and/or stalking outcomes.

Both the reporting party and the respondent are entitled to campus counseling resources.

Academic, housing adjustments, and/or related assistance may be available for both the reporting party and the respondent. Request for assistance should be made to the Title IX Coordinator or the Survivor Advocate.
**Written Request**
The university will, upon written request, disclose to the alleged victim of a crime of violence, or 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 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 so requested.

**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. Contact the law enforcement agency handling the case or the Erath County District Attorney’s office for more information.

**Title IX Reporting**
Individuals may also report a sex offense, domestic violence, dating violence, and/or stalking to the university’s Title IX Coordinator. This individual is responsible for coordinating the university’s compliance efforts regarding Title IX. The Title IX Coordinator is located in the Administration Annex I Building at 401 Doc Blanchard Boulevard and can be reached at (254) 968-9415.

Anonymous reports may be submitted by non-employees to the university on the Title IX website at:

[https://www.tarleton.edu/titleix/](https://www.tarleton.edu/titleix/)

Click the “File A Complaint” button and complete the attached form. The reporting person’s information is not required to complete this form. *Caution: anonymously filed reports may limit the universities effort to respond to the complaint.*

The complainant is provided the option to have the Campus Advocate receive a notification of the complaint by the Title IX Coordinator.

If the individual wishes to contact law enforcement after contacting the Title IX Coordinator, the individual will be assisted by the coordinator or their designee in the notification of the appropriate jurisdictional authority.

Additional information regarding Tarleton’s Policies and Procedures for Sexual Misconduct and other Civil Rights allegations can be found in Chapter 2 of this report. The Tarleton rule for Civil Rights compliance can be found at:

[https://www.tarleton.edu/policy/documents/08_01_01_T1.pdf](https://www.tarleton.edu/policy/documents/08_01_01_T1.pdf)

[https://www.tarleton.edu/titleix/Policies-Definitions.html](https://www.tarleton.edu/titleix/Policies-Definitions.html)
Emergency Contact Registration and Missing Student Protocol

If a member of the university community has reason to believe that a student who resides in on-campus Residential Life (RL) housing is missing, the individual should immediately notify the UPD at 254-918-1200 or in person at the UPD office, (at the corner of Harbin Dr. and Frey St.) at 895 North Harbin Drive, Stephenville, Texas 76402. UPD is dispatched to police related calls by the Stephenville Police Department Dispatch. UPD will generate a missing person report and initiate an investigation.

Tarleton requests that all new students voluntarily provide emergency contact information to Residential Life (RL) at the beginning of each year. Students may contact their RL staff to request that this form be updated.

In addition to registering an emergency contact, students residing in on-campus housing have the option to complete a Personal Data Sheet, listing a “Missing Person Contact,” to be used in the event the student is determined to be missing for more than 24 hours. This information will be accessible only to authorized campus officials and will not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. Tarleton must notify a custodial parent or guardian within 24 hours of the determination that a student is missing if the student is under the age of 18 and not emancipated. Any additional contact person designated by a student under the age of 18 will also be notified within 24 hours of the determination that the student is missing.

Tarleton will notify local law enforcement agencies within 24 hours of a determination that a student is missing unless the local law enforcement agency was the entity that made the determination a student was missing. This notification is made regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor.

If a Tarleton student living in university-operated housing is suspected to be missing from campus, this information should be immediately reported to a residence hall staff member (i.e. residence hall coordinator) or the UPD by the notifying individual. The UPD will generate a missing person report and initiate an investigation.

Steps in the process of determining if a student from university-operated housing is missing include the following:

- RL personnel will immediately check the assigned room in university-operated housing to determine if the student is present;
- RL personnel will obtain the secured Personal Data Sheet information, and will attempt to contact the student via their personal cell phone;
- RL personnel will attempt to contact the student at all applicable numbers available from the Personal Data Sheet;
- RL personnel will contact the UPD if none of the above three items result in contacting the student in a reasonable, timely manner; and
- RL personnel will contact the Missing Person Contact designee of the student if advised to do so by the UPD.

All reports of missing students made to the residence hall staff and/or the UPD will be investigated. If the investigation determines that the student has been missing over 24 hours, the university will within the next 24 hours:

- Notify the individual identified as the student’s emergency contact person;
- Notify a parent or guardian, if the student is under 18 years of age; and
- Notify the appropriate law enforcement agency of the determination that a student is missing.
Carry of Firearms on Campus  
Senate Bill 11, passed by the 84th Texas Legislature

On August 1, 2016, the “Campus Carry” law – Senate Bill 11 passed by the 84th Texas Legislature and signed by Gov. Greg Abbott -- took effect at Tarleton. Tarleton’s rule was approved by the TAMUS Board of Regents after extensive consultation with faculty, staff, and students. The rule conforms to the new law while supporting the university’s educational mission, protecting the rights of citizens, and promoting the safety and security of the university community.

For further information please see the attached hyperlink for Tarleton’s Rule on Carrying Concealed Handguns on Campus: [https://www.tarleton.edu/policy/documents/34_06_02_T1.pdf](https://www.tarleton.edu/policy/documents/34_06_02_T1.pdf)

**Facts about the Law**

The law does NOT allow open carry on campus. **SB 11 deals only with the concealed carry of handguns by people who have a license to carry (LTC). It is now — and will still be — illegal to display a firearm in campus buildings, or on campus streets, sidewalks, walkways, etc.**

A person must have a license to carry a concealed handgun on campus. **SB 11 authorizes concealed campus carry only by "license holders," that is, people who received the state-mandated training and met other statutory requirements for a license to carry a concealed handgun.**

One must be 21 to obtain a license to carry. **The minimum age for obtaining a license to carry a concealed handgun is ordinarily 21. (Members and veterans of the military may obtain a license before age 21.)**

License holders have been allowed to carry concealed handguns on campus (but not in buildings) for over 20 years. **Since 1995, the law has allowed license holders to carry concealed handguns on campus. The inability to carry concealed handguns into campus buildings no doubt limited the number of people carrying concealed handguns on campus.**

The law still makes it a crime for a license holder to carry a concealed handgun while intoxicated. **This is a class A misdemeanor, punishable by up to one year in jail. Police officers may act upon any trace of alcoholic consumption.**

**Theft Prevention**

Although the statistical reporting of theft offenses is not required by the Clery Act, Tarleton believes the university community should be aware of and guard against the theft of their property.

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 and it is our initiative to reduce or eliminate the opportunity for a crime to occur.
Protect Your Property

Protect your property by being aware and observant during your daily activities. If a student feels the actions of a person appear suspicious, take the time to notify the police. UPD would much rather receive the call and determine later there was no problem, than to not be informed when a crime is being committed.

Students should protect property by being an active participant of “Operation Identification.” Students can record the make, model, and serial number of property. Students can also engrave their driver’s license number with the prefix from the state of issuance. More information may be found at:

https://www.tarleton.edu/police/documents/brochures/OperationID.pdf

Students should gather this information and secure it in a safe place. Should the student be victimized, this information can be entered in the state and national database of stolen property. The UPD can assist students in the engraving of their property.

The following are examples of activities that may help deter the opportunistic thief from taking advantage of students.

- Close and lock doors when you leave your residence hall rooms or offices.
- Secure personal property (backpacks, textbooks, purses etc.) while attending class or other activities.
- Secure property in your office or cubicle. Secure valuables in a locked desk or cabinet while out of the office.
- Promptly report the presence of strangers in buildings and residence halls. Do not disable or prop open card reader doors or allow strangers to follow you into buildings and residence halls.
- Secure and attend to personal property while in dining facilities or libraries.
- Secure and attend to personal property while participating in activities in a recreational facility or on a sports field.
- Promptly report and cancel a lost or stolen Texan card, credit card or debit card to prevent unauthorized use.
- Secure laptop computers or other computer handheld devices.
- Cover up or otherwise conceal personal property left in parked vehicles. Store items securely in the trunk or remove it for safekeeping.

RELLIS 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 to UPD (or to the UPD and BCPD officers located at RELLIS for crimes occurring at RELLIS). By doing so, you may be preventing 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 on a monthly basis in the fall semester. For additional information or to schedule a program you are encouraged to call the Community Services Division at 979-845-0070.

UPD 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.

- Personal Safety Awareness – scheduled upon request
- Theft/burglary Prevention – scheduled upon request
- Sexual Harassment and Rape Prevention (SHARP) – offered during move in week and monthly during fall and spring semesters
- Alive@25 Defensive Driving – offered monthly during fall and spring semesters
- Operation ID (for property in the residence hall, home, and office) – scheduled upon request
- Residential and Office Security Surveys – scheduled upon request
- Drug and Alcohol Awareness – scheduled upon request
- Sexual Assault Prevention – scheduled upon request
- Active Shooter – 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 the opportunistic thief. 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 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 http://transport.tamu.edu/alternative/bicycles/services.aspx#registration.

**Tarleton State University**

**Graduation Rate**

In Fall 2012, 1649 first time, full-time students enrolled at Tarleton. The six year graduation rate for this cohort was 54.8%.

CHAPTER 2
REQUIRED POLICIES AND PROCEDURES UNDER THE
JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY PROCEDURE AND CAMPUS CRIME
STATISTICS ACT, AS AMENDED BY THE VIOLENCE AGAINST WOMEN
REAUTHORIZATION ACT OF 2013

Tarleton State University (Tarleton) does not discriminate on the basis of sex in its educational programs and
sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based
discrimination and are also prohibited whether sexually based or not and include dating violence, domestic
violence, and stalking in the applicable jurisdiction. As a result, Tarleton issues this statement of policy to inform
the community of the university's comprehensive plan addressing sexual misconduct, educational programs,
and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the
incident occurs on or off campus and when it is reported to a university official. In this context, Tarleton prohibits
the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to
maintain a campus environment emphasizing the dignity and worth of all members of the university community.

https://www.tarleton.edu/titleix/Policies-Definitions.html

For a complete copy of the Texas A&M System University (TAMUS) Regulation governing sexual misconduct,
review Regulation No. 08.01.01 Civil Rights Compliance located at:

http://policies.tamus.edu/08-01-01.pdf

For a complete copy of Tarleton's rule governing sexual misconduct, review Rule No. 08.01.01.T1 Civil Rights
Compliance located at:

https://www.tarleton.edu/policy/documents/08_01_01_T1.pdf

Darren Keith, Tarleton's Title IX Coordinator, may be contacted by calling 254-968-9764, in person by visiting
the Risk Management and Compliance Department office located in Admin Annex 1, Room 106, or by email at
dkeith@tarleton.edu.

Definitions

Consent as defined by the Texas A&M University System and by Tarleton

Consent - 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 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.

Remember, silence, passivity, or lack of active resistance does not imply consent. In addition, previous
participation in sexual activity does not indicate current consent to participate. Consent to one form of sexual
activity does not imply consent to other forms of sexual activity. Consent can be withdrawn at any point during sexual activity.

Consent as defined by the State of Texas

Consent is defined by The State of Texas in the Texas Penal Section 22.011 that;

(b) A sexual assault 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 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; or
(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.

Sex Offenses as defined by the Texas A&M University System and by Tarleton

Sexual Assault - an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program. [34 CFR 668.46(a)]

Sexual exploitation – 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 transmitting a sexually transmitted infection to another person.

Sexual harassment – 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
Quid pro quo sexual harassment – “this” for “that”; i.e., unwelcome sexual advances, requests for sexual favors or other verbal, nonverbal or physical conduct of a sexual nature, the submission to or rejection of which may result in an adverse educational or employment action.

Sex Offenses as defined by The State of Texas

Sex Offenses as defined by The State of Texas provides the following definitions for sexual offenses.

Sec. 21.01. DEFINITIONS. In this chapter:
(1) "Deviate sexual intercourse" means:
   (A) any contact between any part of the genitals of one person and the mouth or anus of another person; or
   (B) the penetration of the genitals or the anus of another person with an object.
(2) "Sexual contact" means, except as provided by Section 21.11, any touching of the anus, breast, or any part of the genitals of another person with intent to arouse or gratify the sexual desire of any person.
(3) "Sexual intercourse" means any penetration of the female sex organ by the male sex organ.
(4) "Spouse" means a person to whom a person is legally married under Subtitle A, Title 1, Family Code, or a comparable law of another jurisdiction.

Sec. 22.011. SEXUAL ASSAULT.
(a) A person commits an offense if the person:
   (1) 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 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 appraie 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; or

(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;
   (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:
   (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.

(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):
   (1) 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 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.

(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.

Sec. 22.021. AGGRAVATED SEXUAL ASSAULT.
(a) A person commits an offense:
   (1) if the person:
       (A) intentionally or knowingly:
           (i) causes the penetration of the anus or sexual organ of another person by any means,
               without that person’s consent;
           (ii) causes the penetration of the mouth of another person by the sexual organ of the actor,
               without that person’s consent; or
           (iii) 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
       (B) intentionally or knowingly:
           (i) causes the penetration of the anus or sexual organ of a child by any means;
           (ii) causes the penetration of the mouth of a child by the sexual organ of the actor;
           (iii) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual
               organ of another person, including the actor;
           (iv) causes the anus of a child to contact the mouth, anus, or sexual organ of another
               person, including the actor; or
           (v) causes the mouth of a child to contact the anus or sexual organ of another person,
               including the actor; and
       (2) if:
           (A) the person:
               (i) causes serious bodily injury or attempts to cause the death of the victim or another
                   person in the course of the same criminal episode;
               (ii) by acts or words places the victim in fear that any person will become the victim of an
                   offense under Section 20A.02(a)(3), (4), (7), or (8) or that death, serious bodily injury,
                   or kidnapping will be imminently inflicted on any person;
               (iii) by acts or words occurring in the presence of the victim threatens to cause any person
                   to become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or to
                   cause the death, serious bodily injury, or kidnapping of any person;
               (iv) uses or exhibits a deadly weapon in the course of the same criminal episode;
               (v) acts in concert with another who engages in conduct described by Subdivision (1)
                   directed toward the same victim and occurring during the course of the same criminal
                   episode; or
               (vi) administers or provides flunitrazepam, otherwise known as rohypnol, gamma
                   hydroxybutyrate, or ketamine to the victim of the offense with the intent of facilitating
                   the commission of the offense;
           (B) the victim is younger than 14 years of age; or
           (C) the victim is an elderly individual or a disabled individual.

(b) In this section:
   (1) "Child" has the meaning assigned by Section 22.011(c).
   (2) "Elderly individual" and "disabled individual" have the meanings assigned by Section 22.04(c).
(c) An aggravated sexual assault under this section is without the consent of the other person if the aggravated sexual assault occurs under the same circumstances listed in Section 22.011(b).

(d) The defense provided by Section 22.011(d) applies to this section.

(e) An offense under this section is a felony of the first degree.

(f) The minimum term of imprisonment for an offense under this section is increased to 25 years if:
   (1) the victim of the offense is younger than six years of age at the time the offense is committed; or
   (2) the victim of the offense is younger than 14 years of age at the time the offense is committed and the actor commits the offense in a manner described by Subsection (a)(2)(A).

**Sex Assault as defined by Violence Against Women Act (VAWA)**

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.”

- **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 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 his/her temporary or permanent mental incapacity.

- **Incest:** 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.

**Interpersonal Violence Offenses as defined by the Texas A&M University System and by Tarleton**

**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 will be determined 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:
      1. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
      2. Dating violence does not include acts covered under the definition of domestic violence. [34 CFR 668.46(a)]

**Domestic violence** – a felony or misdemeanor crime of violence committed by:

   a) a current or former spouse or intimate partner of the victim;
   b) a person with whom the victim shares a child in common;
   c) a person who is cohabiting with, or has cohabitated with, the victim as a spouse or intimate partner;
   d) 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
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.

c) 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)]

**Interpersonal Violence Offenses as defined by Violence Against Women Act (VAWA)**

**Domestic Violence:** The term “domestic violence” as defined by Violence Against Women Act (VAWA) means:

1) Felony or misdemeanor crimes 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 section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

According to the **State of Texas**, domestic violence includes all the above and may also include violence committed against a roommate or co-habitant.

**Dating Violence:** The term “dating violence” as defined by VAWA means violence committed by a person;

1) Who is or has been in a social relationship of a romantic or intimate nature with the victim and

2) 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.

3) 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.

4) 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.
The State of Texas does not have a formal definition of dating violence codified within its penal code, code of criminal procedures, or local codes.

Stalking: The term “stalking” as defined by VAWA means:
1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
   (i) fear for the person’s safety or the safety of others; or
   (ii) suffer substantial emotional distress.
2) For the purposes of this definition—
   (i) 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.
   (ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
   (iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.
3) 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.

The State of Texas does not have a formal definition of stalking codified within its penal code, code of criminal procedures, or local codes.

Sexual Misconduct definitions as defined by Local Jurisdiction
Local jurisdictions (county governments and municipalities) adhere to the same definitions used by the State of Texas concerning dating violence, domestic violence, sexual assault, and stalking.

Additional Sexual Misconduct definitions passed by the State of Texas in 2019

S.B. 212, 2019-2020, 86 Legislature, Sec 51.251 States:
A complete copy may be obtained here: https://legiscan.com/TX/text/SB212/id/2025353
(2) "Dating violence," "sexual assault," and "stalking" mean dating violence, sexual assault, or stalking, as applicable, that an institution of higher education is required to report under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. Section 1092(f)).
(5) "Sexual harassment" means unwelcome, sex-based verbal or physical conduct that:
   (A) in the employment context, unreasonably interferes with a person's work performance or creates an intimidating, hostile, or offensive work environment; or
   (B) in the education context, is sufficiently severe, persistent, or pervasive that the conduct interferes with a student's ability to participate in or benefit from educational programs or activities at a postsecondary educational institution.

H.B. 1735, 2019-2020, 86 Legislature, Sec 51.281 States:
A complete copy may be obtained here: https://legiscan.com/TX/text/HB1735/2019
(2) "Dating violence," "sexual assault," and "stalking" have the meanings assigned by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. Section 1092(f)(6)(A)).
(3) "Postsecondary educational institution" means an institution of higher education or a private or independent institution of higher education, as those terms are defined by Section 61.003.
(4) "Sexual harassment" means unwelcome, sex-based verbal or physical conduct that:
   (A) in the employment context, unreasonably interferes with a person's work performance or creates an intimidating, hostile, or offensive work environment; or
(B) in the education context, is sufficiently severe, persistent, or pervasive that the conduct interferes with a student's ability to participate in or benefit from educational programs or activities at a postsecondary educational institution.
EDUCATION AND PREVENTION PROGRAMS

Tarleton engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. These programs include both primary prevention and awareness programs directed at incoming students and new employees, as well as, ongoing prevention and awareness campaigns directed at students and employees that 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
- 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 employees that:

a. Identify domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
b. Define, using definitions provided both by the Department of Education as well as state law, what behaviors constitute domestic violence, dating violence, sexual assault, and stalking;
c. Define what behaviors and actions constitute consent to sexual activity in the State of Texas and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent;
d. Provide 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. Provide 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;

Tarleton has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students and presenting information and materials during new employee orientation.
Primary Prevention and Awareness Programs For All Incoming Students

The Tarleton offered the following *primary prevention and awareness programs for all incoming students* in 2018:

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Location</th>
<th>Prohibited Behavior Addressed</th>
<th>Primary Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Clarity</td>
<td>Online</td>
<td>Sexual assault, stalking, intimate partner violence, intersection of substance abuse and violence</td>
<td>All First-time students, transfer students, all locations</td>
</tr>
<tr>
<td>Bystander Training for T-week</td>
<td>Stephenville campus</td>
<td>Sexual assault, stalking, intimate partner violence through bystander intervention approach; more in-depth than Duck Camp</td>
<td>All first-time students, transfer students</td>
</tr>
<tr>
<td>First-year seminar content</td>
<td>Multiple, Stephenville campus</td>
<td>Sexual assault, stalking, intimate partner violence through BI approach: brief, follow-up content to online and T-week content, reminder of resources.</td>
<td>First-time students</td>
</tr>
</tbody>
</table>

Primary Prevention and Awareness Programs for All New Employees

Tarleton offered the following *primary prevention and awareness programs for all new employees* in 2018:

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Location</th>
<th>Prohibited Behavior Addressed</th>
<th>Primary Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td>RL&amp;L Title IX Training</td>
<td>Stephenville campus</td>
<td>Sexual Assault prevention, trauma, and the intake of Title IX Complaints</td>
<td>Residential Life Staff</td>
</tr>
<tr>
<td>Creating a Discrimination Free Workplace</td>
<td>Online</td>
<td>Sexual Harassment and Discrimination</td>
<td>Employees</td>
</tr>
<tr>
<td>Annual Title IX Faculty / Staff Training</td>
<td>Online</td>
<td>Title IX and reporting responsibilities</td>
<td>Employees</td>
</tr>
<tr>
<td>New Faculty Training</td>
<td>Stephenville and via online streaming</td>
<td>Title IX and reporting responsibilities</td>
<td>New Employees</td>
</tr>
<tr>
<td>New Employee Training</td>
<td>Stephenville and via online streaming</td>
<td>Title IX and reporting responsibilities</td>
<td>New Employees</td>
</tr>
<tr>
<td>New Graduate Assistant Training</td>
<td>Stephenville and via online streaming</td>
<td>Title IX and reporting responsibilities</td>
<td>New Employees / Grad Assistants</td>
</tr>
</tbody>
</table>

Ongoing Awareness and Prevention Programs for Students & Employees

Tarleton offered the following *ongoing awareness and prevention programs* for *students and employees* in 2018:

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Location</th>
<th>Prohibited Behavior Addressed</th>
<th>Primary Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAAM Outreach</td>
<td>Stephenville campus, online</td>
<td>Sexual assault, harassment, stalking, intimate partner violence.</td>
<td>Students, faculty, staff</td>
</tr>
</tbody>
</table>
Tabling, presentations, radio interview, social media content, yard signs, sandwich boards, banners, pledges – multiple points of contact and locations, content provided in a variety of formats throughout the month

| **Safe LJT Outreach**  
April, 2018 |
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Content shared online, in print, in-person on campus, training provided to LJT staff, partnership with area law enforcement</td>
</tr>
<tr>
<td><strong>Stephenville and surrounding community</strong></td>
</tr>
<tr>
<td><strong>Sexual assault, harassment, stalking, intimate partner violence.</strong></td>
</tr>
<tr>
<td><strong>Students, faculty, staff, community</strong></td>
</tr>
</tbody>
</table>

| **RL&L Title IX Training**  
August, 2018 |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>Stephenville campus</strong></td>
</tr>
<tr>
<td><strong>Sexual Assault prevention, trauma, and the intake of Title IX Complaints</strong></td>
</tr>
<tr>
<td><strong>Residential Life Staff</strong></td>
</tr>
</tbody>
</table>

| **DV Awareness Month Outreach**  
Tabling, class presentations, content published in *The J-TAC* student newspaper, social media content, October, 2018 |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>Various locations across the Stephenville campus</strong></td>
</tr>
<tr>
<td><strong>Intimate partner violence / relationship abuse</strong></td>
</tr>
<tr>
<td><strong>All Tarleton students</strong></td>
</tr>
</tbody>
</table>

| **DV Awareness Month Speaker**  
In collaboration with Communications faculty, Office of Student Involvement October, 2018 |
<table>
<thead>
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</thead>
<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>Intimate partner violence / relationship abuse</strong></td>
</tr>
<tr>
<td><strong>Faculty, staff, students</strong></td>
</tr>
</tbody>
</table>

| **Greek Mental Health & Wellness Panel**  
October, 2018 |
<table>
<thead>
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<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>IPV through the lens of healthy relationships</strong></td>
</tr>
<tr>
<td><strong>Greek organizations</strong></td>
</tr>
</tbody>
</table>

| **Green Dot Bystander Student Training**  
Multiple dates in fall and spring 290 total students trained |
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>Sexual assault, IPV, harassment, stalking</strong></td>
</tr>
<tr>
<td><strong>Upper-level students and target groups including RLS, ROTC, Freshman Representative Council</strong></td>
</tr>
</tbody>
</table>

| **Green Dot Bystander Faculty & Staff Training**  
Spring, 2018 |
<table>
<thead>
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<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>Sexual assault, IPV, harassment, stalking</strong></td>
</tr>
<tr>
<td><strong>Faculty, staff</strong></td>
</tr>
</tbody>
</table>

| **Prevention presentations**  
(Presentations for classes, groups by SAVP staff) Ongoing throughout year |
<table>
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</thead>
<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>Sexual assault, IPV, stalking, harassment</strong></td>
</tr>
<tr>
<td><strong>FYS courses, academic classes, student organizations</strong></td>
</tr>
</tbody>
</table>

| **Title IX Workshops**  
(Sexual Assault Prevention Training for Departments) Throughout year when requested |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>Sexual Harassment and Discrimination, gender equity issues, Title IX process information</strong></td>
</tr>
<tr>
<td><strong>Employees: Staff meetings, ROTC, &amp; Athletic Coaching Staff</strong></td>
</tr>
</tbody>
</table>

| **Creating a Discrimination Free Workplace**  
Annual training |
<table>
<thead>
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</thead>
<tbody>
<tr>
<td><strong>Online</strong></td>
</tr>
<tr>
<td><strong>Sexual Harassment and Discrimination</strong></td>
</tr>
<tr>
<td><strong>Employees</strong></td>
</tr>
</tbody>
</table>

| **Annual Title IX Faculty / Staff Training**  
Annual training |
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Online</strong></td>
</tr>
<tr>
<td><strong>Title IX and reporting responsibilities</strong></td>
</tr>
<tr>
<td><strong>Employees</strong></td>
</tr>
</tbody>
</table>

| **R.A.D.**  
Spring, Summer, Fall semesters |
<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Stephenville</strong></td>
</tr>
<tr>
<td><strong>Sexual Assault Prevention and abilities to manage aggressive behavior</strong></td>
</tr>
<tr>
<td><strong>Students / Employees / Community</strong></td>
</tr>
</tbody>
</table>

| **ALLERT Civilian Response to Active Shooter Event (CRASE)**  
Throughout each semester |
<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Stephenville, Ft. Worth Campus</strong></td>
</tr>
<tr>
<td><strong>Civilian response to an active shooter in the college setting</strong></td>
</tr>
<tr>
<td><strong>Students / Employees / Community</strong></td>
</tr>
</tbody>
</table>
Additional Awareness and Prevention Programs

Faculty/Staff Title IX Training
A training system was implemented in 2015 across the Tarleton campus for faculty and staff to receive further training in the area of Title IX. This training consists of an annual on-line course mandated for those considered under Title IX as being “responsible employees”.

Community Collaboration
Cross Timbers Family Services
Tarleton State University and Cross Timbers Family Services, the local victim’s services agency serving Erath and surrounding counties, have a long history of collaboration. In 2018, some of those efforts included:
- Promoting Stop the Silence, a community prevention and awareness event addressing sexual violence, child abuse, and victim’s rights.
- DVAM and SAAM outreach: CTFS was on campus during outreach efforts to promote campus messaging and services for survivors
- CTFS and Tarleton advocacy staff regularly consult and refer back and forth when a student needs support both on and off campus

Larry Joe Taylor Texas Music Festival
Each spring, one of the largest music festivals in the state of Texas takes place about 10 miles outside of town. The festival is a multi-day event and draws attendance from across the state and country with crowds of up to 50,000. As with any large event, there are numerous risk factors that increase the potential for harm. Safe LJT efforts continued into their second year, including:
- Brief prevention training for LJT staff
- Messaging from the Taylor family in the print and online versions of the festival program
- On-campus outreach including safety resources, active bystander messaging
- Social media content, from student affairs channels and festival channels
- Messaging from Tarleton’s president to the campus community, which was also shared by the festival via social media
- Messaging delivered from the stage
- Messaging delivered via the Jumbotrons
- Free bracelets with the campaign slogan and hashtag imprinted on them (#SafeLJT, See Something / Say Something)

Anecdotal outcomes shared by the Taylor Family and festival staff include:
- An increase of active bystander behaviors by festival-goers as well as LJT staff and artists, including alerting law enforcement to several imminent, high-risk situations (reported by direct observation or involvement by staff and law enforcement, as well as stories shared with staff throughout the week)
- Increasing awareness and endorsement by visiting artists regarding Safe LJT efforts
- Decrease in on-site alcohol sales
- Increased demand for and use of safe-ride options throughout the week, combined with a decrease in primitive camping sales and use

Victims Advocate Services
Campus advocates were hired and trained in the summer of 2017 in preparation for delivering services to students in the fall semester of 2017. The availability of an advocate allows students to seek confidential support if they have been harmed. The advocate can help survivors with safety planning; navigating complicated systems
like housing or academic changes; assist students with seeking accommodations including academic extensions or grades of incomplete if necessary; help students understand formal reporting options (Title IX and law enforcement) and support students through those processes if a student chooses to engage in them.

Tarleton’s advocacy program is unique in that the advocates are embedded in Student Counseling Services and have mental health training. Advocates are either enrolled in a graduate mental health program, are licensure-eligible, or have a temporary or full license (licensed professional counselor, licensed master or clinical social worker, etc.) This allows the advocates to provide a full range of services for survivors including crisis management, psychoeducation, counseling, and advocacy services. Like the full-time clinicians in Student Counseling Services, advocates are required to engage in extensive training and continuing education opportunities and adhere to a code of ethics.

In addition to direct services, the campus advocates sit on several committees including the University Title IX committee; they provide frequent outreach and training to students, faculty, and staff; and they have engaged in extensive marketing efforts to educate the campus community about advocacy services.

**Green Dot Program**

Tarleton State University has been working diligently toward implementation of the Green Dot program on the Stephenville campus since the Substance Abuse & Violence Prevention (SAVP) coordinator was hired in April, 2015. Green Dot is a national program that addresses sexual violence, intimate-partner violence, and stalking through a bystander lens. There is emerging research behind Green Dot that shows a decrease in violence on campuses that have fully implemented the program. Training events were offered throughout 2018 allowing 290 student to receive Green Dot bystander intervention training.

**Presidential Task Force for Relational Violence**

The University President’s Office announced the appointment of a Presidential Task Force for Relational Violence in 2015, charged with planning, evaluating, and making recommendations for modifying current university policies, procedures, and programs regarding sexual assault response and prevention. The group provided input into several campus policies and practices over the course of 2015 and 2016, culminating in the development of a strategic plan that was adopted by Dr. Dottavio in April, 2017.

**ATIXA Title IX Training**

Tarleton maintains an Institutional membership with the Association of Title IX Administrators (ATIXA). ATIXA provides a professional association for school and college Title IX Coordinators and administrators who are interested in serving their districts and campuses more effectively. Since 1972, Title IX has proved to be an increasingly powerful leveling tool, helping to advance sex equity in schools and colleges. Title IX’s benefits can be found in promoting equity in academic and athletics programs, preventing hostile environments on the basis of sex, prohibiting sexual harassment and sexual violence, protecting from retaliation and remedying the effects of other gender-based forms of discrimination. Every school district and college in the United States is required to have a Title IX Coordinator who oversees implementation, training and compliance with Title IX. ATIXA brings campus and district Title IX coordinators and administrators into professional collaboration to explore best practices, share resources, and advance the worthy goal of gender equity in education. Additional information about ATIXA can be found at:

https://atixa.org/

Through this membership and trainings offered by ATIXA the Tarleton Title IX Compliance Coordinator and Title IX Investigators maintain Training and Certifications at a number of levels. Some of the current levels held by members of these groups include:
<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title IX Coordinator Certification Training, Level 1</td>
<td>This course provides foundational knowledge and insight on the role of Title IX Coordinators; topics include all aspects of Title IX and related VAWA Section 304/Clery Act compliance, oversight of investigations, and more. Participants will leave with a deep understanding of their role as Title IX Coordinators, Administrators or Deputies and how to excel in these positions.</td>
</tr>
<tr>
<td>Title IX Coordinator Certification Training, Level 3</td>
<td>The Level Three Course is a topicically-focused, train-the-trainer event. This two-day event offers a heavy emphasis on practical skills that Title IX Coordinators, Administrators and Deputies need to fulfill their duties to their campuses, and take their expertise to the next level. This course training will include: ADA/504 Compliance, Pregnancy &amp; Parenting, Athletics &amp; Equity for Title IX Coordinators, Train-the-Trainer – Violence Against Women Reauthorization Act Section 304/Campus SaVE Act, Managing complex cases, outside investigators and multiple victim or perpetrator situations.</td>
</tr>
<tr>
<td>Title IX Coordinator Certification Training, Level 4</td>
<td>The Level Four Course is a topicically-focused, train-the-trainer event. This two-day event offers a heavy emphasis on practical skills that Title IX Coordinators, Administrators and Deputies need to fulfill their duties to their campuses, and take their expertise to the next level. This course training includes: Prevention Practices, Trauma Informed Interviewing, Victimology, Psychology of the Perpetrator, Role of the Victim’s Advocate, Intake &amp; Advocacy, Advanced Notice-related Topics, and Mandated Reporting Best Practices.</td>
</tr>
<tr>
<td>Civil Rights Investigator Certification Training, Level 1</td>
<td>This course provides foundational knowledge and skills for civil rights investigators, deputies and Title IX Coordinators/Administrators who perform and/or oversee campus investigations. The primary focus is mastering investigation of campus sexual misconduct and sexual harassment.</td>
</tr>
<tr>
<td>Civil Rights Investigator Certification Training, Level 2</td>
<td>Level Two investigator training is an intermediate level of training that builds on your skill set with more nuanced questioning techniques, a strong focus on questioning, record keeping and note-taking, managing complex investigations, and a topical exploration that broadens beyond the sexual misconduct focus of Level One. This training builds strong skills with frequent exercises and case studies that allow for high levels of interaction, analysis and the application of various civil rights investigation techniques.</td>
</tr>
<tr>
<td>Civil Rights Investigator Certification Training, Level 3</td>
<td>Level Three is our most advanced investigation training. This training is clinical in nature, focusing on your ability to deploy advanced civil rights investigation techniques with the comfort and excellence of a skilled professional. Working in teams and groups, investigators will hone all of the key techniques of investigation by working with difficult witnesses, lawyers, and cases with hidden smoking guns.</td>
</tr>
</tbody>
</table>

Additional training is provided to Title IX Investigators through the TAMUS and by the Tarleton Title IX Compliance Coordinator throughout the year on topics provided by ATIXA such as intoxication versus incapacitation, trauma informed interviewing, and self-care.

**PROCEDURES FOR REPORTING A COMPLAINT**

Tarleton has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking. These procedures include 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. Also, additional remedies are provided to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. Tarleton 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 the UPD or to local law enforcement. Students and employees should contact the Tarleton’s Title IX Coordinator, Darren F. Keith. The Title IX Coordinator may be contacted by calling 254-968-9415, in person by visiting the Risk Management and Compliance Department office located in Admin Annex 1, Room 107 or by email at dkeith@tarleton.edu.
The availability of a Campus Survivor Advocate allows survivors to seek confidential support if they have been harmed. The advocate can make changes in housing or classes, assist students with seeking accommodations including academic extensions or grades of incomplete if necessary, help students understand formal reporting options (Title IX and law enforcement) and support students through those processes if a student chooses to engage in them. You may contact your Survivor Advocate at 254-968-9044.

After an incident of sexual assault or domestic violence, the victim should consider seeking medical attention as soon as possible at Texas Health: Harris Methodist Hospital, 411 N Belknap St, Stephenville, Texas 76401. In the State of Texas, evidence may be collected by the hospital even if you chose not to make a report to law enforcement. A victim is required to give their name to the Hospital unless a police report has been made and a pseudonym was requested at that time. When a person self-reports to the hospital, the hospital's administrative staff enters the person as a new patient under the name the hospital is given. For questions regarding the Sexual Assault Nurse Examiner (SANE) exam please contact the Texas Sexual Assault Nurse Examiner Program at phone number 214-345-6443.

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, the evidence may be preserved and may assist in proving that the alleged criminal offense occurred and 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 disease. Victims of sexual assault and intimate partner 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. This evidence would be useful to university hearing boards/investigators or police. Although the university strongly encourages all members of its community to report sexual assault to law enforcement, it is the victim’s choice whether or not to make such a report.

Tarleton’s Title IX Coordinator will assist any victim with notifying local police if they so desire. The Stephenville Police Department may also be reached directly by calling 254-968-1200, or in person by visiting its office at 356 N. Belknap, Stephenville, Texas 76401. Additional information about the Stephenville Police department may be found online at: www.stephenvillepolice.org.

Victims of domestic violence, dating violence, sexual assault, and/or stalking, should report the incident promptly to the Title IX Coordinator. Tarleton will provide resources, (e.g. counseling and medical care) to persons who have been victims of sexual assault, domestic violence, dating violence, and/or stalking. Tarleton will apply appropriate disciplinary sanctions to those who are found responsible for committing these violations. The university’s rules and procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and/or stalking. The processes are intended to maintain privacy and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on responsible parties.

As time passes, evidence may dissipate or become unavailable. The loss of evidence makes the investigation, possible prosecution, disciplinary proceedings, and/or the obtaining of protection orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, the individual should consider speaking with university police or other law enforcement to preserve evidence in the event that the individual changes their mind at a later date.

If a report of domestic violence, dating violence, sexual assault and/or stalking is reported to the university, the university will follow the procedures identified in the charts on the next two pages, as well as provide a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report.
<table>
<thead>
<tr>
<th>Incident Being Reported:</th>
<th>Institutional Procedure:</th>
<th>Evidentiary Standard</th>
</tr>
</thead>
</table>
| 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  
                         | 5. Institution will assess need to implement interim or long-term  
                         | protective measures to protect the complainant, if appropriate  
                         | 6. Institution will provide a “No contact” directive to accused party if  
                         | deemed appropriate | Preponderance of the evidence. |
| Dating 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  
                         | 5. Institution will assess need to implement interim or long-term  
                         | protective measures to protect the complainant, if appropriate  
                         | 6. Institution will provide a “No contact” directive to accused party if  
                         | deemed appropriate | Preponderance of the evidence. |
| Stalking                 | 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  
                         | 5. Institution will assess need to implement interim or long-term  
                         | protective measures to protect the complainant, if appropriate  
                         | 6. Institution will provide a “No contact” directive to accused party if  
                         | deemed appropriate | Preponderance of the evidence. |
### Sexual Assault

1. Depending on when reported (immediate vs delayed report), the university will provide complainant with access to medical care.
2. Institution will assess immediate safety needs of complainant.
3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.
4. Institution will provide complainant with referrals to on and off campus mental health providers.
5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, “No Contact” directive between both parties.
6. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate.
7. Institution will provide written instructions on how to apply for Protective Order.
8. Institution will provide a copy of the Rule (08.01.01.T1, Civil Rights compliance, https://www.tarleton.edu/policy/documents/08_01_01_T1.pdf) to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.

**Note concerning investigations:** The U.S. Office of Civil Rights, located within the Department of Education, issues federal guidance concerning a University’s responsibilities under Title IX. Within this guidance, it states that the University must get permission from the complainants to an allegation to continue with a Title IX investigation unless the actions are so severe that we must take action independent of their cooperation to protect the rest of the student population.

9. Institution will inform the complainant and accused of the outcome of the investigation, whether or not the accused will be administratively charged and of the outcome of the hearing.
10. Institution will enforce the anti-retaliation rule/regulation 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.
11. Both parties to an investigation are provided counseling resources.

### Assistance for Victims: Rights & Options

Regardless of whether the victim of domestic violence, dating violence, sexual assault, and/or stalking decides to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist the individual and will provide a written explanation of their rights and options.

### Types of Orders

**Orders of Protection (PO) - (Criminal)**

A protective order is a civil court order issued to prevent continuing acts of family violence, dating violence, sexual assault, trafficking and/or stalking. This civil court order is enforced by police. Family violence (sometimes called Domestic Violence) is basically defined as (1) any act by one member of a family or household intended to physically harm another member, (2) a serious threat of physical harm, or (3) the abuse of a child. Family includes blood relatives or relatives by marriage, former spouses, parents (married or not) of the same child, foster parents and foster children, or any member or former member of a household (people living in the same house, related or not).

**Time frame for Protective Orders - (Criminal)**

Unless a later date is requested by the applicant, the court shall set a hearing date no later than 14 days after the application is filed. If, however, the court finds from the information contained in the application that there...
is a clear and present danger of family violence, the court may immediately issue a temporary ex parte order. The temporary order is valid for up to 31-91 days. Final protective orders are effective for 2 years, unless another length of time is specified.

**Punishment for Violators of Protective Orders - (Criminal)**
If an offender violates the order and law enforcement is notified, officials will act to arrest the offender and seek to have charges filed. If a person violates the protective order in the presence of law enforcement, the offender must be arrested immediately. In cases involving the violation of a protective order, including an ex parte order, the offender may be punished for contempt of court by a fine of as much as $500 or up to six months in jail or both. In cases of violation, excluding ex parte orders, the offender may be punished by a fine of as much as $4,000 or jail for up to one year or both.

**No contact orders - (Civil)**
A no contact order is a prohibition of direct or indirect physical, verbal, and/or written contact with another individual or group. Such orders are most commonly associated with family or household violence, stalking or sexual offenses.

**Restraining Orders - (Civil)**
A temporary court order issued to prohibit an individual from carrying out a particular action, especially approaching or contacting a specified person.

**Peace Bonds - (Civil)**
A peace bond is a court order in which a person who has threatened or harmed you agrees to stop the threatening or harmful behavior and to stay away from you. By signing the peace bond the defendant agrees to keep the peace and be of good behavior. The peace bond may include other conditions such as the defendant agreeing to have no direct or indirect contact with you.

**Criminal Enforcement of Orders**
Protective Orders (PO) are enforced by the UPD upon receipt of a valid copy of the court order. Violators, provided they are not a current student, can be criminally trespassed from university property. The Title IX Coordinator should be contacted to make arrangements if both parties are current students. Civil papers (i.e. No contact orders, Restraining Orders, Peace Bonds) are handled through the civil court system. A situation will be handled in accordance with what the orders state. If an issue arises concerning court orders or peace bonds, the UPD officer on scene reads what is stated and takes action depending on the situation.

**Institutional Responsibility**
The institution is responsible for the safety and security of our students to the best of our abilities. Students are encouraged to self-report to the UPD any legal issues involving protective orders. Tarleton complies with Texas law in recognizing orders of protection. Any person who obtains an order of protection from Texas or any reciprocal state should provide a copy to UPD and the Title IX Coordinator. An order of protection holder may then meet with the UPD to develop a Safety Action Plan, which is a plan for UPD and the individual to reduce the 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, providing a temporary cellphone, changing classroom location, and/or allowing a student to complete assignments from home, etc. The university cannot apply for a legal order of protection, no contact order, or restraining order on behalf of a victim from the applicable jurisdiction(s).

**Assistance in Obtaining a Protective Order**
The victim of domestic violence, dating violence, sexual assault, and/or stalking is required to apply directly for Protective Orders. However, to assist in this process Tarleton has entered into a partnership with Cross Timbers Family Services (CTFS). To apply for a Protective Order a person simply needs to make an appointment with the CTFS office. The CTFS officer will guide the applicant through the paperwork process. CTFS has a working agreement with the Erath County Attorney’s Office, which is typically the court that Protective Orders go through.
unless a person is applying for one while going through a divorce. In cases of divorce the application must go before the district judge.

Anyone that calls the County Attorney’s Office seeking a PO is automatically referred to CTFS at which time that office determines if they qualify for services (which is different than if they want to apply for a PO). Tarleton services are available to all students that report any type of current or previous victimization which includes the PO process (filling out the paperwork, submitting it to county attorney’s office, advocating for them with the county attorney’s office, obtaining pertinent documents to take to court, accompany them to court, etc.). If the person does not report a current or previous victimization then we will give them the PO paperwork and explain the process to them. There are a few types of Protective Orders including the two most often used, the first being the Emergency Protective Order (which law enforcement assists with right after an incident occurs and the alleged perpetrator is arrested, the victim can then receive the emergency protective order which can last from 31 to 91 days). The second Permanent Protective Order is a two year order that goes through the County Attorney’s Office (Tarleton can assist with this Protective Order type). Here is a link for a little more information regarding POs:

http://www.womenslaw.org/laws_state_type.php?id=592&state_code=TX&open_id=11138

The CTFS office mostly processes Protective Orders versus Restraining Orders. This is due to the issue of Restraining Orders not having any criminally punishable consequence. If someone requests a restraining order from CTFS, they will be referred to an attorney or legal aid.

**University Enforced Directives**

*Tarleton No Contact Directive – (Institutional Directive)*

Tarleton may issue an institutional no contact directive if deemed appropriate or at the request of the complainant or accused. These directives maybe issued, at the complainant’s request, without the intention to move forward with a formal university investigation. Upon the complainant’s request and to the extent of the victim’s cooperation and consent, university offices will work cooperatively to assist the complainant with their health, physical safety, work and academic status, pending the outcome of a formal university investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, working or transportation situations regardless of whether the victim chooses to report the crime to campus police 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 park in a different location, assisting the student with a safety escort, etc. To the extent possible, Tarleton will also provide assistance with and/or information about obtaining resources and services such counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement.

Additionally, personal identifiable information about the reporting person will be treated as private and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Further, Tarleton will maintain as private, any accommodations or protective measures provided to the victim to the extent that maintaining such privacy would not impair the ability of the university to provide the accommodations or protective measures.

Tarleton does not publish the name of crime victims nor house identifiable information regarding victims in the University Police Department’s Daily Crime Log or online. Victims may request that directory information on file be removed from public sources (students should contact the Registrar’s Office for the appropriate form; employees should contact the Employee Services Department).
### Resources for Victims of Domestic Violence, Dating Violence, Sexual Assault & Stalking

#### Stephenville Campus & Agricultural Center

<table>
<thead>
<tr>
<th>Service Provided</th>
<th>Contact Information</th>
<th>Location Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Counseling Services</td>
<td>(24-hour) 254-968-9044</td>
<td>Traditions North, Room 111 <a href="https://www.tarleton.edu/counseling/">https://www.tarleton.edu/counseling/</a></td>
</tr>
<tr>
<td>Campus Survivor Advocacy</td>
<td>254-968-9044</td>
<td>Traditions North, Room 111 <a href="https://www.tarleton.edu/counseling/">https://www.tarleton.edu/counseling/</a></td>
</tr>
<tr>
<td>Student Health Center</td>
<td>254-968-9271</td>
<td>Traditions North, Room 111 <a href="https://www.tarleton.edu/healthservices/">https://www.tarleton.edu/healthservices/</a></td>
</tr>
<tr>
<td>Tarleton Pregnancy and Parenting Assistance Center</td>
<td>254-968-9400</td>
<td>Mathematics Building, Room 201 <a href="https://www.tarleton.edu/caat/Register-for-Services.html">https://www.tarleton.edu/caat/Register-for-Services.html</a></td>
</tr>
<tr>
<td>Mental Health: Student Counseling Service (Protocol)</td>
<td>(24-hour) 254-968-9044</td>
<td>Traditions North, Room 111 <a href="https://www.tarleton.edu/counseling/">https://www.tarleton.edu/counseling/</a></td>
</tr>
<tr>
<td>University Police Department</td>
<td>254-968-0555</td>
<td>University Police Department <a href="https://www.tarleton.edu/police/">https://www.tarleton.edu/police/</a></td>
</tr>
<tr>
<td>Title IX Coordinator</td>
<td>254-968-9415</td>
<td>Admin Annex I, Room 106 <a href="https://www.tarleton.edu/titleix">https://www.tarleton.edu/titleix</a></td>
</tr>
<tr>
<td>Substance Abuse &amp; Violence Prevention Program Coordinator</td>
<td>254-968-0779</td>
<td>Traditions North, Room 111 <a href="https://www.tarleton.edu/counseling/">https://www.tarleton.edu/counseling/</a></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Service Provided</th>
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<th>Location Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health: Cross Timbers Health Clinic, Inc.</td>
<td>254-965-2810</td>
<td>135 River North Blvd <a href="https://crosstimbersinc.org/">https://crosstimbersinc.org/</a></td>
</tr>
<tr>
<td>Mental Health: Pecan Valley Center</td>
<td>254-968-4181(24-hour) 1-800-772-5987 (toll free)</td>
<td>906 Lingleville Hwy <a href="https://www.pecanvalley.org/">https://www.pecanvalley.org/</a></td>
</tr>
<tr>
<td>Student Legal Consultation: None</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

#### Fort Worth Campus

<table>
<thead>
<tr>
<th>Service Provided</th>
<th>Contact Information</th>
<th>Location Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Counseling Service</td>
<td>682-703-7048 (after hours) 254-968-9044</td>
<td>10850 Texan Rider Dr. Fort Worth TX, 76036 Tarleton FW Building, Room 150</td>
</tr>
<tr>
<td>Student Health Center</td>
<td>682-703-7071</td>
<td>10850 Texan Rider Dr. Fort Worth TX, 76036 Tarleton FW Building, Room 318</td>
</tr>
<tr>
<td>Title IX Coordinator Response, Training and Workshop Requests</td>
<td>254-968-9415</td>
<td><a href="https://www.tarleton.edu/titleix">https://www.tarleton.edu/titleix</a></td>
</tr>
<tr>
<td>Tarleton Pregnancy and Parenting Assistance Center</td>
<td>254-968-9400</td>
<td><a href="https://www.tarleton.edu/caat/Register-for-Services.html">https://www.tarleton.edu/caat/Register-for-Services.html</a></td>
</tr>
<tr>
<td></td>
<td>Phone</td>
<td>Address</td>
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</tr>
<tr>
<td><strong>Victim Advocacy:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal Consultation:</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**Waco Campus**

<table>
<thead>
<tr>
<th><strong>Tarleton Title IX Coordinator</strong></th>
<th>254-968-9415</th>
<th><a href="https://www.tarleton.edu/titleix">https://www.tarleton.edu/titleix</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tarleton Pregnancy and Parenting Assistance Center for Access and Testing</strong></td>
<td>254-968-9400</td>
<td><a href="https://www.tarleton.edu/caat/Register-for-Services.html">https://www.tarleton.edu/caat/Register-for-Services.html</a></td>
</tr>
<tr>
<td><strong>Counseling:</strong></td>
<td>254-299-8210</td>
<td>Wellness &amp; Fitness Rm 101 MCC Campus</td>
</tr>
<tr>
<td>MCC Counseling Center</td>
<td></td>
<td><a href="http://www.mclennan.edu/counseling/">http://www.mclennan.edu/counseling/</a></td>
</tr>
<tr>
<td><strong>Health:</strong></td>
<td>254-313-5800</td>
<td>Community Services Center 4601 N. 19th St., Waco, TX 76710</td>
</tr>
<tr>
<td>MCC Community Clinic</td>
<td></td>
<td><a href="http://www.mclennan.edu/community-clinic/">http://www.mclennan.edu/community-clinic/</a></td>
</tr>
<tr>
<td><strong>Mental Health:</strong></td>
<td>254-299-8210</td>
<td>Wellness &amp; Fitness Rm 101 MCC Campus</td>
</tr>
<tr>
<td>MCC Counseling Center</td>
<td></td>
<td><a href="http://www.mclennan.edu/counseling/">http://www.mclennan.edu/counseling/</a></td>
</tr>
<tr>
<td><strong>Victim Advocacy:</strong></td>
<td>254-752-9330</td>
<td>2323 Columbus Avenue Waco, TX 76701</td>
</tr>
<tr>
<td>Advocacy Center</td>
<td></td>
<td><a href="http://advocacycntr.org/">http://advocacycntr.org/</a></td>
</tr>
<tr>
<td>Legal Consultation:</td>
<td>Phone: n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Pregnancy and Parenting Assistance:</td>
<td>254-772-8270</td>
<td>4700 W. Waco Drive, Waco TX 76710</td>
</tr>
<tr>
<td>Care Net of Central Texas</td>
<td></td>
<td><a href="http://pregnancycare.org/">http://pregnancycare.org/</a></td>
</tr>
</tbody>
</table>

**Midlothian Campus**

<table>
<thead>
<tr>
<th><strong>Tarleton Title IX Coordinator</strong></th>
<th>254-968-9415</th>
<th><a href="https://www.tarleton.edu/titleix">https://www.tarleton.edu/titleix</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tarleton Pregnancy and Parenting Assistance Center for Access and Testing</strong></td>
<td>254-968-9400</td>
<td><a href="https://www.tarleton.edu/caat/Register-for-Services.html">https://www.tarleton.edu/caat/Register-for-Services.html</a></td>
</tr>
<tr>
<td><strong>Counseling:</strong></td>
<td>877-584-0178</td>
<td>206 S. Rogers St., Suite 205, Waxahachie, TX 75165</td>
</tr>
<tr>
<td>Active Brief Counseling Services</td>
<td></td>
<td><a href="http://www.freetreatmentcenters.com">http://www.freetreatmentcenters.com</a></td>
</tr>
<tr>
<td><strong>Health:</strong></td>
<td>972-923-2440</td>
<td>411 E Jefferson St., Waxahachie, TX 75165</td>
</tr>
<tr>
<td>Hope Clinic</td>
<td></td>
<td><a href="http://www.call4hope.org">http://www.call4hope.org</a></td>
</tr>
<tr>
<td><strong>Mental Health:</strong></td>
<td>972-617-6222</td>
<td>6350 N Interstate 35 E. Service Rd</td>
</tr>
<tr>
<td>Counseling Center of Ellis County</td>
<td></td>
<td>Waxahachie, TX 75165</td>
</tr>
<tr>
<td><strong>Victim Advocacy:</strong></td>
<td>972-825-5046</td>
<td>109 S. Jackson St. Waxahachie, TX 75165</td>
</tr>
<tr>
<td>Ellis County Victim Assistance</td>
<td></td>
<td><a href="http://www.co.ellis.tx.us/index.aspx?NID=216">http://www.co.ellis.tx.us/index.aspx?NID=216</a></td>
</tr>
<tr>
<td>Legal Consultation:</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>None</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Visa and Immigration Assistance:  
American Gateways  
512-478-0546  
http://www.americangateways.org

| Pregnancy and Parenting Assistance: | 927-938-7900 (24-hour)  
<table>
<thead>
<tr>
<th>First Look</th>
<th>800-712-HELP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1204 Farris Ave. Suite E, Waxahachie, TX 75165</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.Firstlookclinic.com">http://www.Firstlookclinic.com</a></td>
</tr>
</tbody>
</table>

**Tarleton State University Employees**

| Tarleton Employee Assistance Program (EAP)  
Deer Oaks: A behavioral health organization | Toll-Free:  
| 1-866-327-2400 |
|---|---|
|  | https://www.deeroakseap.com/ |

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, and/or stalking, include:  
http://www.rainn.org – Rape, Abuse and Incest National Network  
http://www.justice.gov/ovw/sexual-assault - Department of Justice  
http://www2.ed.gov/about/offices/list/ocr/index.html Department of Education, Office of Civil Rights
How to be an Active Bystander

Education programs include safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, and/or stalking. 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. Bystanders have the choice to intervene, speak up, or do something about it. Tarleton wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Bystanders may not always know what to do, so the following list provides some ways to be an active bystander.

Sometimes being an active bystander means asking for help.
Anyone in immediate danger should dial 911!

1. Watch out for friends and fellow students/employees. If someone 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 appear to be 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 resources listed in this document for support in health, counseling, or with legal assistance.

Further information regarding bystander intervention may be found at: http://www.nsvrc.org/projects/engaging-bystanders-sexual-violence-prevention/bystander-intervention-resources.

Risk Reduction

Education programs include information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks. It is important to remember that a survivor is never to be blamed for the abuse; only abusers are responsible for their actions. This is true regardless of the circumstances in which abuse occurs or the behavior of the survivor because a person never forfeits their right to physical and emotional safety. With that in mind, Tarleton is actively promoting the safety and well-being of all of students, faculty and staff. The following are suggestions to reduce the risk of an assault or harassment (taken from the Rape, Abuse, and Incest National Network):

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. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
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. DO NOT 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. DO NOT leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you left your drink alone, just get a new one.
11. **DO NOT accept drinks from people you don’t know or trust.** At parties, don’t drink from the punch bowls or other large, common open containers.

12. **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.

13. **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 proper treatment and monitor your care.

14. 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.

15. **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?

16. **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.

17. **Please help maintain the security of your residence facilities.** Do not let people follow through an unlocked door into the residential facility without swiping their access cards. Keep the door to your residence locked.

If you find yourself in the position of being the initiator of sexual behavior, you owe sexual respect to your potential partner. These suggestions may help you to reduce your risk for being accused of sexual misconduct:

1. **Clearly communicate your intentions** to your sexual partner and give them a chance to clearly relate their intentions to you.

2. **Understand and respect personal boundaries.**

3. **DO NOT MAKE ASSUMPTIONS** about consent; about someone’s sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity then you DO NOT have consent.

4. **Mixed messages** from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which they are comfortable.

5. **DO NOT take advantage** of someone’s drunkenness or drugged state. Tarleton expects you to treat others with integrity and civility.

6. **Realize that your potential partner could be intimidated** by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.

7. **Understand** that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.

8. **Silence and passivity cannot be interpreted as an indication of consent.** Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.
Adjudication of Violations
Victims of sexual assault, dating violence, domestic violence, and/or stalking have the option of notifying on-campus and local law enforcement authorities. Victims are notified of their right to report the incident to the UPD immediately, but victims also have the right to decline to notify such authorities. Reports of crimes can be filed with the agency where the incident occurred. If you require assistance in contacting the agency in your area, please contact the Title IX Coordinator or the UPD.

It is the policy of the UPD to conduct investigations of all sexual assault, dating violence, domestic violence, and stalking complaints reported to them with sensitivity, compassion, patience, and respect for the victim. The UPD is available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking; assist a victim in securing medical attention; participate in evidence preservation and collection, conduct investigations; and inform the victim of legal and administrative options both on and off campus. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure and the Erath County District Attorney's Office. Law enforcement will help victims understand the process of obtaining protection orders, no contact orders, restraining orders, or similar lawful orders issued by the courts or the institution.

Reports of all domestic violence, dating violence, sexual assault and stalking made to the UPD will automatically be referred to the Tarleton Title IX Coordinator for assessment regardless of whether or not the complainant chooses to pursue criminal charges.

Who Do I File A Complaint To?
Individuals who witness, are subjected to, or are informed about incidents of sexual assault, dating violence, domestic violence, stalking, or any form of sexual harassment also have the option of filing a complaint to one of the below designated university officials, including the Title IX Coordinator (254-968-9754), dkeith@tarleton.edu, in accordance with the following table:

Reports may be filed on-line at: https://www.tarleton.edu/titleix/ or https://www.tarleton.edu/hr/

<table>
<thead>
<tr>
<th>If the alleged offender is a:</th>
<th>Faculty Employee</th>
<th>Non-faculty employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student</td>
<td>Graduate Employee</td>
<td>Graduate student</td>
</tr>
<tr>
<td>Student Employee</td>
<td>Postdoctoral student working in their capacity as an instructor</td>
<td>Postdoctoral student working in other areas</td>
</tr>
<tr>
<td>Employee</td>
<td></td>
<td>Unrelated third party</td>
</tr>
</tbody>
</table>

| Designated University Official: | Deputy Title IX Coordinator Dr. ShaRhonda Maclin 254-968-9081 | Deputy Title IX Coordinator Mrs. Eva Lopez 254-968-9976 | Deputy Title IX Coordinator Mrs. Eva Lopez 254-968-9976 | Title IX Coordinator Mr. Darren Keith 254-968-9754 |

Tarleton’s disciplinary process is consistent with the university procedure, is transparent to the accused (respondent) and the accuser (complainant), and will include a prompt, fair, and impartial investigation and resolution process transparent to the reporting person and the respondent. The resolution of complaints of sexual misconduct are completed within a reasonably prompt timeframe, approximately 60 days; however, the proceedings timeframe allows for extensions for good cause with notice to the reporting person and the respondent of the delay and the reason for the delay. Investigators and decision makers are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of all parties involved and promotes accountability. Tarleton’s Civil Rights Compliance Rule and the Student Code of Conduct provide that:
1. Tarleton will provide written notification to students and employees about existing: counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims, both on-campus and in the community.

2. Tarleton will provide written notification to the complainant about available options for assistance in changing academic, living, transportation, and/or working situations. Reasonable accommodations will be made regardless of if the complainant chooses to report the crime to campus law enforcement.

3. The complainant and the respondent each have the opportunity to present witnesses and testimony to properly trained investigators. This aids in the protestation and safety of the reporting person and the respondent and promotes accountability;

4. The complainant and the respondent will have timely notice for meetings at which their presence is requested;

5. Prior to the investigative meeting and/or hearing, the institution will allow for timely access to the complainant, the respondent, and appropriate officials any information that will be used during the fact-finding investigation;

6. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the reporting person and/or the respondent;

7. The institution provides the complainant (accuser) and the respondent (accused) the same opportunities to have an advisor present during an institutional disciplinary proceeding. The complainant and the respondent student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing;

8. A student conduct decision is based on, the federally required, preponderance of evidence standard. In other words, the conduct process asks: “is it more likely than not that the respondent committed the alleged action in violation of the university’s Rule or Student Conduct of Code?”;

9. The reporting person and the respondent will be notified simultaneously in writing via email of the result of any disciplinary proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and

10. The reporting person and the respondent each have the right to appeal any sanctions resulting from the outcome of the hearing by notifying the case coordinator of the request. Both parties in the complaint will be notified simultaneously in writing of the appeal and of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved.

If a reporting person does not wish for their name to be shared, does not wish for an investigation to take place, or does not want a formal resolution to be pursued, the reporting person may make such a request to the Title IX Coordinator, who will evaluate that request in light of the duty to ensure the safety of the campus and comply with federal law. In cases indicating pattern, predation, threat, weapons and/or violence, the university will likely be unable to honor a request for confidentiality. In cases where the reporting person requests confidentiality and the circumstances allow the university to honor that request, the university will offer interim supports and remedies to the reporting person and the community, but will not otherwise pursue formal action. A reporting person has the right, and can expect, to have reports taken seriously by the university when formally reported, and to have those incidents investigated and properly resolved through these procedures.

Confidentiality

Although the confidentiality of information received, the privacy of the individuals involved, and the wishes of the reporting person/victim regarding action by the university cannot be guaranteed, they will be protected to as great a degree as is legally possible. The expressed wishes of the reporting person regarding confidentiality will be considered in the context of the university’s obligation to act upon the information to maintain a safe campus community and the right of the respondent to be informed about the charges against them. If the individual does not disclose any identifying information about the individual or any other party involved (e.g. names, department, or unit) during the inquiry, response on the part of the university may be limited. Personally identifiable information about the reporting person will be treated as private and only shared with persons with
a specific need to know who are investigating the complaint or delivering resources or support services to the reporting person. Publically available recordkeeping, for purposes of Clery Act reporting and disclosures, will be made without inclusion of identifying information about the victim.

The reporting person/victim of sexual assault, dating violence, domestic violence, and/or stalking is not required to file criminal charges or seek disciplinary actions through the university grievance or conduct process; however, physical and emotional support can still be obtained (see Student Counseling Services, [https://www.tarleton.edu/counseling/] or call (254) 968-9044). The Survivor Advocate, Licensed Counselors in the Student Counseling Service, or the helpline who receive reports are not required to, nor may they disclose an incident that in any way identifies the student concerned without the student’s consent. Through the Employee Assistance Program (1-888-993-7650) free and confidential mental health counseling service is available to faculty, staff, and their benefits-eligible dependents who may be experiencing difficulties. However, if an imminent harm situation is present, the counselor must take action to protect whomever is at risk.

### Availability of Confidential Campus Survivor Advocate

The availability of an advocate allows survivors to seek confidential support if they have been harmed. The advocate can make assist in making changes to housing or classes, assist students with seeking accommodations including academic extensions or grades of incomplete if necessary, help students understand formal reporting options (Title IX and law enforcement) and support students through those processes if a student chooses to engage in them. You may contact your Survivor Advocate at 254-968-9044. This new availability took effect on August 21, 2017.

### Availability of Pseudonym for Criminal Investigations

In accordance with the Texas Code of Criminal Procedures, Article 57, victims may use a pseudonym to protect their identity when reporting to Texas law enforcement agencies. A pseudonym is a set of initials, or a fictitious name, chosen by the victim to be used in all public files and records concerning the sexual assault. Article 57 of the Texas Code of Criminal Procedures was also amended to add pseudonym availability to victims reporting an offense of stalking. This new availability took effect on September 1, 2015.

### Sanctions and Protective Measures

In all cases, investigations that result in a finding of responsible, in using the preponderance of the evidence standard (more likely than not that the alleged action took place in violation of the Student Code of Conduct or Tarleton Rule occurred) will lead to the initiation of disciplinary procedures against the accused individual. The sanctions applied will be in accordance with the [Model Sanctioning Matrix For Sexual Violence And Sexual Harassment Violations By Students In The Texas A&M University System](https://www.tarleton.edu/). University sanctions including one or more of the following may be imposed by the university upon individuals, groups or organizations. Sanctions for violations may be administered regardless of whether actions of the student are also civil or criminal violations. Whenever disciplinary action leads to the student leaving the university, grades will be assigned in accordance with the university grade policy and the academic calendar.

**Sanctions for students may include but are not limited to:**

- Reprimand
- Loss of privileges
- Imposition of certain tasks
- Probation
- Suspension
- Expulsion
- Revocation of Degrees
- Organizational sanctions
For additional information concerning the Model Sanctioning Matrix For Sexual Violence And Sexual Harassment Violations By Students In The Texas A&M University System please visit: http://assets.system.tamus.edu/files/policy/pdf/08-01-01-Appendix.pdf

The university may implement protective measures following the report of domestic violence, dating violence, sexual assault, and/or stalking which may include some or all of the following actions:

- Loss of privileges
- Imposition of certain tasks
- Probation, Suspension
- Changing of housing accommodations
- Academic restrictions

For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code. Sexual assault, domestic violence, dating violence, and stalking are also criminal acts which also subject the respondent/suspect to criminal and/or civil penalties under federal and state law.

Employees who violate this system policy/regulation or Tarleton rule/procedure will be subject to discipline, up to and including termination of employment. Possible sanctions include:

- Warning – Written or Verbal, Performance Improvement Plan
- Required Counseling
- Required Training or Education
- Demotion
- Loss of Annual Pay Increase
- Reduction of Salary
- Transfer
- Suspension without Pay
- Suspension with Pay
- Termination

Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and/or civil penalties under federal and state law.

The Title IX Coordinator or designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to:

- A university no contact directive
- Residence hall relocation
- Adjustment of course schedules
- A leave of absence
- Reassignment to a different supervisor or position

These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator’s directives and/or protective measures will constitute additional violations that may lead to disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by the university.

The university will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report and the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the victim’s next of kin shall be treated as the alleged victim for purposes of this paragraph.
Retaliation
Retaliation is strictly prohibited by the university and is defined as any adverse action taken against a person participating in a protected activity because of their participation in that protected activity (subject to limitations imposed by the First Amendment and/or Academic Freedom). Retaliation against an individual for an allegation, for supporting a reporting party or for assisting in providing information relevant to an allegation is a serious violation of university policy.

Sex Offender Registration
In accordance with the Campus Sex Crimes Prevention Act of 2000 (CSCPA), which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Education Rights and Privacy Act of 1974 (FERPA), the UPD provides a link on its web page to the Texas Department of Public Safety Sex offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information is provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register with a State to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is a student. In the State of Texas, convicted sex offenders must register with the local law enforcement authority in which the offender resides. This information is maintained by the Texas Department of Public Safety.

The Texas Department of Public Safety Sex Offender Registry is available via internet, pursuant to Section 62.005, Texas Penal Code. Registry information provided under this section shall be used for the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. A list of all registered sex offenders in Texas is available from the Texas Department of Public Safety at: https://records.txdps.state.tx.us/SexOffender/.

Note: To narrow search for Tarleton area on state data base, use Erath County or zip code 76402. The University Police Department (UPD) maintains a list of local sex offenders on the UPD website at: https://www.tarleton.edu/police/.

The CSCPA further amends (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

This statement is provided in compliance with the Campus Sex Crimes Act of 2000 and the Sex Offender Registration Program, Chapter 62, Texas Penal Code, effective date September 1, 2005.

Note: Sex Offender Registration Electronic Link to Registered Sex Offender Information is maintained by an Outside Law Enforcement Agency.
In accordance with federal law and System Regulation 08.01.01 Civil Rights Compliance, Texas A&M University prohibits discrimination and harassment on the basis of sex\(^1\) 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 sexual assault, dating violence, domestic violence, and stalking as prohibited conduct. The policies apply whether the prohibited conduct occurs on or off campus and when it is reported to a university official. All policies described in this section apply to Texas A&M University students, faculty, and staff located at the RELLIS campus.

**RELLIS 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>

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 employees who experience, observe, or become aware of illegal discrimination, sexual harassment (including sexual assault, dating violence, domestic violence, and stalking), and/or related retaliation must promptly report the conduct\(^2\). Students and third parties are strongly encouraged, but not required, to report prohibited conduct. At the main campus in College Station, information should be reported to an official university contact designated to receive and investigate complaints in accordance with Table 1 – Official Contacts below. Depending on the circumstances, the contacts will coordinate responsibilities when necessary.

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\(^1\) Sexual harassment is a form of sex discrimination. Unwelcome sexual advances, requests for sexual favors and 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.

\(^2\) Exceptions include confidential employees and are described in the “Confidentiality/Privacy” section of this report.
### RELLIS Official Contacts

<table>
<thead>
<tr>
<th>If the alleged offender is a:</th>
<th>Student</th>
<th>Employee or Third Party</th>
</tr>
</thead>
<tbody>
<tr>
<td>Then the official contact is:</td>
<td>Dean of Student Life, Division of Student Affairs, Student Services at White Creek <a href="http://studentlife.tamu.edu">http://studentlife.tamu.edu</a> College Station, TX 77843-1257 979-845-3111 <a href="mailto:studentlife@tamu.edu">studentlife@tamu.edu</a></td>
<td>Chief Risk, Ethics, and Compliance Officer, Office of Risk, Ethics, and Compliance Jack K. Williams Administration Building Suite 302 College Station, TX 77843 979-458-8407 <a href="mailto:OREC@tamu.edu">OREC@tamu.edu</a></td>
</tr>
</tbody>
</table>

If the alleged offender is the Texas A&M President, or an employee who reports directly to the President, then the official contact is the Texas A&M System Ethics and Compliance Office (SECO) at 979-458-6008.

Additional options for reporting include the following contacts who may intake reports related to prohibited conduct and will immediately forward them to the designated official contact for investigation and resolution.

- **Title IX Coordinator for any complaint** (979-845-0977, 750 Agronomy Rd., Suite 2101, College Station, TX 77843-1280, TitleIX.Coordinator@tamu.edu)
- **Dean of Faculties for complaints against faculty** (979-845-4274, 108 YMCA Bldg., College Station, TX 77843-1126, dofinvestigations@tamu.edu)
- **Director of Organizational Consulting & Resolution Management** for complaints against staff or third parties (979-862-4027, 750 Agronomy Rd., Suite 1201, College Station, TX 77843-1255, ocrm@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.

The official contacts have 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 report to law enforcement, even to UPD, is separate from a report to the university. An individual may pursue disciplinary remedies through the university (see Table 1 – Official Contacts) and criminal remedies through law enforcement. An individual may pursue both types of remedies separately or at the same time. An individual wishing to pursue disciplinary remedies and criminal remedies simultaneously should make a report to both entities. Individuals are notified of their right to report the incident to UPD and local police immediately, but also 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.

Individuals wishing to submit an anonymous report may use Tell Somebody, an electronic reporting option. Anonymous reporting may also limit the university’s response to the allegation.

In regards to students who report, in good faith, being the victim of or a witness to an incident of sexual assault, dating violence, domestic violence, or stalking, the university will not take disciplinary action against that student for violations of the Student Conduct Code occurring at or near the time of the incident reported. The university may, however, investigate to determine whether a report of an incident of sexual assault, dating violence, domestic violence, or stalking was made in good faith. The amnesty given does not apply to a student who reports the student’s own commission or assistance in the commission of sexual assault, dating violence, domestic violence, or stalking.

The university responds to complaints in a prompt, fair, and impartial manner. After receiving a report, the university’s official contact, designee, or the Title IX Coordinator will make an immediate assessment of any risk of harm to individuals or to the campus community and will take steps necessary to address those risks.
These steps include access to medical care, assistance in notifying UPD or appropriate law enforcement authorities if the individual so chooses, and other interim protective measures to provide for the safety of the individual and campus community. The official contact, designee, or Title IX Coordinator will also take steps to address the conduct, protect and assist the individual reporting, remediate effects, and provide information about university’s prohibition against retaliation.

Official contacts provide a written list of available resources, rights, and options to each individual reporting sexual misconduct including sexual assault, dating violence, domestic violence, and stalking (whether the offense occurred on or off campus) regardless of whether the individual chooses to report the incident to local law enforcement. The handout 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 individual 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 (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 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 and UPD also receive the handout.

**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 your options, give you information, and provide emotional support. Personnel include: any official contact listed in Table 1- Official Contacts, Student Assistance Services 979-845-3113, Student Counseling Service 979-845-4427, Student Health Services 979-458-
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 confidentially to individuals designated as confidential employees. Licensed counselors and licensed health care personnel, who receive reports when acting in this capacity as part of their official employment, will not reveal the information to any third party except when an applicable law or a court order requires or permits disclosure of such information. For example, information may be disclosed when: (i) the individual gives written consent for its disclosure; (ii) there is a concern that the individual will likely cause serious physical harm to self or others; or (iii) the information concerns conduct involving suspected abuse or neglect of a minor under the age of 18.

Additionally, confidential employees will not report to the institution except as required by law. Publicly available recordkeeping 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 related to crimes that may be statistics in the Clery Annual Security Report and/or disclosed in the daily crime log without identifying the individuals concerned.

The Student Counseling Service (979-845-4427) and the Deer Oaks Employee Assistance Program (888-993-7650) are confidential, licensed mental health counseling services available to students and employees, and the employee’s benefits-eligible dependents respectively. Currently enrolled students can access Student Health Services at 979-458-8316 to speak to licensed health care personnel.

While the university wishes to create an environment in which individuals feel free to discuss concerns and make complaints, the university may be obligated to take action when its officials are informed that sexual assault, dating violence, domestic violence, and/or stalking may be occurring. Information is considered private but not confidential when shared with university personnel and officials who do not possess a legal confidentiality exemption. Although the confidentiality of information received, the privacy of the individuals involved, and the wishes of the reporting party, complainant, and/or alleged offender cannot be guaranteed, they will be protected to as great a degree as is legally possible.

The university is committed to protecting the privacy of reporting parties, complainants, and alleged offenders. Given the sensitive nature of reports, information will be maintained in a secure manner and will only be disclosed to school officials who are responsible for handling the university’s response. The expressed wishes of the reporting party, complainant, and/or alleged offender regarding privacy will be considered by

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3 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.
the official contact in the context of the university’s obligation to act upon the complaint and the right of the charged party to be informed about the charges against them. The official contact or designee is responsible for evaluating requests for privacy. If the individual does not disclose any identifying information about him/herself or any other party involved (e.g. names, department, or unit) during the inquiry, response on the part of the university may be limited.

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 individual reporting, the alleged offender, 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 official contacts 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. 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 the official contacts listed in Table 1 – Official Contacts.

The following are on-campus and community resources available to complainants, alleged offenders, and others.

### Law Enforcement

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
<th>Website</th>
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<tbody>
<tr>
<td>Texas A&amp;M University Police</td>
<td>979-845-2345 (same for UPD officer located at RELLIS)</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>Bryan Police Department</td>
<td>979-361-3888</td>
<td>303 East 29th Street Bryan, TX</td>
<td><a href="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="www.cstx.gov/police">www.cstx.gov/police</a></td>
</tr>
<tr>
<td>Blinn College Police Department</td>
<td>979-209-7600 (same for Blinn officer located at RELLIS)</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>
</tr>
<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>
<th>Name</th>
<th>Phone</th>
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<th>Website</th>
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<tbody>
<tr>
<td>Student Counseling Service (SCS)</td>
<td>979-845-4427 or 979-845-2700</td>
<td>See website</td>
<td><a href="http://scs.tamu.edu">http://scs.tamu.edu</a></td>
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</table>
### Medical and Health Services

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<tr>
<th>Name</th>
<th>Phone</th>
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<th>Website</th>
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<tbody>
<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>College Station Medical Center</td>
<td>979-764-5100</td>
<td>1604 Rock Prairie Road College Station, TX</td>
<td><a href="http://csmedcenter.com">http://csmedcenter.com</a></td>
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</tbody>
</table>

### Support, Advocacy, Legal Assistance, and Other Resources

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<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
<th>Website</th>
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</thead>
<tbody>
<tr>
<td>SCS Helpline</td>
<td>979-845-2700</td>
<td>n/a</td>
<td><a href="http://scs.tamu.edu/?q=helpline">http://scs.tamu.edu/?q=helpline</a></td>
</tr>
<tr>
<td>Student Assistance Services</td>
<td>979-845-3113</td>
<td>See website</td>
<td><a href="https://studentlife.tamu.edu/sas/">https://studentlife.tamu.edu/sas/</a></td>
</tr>
<tr>
<td>Women’s Resource Center</td>
<td>979-845-8784</td>
<td>See website</td>
<td><a href="https://studentlife.tamu.edu/wrc/">https://studentlife.tamu.edu/wrc/</a></td>
</tr>
<tr>
<td>GLBT Resource Center</td>
<td>979-862-8920</td>
<td>See website</td>
<td><a href="http://studentlife.tamu.edu/glb">http://studentlife.tamu.edu/glb</a></td>
</tr>
<tr>
<td>Student Conduct Office</td>
<td>979-847-7272</td>
<td>See website</td>
<td><a href="http://studentlife.tamu.edu/sco">http://studentlife.tamu.edu/sco</a></td>
</tr>
<tr>
<td>Student Legal Services&lt;sup&gt;4&lt;/sup&gt;</td>
<td>979-862-4502</td>
<td>See website</td>
<td><a href="http://studentlife.tamu.edu/sls">http://studentlife.tamu.edu/sls</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>Bryan Police Department Victim’s Assistance</td>
<td>979-209-5312</td>
<td>303 East 29&lt;sup&gt;th&lt;/sup&gt; Street Bryan, TX</td>
<td><a href="http://www.bryantx.gov/police/investigative-services-bureau/">http://www.bryantx.gov/police/investigative-services-bureau/</a></td>
</tr>
<tr>
<td>Brazos County Family Violence Unit</td>
<td>979-361-4657</td>
<td>300 East 26&lt;sup&gt;th&lt;/sup&gt; Street 1&lt;sup&gt;st&lt;/sup&gt; floor Bryan, TX</td>
<td><a href="http://brazoscountytx.gov/index.aspx?NID=112">http://brazoscountytx.gov/index.aspx?NID=112</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>
</tr>
<tr>
<td>Sexual Assault Resource Center of Brazos County (SARC)</td>
<td>979-731-1000 (24 hour hotline)</td>
<td>n/a</td>
<td><a href="http://www.sarcbv.org">http://www.sarcbv.org</a></td>
</tr>
</tbody>
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<sup>4</sup> 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.
National Sexual Assault Hotline 800-656-HOPE n/a https://rainn.org/get-help/national-sexual-assault-hotline
National Domestic Violence Hotline 800-799-SAFE n/a http://www.theadultline.org

Visa and Immigration Assistance

<table>
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<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
<th>Website</th>
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<tbody>
<tr>
<td>International Student Services</td>
<td>979-845-1824</td>
<td>1ST Floor of The Pavilion, Room 110 Texas A&amp;M Campus</td>
<td><a href="http://iss.tamu.edu">http://iss.tamu.edu</a></td>
</tr>
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</table>

Student Financial Aid

<table>
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<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
<th>Website</th>
</tr>
</thead>
<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>

Institutional Rights and Options (Interim Measures)
The institution is obligated to offer and provide assistance to the complainant, the alleged offender, and other affected individuals in obtaining a range of accommodations and interim, remedial, and protective measures. The assistance is intended to facilitate continued access to institutional employment, academic programs, and activities; to stop and prevent the reoccurrence of prohibited conduct; and to support the individuals involved.

The institution is obligated to comply with the individual’s reasonable request for a living and/or academic situation change following an allegation of sexual assault, dating violence, domestic violence, or stalking. Upon the request of a student involved with the report, the Offices of the Dean of Student Life (979-845-3111) can assist with issues including, but not limited to, changing academic, living, transportation, and working situations and obtaining no contact restrictions. The various options are provided if requested, appropriate, and reasonably available, regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies. OREC (979-458-8407) provides similar assistance to employees. The university (OREC, 979-458-8407) also provides reasonable remedial and protective 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.

When an allegation of sexual assault, dating violence, domestic violence, or stalking is made, the institution will take prompt steps to provide interim measures or remedies before the investigation and will promptly address any violation of protective measures. In determining which institutional interim measures to impose and the reasonableness of the related measures, the official contact considers the request; the safety of the parties involved 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. Measures provided by the institution vary and may include, but are not limited to, the following:
• Changing on-campus living situations including obtaining emergency housing or moving into another residential facility
• Addressing academic concerns such as transferring, withdrawing, or retaking classes and rescheduling exams or assignments
• Changing work schedules, job assignments, or other arrangements
• Obtaining a voluntary leave of absence
• Dealing with financial concerns including providing financial aid guidance
• Transportation and parking assistance and/or modification
• Limiting an individual’s access to certain campus facilities or activities
• Assistance in obtaining access to medical, legal (protective orders, criminal trespass warnings), and counseling support
• Imposing an institutional no contact restriction (described below)

No contact restrictions: A no contact restriction is an interim measure issued by the institution that prohibits two parties from contacting one another through any means. 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 an alleged offender can request a no contact restriction directed at a student through the Offices of the Dean of Student Life at 979-845-3111 or Student Assistance Services at 979-845-3113. The Dean of Student Life may issue a restriction at any time prior to or during a conduct investigation based on information provided by the requestor. A no contract restriction may also be implemented as a sanction subsequent to a finding of responsibility. If good cause for a no contact restriction is determined, both parties are notified of the restrictions in writing. Records are maintained in the student conduct system.

No contact restrictions directed at employees can be requested from OREC 979-458-8407.

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 no contact restriction. Violations should be reported to the office that issued the restriction and may result in further disciplinary action.

Confidentiality/Privacy of Accommodations and Protective Measures: The university will maintain as private any accommodations or protective measures provided to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or protective measures. The official contacts are 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. Official contacts use discretion and only disclose information to key officials at the institution who perform the tasks necessary for obtaining or providing the particular accommodation or protective measure. Areas receiving information may include, but are not limited to: Residence Life, Transportation Services, Athletics, Scholarships and Financial Aid, Corps of Cadets, Student Activities, academic departments (direct supervisor, Dean, or Associate Dean), or non-academic departments (direct supervisor, Vice President, or designee). Prior to disclosure, the official contact will 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 alleged offender, 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 interim protective 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 - 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 webpage: [http://brazoscountytx.gov/index.aspx?NID=112](http://brazoscountytx.gov/index.aspx?NID=112).

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 alleged offender. A hearing is held at a later date to determine if the order should be extended or modified.

UPD officers are 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 (979-361-4980). 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 an interim protective 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 alleged offender 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 alleged offender 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, alleged offender, or member of the university community has obtained an order of protection, civil no-contact order, or any other as described in this section, against another member of the university community, the order should be provided to the official contact or designee. In conjunction with UPD and other university officials, the official contact or designee will take all reasonable and legal actions to implement the order.

**Other Legal Options:** The UPD’s Community Services Division at 979-845-0070 is available to provide information 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.

Investigations and Disciplinary Proceedings\(^5\) for Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Retaliation

All employees who experience, observe, or become aware of illegal discrimination on the basis of sex, sexual harassment, and/or related retaliation must promptly report the conduct. Students and third parties are strongly encouraged, but not required, to report prohibited conduct. Once an individual discloses information (in person, electronically, or by phone) to an official contact, according to Table 1 – Official Contacts, a complaint will be considered to be filed with the university, and the investigation process is initiated regardless of whether the complainant\(^6\) chooses to pursue criminal charges. The process, initiated by the official contact, allows for resolution of the conduct to include rendering a final result regarding the complaint and, if the complaint is found to have merit, taking action to prevent the recurrence of the conduct and related retaliation. The university diligently works to determine what occurred and further action that may be warranted based on the information provided.

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 alleged offender.

If the alleged offender is a student

The complaint regarding prohibited conduct is initially reviewed by the official contact. The official contact will promptly notify the Title IX Coordinator or designee, SECO, and the System Office of General Counsel (OGC) of the allegation of sexual assault, dating violence, domestic violence, or stalking.

The official contact diligently works to determine what occurred and further action that may be warranted based on the information provided. The official contact communicates with the complainant regarding resolution procedures (formal and informal options), the right of the complainant to decline to participate in an investigation or remain anonymous, and the right to request that no investigation occur\(^7\). The official contact is responsible for soliciting the complainant’s preference for which procedures to use in resolving the matter.

The official contact performs a preliminary determination to establish whether or not there is sufficient information to proceed with the investigation. In consultation with the OGC, the official contact or designee’s preliminary determination includes, but is not limited to, the following: assessing whether or not the allegations (if true) constitute prohibited conduct, assessing the complainant’s request that an investigation not occur (which may be honored), and establishing whether or not the university has the ability to meaningfully investigate based on known or obtainable information. For example, the university’s response

\(^5\) 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, alleged offender, and other affected individuals concerning accommodations or protective measures.

\(^6\) For the purposes of this section, the complainant is assumed to be the victim. A non-victim complainant may not be afforded all the rights described in this section. Non-victim complainants are provided protection against retaliation for making a complaint.

\(^7\) If the complainant requests that no investigation of the allegations occur, the institution will seek to honor the request whenever possible without impeding the institution’s ability to protect the health and safety of the complainant and campus community while considering the circumstances and potential impacts of the complaint. The university reserves the right to initiate an investigation despite a complainant’s request not to, in limited circumstances involving serious or repeated conduct where the alleged offender may pose a continuing threat to the campus community. The complainant is notified if the complainant’s request cannot be honored.
may be diminished in the following cases: the identity of one or more parties is unknown or not disclosed, the complainant wishes to withhold their identity, and/or the complainant declines to participate in an investigation. After the preliminary determination, the official contact or designee may proceed with an investigation or close the report due to insufficient information unless additional information is provided.

If information is sufficient, the official contact or designee will appoint the investigative authority (IA) to initiate an investigation. The IA consists of one or more investigators from the university. All persons serving in the process are to be impartial and free from bias or conflict of interest. Concerns about impartiality are addressed as necessary prior to the investigation. Investigators may also decline the assignment if they feel they cannot render an unbiased decision. Individuals conducting investigations and other decision makers, at a minimum, receive training annually which covers sexual assault, dating violence, domestic violence, and/or stalking, and how to conduct an investigation and hearing process that protects the safety of individuals involved and promotes accountability through prompt and equitable treatment.

The assigned IA provides the following to the complainant and alleged offender in writing.

- Receipt of the complaint stating the allegation
- Policy or policies alleged to have been violated and a copy of applicable university policies
- Date, time (if known), location, and nature of the alleged misconduct
- Identity (or pseudonym, if requested) of the complainant and alleged offender
- If the complainant has requested that a pseudonym be used in the institution’s paperwork, the alleged offender will be verbally notified of the complainant’s name
- Identity of and contact information for the IA
- Identity of the designated administrator8 (DA)
- Explanation of the prohibition against retaliation
- Instruction to the parties to preserve any potentially relevant evidence in any format
- Information about the university’s process for challenging the neutrality or bias of the IA, DA, or appellate authority (AA)

The IA will review the complaint, interview the complainant, the alleged offender, and witnesses, if applicable, and ascertain details and circumstances associated with the complaint. Individuals will have an equal opportunity to present relevant witnesses and other evidence to the IA. Investigations are intended to collect and provide an investigation report with detailed information in connection with a reported incident involving Texas A&M University students. The purpose of an investigation is three fold: to provide staff in the Offices of the Dean of Student Life sufficient information to determine if the incident warrants further university action; to collect information (not determine responsibility); and to determine departmental jurisdiction. The investigation report should include a statement of allegations, a list of witnesses interviewed, and relevant documents but should not include findings, decisions, or recommendations.

**Investigations** provide both the complainant and alleged offender 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 (any individual who provides the complainant or alleged offender support, guidance or advice) of their choice at their own cost. The choice or presence of an advisor is not limited for either the complainant or the alleged offender in any meeting or institutional disciplinary proceeding, however, restrictions regarding the extent to which the advisor will participate in the proceedings may be established and applied equally to both parties. All parties, including advisors, are informed of participation restrictions before a proceeding is conducted so that parties understand and respect the limitations. Each party’s advisor participation during the interview(s) will be limited to the role of an observer, may not actively participate, may not address an involved university official, or advocate on behalf of the student. The advisor may request a break from the interview to give advice. The advisor cannot be called as a

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8 The DA is the university official responsible for finalizing the investigation and determining actions to proceed subsequent to the investigation.
witness once they have assumed the role of advisor. Students who are charged in the same fact pattern, or who are not in good standing with the university are not eligible to serve as an advisor at conduct proceedings. The university has the right, at all times, to determine what constitutes appropriate behavior on the part of the advisor.

After the IA completes the investigation report, the OGC reviews and approves it for legal sufficiency in coordination with SECO. Staff in the Offices of the Dean of Student Life, as the DA, finalize the investigation report from OGC and make the determination to investigate further, complete the investigation and proceed with resolution procedures, or dismiss the complaint. In regards to resolution procedures, the DA determines whether or not informal procedures may be used and provides the complainant with an option to initiate informal resolution procedures, if appropriate, or formal resolution procedures (a Student Life Conduct Conference).

Informal procedures, facilitated by the appropriate university administrator, provide an alternative method of reaching a voluntary resolution. If the complainant requests informal resolution and both the alleged offender and the official contact or designee agree to attempt an informal resolution, the official contact or designee initiates and manages mediation between the parties. Timely and equal access to any information that will be used during informal procedures will be provided to the complainant, alleged offender, and appropriate officials. Examples of outcomes resulting from informal procedures include, but are not limited to, no contact orders, a commitment to refrain from similar behaviors in the future, etc. Informal procedures, including mediation, will not be used to resolve complaints involving sexual assault with the exception fondling where informal procedures may be permitted on a case by case basis. A complainant is not required to engage in informal procedures prior to requesting formal procedures. Either party may request the official contact pursue a formal investigation at any time.

If moving forward with formal proceedings, the alleged offender and the complainant are informed of the resulting allegations and information surrounding the allegations and a Student Life Conduct Conference is initiated to determine whether a violation of student rules occurred. The complainant and alleged offender are notified by the DA that the investigation report is complete and are given the right to review an un-redacted copy of the investigation report (without exhibits). If requested, access to exhibits, which may be redacted, may be provided.

The Student Life Conduct Conference is facilitated by the Student Conduct Office which is authorized by the Vice President for Student Affairs or designee to conduct the proceedings and establish a Student Conduct Panel. The student conduct process provides that:

- Timely and equal access to any information that will be used during conduct conferences will be provided to the complainant, alleged offender, and appropriate officials.
- During the student conduct process the alleged offender and complainant have timely notice of meetings at which the complainant or alleged offender, or both, may be present. However, the student conduct panel may accommodate concerns for personal safety, well-being, and/or fears of confrontation of the complainant, alleged offender, and/or other witnesses during the conference at the discretion of the Student Conduct Administrator. The complainant is not required to attend the Student Life Conduct Conference.
- Both the complainant and alleged offender have the right to be assisted by an advisor as described above at any meeting related to the conduct process and related appeal. Admission of any other person to the student conduct conference shall be at the discretion of the Student Conduct Administrator.
- Prior to the decision of responsibility, pertinent records, exhibits, student impact statements and other written statements and responses may be accepted from both parties as information for consideration by the Student Conduct Panel at the discretion of the Student Conduct Administrator.
A preponderance of evidence standard (the conduct more likely than not occurred) is used to reach conclusions regarding the allegations.

After the Student Life Conduct Conference, a result is reached/rendered by the Student Conduct Panel. Sanctions are determined by the Student Conduct Panel. One or any combination of the following sanctions may be imposed in response to a student conduct code violation related to dating violence, domestic violence, sexual assault, or stalking: expulsion, suspension, conduct probation for a definite or indefinite period, conduct review, restrictions, community or university service, educational requirements, reprimand, required counseling, no contact restriction, letter of enrollment block, loss of campus housing privilege, deferred loss of campus housing privilege, and campus housing probation.

Students found responsible for sex-based 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.

If a suspension is imposed, the student is eligible to apply for reenrollment after the suspension period has elapsed. Actual readmission 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.

Students found responsible for committing sex-based violence and/or non-consensual sexual penetration of another person 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.

The range of the sanctions that can be applied vary significantly. When the Student Conduct Administrator or Student Conduct Panel is determining the most appropriate sanction or combination of sanctions, an assessment is made on a case by case basis and the following factors may be considered.

- Nature of the violation (seriousness of the violation, harm caused, effects of the violation)
- Impact of the conduct on the complainant
- Impact of the conduct on the university community and the need to protect the safety of the university community
- Prior misconduct/previous disciplinary history of the alleged offender on record with student conduct (only used in the sanctioning phase, not in the finding of responsibility)
- Mitigating/aggravating circumstances surrounding the incident (mitigating means reasons the sanction should be lessened and aggravating means reasons the sanction should be more severe)
- Motivation for the behavior (why the student engaged in the behavior, evidence of malicious intent)
- Whether the alleged offender has accepted responsibility for the conduct, which may be considered as a factor that may lessen, not increase, the severity of the sanctions
- Necessity of any specific action in order to eliminate the prohibited conduct, prevent its recurrence, and remedy its effects on the complainant or other university community members

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9 System Regulation 08.01.01 Civil Rights Compliance specifies a standard used to determine the merits of the allegation(s) as the preponderance of the evidence, i.e. more likely than not. Student conduct proceedings use this standard and identify it as “preponderance of information.”

10 Predation is defined as an intent to engage in these acts prior to their occurrence demonstrating premeditation, planning or forethought, and 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 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.
• Developmental and educational impact for the individual and community (perception to the student and community, what the sanction can teach the student, how the sanction can help the student develop as a community member and individual)

• Expressed wishes of the complainant

The goal is to resolve complaints in a reasonably prompt timeframe of approximately 65 business days excluding any appeal period; however, extenuating circumstances requiring additional time may necessitate an extension with good cause. Extensions are granted by the Dean of Student Life or designee. Written notice of the delay and the reason for the delay is provided to the complainant and the alleged offender by the Dean of Student Life or designee.

Proceedings provide both parties with the right to be informed of the outcome of the investigation. Results are provided simultaneously and in writing by the Dean of Student Life or designee to both the complainant and alleged offender. Results are also provided to the IA. Procedures for the complainant and/or the alleged offender to appeal are provided with the documentation of results.

Appeals of the decision, the sanctions, or both may be made by the complainant and/or the alleged offender. Appeals must be filed within 5 business days from receipt of the notice of the decision and/or sanctions to be appealed. An appeal should be submitted in writing to the Chair of the University Disciplinary Appeals Panel (Chair) and is considered filed when the Chair receives it. If no appeal is filed within 5 business days, the decision and sanctions are final and both parties are notified that the results from the initial hearing are final.

The Chair promptly notifies both parties when an appeal is received. The Chair forwards the appeal to the appropriate AA, the University Disciplinary Appeals Panel. Cases may be deferred to the Dean of Student Life or alternative appeal body at the discretion of the Chair should there be no sanctions of suspension or expulsion, and no appeals seeking an increase in sanctions.

The AA decides the appeal, provides a rationale for the decision for each of the grounds appealed, and forwards the appellate decision to the complainant and alleged offender within 15 business days from the date of receipt of the appeal, unless circumstances require additional time and an extension is granted through the extension process described above. Appeal results, including changes occurring based on appeal and when such results become final, are provided to both the complainant and alleged offender simultaneously and in writing. Appeal results are also provided to the IA. The decision of the AA is final.

If the alleged offender is an employee or a third party
The complaint regarding prohibited conduct is initially reviewed by the official contact (Table 1 Official Contacts). The official contact will promptly notify the Title IX Coordinator or designee, SECO, and the OGC of the allegation of sexual assault, dating violence, domestic violence, or stalking.

The official contact is responsible for reviewing the allegations, confirming the nature and circumstances of

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11 Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the decision and the sanctions, i.e. how the institution weighted the evidence and information presented during the proceeding, how the evidence and information support the decision and sanctions, and how the institution’s standard of evidence was applied.

12 Results (decision and/or sanctions) can be appealed on the following bases, as applicable: (a) a procedural error or omission that significantly impacted the outcome; (b) new evidence, unknown or unavailable during the investigation that could have significantly impacted the outcome; or (c) the appropriateness or severity of the sanctions (for sanctions imposed on student alleged offenders only).
the allegations and requesting names of the parties with knowledge of the reported incident. A written statement of events may be requested at the time the complaint is filed. The official contact communicates resolution procedures (formal and informal options), explains the right of the complainant to decline to participate in an investigation or remain anonymous, and solicits the complainant’s preference for which procedures to use in resolving the matter. Complainants may request an informal resolution, a formal resolution, or no investigation of their allegations (see footnote 7). The official contact or designee is responsible for making a preliminary determination about whether to resolve the case informally or through a formal investigation of the allegations.

Informal procedures provide an alternative method of reaching a voluntary resolution. If the complainant requests informal resolution and both the alleged offender and the official contact or designee agree to attempt an informal resolution, the official contact or designee initiates the mediation process by referring the complaint to the Dean of Faculties (if the alleged offender is faculty) or to the Human Resources Director of Organizational Consulting and Resolution Management (if the alleged offender is a staff employee or third party). These groups manage mediation between the parties. Timely and equal access to any information that will be used during informal procedures will be provided to the complainant, alleged offender, and appropriate officials. Examples of outcomes resulting from informal procedures include, but are not limited to, no contact orders, a commitment to refrain from similar behaviors in the future, etc. Informal procedures, including mediation, will not be used to resolve complaints involving sexual assault with the exception fondling where informal procedures may be permitted on a case by case basis. Also, informal procedures will not be used for reports involving a complainant who is a student and an alleged offender who is in a position of authority over that complainant. A complainant is not required to engage in informal procedures prior to requesting formal procedures. Either party may request the official contact pursue a formal investigation at any time.

If the complainant requests formal resolution, the official contact performs a preliminary determination to establish whether or not there is sufficient information to proceed with the formal investigation. In consultation with the OGC, the official contact or designee’s preliminary determination includes, but is not limited to, the following: assessing whether or not the allegations (if true) constitute prohibited conduct, assessing the complainant’s request that an investigation not occur (which may be honored), and establishing whether or not the university has the ability to meaningfully investigate based on known or obtainable information. For example, the university’s response may be diminished in the following cases: the identity of one or more parties is unknown or not disclosed, the complainant wishes to withhold their identity, and/or the complainant declines to participate in an investigation. After the preliminary determination, the official contact or designee may proceed with a formal investigation, close the report for insufficient information, or refer the report for potential violation of other university policies, if applicable.

If information is sufficient, the official contact or designee will appoint the investigative authority (IA) to initiate a formal investigation. The IA consists of one or more investigators from the university (such as a member of the Academic Civil Rights Investigation Committee if related to a faculty investigation) or the Texas A&M System, or an experienced external third party. All persons serving in the process are to be impartial and free from bias or conflict of interest. Concerns about impartiality are addressed as necessary prior to the investigation. Investigators may also decline the assignment if they feel they cannot render an unbiased decision. Individuals conducting investigations and other decision makers, at a minimum, receive training annually which covers sexual assault, dating violence, domestic violence, and/or stalking, and how to conduct an investigation and hearing process that protects the safety of individuals involved and promotes accountability through prompt and equitable treatment.

The assigned IA provides the following to the complainant and alleged offender in writing.

- Receipt of the complaint stating the allegation
- Policy or policies alleged to have been violated and a copy of applicable university policies
- Date, time (if known), location, and nature of the alleged misconduct
- Identity (or pseudonym, if requested) of the complainant and alleged offender
• If the complainant has requested that a pseudonym be used in the institution’s paperwork, the alleged offender will be verbally notified of the complainant’s name
• Identity of and contact information for the IA
• Identity of the DA (see footnote 8)
• Explanation of the prohibition against retaliation
• Instruction to the parties to preserve any potentially relevant evidence in any format
• Information about the university’s process for challenging the neutrality or bias of the IA, DA, or AA

The IA also notifies the alleged offender’s supervisor, in writing, of the report involving the alleged offender (if employed by Texas A&M University). At any point in the investigation process, the employee alleged offender may be suspended with pay, reassigned, and/or placed in another type of temporary status pending completion of the investigation and final resolution of the allegations. This is not a disciplinary action.

During the investigation, both parties will have an equal opportunity to be heard, to submit information and corroborating evidence, to identify witnesses who may have relevant information, and to submit questions they believe should be directed by the IA to each other or to any witness. The IA reviews the complaint and collects information to determine what occurred. Their process includes separately interviewing the complainant, the alleged offender, and third-party witnesses (observed the acts in question or have information relevant to the incident), if applicable, gathering other relevant and available evidence and records, and consulting with experts when necessary. The investigation is conducted in a manner that includes timely notice of meetings at which the complainant or alleged offender, or both, may be present. Timely and equal access to any information that will be used during the investigation is provided to the complainant, the alleged offender, and appropriate officials.

*Investigations* provide both the complainant and alleged offender the same opportunities to have others present during any institutional proceeding or appeal, including the opportunity to be accompanied to any related meeting or proceeding by an advisor (any individual who provides the complainant or alleged offender support, guidance or advice) of their choice at their own cost. The choice or presence of an advisor is not limited for either the complainant or the alleged offender in any meeting or institutional disciplinary proceeding, however, restrictions regarding the extent to which the advisor may participate in the proceedings will be established and applied equally to both parties. All parties, including advisors, are informed of participation restrictions before a proceeding is conducted so that parties understand and respect the limitations. Each party’s advisor participation during the interview(s) will be limited to the role of an observer, although the advisor may request a break from the interview to give advice. The advisor cannot be called as a witness once they have assumed the role of advisor.

At the conclusion of the investigation, the IA prepares a draft investigation report summarizing the information gathered without conclusions. The complainant and alleged offender are notified that the draft investigation report is complete and are given the right to review the draft and provide a written response to the IA. Based on the responses, the IA determines if any new or relevant information has been provided by one or both parties necessitating additional investigative steps. If so, the IA proceeds with the additional steps and amends the investigation report as needed. The investigation report should include a statement of allegations, a list of witnesses interviewed, relevant documents, and may conclude that each allegation is substantiated, unsubstantiated, or there is insufficient information to substantiate. A *preponderance of evidence standard (the conduct more likely than not occurred)* is used to reach decisions regarding the allegations. The IA submits the investigation report, as amended, to OGC who, in coordination with SECO, conducts a legal review and returns it to the IA. The investigation report is then finalized by the IA.

After the investigation report is finalized, the IA forwards it to the DA, in accordance with Table 2, or designee who renders a final decision, including sanctions (if applicable).
<table>
<thead>
<tr>
<th>If the alleged offender is a:</th>
<th>Faculty Employee</th>
<th>Non-Faculty Employee or Third Party</th>
</tr>
</thead>
</table>
| Then the DA is:                               | Dean of Faculties, 108 YMCA Building College Station, TX 77843-1126 979-845-4274 dofinvestigations@tamu.edu | Chief Risk, Ethics, and Compliance Officer, Office of Risk, Ethics, and Compliance  
Jack K. Williams Administration Building 
Suite 302 
College Station, TX 77843 
979-458-8407 
OREC@tamu.edu  
Exception: The Texas A&M System Chancellor or designee is the DA for complaints against the Texas A&M President and for any employee who reports directly to the President. |
| Exception: The Texas A&M President or designee is the DA for complaints against the Dean of Faculties |                                                                                 |                                                                                                  |

The DA or designee reviews the un-redacted final investigation report, documentary evidence, and any other relevant information. The DA drafts a preliminary decision as to whether or not each allegation has been substantiated, unsubstantiated, or there is insufficient information to substantiate. The preliminary decision also includes sanctions for each substantiated allegation.

When an employee is found to have sexually harassed (see definition in footnote 1) another member of the university or agency community, the sanction will be termination of employment.

In response to a finding of prohibited conduct, third parties may have their relationships with the university terminated and/or their privileges of being on university premises withdrawn.

If the DA or designee has substantial doubts about the thoroughness, fairness, and/or impartiality of the investigation, the DA will return the report to the IA with further instructions. Otherwise, the DA will forward the preliminary decision to OGC who will coordinate with SECO to conduct a legal review of the preliminary decision. Once the DA receives OGC’s legal review, the DA finalizes the decision and renders sanctions.

The goal is to resolve complaints in a reasonably prompt timeframe of approximately 65 business days excluding any appeal period; however, extenuating circumstances requiring additional time may necessitate an extension with good cause. Examples include, but are not limited to, temporary unavailability of parties, information delays, holidays or periods when parties are unavailable, new allegations, new evidence, new witnesses that would require further investigation. Extensions must be justified in writing by the IA or DA (as appropriate), sent to the OREC, and reviewed and approved by the Chief Risk, Ethics, and Compliance Officer. The Title IX Coordinator or designee is also notified of extension requests when sent to the OREC. Written notice describing the delay and the reason for the delay is provided to the complainant and the alleged offender by OREC.

Proceedings provide both parties with the right to be informed of the outcome of the investigation. The results (see footnote 11) are provided simultaneously and in writing by the DA to both the complainant and the alleged offender. Procedures for the complainant and the alleged offender to appeal are provided with the documentation of results. Results are also provided to the IA and any other university personnel with a need to know. The complainant and alleged offender are notified simultaneously in writing of their right to review a copy of the finalized redacted investigation report and the exhibits after receiving admonishments as to privacy. The final investigation report is redacted in accordance with state and/or federal law before allowing complainant and alleged offender review.

Appeals (see footnote 12) of the DA’s decision on the merits may be made by the complainant and/or the
alleged offender. Appeals must be filed within 10 business days of the party’s receipt of the notice of the decision to be appealed. An appeal should be submitted in writing to OREC and is considered filed when OREC receives it. If no appeal is filed within the 10 business days of receipt of notice of the decision on the merits, OREC will provide simultaneous notice that no appeal was filed and that the decision of the DA is final.

OREC promptly notifies both parties when an appeal is received. OREC forwards the appeal and response(s), if any, to the appropriate AA, in accordance with Table 3.

<table>
<thead>
<tr>
<th>Table 3 – Appellate Authorities</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the alleged offender is a:</td>
</tr>
<tr>
<td>Then the AA is:</td>
</tr>
</tbody>
</table>

The AA, in consultation with OGC, will decide the appeal and provide a rationale for the decision for each of the grounds appealed. The AA will forward the appellate decision to the DA within 10 business days from the date of receipt of the appeal, unless circumstances require additional time and an extension is granted through the extension process described above. The decision of the AA is final.

Appeal results, including changes occurring based on appeal and when such results become final, are provided to both the complainant and the alleged offender simultaneously and in writing by the DA within 5 business days after receiving the appellate decision. Appeal results are also provided to the IA and any other university personnel with a need to know.

**For all investigations and disciplinary proceedings**

Any employee or student who knowingly and intentionally interferes with an investigation or disciplinary proceedings will be subject to disciplinary action up to and including dismissal or separation from the university. Throughout the process, individuals are provided information which defines retaliation, retaliation reporting procedures, and possible protective actions such as no contact restrictions. The university will take reasonable action to protect the complainant, the alleged offender, and those providing witness statements on behalf of either party or supporting either party in other ways from related retaliation. Actions may come prior to, during, or following an investigation of a complaint. Instances of related retaliation are prohibited, will be investigated, and may result in conduct charges or disciplinary actions.

The official contact will follow-up on situations in which violations are found to see if there have been any new incidents or retaliation and will respond promptly to address continuing or new problems.

**RELLIS 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 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.

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13 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.
stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, 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 prohibited conduct 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 crimes 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 interim 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 new student conferences (orientations) that includes the above educational material. The session is mandatory for incoming, undergraduate freshmen and transfer students.
- 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 offer sessions at various supplemental new student 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 Offices of the Dean of Student Life require a mandatory online training module (Haven) 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 Haven training at all campuses with the exception of Texas A&M University Qatar.
- The new student handbook, distributed to new undergraduate students upon check-in at new student conferences, contains information on sexual assault, dating violence, domestic violence, and stalking; awareness; rights; resources; and available options.
- Crime prevention and safety information, some specifically targeting sexual violence, date rape, and stalking, is distributed at new student conferences by UPD.
- New employees receive primary prevention information through a web-based Creating a Discrimination Free Workplace training mandated by The Texas A&M University System. 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 the former Consensual Language, Education, Awareness, and Relationships Office) 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. Health Promotion promotes prevention of power-based interpersonal violence at the university by offering 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 advocacy, education, prevention programs, support, and referral services for female and male students, faculty, and staff. The WRC develops presentations on a variety of topics related to sexual violence, partner violence, and stalking (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. Starting the Fall of 2016, SASS implemented 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 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/).

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 (SHARP). Related materials are 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 at http://tellsomebody.tamu.edu/resources/.

The Division of Human Resources and Organizational Effectiveness offers training for employees regarding
sexual harassment in the workplace that covers employee rights, responsibilities, and strategies for preventing sexual harassment, university policies and rules, and reporting and addressing complaints. Online courses are offered that provide guidance to identify and address behaviors of concern as a way of preventing violence in the workplace.

The Offices of the Dean of Student Life and Student Assistance Services maintain a webpage (http://studentlife.tamu.edu/sas.svp) which describes university resources, assistance, and reporting procedures for students impacted by sexual violence. The Title IX webpage, http://titleix.tamu.edu/, also references sexual harassment and violence resources available through the Offices of the Dean of Student Life and UPD and provides information for students, faculty, and staff who wish to report any form of sexual discrimination or harassment. Furthermore, 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 the OREC 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 by OREC and to employees by the Division of Human Resources and Organizational Effectiveness. These departments distribute an email annually (fall semester) that contains information covering how to report incidents, applicable policies, and other available options in addition to existing services and resources.

RELLIS 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
- 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

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.
• 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?

**RELLIS Retaliation Policy**
Texas A&M University prohibits retaliation. 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.

**RELLIS 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 alleged offender 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.

**RELLIS 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/](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 at College Station. 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
- 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 system. 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 Student Conduct Code**

According to the Texas A&M University Student Life Rules, 24. Student Conduct Code, attendance at a university is not compulsory. The voluntary attendance of a student at a university is a voluntary entrance into the academic community. By such voluntary entrance, the student voluntarily assumes obligations of performance and behavior reasonably imposed by the university. These obligations are generally much higher than those imposed on all citizens by the civil and criminal law. A university may discipline students to secure compliance with these higher obligations as a teaching method or to sever the student from the academic community. Definitions in the Student Conduct Code are used only for the purposes of the Student Conduct Code. The Vice President for Student Affairs or designee reserves the right to interpret and enforce this Code of Conduct.

According to the Texas A&M University Student Life Rules, 24. Student Conduct Code 24.1.6 the term consent, solely for the purposes of the sexual misconduct rule, means clear, voluntary, and positive verbal or non-verbal communication that all participants have agreed to the sexual activity. Consent must occur prior to or at the same times as the sexual activity. Consent must remain clear, voluntary, and positive throughout the sexual activity. Consent must be given for the current sexual contact. The existence of a prior relationship or prior sexual activity does not automatically ensure consent for current or future sexual contact. There must be consent for each specific type of sexual contact throughout the sexual activity. According to Texas A&M University Student Life Rules, 24. Student Conduct Code 24.1.11, incapacitation means the physical and/or mental inability to make informed, rational judgements. States of incapacitation include, but are not limited to, sleep, unconsciousness, and brownouts and blackouts (where an individual is awake but is not forming memories). Where alcohol or other drugs are involved, incapacitation is defined with respect to how the substance consumed impacts a person’s decision-making capacity, awareness of consequences, and ability to make fully informed judgments. According to Texas A&M University Student Life Rules, 24. Student Conduct Code 24.4.20.1 in regards to sexual abuse, an individual who is mentally incapacitated, unconscious, or unaware that the sexual abuse is occurring is considered unable to give consent. The type of force employed may involve physical force, coercion, intentional impairment of an individual’s ability to appraise the situation through the administering of any substance, or threat of harm to the victim.
TAMUS 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 systemwide 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 to 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 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.

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 the person:
   (1) 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) 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 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 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; or
(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;
   (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:
   (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.

(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):
   (1) 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 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.

(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.

**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:

1. is committed against a victim:
   
   A) with whom the actor has or has had a dating relationship; or
   
   B) because of the victim'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 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), and (G), 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](http://www.statutes.texas.gov/Laws/Code/View/42/42.072) 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](http://www.statutes.texas.gov/Laws/Code/View/42/42.07) (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, photonic, or photo-optical system. The term includes:
(A) a communication initiated by electronic mail, instant message, network call, 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.
CHAPTER 3
ANNUAL FIRE SAFETY REPORT ON STUDENT HOUSING
2019 CAMPUS FIRE SAFETY RIGHT-TO-KNOW

This guide is published annually in compliance with section 485(i) of the Higher Education Opportunity Act, otherwise known as the Campus Fire Safety Right-to-Know Act. All currently registered students as well as employees are directly mailed (via U.S. Postal Service, interoffice campus mail, or email) a notice by October 1 of each year that includes a statement of the report’s availability, the exact electronic address at which the report is posted, a brief description of the report’s contents, and a statement that the institution will provide a paper copy of the report upon request to the Risk Management and Compliance Department.

An electronic version of the report is available at:

https://www.tarleton.edu/site/documents/cleryact.pdf.

Tarleton State University
Risk Management and Compliance Department
Box T-0830
Stephenville, TX 76402
Phone: 254-968-9415
Email: Kent Styron
wkstyron@tarleton.edu
EMERGENCY AND OTHER IMPORTANT INFORMATION

**Reporting Fire Emergencies:**
All campus phones - Police/Fire/Medical - 911

Off campus or cellular phones – 911

**Fire Log Information/Location**
The University Police Department (UPD), located at the intersection of N. Harbin Dr. and W. Frey St. at 895 N. Harbin Dr., Stephenville, Texas, 76402 maintains a fire log that records any fire that occurred in an on-campus student housing facility. This log includes the nature, date, time, and general location of the fire.

The Fire Log is available for review during normal business hours, Monday through Friday, 8:00 a.m. – 5:00 p.m. at the UPD.

**Required Reporting to State Fire Marshal**
There are additional reporting requirements for the university to the Texas State Fire Marshal. These reports are made by the Department of Risk Management and Compliance (RMC) upon occurrence of a non-intentional fire within campus property.

**Classification of Arsons**
The Clery Act requires institutions to disclose all arsons that occur in their Clery Act geography. This includes seemingly minor fires such as burning wastebaskets or bulletin boards, regardless of whether they are discovered while burning or after being extinguished.

All of the evidence for any fire not known to be accidental (such as a cooking fire) must be considered by the institutional official designated to make such determinations. Tarleton has chosen to designate the Emergency Management Coordinator or designee as this individual.
Fire Safety Definitions
(Source: United States Department of Education)

**Arson**: Arson is 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.

**Cause of fire**: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

**Fire**: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire drill**: A supervised practice of a mandatory evacuation of a building for a fire.

**Fire-related injury**: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.

**Fire-related death**: Any instance in which a person—

1. Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or
2. Dies within one year of injuries sustained as a result of the fire.

**Fire safety system**: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

**Value of property damage**: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

**“On Campus”**: is defined as 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).

**“Dorms/Residential Facilities”** for students, located on campus, are considered to be a subset of the “On Campus” category.

**“Non-Campus”** is defined as 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.

**“Public Property”** is defined as 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 Information

On-Campus Student Housing Facilities - Fire Safety Systems
All residence halls are located on Tarleton’s Stephenville Campus. Each Tarleton residence hall (excluding Bosque Crossing and University Village) and apartment is protected minimally by a fire alarm system that reports to the university Control Center. The Control Center staff monitors the fire protection equipment 24 hours a day, seven days a week. Below is a summary of fire protection features provided in each on-campus residential facility:

<table>
<thead>
<tr>
<th>Facility</th>
<th>Fire Alarm Monitoring Done on Site (by Control Center)</th>
<th>Full Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans and Placards</th>
<th>Number of Evacuation / Fire Drills Each Year</th>
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<tbody>
<tr>
<td>Hunewell Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<td>X</td>
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<td>NS</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>N/A</td>
</tr>
<tr>
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<td>X</td>
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<td>X</td>
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<td>X</td>
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<td>2</td>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
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<tr>
<td>*** Lone Star Apartments</td>
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<td>NS</td>
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<td>2</td>
</tr>
<tr>
<td>**** University Village</td>
<td>NS</td>
<td>NS</td>
<td>X</td>
<td>NS</td>
<td>X</td>
<td>2</td>
</tr>
</tbody>
</table>

N/A = Not Applicable  
NS = No System  
X = Safety System in Place

* Residence Hall was taken off-line in 2018 following the completion of the new residence hall construction projects  
** Residence Hall was taken off-line prior to the 2018 calendar year.  
*** Residence Hall was demolished during the Spring 2018 semester.  
**** Residence Hall was demolished during the Spring 2019 semester.

RELLIS On-campus Student Housing Facilities (Residential Facilities): NONE
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.

Fire Safety Education and Training
Basic fire safety instruction is provided to students during residence hall meetings at the beginning of each fall and spring semester. Residence hall staff members receive additional intensive and comprehensive fire safety training each fall. Fire Extinguisher training is offered to faculty, staff and student organizations upon request. Additionally, “Have an Exit Strategy” brochures supplied by the State Fire Marshal’s Office are provided to each...
incoming freshman and transfer student attending orientation in the summer to provide an increased awareness prior to moving into their residential facilities.

**Building Emergency Management Program**
The Building Emergency Management Coordinator program has been established to bridge the gap between the onset of an emergency and the arrival of professional responders. Currently, there are 40 individual coordinators scattered throughout the academic buildings on campus. These individuals have received basic training aimed at providing initial mitigating actions at various emergency situations such as: fire response, medical emergencies, and severe weather sheltering to name a few. The program will move to the administrative and residential complexes next. The program is managed by the Risk Management Compliance Department’s Office of Emergency Management.

**Public Access Defibrillator Program**
Tarleton has 38 automated external defibrillators (AEDs) located throughout campus buildings. Defibrillators are designed to provide a lifesaving electrical shock to victims needing cardiac defibrillation, and can be operated without any training or previous experience. AED and cardiopulmonary resuscitation (CPR) training opportunities are available through the Risk Management and Compliance Department by attending a scheduled class or upon request. Several UPD vehicles also carry the devices in order to provide a timely response. The Risk Management and Compliance Department inspects and maintains each unit.

https://map.tarleton.edu

**Lightning Prediction System**
Thor Guard is a lightning prediction system designed to provide a timely notification to athletic and intramural participants, maintenance staff and others. When conditions for a lightning strike exist, the system emits a 15-second blast from sirens, a strobe light is activated, and an alarm is provided to Tarleton’s Control Center. The Control Center operator will provide additional notification to the UPD, Facilities Services, Athletics and other appropriate areas.

**Fire Drills**
Every student room has an emergency evacuation map installed on the inside of the front door of the room/suite to direct occupants to primary and secondary exits. Fire exit drills are conducted each fall and spring semester.

**Student Housing Reporting and Evacuation Procedures**
When a fire alarm sounds, a resident should:
- Check immediate area for any obvious indications of a fire or other cause for the alarm.
- Use common sense and do not panic.
- Knock on the doors of the rooms to the right and left when exiting the building.
- Begin an immediate and orderly evacuation through the closest stairwell and building exit doors. A resident should exit the building and wait for instructions or permission to reenter the building while standing at least thirty (30) feet away from the building.
- Never use an elevator.
- Take room keys.

No one is allowed to re-enter the building until designated university officials (i.e. UPD Officers and RMC staff) have authorized re-entry. (Note: Fire Department officials may declare the building to be safe; however, they cannot give permission to re-enter the building.)
Fire Safety Protocols

To minimize the potential of fires, Tarleton prohibits unauthorized open burning and the use of combustible decorations at all times within the residential facilities. Examples of open burning include, but not limited to: candles, incense, bonfires, campfires, barbecue grills, and their related accessories such as gasoline, propane, lighter fluid, charcoal, and pyrotechnics. All decorations and ornaments must consist of fire-resistant or non-combustible material. Decorations should not be attached to any fire protection equipment such as hose cabinets, smoke detectors, fire sprinkler heads or associated piping, fire alarm pull boxes, on or near exits or emergency lights, or exit signs. Decorative lights including holiday lights, as well as floodlights, extension cords, or electrically operated ornaments must be U.L. rated and approved for use.

Prohibited Items and Activities in a Residence Hall:

- Portable space heaters, barbeque grills, hibachis, smokers (gas, electric, charcoal), and related accessories including lighter fluids and lighters, and other similar type products (for cooking/warming purposes); candles, incense sticks, and related accessories; hot plates, slow cookers, deep fryers, electric skillets, electric woks, griddles, toaster ovens, rice cookers, convection ovens, fireworks, firecrackers, rockets, flares, sparklers, and other devices, or non-fire retardant artificial trees.

- Electrical appliances which are not in excellent working condition are not permitted in the residence halls. The Residential Life (RL) staff reserves the right to inspect all electrical items at any time to determine the safety of each appliance or item. Attached electrical cords must be free of all flaws and must be U.L. rated and approved for use. It is the student’s responsibility to ensure that all permissible electrical items are in safe and operable condition. All electrical cords must be disconnected (unplugged) during school breaks and/or when university housing is officially closed.

- Any of these appliances found during routine inspections must be removed immediately. Any second incidents will result in administrative and/or disciplinary action. Students should be aware items not included in the above list may also be prohibited. Students should check with their residential coordinator BEFORE bringing an unlisted item into university housing. The electrical systems in university residential facilities have definite limitations. Overloading these systems can present fire and safety hazards.

- Heavy-duty, single-outlet surge protectors no more than six (6) feet long are permissible; however, other types of extension cords (light duty; gang outlets, etc.) are not allowed. Any resident found to be exceeding the electrical capacity of their room/apartment will have restrictions placed on their use of the electrical system.

- Firearms and ammunition, since those obtaining a concealed carry license generally must be 21, the great majority of Tarleton residential students will not be able to conceal carry. The university has established a policy for safe storage of handguns in residential facilities. Please see the below section “Possession and Storage of Handguns in On-Campus Housing Facilities” for more information.

- Knives, arrows, bows, paintball guns, air soft guns, sling shots, spear guns, or any other weapon(s) and ammunition are not allowed in university housing or anywhere else on university property; however, small pocket knives and table knives are allowed. Possession of such items is considered to be a serious infraction. Students who fail to uphold this standard are subject to administrative and/or disciplinary action which will include removal from university housing as well as referral to UPD for possible criminal prosecution.

- The possession and/or detonation of any explosive device, including all forms of fireworks, are strictly prohibited. Possession/use of such items is considered to be a serious infraction of the Student Code of Conduct and state law. Students who fail to uphold this code are subject to disciplinary action which may include removal from university housing as well as a referral to UPD for possible criminal prosecution.
The lighting and burning of candles, incense, potpourri, cigarettes, electronic cigarettes or anything requiring an open flame is prohibited in any residential facility.

**Administrative and/or Disciplinary Response for Violations**

- Residents are expected to comply with these guidelines. Those who fail to do so will be subject to action by Residential Life (RL). This may include but is not limited to confiscation of unauthorized property, official administrative and/or disciplinary action, and/or referral to UPD.

- Any individual who fails to evacuate a building after a fire alarm has sounded may be subject to appropriate administrative and/or disciplinary action.

- Any individual who misuses or tampers with fire protection equipment (smoke detectors, pull stations, fire alarms, fire extinguishers or automatic door closers) may be subject to university administrative and/or disciplinary action in addition to being assessed a monetary charge for the cost of repair or replacement of misused or damaged equipment, cleaning of the facility, and damage to other property. In addition, tampering with fire protection equipment is a felony offense under state law and may be prosecuted as such.

- Any fires that were quickly extinguished or any evidence of recent fires must be reported immediately to a RL staff member, the university Control Center at 254-968-9265 or the UPD 254-918-1200 through the Stephenville Police dispatch. The University will document the incident as required and perform a follow-up investigation if necessary.

- Additional campus fire safety information can be found in the Fire Life Safety Manual at: [https://www.tarleton.edu/safety/documents/chpt8FireandLifeSafety1109.pdf](https://www.tarleton.edu/safety/documents/chpt8FireandLifeSafety1109.pdf)

**Possession and Storage of Handguns in On-Campus Housing Facilities**

Tarleton State University policy prohibits students under the age of 21 to possess a handgun in on-campus student housing. Only licensed individuals 21 and over, with the exception of members or veterans of the armed forces, are permitted to carry a legally approved handgun on campus and in a residential facility. Any resident who is licensed to carry a handgun and chooses to bring the handgun into their residence hall room/apartment must store his/her handgun and ammunition in a combination or electronic locking steel safe when the handgun is not on or about their person.

Any resident of campus housing, who is a handgun license holder and wants to store a handgun in his/her room, must provide and properly install their own steel safe in accordance with the manufacturer’s recommendations.

- The safe shall be designed and manufactured for the storage of a handgun.
- No safe may be permanently affixed to the housing facility.
- An additional locking cabinet will be provided at the resident’s request for containing a reasonable sized safe.
- The university will not provide a primary storage device.
- The resident may not provide access to their safe to any other individual. This includes restricting room access as necessary.
- Residents are responsible for the actions of their guests, including family and friends.
- Tarleton considers any violation of state law regulating firearms to be a violation of university rules. Accordingly, such a violation is subject to disciplinary action through the university’s student judicial process, which may include removal from campus housing.

Additionally, the handgun license holder must comply with Texas statutory law and Tarleton Rule 34.06.02.T1, Carrying Concealed Handguns on Campus at all times.
Fire Drill and Evacuation Procedures

Emergency evacuation drills are conducted each fall and spring semester. RLL staff members use the drills to both educate and remind the residents of the proper evacuation procedure and to survey the facility for any non-functional devices.

Fire Safety Inspection Program

Tarleton conducts several levels of fire and life safety inspections in all of the residence hall and apartment facilities.

Periodic Inspections
A representative from the Department of Risk Management and Compliance inspects each building to identify potential deficiencies with emergency lighting, exit signs, corridor obstructions, electrical issues, etc. Depending on the deficiency identified, either the Residential Life (RL) Maintenance Department or the Facilities Maintenance Department will respond and correct the concern in a timely manner.

Pre-Occupancy Inspections
Prior to occupancy of residence halls each fall, spring, and summer semester, a more in-depth inspection is conducted. These inspections include all common areas, mechanical, electrical, and custodial areas within each building as well as exit paths outside of the facilities.

Post-Occupancy Inspections
After each spring semester unoccupied rooms are inspected by the RL staff to ensure any fire and life safety deficiencies are noted and corrected in a timely manner.

Random Room Inspections
A representative from the Office of Risk Management and Compliance performs random inspections of occupied rooms to evaluate the level of compliance to recognized Fire Code and Residential Guide to Community Living. The intent of these inspections is to increase the level of safety and safety awareness for all occupants of the residence halls. Advance notification of all inspections will be provided to hall staff. These inspections include the review of the following items:

- Electrical: Use of extension cords, outlet cover plates missing or damaged, electrical wiring frayed, damaged or crimped, multi adapter without breaker in use, prohibited/unapproved appliances.
- Fire Alarm Equipment: smoke detector obstructed (min. 24” clearance), smoke detector damaged.
- Fire Sprinkler Equipment: storage within 18” of sprinkler head or other obstruction.
- Bunk Beds: being less than 30” from the ceiling, being of poor construction and/or being placed in an unsafe/unapproved location.
- Ignition Sources/Combustible Products: candles/incense being present in the room, flammable liquids in the room, combustible materials near electrical source, and excessive fire load in the room.
- Emergency Planning: absence of the evacuation plan on the back of the room door, window/door obstructed.
- Miscellaneous: poor housekeeping, floor/wall/ceiling penetrations, and the door closure missing/damaged.
Future Improvement Plans

<table>
<thead>
<tr>
<th>DATE</th>
<th>BUILDING</th>
<th>SYSTEM TYPE</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>2019-2020</td>
<td></td>
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<td>No proposed updates are scheduled at this time.</td>
</tr>
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Smoking and Tobacco Use

Tarleton-owned and -leased housing (apartments, residence halls), and all indoor air space of university owned athletic facilities and outdoor public seating areas in athletic arenas will be smoke-free. Eating areas (dining halls, cafeterias, food courts, snack bars) will be smoke-free and tobacco-free. Where, possible, the building exterior within fifty (50) feet of all entrances to buildings, and vehicles, owned or leased under the administrative purview of Tarleton’s president, will be entirely smoke-free and tobacco-free. This will apply to all indoor air space including foyers, entryways and classrooms, individual faculty and administrative offices, and sidewalks, parking lots, walkways, and attached parking structures located immediately adjacent to such buildings and structures. **Note: Tobacco** means all forms of tobacco products including but not limited to cigarettes, cigars, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff and chewing tobacco. This term includes any device that could be used to facilitate the smoking of a tobacco product. Tarleton Rule 34.05.99.T1 Smoking and Tobacco Use can be viewed at the following link:

[https://www.tarleton.edu/policy/documents/34_05_99_T1.pdf](https://www.tarleton.edu/policy/documents/34_05_99_T1.pdf)

Texas Senate Bill 21, 2019-2020, 86 Legislature

Texas recently pass a new law relating to the distribution, possession, purchase, consumption, and receipt of cigarettes, e-cigarettes, and tobacco products. Within this law, the State of Texas raised the legal age to purchase, possess, and the use of all tobacco products to the age of 21. This document can be viewed at the following link:


Fire Report Contact Information

Per federal law, Tarleton is required to annually disclose statistical data on all fires that occur in an on-campus student housing facility. Listed below are the non-emergency numbers to call to report fires that have already been extinguished in on-campus student housing. These are fires for which students are unsure whether the UPD may already be aware. If evidence is found of such a fire or if a student hears about such a fire, students should contact one of the following:

University Control Center
254-968-9265

Department of Risk Management and Compliance
Box T-0830
Stephenville, Texas 76402
Phone: 254-968-9415
Fax: 254-968-9658
Email: wkstyr@tarleton.edu
APPENDIX A

CRIME STATISTICS
<table>
<thead>
<tr>
<th>Offense (Reported by Hierarchy)</th>
<th>Year</th>
<th>On Campus</th>
<th>Non-Campus *</th>
<th>Public Property</th>
<th>Total</th>
<th>Residential Facilities **</th>
<th>Unfounded Crimes</th>
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* Non-Campus locations include portions of:
McLennan Community College - 1400 College Drive, Waco, TX 76708
Tarrant County College, Trinity River Campus – 300 Trinity Ft Worth, TX 76102
Tarleton State University Langdon Center - 308 East Pearl St, Granbury, TX 76048
Navarro College Midlothian Higher Education Center - Building #2, Room 115, 899 Mount Zion Rd., Midlothian, TX 76065
Honeywell Ranch – 5090 CR 182, Stephenville, TX 76402
Timberlake Ranch – 880 CR 427 Goldthwaite, TX 76844
Lake Air Montessori PDS – 4601 Cobbs Drive, Waco, TX 76710
Cedar Ridge Elementary PDS – 2115 Meridian Avenue, Waco, TX 76708
Kendrick Elementary PDS – 1801 Kendrick Lane, Waco, TX 76711

* Non-Campus also includes locations where students were housed during extended stay trips.

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

NOTE: These statistics capture reports of allegations of the types listed above (including anonymous reports) that have been collated by the Tarleton Police Department for this report. These statistics do not represent findings of any university police or judicial process. Reports are counted in the year in which they are reported, not the year in which they allegedly occurred.
## TARLETON STATE UNIVERSITY
### STEPHENVILLE

### Offense (Reported by Hierarchy)

<table>
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<tr>
<th>Year</th>
<th>On Campus</th>
<th>Non-Campus *</th>
<th>Public Property</th>
<th>Total</th>
<th>Residential Facilities **</th>
<th>Unfounded Crimes</th>
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### Liquor Law Arrests

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<th>Unfounded Crimes</th>
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### Weapons Law Arrests

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### Liquor Law Violations Referred for Disciplinary Action

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<th>Public Property</th>
<th>Total</th>
<th>Residential Facilities **</th>
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### Weapons Law Violations Referred for Disciplinary Action

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### Domestic Violence

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### Dating Violence

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### Stalking

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### Offense (Crimes Not Reported by Hierarchy)

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### Domestic Violence

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### Dating Violence

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### Stalking

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* Non-Campus locations include portions of McLennan Community College, Tarrant County College, Tarleton State University Langdon Center, Navarro College Midlothian Higher Education Center, Honeywell Ranch, Timberlake Ranch, Lake Air Montessori PDS, Cedar Ridge Elementary PDS, and Kendrick Elementary PDS

* Non-Campus also includes locations where students were housed during extended stay trips.

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

**HATE CRIMES:**

No hate crimes were reported in 2016
No hate crimes were reported in 2017
No hate crimes were reported in 2018
<table>
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<tr>
<th>Offense (Reported by Hierarchy)</th>
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* Campus locations include the Agricultural Center and the Dairy Center. These locations are now considered as a separated campus, with their own crime statistic charts, due to new guidance from the 2016 edition of the DOE Clery Handbook.

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Note: These statistics capture reports of allegations of the types listed above (including anonymous reports) that have been collated by the Tarleton Police Department for this report. These statistics do not represent findings of any university police or judicial process. Reports are counted in the year in which they are reported, not the year in which they allegedly occurred.
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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.

HATE CRIMES:
No hate crimes were reported in 2016
No hate crimes were reported in 2017
No hate crimes were reported in 2018
### TARLETON STATE UNIVERSITY

#### TERRELL SCHOOL OF CLINICAL LABORATORY SCIENCES – FORT WORTH

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* There are no Non-Campus facilities for this location

** There are no residential facilities for this location.

Note: These statistics capture reports of allegations of the types listed above (including anonymous reports) that have been collated by the Tarleton Police Department for this report. These statistics do not represent findings of any university police or judicial process. Reports are counted in the year in which they are reported, not the year in which they allegedly occurred.
### TARLETON STATE UNIVERSITY
TERRELL SCHOOL OF CLINICAL LABORATORY SCIENCES – FORT WORTH

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* There are no Non-Campus facilities for this location

** There are no residential facilities for this location.

### HATE CRIMES:
No hate crimes were reported in 2016
No hate crimes were reported in 2017
No hate crimes were reported in 2018
<table>
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<th>Unfounded Crimes</th>
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</table>

* There are no Non-Campus facilities for this location

** There are no residential facilities for this location.

Note: These statistics capture reports of allegations of the types listed above (including anonymous reports) that have been collated by the Tarleton Police Department for this report. These statistics do not represent findings of any university police or judicial process. Reports are counted in the year in which they are reported, not the year in which they allegedly occurred.
### Offense (Reported by Hierarchy)

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<th>Public Property</th>
<th>Total</th>
<th>Residential Facilities **</th>
<th>Unfounded Crimes</th>
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</table>

* There are no Non-Campus facilities for this location
** There are no residential facilities for this location.

### Hate Crimes:

No hate crimes were reported in 2016
No hate crimes were reported in 2017
No hate crimes were reported in 2018
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<th>Public Property</th>
<th>Total</th>
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</table>

* There are no Non-Campus facilities for this location

** There are no residential facilities for this location.

*** Tarleton began using this facility, jointly with several other Texas A&M System Universities, in Fall 2018
### TARLETON STATE UNIVERSITY
**RELLIS ***

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<th>Year</th>
<th>On Campus</th>
<th>Non-Campus *</th>
<th>Public Property</th>
<th>Total</th>
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</table>

* There are no Non-Campus facilities for this location

** There are no residential facilities for this location.

*** Tarleton began using this facility, jointly with several other Texas A&M System Universities, in Fall 2018

### TARLETON STATE UNIVERSITY
**RELLIS ***

<table>
<thead>
<tr>
<th>Offense ( Crimes Not Reported by Hierarchy)</th>
<th>Year</th>
<th>On Campus</th>
<th>Non-Campus *</th>
<th>Public Property</th>
<th>Total</th>
<th>Residential Facilities **</th>
<th>Unfounded Crimes</th>
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</tbody>
</table>

* There are no Non-Campus facilities for this location

** There are no residential facilities for this location.

*** Tarleton began using this facility, jointly with several other Texas A&M System Universities, in Fall 2018

**HATE CRIMES:**
No hate crimes were reported in 2016
No hate crimes were reported in 2017
No hate crimes were reported in 2018

119
APPENDIX B
FIRE STATISTICS
<table>
<thead>
<tr>
<th>Facility Name/Address</th>
<th>Fires in Each Building</th>
<th>Fire Number</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Injuries Requiring Treatment at Medical Facility</th>
<th>Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
<th>Case Number</th>
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<tbody>
<tr>
<td>Bender Hall 101 N. Lillian Street</td>
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<td>1</td>
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*Residence Halls located on Stephenville Main Campus and Agricultural Center Campus only.
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<th>Facility Name/Address *</th>
<th>Fires in Each Building</th>
<th>Fire Number</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Injuries Requiring Treatment at Medical Facility</th>
<th>Deaths Related to a Fire</th>
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</table>

*Residence Halls located on Stephenville Main Campus and Agricultural Center Campus only.

Cumulative Totals 3 3 0 0 0
## FIRE STATISTICS
### CALENDAR YEAR 2018

<table>
<thead>
<tr>
<th>Facility Name/Address *</th>
<th>Fires in Each Building</th>
<th>Fire Number</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Injuries Requiring Treatment at Medical Facility</th>
<th>Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
<th>Case Number</th>
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</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

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