

# TEXAS A&M UNIVERSITY RELLIS CAMPUS

## 2019 Annual Security Report

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

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This Annual Security Report is available on the Texas A&M University Office of Risk, Ethics, and Compliance website at:

<http://urc.tamu.edu/media/1492354/RELLISAnnualSecurityReport.pdf>.

Email [vpfa-urc-compliance-officer@exchange.tamu.edu](mailto:vpfa-urc-compliance-officer@exchange.tamu.edu) for assistance if any link does not function.

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## Texas A&M University RELLIS Campus

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

Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist the campus community in making decisions which affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually. 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 the Act. The Act was also renamed the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (hereafter the Clery Act).

The Texas A&M University Police Department (UPD) and Office of Risk, Ethics, and Compliance (OREC) are responsible for preparing and distributing the Annual Security Report to comply with the Clery Act. The Annual Security Report is published every year by October 1st and contains three years of selected campus crime statistics and certain campus security policy statements for the 2019 – 2020 academic year in accordance with the Clery Act. The 2019 Annual Security Reports contains crime statistics for calendar years 2018, 2017, and 2016.

The Clery Handbook for Campus Safety and Security Reporting (Handbook) was updated in 2016. Under the updated Handbook, the Texas A&M University RELIS Campus (RELLIS) meets Clery criteria as a research center and as a separate campus which requires a separate Clery Annual Security Report. The 2019 RELIS Campus Annual Security Report includes 2018, 2017, and 2016 crime statistics. Prior to the updated Handbook, RELIS was included as a non-campus location in the Texas A&M University College Station Annual Security Report.

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). RELIS was renamed in 2016 to represent the Aggie core values of respect, excellence, leadership, loyalty, integrity, and selfless services. Facilities at RELIS 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 RELIS 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; federal, state, and local governments; and private industry. Additional paths toward college degrees have also been established at RELIS. Post-secondary degree education and training are being offered with programs through Blinn College and multiple universities

under the TAMUS. The educational program at RELIS is comprehensively called the RELIS Academic Alliance and includes plans for further facility expansion.

Policy statements in this Annual Security Report are relevant to Texas A&M University students, faculty, and staff located at RELIS and reflect the same policies, practices, and services that are applicable to Texas A&M University unless otherwise stated. RELIS Academic Alliance students and employees are not enrolled in or employed by Texas A&M University, therefore, may have differing policies, practices, and services provided by other entities that are not required to be disclosed in this Annual Security Report.

Personnel at RELIS, UPD, TAMUS, and OREC compose the Annual Security Report and statistical information with input from various sources such as local law enforcement agencies, Student Affairs, and other campus personnel.

## **Annual Security Report Notifications**

An e-mail notification which provides website access to this report is sent to all current students, faculty, and staff. Upon request, individuals may obtain a written paper copy of the report at the Academic Complex, Phase 1 Building, Room 106F located at 1425 Bryan Ave., Bryan, TX, by calling 979-317-3402, or emailing [ivance@tamus.edu](mailto:ivance@tamus.edu). The report is found at the following website: <http://urc.tamu.edu/media/1492354/RELISAnnualSecurityReport.pdf>.

Prospective employees are notified of the availability of the Annual Security Report through an email distributed when applying for a position. Website access to the Annual Security Report is provided by the Division of Human Resources and Organizational Effectiveness through a link called “Safety and Security Notices” located on the right menu bar of the Texas A&M Job Path website (<https://jobpath.tamu.edu>) and through a link under the “Safety and Security Notices” heading on the Required Employee Notices & Important Reminders webpage (<http://employees.tamu.edu/employees/required-notices/>).

Prospective students are notified of the availability of the Annual Security Report through an email distributed when applying for admission. Website access to the Annual Security Report is provided by the Office of Admissions through a link titled “Campus Safety” located at the bottom of the Admissions webpage (<http://admissions.tamu.edu/>).

## **Campus Law Enforcement Policies**

### **Police Department Overview**

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

The UPD has 172 authorized positions that includes 81 state certified Police Officers, 61 Security Officers, 13 Communications Officers, and 17 administrative support personnel. The department maintains a fully staffed Criminal Investigations Division, a Community Services Division, a Recruiting Unit, a Training Division, Records Division, Communications Division, Evidence Technician, an Emergency Communications Center, and a Victim Advocate. Patrol is the core of UPD. These officers are the ones to answer calls for service, respond to alarms and enforce state criminal and traffic laws. The department also has police officers responsible for specialized assignments including Criminal Investigations, Crime Prevention, Bomb Detecting K9, and Bicycle Patrol.

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

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

### **Jurisdiction**

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

### **Arrest Authority**

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

### **Enforcement Authority**

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

### **Working Relationships and Agreements**

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

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

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

### **Monitoring Non-Campus Locations**

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

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

### **Professional Standards**

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

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

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

### **Campus Law Enforcement Telephone Directory**

Area Code – 979 (for all numbers listed below), Website: <http://upd.tamu.edu>

Emergencies-from on campus phones/Police/Fire/Medical	911 or 9-911	Non-Emergencies/General Assistance	845-2345
TAMU Chief of Police	845-8052	Community Services Division	845-0070
Uniform Patrol Division	845-2345	Records Division	845-2347

Criminal Investigations Division	845-8063	Recruiting Division	862-8125
Uniform Security Division	862-3375	Public Information	845-0070
Field Operations Division	845-6633	Training Division	845-8055
Special Events Operations	845-8900	Victim Services	458-9767
Blinn Police at REllis	209-7600	UPD Police at REllis	845-2345

## Reporting Crimes

### Incident Reporting and Response

Any on-campus emergency at REllis should be reported immediately to UPD or BCPD by dialing 911 or 9-911 from a campus phone, 911 from a cellular phone, or in person. When using a campus phone (landline) dial either 911 or 9-911 to reach an emergency operator. For non-emergencies contact UPD at 5-2345 from a campus phone or call 979-845-2345 from an off campus phone, campus payphone, or cell phone. Upon receipt of the call, the UPD Communications Center personnel can supply information or dispatch officers as necessary. UPD officers located at REllis can be contacted at 979-845-2345. Electronic crime reports can be filed with UPD by emailing [upd@tamu.edu](mailto:upd@tamu.edu). The Blinn police officer located at the REllis Blinn Academic Building can also be contacted at 979-209-7600 or at 911 for emergencies occurring at or near the REllis campus.

UPD calls for service are received in the UPD Communications Center where the information is entered into a Computer Aided Dispatch (CAD) system. The Communications Operator will request basic information regarding the call for service and the caller's contact information as an officer may need to subsequently reach the reporting party. A Police Officer will either be dispatched to the scene or to the office to take the call by telephone, depending on the type of call. The Police Officer may then issue a case number for the call and complete an incident or offense report. Copies of all incident and offense reports are kept with the UPD Records division for a time period mandated by institutional and state records retention policies.

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

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

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

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

Name	Phone	Location
Director of Housing, Residence Life	979-862-3158	<a href="https://reslife.tamu.edu/contact">https://reslife.tamu.edu/contact</a>
Director, Student Health Services	979-458-8300	A.P. Beutel Health Center
Dean of Student Life	979-845-3111	<a href="http://studentlife.tamu.edu/">http://studentlife.tamu.edu/</a>
Women's Resource Center	979-845-8784	<a href="http://studentlife.tamu.edu/wrc">http://studentlife.tamu.edu/wrc</a>
Commandant & Head of School of Military Sciences, Corps of Cadets	979-845-2811	Military Science Building 102
Gay, Lesbian, Bisexual, and Transgender (GLBT) Resource Center	979-862-8920	<a href="https://studentlife.tamu.edu/glb/glblocation/">https://studentlife.tamu.edu/glb/glblocation/</a>
Human Resources Organizational Consulting & Resolution Management	979-862-4027	General Services Complex 1201
Office of the Dean of Faculties & Associate Provost	979-845-4274	YMCA Building 108
Assistant Vice President and Title IX Officer	979-458-8407	Medical Sciences Library 007
Chief Risk, Ethics, and Compliance Officer	979-458-0308	Jack K. Williams Administration Building 302
Senior Associate Athletics Director/Senior Woman Administrator	979-845-1030	Reed Arena, Third Floor 326X
RELLIS Associate Director	979-317-3402	Academic Complex, Phase 1 Building 106F at RELIS

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](https://upd.tamu.edu/Pages/CSA-Reporting.aspx) 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 RELIS, 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 the annual security report.

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



## Confidential and Anonymous Reporting of Crimes

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

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

## Timely Warning Policy

The procedures disclosed in this section apply to incidents occurring at the RELIS campus that warrant a Timely Warning (Crime Alert).

The UPD coordinates with the main Texas A&M University campus, the Blinn Police Department, and TAMUS to generate and issue Crime Alerts on behalf of the RELIS 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 authorities are 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 writing and issuing Crime Alerts for crimes occurring at the RELIS campus. 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 RELIS Associate Director, and the BCPD Chief of Police. An internal or external 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](https://www.tamu.edu/research-parkway)). BCPD 979-209-7600 and UPD 979-845-2345 at RELIS can also be contacted and/or dispatched by phone.

Crime Alerts are issued through email to students, faculty, and staff in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. Recipients include Texas A&M University students and employees located at RELIS and students and employees that

are part of the RELIS Academic Alliance. Information regarding the Crime Alert may be forwarded to local media outlets through a formal press release. Crime Alerts contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property. Crime Alerts generally include:

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

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

## **Emergency Response and Evacuation Policy**

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

### **Emergency Notification System**

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

The Texas A&M University emergency notification system (Code Maroon) is being utilized to notify Texas A&M University students and employees (and TAMUS member agency employees) located at RELIS of significant emergencies or dangerous situations occurring at the RELIS campus. The Blinn College emergency notification system called Blinn Alert, is being utilized to notify Academic Alliance students and employees located at RELIS of significant emergencies or dangerous situations occurring at the RELIS 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 RELIS campus. Personnel from Texas A&M Office of Safety and Security determine whether or not a significant emergency or dangerous situation exists by evaluating information received from entities which may include, but are not limited to: law enforcement (including the Blinn Police Department), fire department, National Weather Service, Environmental Health and Safety, and other campus officials including personnel from RELIS Campus Executive Leadership. The Office of Safety and Security advises RELIS Campus Executive Leadership of emergencies or dangerous

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situations occurring at the RELLIS campus and the resulting Code Maroon (and Blinn Alert) messages, if any, as time allows.

The Code Maroon (and Blinn Alert) emergency notification system does not replace the Crime Alert requirement. They differ in that the Crime Alert requirement applies only to Clery reportable crimes, while the emergency notification system addresses a much wider range of threats (i.e. gas leaks, tornadoes, active shooter, etc.). If an emergency notification is issued, the campus is not required to issue a Crime Alert based on the same circumstances.

The generation of a Code Maroon (and Blinn Alert) message and activation of the notification system is the responsibility of the Office of Safety and Security. Upon notification from an authorized Office of Safety and Security employee, the UPD will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the Code Maroon (and Blinn Alert) notification system; unless issuing the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. Victim names and other identifying information of victims are never included in emergency notifications.

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

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

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

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

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## **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.

## **Disseminating Information to the Larger Community**

In the event that a crisis occurs on RELIS 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 RELIS 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**

The Director of the RELIS Campus has primary responsibility for emergency preparedness at the RELIS 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 RELIS campus Emergency Operations Plan is the primary plan that describes the general framework for emergency response at the campus. The RELIS Campus Director in coordination with TAMUS Risk Management is responsible for maintaining and updating this plan. This plan shall be reviewed at least annually and updated based upon deficiencies identified during actual emergency situations, training and exercises, and when changes in hazards, resources, capabilities or organizational structure occur. A revised or updated plan

will be provided to all departments and individuals tasked within this plan in addition to TAMUS Risk Management.

The Emergency Operations Plan will be tested and exercised at least annually utilizing a discussion-based level exercise or higher and tests of the emergency notification system. An operations-based exercise will be performed at least every three years. The agencies and emergency response entities that interface with RELIS 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 RELIS Emergency Operations Plan. The tests are designed for assessment and evaluation of emergency plans and capabilities and are performed and documented. Tests may be announced or unannounced. Testing reports and review documentation will include a description of the exercise, the date the test was held, the start and end time of the exercise, and whether the test was announced or unannounced. Texas A&M University Environmental Health and Safety, in cooperation with lead administrators for each occupied facility, oversee a Building Evacuation Program for all occupied facilities on the RELIS campus. Environmental Health and Safety works with each facility representative to maintain and test building evacuation procedures annually for occupied facilities on campus through emergency evacuation drills.

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

## **The Daily Crime Log**

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

## **Security of and Access to Campus Facilities**

### **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*)

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## **Residence Halls**

RELLIS has no residence halls. For Texas A&M University students located at RELIS 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 area exteriors are patrolled regularly by University Police and Security Officers.

## **Parking Areas**

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

## **Academic and Administrative Buildings**

The RELIS 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 RELIS campus during normal business hours. Contract security patrols RELIS on a regular basis during evening and weekend hours.

## **Maintenance of Campus Facilities**

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

Police personnel at RELIS 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.

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

### **Education Programs**

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

### **Alcohol Policy**

The following alcohol policy applies at the RELIS campus.

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

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

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

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

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

### **Illegal Drugs Policy**

The following illegal drug policy applies at the RELIS campus.

Federal law prohibits the unlawful possession, use, sale, or distribution of drugs. Texas state law prohibits the possession, use, sale, manufacture, or delivery of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Texas state law. Drug paraphernalia includes all

equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Texas Controlled Substances Act. According to [System Policy 34.02, Drugs and Alcohol Abuse](#), all students and employees are expected to abide by federal and state laws pertaining to controlled substances and illicit drugs. More specifically, Texas A&M University Student Rules prohibit using, possessing, being under the influence of, manufacturing, or distributing illegal drugs or illegally obtained/possessed controlled substances ([Texas A&M University Student Rules, Appendix VII](#)). Alleged violations of federal and state laws may result in criminal charges. University conduct charges may be pursued against those alleged to have violated institutional policies and/or state/federal laws concerning controlled substances.

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

### **Weapons Policy**

The following weapons policy applies at the RELLIS campus.

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

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

In accordance with federal law and [Texas A&M University System Regulation 08.01.01 Civil Rights Compliance \(System Regulation 08.01.01\)](#), Texas A&M University prohibits discrimination and harassment on the basis of sex<sup>1</sup> 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 discrimination, harassment (including non-consensual sexual contact, sexual assault, sexual exploitation, dating violence, domestic violence, stalking, quid pro quo and hostile environment sexual harassment), complicity, and retaliation as prohibited conduct. The policies apply whether the prohibited conduct occurs on or off campus and when it is reported to the university. All policies described in this section apply to Texas A&M

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



University students, faculty, and staff located at the RELIS campus. Procedures for students and personnel located at the RELIS campus who are not enrolled at or employed by Texas A&M University may be governed by the policies of their applicable institution or agency.

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

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

Agency	Phone
University Police Department	979-845-2345
Bryan Police Department	979-361-3888
College Station Police Department	979-764-3600
Blinn College Police Department	979-209-7600
Brazos County Sheriff's Department	979-361-4980

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.

Employees and student workers who observe or become aware of prohibited conduct must promptly report all known information, including identities of witness and involved parties, to the university.<sup>2</sup> Student workers are not required to report prohibited conduct if the student worker observes or becomes aware of the prohibited conduct outside the context of their student worker employment. Employees and student workers who experience prohibited conduct are strongly encouraged, but not required, to report the prohibited conduct to the university. Additionally, students and third parties are strongly encouraged, but not required, to report prohibited conduct. Notwithstanding the above mandatory reporting requirement for employees, anyone may report matters which they believe are criminal to the appropriate local law enforcement agency.

At the main campus in College Station, reports that a student, employee, or third party has engaged in prohibited conduct should be made to the Department of Civil Rights and Equity Investigations (CREI) as follows:

Assistant Vice President and Title IX Officer  
 Medical Sciences Library  
 202 Olsen Blvd., Suite 007  
 College Station, TX 77843  
 979-458-8407  
[civilrights@tamu.edu](mailto:civilrights@tamu.edu)

<sup>2</sup> Exceptions include confidential employees and are described in the "Confidentiality/Privacy" section of this report.

CREI's Assistant Vice President and Title IX Officer is responsible for (1) overseeing the process of responding to allegations of prohibited conduct and (2) identifying and addressing any patterns or systematic problems that arise from the review of such complaints. The Assistant Vice President and Title IX Officer or designee shall decide whether this policy shall be applied to such allegations of prohibited conduct on a case by case basis. The decision of the Assistant Vice President and Title IX Officer is final and unappealable. Some conduct, while inappropriate, does not rise to the level of prohibited conduct. These behaviors are addressed by the appropriate disciplinary authority, e.g., Department Head, Student Conduct, Human Resources, etc., under rules or regulations other than this policy.

CREI is the department designated by the university to receive and investigate all reports alleging prohibited conduct against students, employees and third parties. However, reports that the Texas A&M President, or an employee who reports directly to the President, has engaged in prohibited conduct should be made to the Texas A&M System Ethics and Compliance Office (SECO) as follows:

SECO  
301 Tarrow, 6<sup>th</sup> floor  
College Station, TX 77843  
979-458-6120  
[civilrightsreporting@tamus.edu](mailto:civilrightsreporting@tamus.edu)

Additional options for reporting include the following.

Individuals wishing to submit an anonymous report may do so through [Tell Somebody](#), an electronic reporting option. Anonymous reporting may also limit the university's ability to respond to the allegation.

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

CREI has procedures in place to inform individuals of their rights to file criminal charges as well as the availability of services on and off campus. A complainant<sup>3</sup> may request assistance from and/or will be assisted by CREI in notifying law enforcement authorities if the complainant so chooses. A report to law enforcement, even to UPD, is separate from a report to the university. An individual may pursue disciplinary remedies by reporting to the university and criminal remedies by reporting to law enforcement. Disciplinary and criminal remedies may be pursued separately or at the same time. An individual wishing to simultaneously pursue a law enforcement investigation and a university resolution of prohibited conduct should make a report to both entities. Individuals are notified of their right to report the incident to UPD and local police immediately, but always have the right to decline to notify such authorities. Reporting to law enforcement does not preclude an individual from pursuing disciplinary remedies with the university.

Although a report of prohibited conduct may be made at any time, regardless of when the conduct occurred, a report should be filed as soon as possible after the actions that caused the report. Prompt reporting assists investigators in the collection and preservation of evidence.

The filing of a report will not stop, delay, or affect pending personnel or disciplinary actions. This includes, but is not limited to, performance evaluations or disciplinary actions related to an employee or student who is

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<sup>3</sup> The individual(s) subjected to the alleged discrimination.

not performing at acceptable levels or standards or who has violated institutional policies, regulations, or university rules.

A person acting in good faith who reports or assists in the investigation of a report of an incident of sexual harassment, sexual assault, dating violence, or stalking, or who testifies or otherwise participates in a disciplinary process or judicial proceeding arising from a report of such incident: (1) is immune from civil liability and from criminal liability for offenses punishable by fine only, that otherwise might be incurred or imposed as a result of those actions; and (2) may not be subjected to any disciplinary action by the institution at which the person is enrolled or employed for any violation by the person of the institution's code of conduct reasonably related to the incident for which suspension or expulsion from the institution is not a possible punishment.

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

CREI conducts an initial review and preliminary assessment of all reports/complaints of alleged prohibited conduct to assess the safety and well-being of the complainant, respondent<sup>4</sup>, and the campus community. As part of the initial review, CREI will attempt to meet with the complainant to obtain more information about the allegations within 5 business of receiving a report or complaint, or as soon as reasonably practical thereafter. Initial review steps include: (1) informing the individual reporting of the right to file a complaint with law enforcement (if applicable) in addition to filing a complaint with CREI, (2) providing assistance in notifying UPD or appropriate law enforcement authorities if the individual so chooses, (3) informing the individual of the right to decline to contact law enforcement, and (4) informing the individual of the right to file a complaint with state and federal agencies. In coordination and consultation with other university officials, CREI will offer the opportunity to request interim supports, academic adjustments, and protective measures to provide for the safety of the individual and campus community.

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

CREI provides a written notification of available resources, rights, and options to each individual reporting prohibited conduct 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 or chooses to pursue institutional disciplinary measures or criminal remedies. 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;

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<sup>4</sup> An individual who is alleged to have discriminated against another.

- the option to be assisted by campus authorities in notifying law enforcement if the victim chooses;
- the option to decline to notify such authorities;
- the rights of individuals and the institution's responsibilities for orders of protection, no contact orders (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. CHI St. Joseph Regional Hospital in Bryan (979-776-3777) also conducts forensic exams. Go to the hospital's emergency room and request to be seen by a SANE.
- Try to preserve all physical evidence. Do not wash, use the toilet, swim, brush teeth, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.
- Personnel are available to help explain options, give information, and provide emotional support. Personnel include: CREI 979-458-8407, Student Assistance Services 979-845-3113, Counseling and Psychological Services (CAPS) 979-845-4427, Student Health Services 979-458-8316, UPD Victim Services 979-458-9767, Work/Life Solutions Program by GuidanceResources 1-866-301-9612, and the Brazos County Sexual Assault Resource Center 979-731-1000.

### **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 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 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 infection.

### **Confidentiality/Privacy**

Students and employees have the option to disclose confidentially to individuals designated as confidential employees. Confidential employees include, but are not limited to, licensed health care providers and professional psychologists/counselors, who receive reports when acting in this capacity as part of their official employment. When an individual shares information with a confidential employee, the confidential employee 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. However, such information could be disclosed when: (1) the individual gives written consent for its disclosure; (2) there is a concern that the individual will likely cause serious physical harm to self or others; or (3) the information concerns conduct involving suspected abuse or neglect of a minor under the age of 18, the disabled, or the elderly.

Additionally, allegations of prohibited conduct disclosed to confidential employees will not be reported to the institution, except as required by law. Publicly available recordkeeping must not include personally identifying information<sup>5</sup>. Incidents are shared in a way that does not identify the individuals. For example, licensed healthcare providers share de-identified information regarding this conduct that may be statistics in the Cley Annual Security Report and/or disclosed in the daily crime log without identifying the individuals concerned.

CAPS (979-845-4427) and the Work/Life Solutions Program by GuidanceResources (1-866-301-9612) 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 prohibited conduct may be occurring. Information is considered private<sup>6</sup> 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 respondent 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 respondents. 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 respondent regarding privacy will be considered by CREI or designee 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. CREI or designee is responsible for evaluating requests for privacy and informing complainants of their right to use a pseudonym in university documents related to

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<sup>5</sup> 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.

<sup>6</sup> Private - that which affects, characterizes, or belongs to an individual person, as opposed to the general public. With respect to this regulation, private means restricting information to those with a reasonable need to know.

the complaint. 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, the university's ability to respond to the allegations 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 complainant, the respondent, and other affected individuals have certain resources, rights, and options available to them. Parties with an inquiry or complaint are informed of resources, rights, and options in writing when CREI or other designees receive notification of an incident whether it occurred on or off campus and regardless of whether the individual elects to pursue a criminal complaint or disciplinary measures. Other designees include personnel who are likely to receive reports of prohibited conduct in the Division of Student Affairs, Division of Human Resources and Organizational Effectiveness, and UPD. Available assistance is also covered through prevention and awareness education. Additional information about any of the resources, rights, and options discussed in this section can be requested from CREI.

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

#### Law Enforcement

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

Counseling and Mental Health

Name	Phone	Address	Website
Counseling and Psychological Services (CAPS)	979-845-4427 or 979-845-2700	Student Services @ White Creek, Building 65	<a href="http://scs.tamu.edu">http://scs.tamu.edu</a>
The Work/Life Solutions Program by GuidanceResources	1-866-301-9612	n/a	<a href="https://employees.tamu.edu/ea/p/">https://employees.tamu.edu/ea/p/</a>

Medical and Health Services

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

Support, Advocacy, Legal Assistance, and Other Resources

Name	Phone	Address	Website
CAPS Helpline (After Hours)	979-845-2700	n/a	<a href="http://scs.tamu.edu/?q=helpline">http://scs.tamu.edu/?q=helpline</a>
Student Assistance Services	979-845-3113	Student Services @ White Creek, Building 72	<a href="https://studentlife.tamu.edu/sas/">https://studentlife.tamu.edu/sas/</a>
Women's Resource Center	979-845-8784	Student Services @ White Creek, Building 70	<a href="https://studentlife.tamu.edu/wrc/">https://studentlife.tamu.edu/wrc/</a>
GLBT Resource Center	979-862-8920	Student Services @ White Creek, Building 72	<a href="http://studentlife.tamu.edu/glbt">http://studentlife.tamu.edu/glbt</a>
Student Conduct Office	979-847-7272	Student Services @ White Creek, Building 71	<a href="http://studentlife.tamu.edu/sco">http://studentlife.tamu.edu/sco</a>
Student Legal Services <sup>7</sup>	979-862-4502	Student Services @ White Creek, Building 72	<a href="http://studentlife.tamu.edu/sls">http://studentlife.tamu.edu/sls</a>

<sup>7</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.

Name	Phone	Address	Website
Offices of the Dean of Student Life	979-845-3111	Student Services @ White Creek, Building 72	<a href="https://studentlife.tamu.edu/">https://studentlife.tamu.edu/</a>
Organizational Consulting & Resolution Management	979-862-4027	750 Agronomy Rd., General Services Complex, Ste. 1201 College Station, TX	<a href="https://employees.tamu.edu/ocrm/">https://employees.tamu.edu/ocrm/</a>
University Police Department Victim Services	979-458-9767	1111 Research Parkway College Station, TX	<a href="https://upd.tamu.edu/Pages/VictimsAdvocate.aspx">https://upd.tamu.edu/Pages/VictimsAdvocate.aspx</a>
Bryan Police Department Victim's Assistance	979-209-5312	303 East 29 <sup>th</sup> Street Bryan, TX	<a href="http://www.bryantx.gov/police/investigative-services-bureau/">http://www.bryantx.gov/police/investigative-services-bureau/</a>
College Station Police Victim Advocacy & Assistance Program	979-764-5004	2611 Texas Avenue South College Station, TX	<a href="https://www.cstx.gov/departments_city_hall/police/operational/victim">https://www.cstx.gov/departments_city_hall/police/operational/victim</a>
Brazos County Victim Assistance Division	979-361-4320	300 East 26 <sup>th</sup> Street Suite 310 Bryan, TX	<a href="http://www.brazoscountytexas.gov/index.aspx?NID=227">http://www.brazoscountytexas.gov/index.aspx?NID=227</a>
Brazos County Family Violence Unit	979-361-4657	300 East 26 <sup>th</sup> Street 1 <sup>st</sup> floor Bryan, TX	<a href="http://brazoscountytexas.gov/index.aspx?NID=112">http://brazoscountytexas.gov/index.aspx?NID=112</a>
Twin City Mission Domestic Violence Services	979-775-5355	2505 South College Avenue Bryan, TX	<a href="https://www.twincitymission.org/domestic-violence-services">https://www.twincitymission.org/domestic-violence-services</a>
Sexual Assault Resource Center of Brazos County (SARC)	979-731-1000 (24 hour hotline)	n/a	<a href="http://www.sarcbv.org">http://www.sarcbv.org</a>
National Sexual Assault Hotline	800-656-HOPE	n/a	<a href="https://rainn.org/get-help/national-sexual-assault-hotline">https://rainn.org/get-help/national-sexual-assault-hotline</a>
National Domestic Violence Hotline	800-799-SAFE	n/a	<a href="http://www.thehotline.org">http://www.thehotline.org</a>

#### Visa and Immigration Assistance

Name	Phone	Address	Website
International Student Services	979-845-1824	1 <sup>ST</sup> Floor of The Pavilion, Room 110 Texas A&M Campus	<a href="http://iss.tamu.edu">http://iss.tamu.edu</a>
U.S. Citizenship and Immigration Services, Texas – San Antonio Field Office	800-375-5283	20760 North US Highway 281, Suite A San Antonio, TX	<a href="http://www.uscis.gov/about-us/find-uscis-office/field-offices/texas-san-antonio-field-office">http://www.uscis.gov/about-us/find-uscis-office/field-offices/texas-san-antonio-field-office</a>



Student Financial Aid

Name	Phone	Address	Website
Scholarships & Financial Aid	979-845-3236	2 <sup>nd</sup> Floor of The Pavilion Texas A&M Campus	<a href="https://financialaid.tamu.edu/">https://financialaid.tamu.edu/</a>
Veteran Services	979-845-8075	2 <sup>nd</sup> Floor of The Pavilion Texas A&M Campus	<a href="http://veterans.tamu.edu">http://veterans.tamu.edu</a>
Federal Student Aid Information Center	800-433-3243	n/a	<a href="https://studentaid.ed.gov/">https://studentaid.ed.gov/</a>

Institutional Rights and Options (Interim Measures)

The institution is obligated to offer and provide assistance to the complainant, the respondent, and other affected individuals in obtaining a range of accommodations, support services, academic adjustments, and interim, remedial, and protective measures. The measures are intended to facilitate continued access to university employment, academic programs, and university activities; stop and prevent the reoccurrence of prohibited conduct; and 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 an individual involved with the report, CREI (979-458-8407) can assist with measures including, but not limited to, changing academic, living, transportation, and working situations and obtaining no contact directives. The various options are provided on a temporary or permanent basis (subject to periodic review), if requested, appropriate, and reasonably available, regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies. The university also provides reasonable interim, 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 before the investigation and will promptly address any violation of protective measures. These measures may be available regardless of whether a formal or informal disciplinary investigation is pursued. The university will maintain the privacy of a person receiving support services, academic adjustments, or protective measures provided to the extent practical and will promptly address any violation of the protective measures. In determining which institutional measures to impose and the reasonableness of the related measures, CREI considers the request; the safety of the complainant, respondent, and the university community; the specific needs of the individuals; the severity or pervasiveness of the allegations; continuing effects; sharing of residence halls, dining halls, classes, transportation, or job locations; other judicial measures already in place; and other factors as appropriate. CREI will also consider whether requesting an interim suspension or interim restriction (for student respondents) or an interim administrative action such as a leave of absence (for employee respondents) would enhance the safety and well-being of the complainant, respondent, and campus community.

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

- Providing academic accommodations such as transferring, withdrawing, or retaking classes; postponing due dates; or rescheduling exams or assignments
- Changing work schedules, job assignments, work locations, or other arrangements
- Transportation and parking assistance and/or modification
- Assistance in obtaining access to medical, legal (protective orders and criminal trespass warnings available through law enforcement and the judicial system), counseling support, and financial aid guidance
- Imposing institutional no-contact directives as described below
- Imposing interim suspensions of students as described below
- Obtaining interim administrative actions for employees, such as a leave of absence as described below
- Imposing institutional interim restrictions<sup>8</sup> on students including restrictions in representing the university, and/or restriction of participation in university affiliated organization meetings, events, and/or activities

*No-contact Directive.* A no contact directive is an interim measure issued by the institution that prohibits two parties from contacting one another through any means. No contact directives can be issued in addition to court ordered protection but may also serve as an alternative for those who do not want to seek a court order. A complainant or a respondent can request a no-contact directive through the CREI at 979-458-8407. CREI may issue a no-contact directive at any time prior to or during a conduct investigation based on information provided by the requestor. A no-contact directive may also be implemented as a sanction subsequent to a finding of responsibility. If good cause for a no-contact directive is determined, both parties are notified of the restrictions in writing. Records are maintained in the student conduct system for no-contact directives involving students.

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 directive. Violations should be reported to CREI and may result in further disciplinary action.

*Interim Suspensions of Students:* A student may not be expelled or suspended prior to a decision of responsibility for prohibited conduct or for other violations of university rules, policies, regulations, codes, or SAPs except when the Dean of Student Life believes that an interim suspension should be imposed.

Interim suspensions may be imposed only to ensure the safety and well-being of members of the university community or guest, or preservation of university property; to ensure the student's own physical or emotional safety and well-being; and/or if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the university.

If the Dean of Student Life issues an interim suspension, a show cause hearing will be scheduled as soon thereafter as practicable. The student will be notified in writing of this action and the reasons for the interim

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<sup>8</sup> Interim restrictions may be imposed (1) when a student has been interim suspended; (2) when a determination is made to implement a transcript hold under *Texas A&M System Regulation 11.99.02*; and/or (3) in instances when the student's participation or representation would threaten or negatively impact other students who are participating and/or representing an organization or the university. When interim restrictions are imposed, a student will be notified in writing of the specifics of the restrictions and why the restrictions are being implemented. Restrictions will remain in place through a designated time period and/or, if not indicated, until the student is notified that the restriction has ended.

suspension. The notice will include the time, date, and place of a subsequent conference at which the student may show cause as to why his/her continued presence on the campus does not constitute a threat. The student may also contest whether the facts of the initial report are accurate.

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

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

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

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

### Legal Rights and Options

The institution provides information and assistance to the complainant, the respondent, and other affected individuals in obtaining lawful orders issued by a criminal, civil, or tribal court including protective orders and criminal trespass warnings as discussed below. Failure to comply with any of the terms of lawful 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 webpages: <http://brazoscountytexas.gov/index.aspx?NID=112> and <https://guides.sll.texas.gov/legal-forms/protective-orders>.

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

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

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

If the complainant, respondent, or member of the university community has obtained a protective order, civil no-contact order, restraining order, or similar order from a court as described in this section, against another member of the university community, a copy of the order should be provided to the Chief Risk, Ethics, and

Compliance Officer. In conjunction with UPD and other university officials, the Chief Risk, Ethics, and Compliance Officer will take all reasonable actions authorized by law to implement the order.

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

### **Investigations and Disciplinary Proceedings<sup>9</sup> for Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Retaliation**

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

- Timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings will be provided to the complainant, respondent, and appropriate officials.
- During the investigation the complainant and respondent have timely notice of meetings at which the complainant or respondent, or both, may be present.

Individuals conducting investigations and other decision makers, at a minimum, receive training annually regarding university rules and procedures and handling of civil rights investigations. Investigators receive additional training in regards to conducting fair and impartial investigations including trauma-informed investigation techniques, due process protections, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Employees and student workers who observe or become aware of prohibited conduct must promptly report all known information, including identities of witness and involved parties, to the university. Student workers are not required to report prohibited conduct if the student worker observes or becomes aware of the prohibited conduct outside the context of their student worker employment. Employees and student workers who experience prohibited conduct are strongly encouraged, but not required, to report the prohibited conduct to the university. Additionally, students and third parties are strongly encouraged, but not required, to report prohibited conduct. Once an individual discloses information to CREI, a complaint will be considered to be filed with the university, and the institution's process is initiated regardless of whether the complainant chooses to pursue criminal charges.

The complaint regarding prohibited conduct is initially reviewed by CREI, not only to assess safety, but also to determine whether a potential violation of the System Regulation 08.01.01 or other university rule, SAP, code, or policy could have occurred. During the initial review and preliminary assessment CREI will:

- Inform the complainant formal and informal resolution policies and solicit the complainant's preferred method for resolving the matter. The complainant may request a formal resolution of the allegations of prohibited conduct or may request "no resolution" of the allegations or prohibited conduct.
- If applicable, inform the complainant of the right to use a pseudonym in university documents related to the complaint.

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<sup>9</sup> For the purposes of this section, proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and the complainant, respondent, and other affected individuals concerning accommodations or protective measures.

- Offer assistance to the complainant in submitting a written complaint that details the nature and circumstances of the allegations, including the names of the complainants and respondents, if so inclined.

If a complaint alleges conduct that may be prohibited conduct as well as a violation of one or more rules, SAPs, regulations, codes, or policies, CREI will consult with other university officials, as appropriate, and coordinate procedures to resolve the allegations, in addition to those required by this policy. CREI may elect to resolve all the allegations in one proceeding under this policy, or CREI may elect to refer one or more of the allegations to other university administrators for resolution apart from this policy.

#### No Resolution

If the complainant requests that no resolution of the allegations occur, the university will seek to honor the request whenever possible without impeding the university's ability to enhance the safety and security of the complainant and the university community. CREI will consider the following factors when evaluating such requests:

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

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

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

#### Formal Resolution

The allegations will be considered for investigation pursuant to the following procedures. CREI reserves the right to resolve the complaint through no resolution rather than a formal investigation if the allegation does not rise to the level of prohibited conduct.

Within 5 business days of the receipt of a report, or as soon as practicable thereafter, CREI may consult with the Texas A&M University System Office of General Counsel (OGC) as needed and make a preliminary determination about whether to conduct a formal investigation of the allegations. The preliminary determination may include, but is not limited to, the following:

- An assessment of whether there is sufficient known or obtainable information to proceed with an investigation of the complaint;
- An assessment of whether the allegations are baseless;
- An assessment of whether the allegations, if true, would constitute prohibited conduct; and/or
- An assessment of whether a complainant's request for no resolution may be honored.

If it is determined that there is insufficient information to proceed with an investigation; or that the allegations are baseless; or that the allegations, if true, would not constitute prohibited conduct; or, that an investigation will not occur due to the complainant's request for no resolution, CREI may, after consultation with OGC, dismiss the complaint or refer the report to a different office at the university. The university office may review the conduct and take disciplinary action against the respondent for violations of other university rules, codes, regulations, policies, or SAPs, if applicable.

Once it has been determined that the university will proceed with a formal investigation, CREI will appoint the Investigative Authority (IA)<sup>10</sup> to initiate the process of determining whether a violation of System Regulation 08.01.01 or other university rule, SAP, code, or policy occurred.

Within 2 business days of the IA's appointment, the Assistant Vice President and Title IX Officer (or designee) shall simultaneously notify the complainant(s) and respondent(s) in writing of the commencement of the investigation. The notice of investigation will include:

- the identity (or pseudonym, if requested and applicable) of the complainant and the respondent;
- the date, time (if known), location, and nature of the alleged misconduct;
- the identity of and contact information for the IA; the identity of the Designated Administrator (DA) and Appellate Authority (AA);<sup>11</sup>
- an explanation of the prohibition against retaliation;
- the regulation(s), policies(s), rule(s), SAP(s), or code(s) alleged to have been violated and a copy of the Texas A&M University SAP 08.01.01.M1.01, *Investigation and Resolution of Allegations of Prohibited Conduct Against Students, Employees, and Third Parties* (SAP 08.01.01.M1.01);
- an 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; and
- a redacted copy of the written complaint, if any, with appropriate admonishments about privacy.

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<sup>10</sup> The IA is one or more trained individuals appointed to conduct a formal investigation to discover and examine the facts related to an allegation. The IA may also draw conclusions as to whether, based on the preponderance of the evidence, an allegation is substantiated, unsubstantiated, or that there is insufficient information to substantiate. The IA may also draw conclusions as to whether or not any other regulations, codes, policies, rules or SAPs were violated.

<sup>11</sup> The DA reviews the investigation report, the documentary evidence, and any other relevant information and renders a written decision of responsibility based on the preponderance of the evidence as to 1) whether the conduct alleged occurred; and 2) whether each allegation has been substantiated, unsubstantiated, or that there is insufficient information to substantiate that the respondent violated System Regulation 08.01.01. The DA may also render a written decision as to whether other regulations, codes, policies, rules or SAPs were violated. If violation(s) are found, the DA may issue sanctions. If the complainant or the respondent appeals the DA's decision, the AA will review the investigation report, the DA's decision, the documentary evidence, and any other relevant information and render a written decision on the appeal. All persons serving as DAs, AAs, and IAs will be impartial and free of conflicts of interest against the complainant or the respondent. Parties who are concerned about the impartiality of an individual serving in one of these roles should submit their concerns, in writing, to the Chief Risk, Ethics, and Compliance Officer ([civilrights@tamu.edu](mailto:civilrights@tamu.edu)) who may designate alternative individuals to fulfill any of these roles. If the concern is in relation to the Chief Risk, Ethics, and Compliance Officer serving in one of the capacities, the Vice President for Finance will have the option of designating a replacement.

If the complainant has requested that a pseudonym be used in the university's paperwork, the respondent will be verbally notified of the complainant's name at the respondent's intake meeting. The notice will also include an assurance that the parties will be kept apprised of the status of the investigation and resolution process and provide a contact person for the party to contact for periodic update.

CREI is responsible for all administrative actions required to conduct the investigation. These include, but are not limited to, informing the parties of extensions or other delays affecting the investigation, contacting supervisors or faculty regarding their employees' or students' time away from work or class to participate in the investigative process, making reports to university administrators, and other responsibilities necessary to properly conduct the investigation.

To the extent possible, the investigation will be conducted in a manner that protects the privacy of all parties involved. While the university cannot guarantee complete privacy, information collected during the investigation will be communicated only to the parties and those with a need to know in order to fulfill the purposes of university policies and to comply with applicable laws.

If the respondent is an employee, the Assistant Vice President and Title IX Officer (or designee) shall notify, in writing, the respondent's department head that CREI is investigating an allegation that the respondent has engaged in conduct that may be a violation of System Regulation 08.01.01 or other university rules, SAPs, codes, or policies.

The IA will review the complaint, conduct a prompt, fair, thorough, and impartial investigation, and provide a draft investigation report for OGC review within approximately 30 business days from the issuance of the notice of investigation. Circumstances may warrant extensions to this timeframe. Abuse of the investigation and resolution process is subject to disciplinary action up to and including dismissal or separation from the university. Examples of abuse of process include, but are not limited to:

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

Students, employees, and third parties who are found responsible for abuse of the investigation and resolution process are subject to the sanctions as described in this policy.

During the investigation, the complainant and the respondent will have an equal opportunity to be heard, submit information and corroborating evidence, identify witnesses who may have relevant information, and



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

Witnesses must have observed the acts in question or have information relevant to the incident in order to participate in the process. A witness cannot participate solely to speak about an individual's character. However, a respondent may provide letters or other written testimonials to the IA that include information about the respondent's character, which will be provided to the DA after a decision on responsibility has been made but before sanctions, if any, are considered.

Investigations provide both the complainant and respondent the same opportunities to have others present during any institutional proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor (any individual who provides the complainant or respondent support, guidance or advice) of their choice. The advisor may be present at any time in which the party participates in the investigation and resolution process, including the filing of the complaint, the interview with the IA, and all other meetings related to the investigation and resolution of the complaint. The advisor may be any person selected by a party, including legal counsel, except that the advisor may not be another party or a witness in the case. Restrictions regarding the extent to which the advisor will participate in the proceedings may be established and applied equally to both parties. The advisor's participation will be limited to the role of an observer, although the advisor may request a break at any point to give advice to a party. An advisor can be barred from being present during the process if, in the judgment of the IA, the DA, the AA, or the Assistant Vice President and Title IX Officer, the advisor attempts to directly address the IA, DA or AA, advocate on behalf of a party, or is otherwise disruptive. All parties, including advisors, are informed of participation restrictions before a proceeding is conducted so that parties understand and respect the limitations. Any fees charged by the advisor are the responsibility of the individual who selected the advisor.

When the university is made aware that there is a concurrent criminal investigation, CREI may inform the law enforcement agency that a university investigation is also in progress; ascertain the status of the criminal investigation; and determine the extent to which any evidence collected by law enforcement may be available to the university in its investigation.

At the request of law enforcement, the university may temporarily defer part or all of the investigation until after the initial evidence-gathering phase of the law enforcement investigation is complete. The IA will communicate with the parties (as appropriate) about the law enforcement agency's request; the university's obligations and supportive resources; procedural options; anticipated timing; and the implementation of any necessary interim measures for the safety and well-being of all affected individuals.

Standards for the resolution of criminal allegations are different than the standards for resolution of a violation of System Regulation 08.01.01 and/or any other university policy, rule, SAP, or code; therefore, the university will not base its decisions on any law enforcement determination and/or the outcomes of any criminal proceedings.

The IA has the sole discretion to determine the relevance of evidence and whether it should be included in or excluded from the investigation report. With respect to allegations of prohibited conduct based on sex or gender, the sexual history of the complainant or respondent is generally irrelevant and will not be used to prove

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character or reputation. Sexual history of the parties may be relevant in limited circumstances, such as when it aids in determining the manner and nature of prior communications of consent between the parties.

At the conclusion of the investigation, the IA will prepare a draft investigation report summarizing the relevant information gathered and outlining any relevant contested and uncontested information. The draft investigation report will not include any conclusions as to whether allegations are substantiated, unsubstantiated or that there is insufficient information to substantiate.

The complainant and the respondent will be notified that the draft investigation report is complete and will be given 5 business days to review the draft investigation report and submit a written response to the IA. CREI may extend the time to review the draft investigation report upon request for good cause. If one party is granted an extension of time to review the report, an equal amount of additional time will be granted to all other parties.

In cases that include allegations against a student respondent, the exhibits to the draft investigation report may be reviewed by the parties upon request. In cases that include allegations against an employee or third party respondent, all parties may review the exhibits to the draft investigation report without making a request.

Involved parties have the opportunity to review and respond to the draft investigation report by: (1) providing written comment or feedback, (2) submitting additional evidence or information, (3) identifying additional witnesses or requesting the collection of other information by the IA, and/or (4) suggesting questions to be asked (at the discretion of the IA) of the other parties. A party's written response, if any, will be shared with all other parties and incorporated in the investigation report as an exhibit. If a party knows, or through the exercise of reasonable diligence, should know, of information or evidence that was not provided to the IA during the investigation, the party must provide such information or, if the party does not have access to the information, a description of such evidence to the IA during the review and respond period or such evidence will not be considered, absent good cause, in the determination of responsibility for a violation of a regulation, rule, SAP, code, or policy.

At the conclusion of the review and respond period, the IA will determine if any new or relevant information was provided by one or both of the parties. If necessary, the IA may pursue additional investigative steps and/or amend the investigation report. If the amended investigation report contains any material or substantial changes, the complainant and respondent will be given 5 business days to review the amended investigation report and submit a written response as set forth above. The opportunity to review and respond to an amended investigation report will be extended to the complainant and respondent until the IA determines that no material or substantial changes were made to the draft investigation report.

The IA may add a conclusion for each allegation to the investigation report after the final review and responds period concludes. The conclusion will be: substantiated, unsubstantiated, or insufficient information to substantiate based on the evidence and information in the report. In addition, the IA may add a conclusion as to whether System Regulation 08.01.01 was violated, and, if appropriate, the IA may make a conclusion as to whether other regulations, policies, rules, SAPs, or codes were violated. The IA will use the preponderance of the evidence standard (i.e., more likely than not) in making conclusions. The IA will not make any recommendations or conclusions with respect to sanctions. The conclusions of the IA are merely advisory and are not the final decision with respect to responsibility.

Within 5 business days after the final review and respond period concludes, CREI will forward the investigation report, as amended with conclusions (if applicable), along with the documentary evidence and any other

relevant information, to the OGC. OGC will conduct a legal review in accordance with [Section 4.2.5 of System Regulation 08.01.01](#). OGC will provide its legal review to the IA within 10 business days. After receiving the legal review, the IA will have 5 business days to finalize the investigation report. The Assistant Vice President and Title IX Officer (or designee) will submit the final report directly to the DA, appointed in accordance with the following table, for decision-making. In cases that involve a student respondent, all parties will receive an electronic copy of the final investigation report (which does not include conclusions or exhibits) at the time the report is sent to the DA. Exhibits may be reviewed upon request in CREI's office.

### Designated Administrators

If the allegations are against a	Student	Non-Faculty Employee or Third Party	Faculty Employee
Then the DA is:	Hearing Officer appointed by the Chief Risk, Ethics, and Compliance Office	Individual appointed by the Chief Risk, Ethics, and Compliance Office  <u>Exception:</u> The Texas A&M System Chancellor or designee is the DA for complaints against the Texas A&M University President and for any employee who reports to the President.	The Dean of Faculties and Associate Provost  <u>Exception:</u> The Texas A&M University President or designee is the DA for complaints against the Dean of Faculties and Associate Provost.

The respondent is presumed to not have engaged in prohibited conduct until the DA finds that there is sufficient evidence based on a preponderance of the evidence to find that the respondent has violated System Regulation 08.01.01 or Texas A&M University Rule 08.01.01.M1, *Prohibited Conduct: Discrimination, Harassment, Complicity, and Related Retaliation based on a Protected Characteristic*. If violation(s) are found, the DA may issue sanctions.

### ***Formal resolution procedures governing non-separable allegations against students<sup>12</sup> and all allegations against employees and third parties***

The DA will (1) review the unredacted final investigation report, the documentary evidence, and any other relevant information; and, (2) draft a result<sup>13</sup> (hereafter called decision) based on the preponderance of the evidence as to a) whether the alleged conduct occurred; and b) whether each allegation is substantiated, unsubstantiated, or there is insufficient information to substantiate that the respondent violated System Regulation 08.01.01. The DA may also decide whether the respondent has violated any other regulations, rules, SAPs, codes, or policies. If any violations of System Regulation 08.01.01 are substantiated, the draft decision will include sanctions. The draft decision may also include sanctions for substantiated violations of regulations, rules, SAPs, codes, and policies.

In the decision, the DA will state the rationale for the decision and the sanctions, if any. The decision must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provision Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must include the rationale for the decision and the sanctions. The decision will also include

<sup>12</sup> A non-separable allegation against a student is an allegation that a student engaged in conduct that does not carry a possible sanction of suspension or expulsion as per the [Texas A&M Student Sanctioning Matrix](#) or 2) has been determined by the Assistant Vice President and Title IX Officer to not be serious enough that, if true, a possible sanction of suspension or expulsion would be appropriate.

<sup>13</sup> Result is defined as any initial, interim and final decision by any official or entity authorized to resolve disciplinary matters within the institution.

an explanation of how the university weighted the evidence, how the evidence and information support the decision and sanctions, and how the standard of proof was applied. The final decision will include instructions for appealing the decision and/or sanctions. The decision of responsibility made by the DA does not constitute an employment action with respect to faculty and non-faculty employees. Any sanction imposed as a result of a substantiated finding, will constitute an employment action.

If the DA has substantial doubts about the thoroughness, fairness, and/or impartiality of the investigation, the DA may refer the matter back to the IA with further instructions, which could include the appointment of a different IA.

Within 5 business days of the DA's receipt of the final investigation report, the DA will forward its draft decision, including sanctions, to OGC. Within 5 business days of OGC's receipt of the draft decision, OGC will conduct a legal review in accordance with [Section 4.4.1 of System Regulation 08.01.01](#) and consult, as needed, with respect to sanctioning.

Once the DA receives OGC's legal review, the DA will then have 5 business days to finalize the decision and 1) forward notice of the DA's decision to the parties simultaneously and in writing<sup>14</sup>; and 2) in cases that involve an employee respondent, simultaneously notify the parties of their right to review a copy of the final investigation report, with conclusions and the exhibits, after receiving admonishments as to privacy and retaliation.

***Formal resolution procedures governing separable allegations against students<sup>15</sup>***

The DA will (1) review the unredacted final investigation report, the documentary evidence, and any other relevant information; and, (2) conduct a live hearing to allow the parties to present witnesses, evidence or information, and to cross-examine the other parties or witnesses by submitting written questions to the DA (questions will be asked by and at the discretion of the DA). If applicable, the DA has the sole discretion to determine the relevance of evidence and whether it should be heard at a live hearing. The Rules of Evidence do not apply in a live hearing. Thereafter, the DA will announce a decision (see Footnote 13), based on the preponderance of the evidence, as to a) whether or not the alleged conduct occurred; and b) whether each allegation is substantiated, unsubstantiated, or there is insufficient information to substantiate that the respondent violated System Regulation 08.01.01. The DA may also announce a decision as to whether the respondent violated any other university regulation, code, policy, SAP, or rule.

If the DA determines that any regulations, policies, rules, SAPs, or codes have been violated, the DA will conduct a second hearing on sanctions immediately following the first hearing. The DA will receive

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<sup>14</sup> With respect to an allegation involving prohibited conduct based on sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking based on sex or gender, the DA will simultaneously notify the parties, the IA, and any other university official with a need to know of any initial, interim, and final decision on the allegations and/or sanctions in writing, except when doing so would violate state or federal law (e.g., FERPA). If the allegations involve prohibited conduct other than sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, stalking, or related retaliation the DA will simultaneously notify: (1) the complainant that an investigation of the allegations was conducted and the matter has been resolved appropriately; and (2) the respondent, the IA, and any other university official with a need to know, of the decision and/or sanctions. In all cases, the DA will also notify the parties that they can review the final investigation report with conclusions (if applicable) and exhibits in CREP's office. The final investigation report is redacted in accordance with state and/or federal law before the parties' review.

<sup>15</sup> A separable allegation is an allegation that 1) a student respondent engaged in prohibited conduct or other violation of System regulations or university policies that carries a possible sanction of suspension or expulsion as per the [Texas A&M Student Sanctioning Matrix](#) or 2) the Assistant Vice President and Title IX Officer has determined to be serious enough, if true, a sanction of suspension or expulsion would be appropriate.

information about and consider the following factors and accept any impact or mitigation statements as well as any information about the respondent's character. Factors include, but are not limited to:

- the expressed wishes of the complainant(s);
- the nature of the prohibited conduct;
- the impact of the conduct on the complainant(s) and university community and the need to protect the safety of the university community;
- prior disciplinary history of the respondent;
- whether the respondent has accepted responsibility for the conduct;
- the necessity of any specific action in order to eliminate the prohibited conduct, prevent its recurrence, and remedy its effects on the complainant(s) or other university community members; and/or
- any other mitigating, aggravating, or compelling circumstances.

Thereafter, the DA will simultaneously notify the parties, in writing, of the decision on responsibility and sanctions (see Footnote 14). In the decision, the DA will state the rationale for the decision and the sanctions, if any. The decision must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provision Act (20 U.S.C. 1232g), commonly referred to as FERPA, the result must include the rationale for the decision and the sanctions. The decision of the DA will include how the university weighted the evidence and information contained within the investigation report, how the evidence and information support the decision and sanctions, and how the standard of proof was applied. The final decision will include information about appealing the decision and/or sanctions.

The goal is to resolve complaints in a reasonably prompt timeframe not to exceed 90 business days excluding any appeal period; however, extenuating circumstances requiring additional time may necessitate an extension with good cause. Written notice of the delay and the reason for the delay is provided to the complainant and the respondent by CREI or designee.

### ***Sanctioning for Employees***

If an employee is found to have sexually harassed (see Footnote 1) another member of the university or agency community, the sanction will be termination of employment. If an employee is found to have engaged in prohibited conduct other than sexual harassment, the DA may assign appropriate sanction(s) which may have educational, restorative, punitive, and rehabilitative components. Sanctions include written warning or reprimand, required training and/or attendance at counseling, no contact directives, probation, suspension, and termination.

If an employee is found responsible for violating any other rule, policy, SAP, code, or regulation, the DA may assign appropriate sanction(s) or may refer the sanctioning to any other appropriate university administrator.

### ***Sanctioning for Students***

If a student is found responsible for sexual harassment, sexual assault, domestic abuse/violence, dating abuse/violence, stalking based on sex or gender, or sexual exploitation, the student will be sanctioned in accordance with the [Texas A&M Student Sanctioning Matrix](#) which is described in the following table. If a student is found responsible for engaging in any other form of prohibited conduct, or if the student is found responsible for violating any other university rule or System regulation, the DA will assign appropriate sanctions which may have educational, restorative, and rehabilitative components.

Prohibited Conduct	Example Behaviors	Stage 1 Sanction	Stage 2 Sanction	Stage 3 Sanction	Stage 4 Sanction
Sexual harassment that is severe, persistent, or pervasive	Sexual innuendos, jokes, remarks, questions	•	•		
Sexual harassment that is severe, persistent, or pervasive	Sexual gestures and/or gifts of a sexual nature	•	•		
Sexual harassment that is severe, persistent, or pervasive	Display of sexually explicit visual material	•	•	•	
Sexual harassment that is severe, persistent, or pervasive	Pressuring another person for dates or sexual favors	•	•	•	
Sexual harassment that is severe, persistent, or pervasive	Depriving another person educational access, benefits, opportunities	•	•	•	•
Sexual harassment that is severe, persistent, or pervasive	Threats in retaliation for reporting sexual misconduct, dating/domestic violence, and/or stalking (includes deprivation of and educational opportunity or benefit)			•	•
Domestic Abuse/Violence or Dating Abuse/Violence	Intimidation: Using actions, gestures, and tone of voice to indicate a threat of violence	•	•	•	•
Domestic Abuse/Violence or Dating Abuse/Violence	Preventing complainant from calling for help		•	•	•
Domestic Abuse/Violence or Dating Abuse/Violence	Destruction of property		•	•	•
Domestic Abuse/Violence or Dating Abuse/Violence	Physical abuse: Pushing, shoving, hair-pulling, scratching, hitting, using force to prevent partner from leaving		•	•	•
Domestic Abuse/Violence or Dating Abuse/Violence	Intimidation or Physical abuse in retaliation for reporting sexual misconduct, dating/domestic violence, and/or stalking			•	•
Domestic Abuse/Violence or Dating Abuse/Violence	Displaying weapons, throwing objects at a person with potential to injure			•	•
Stalking	Repeated, unsolicited phone calls, emails, texts, and/or gifts to another person and/or their family/household	•	•	•	•
Stalking	Repeatedly following another person or conducting surveillance of another person and/or their family/household	•	•	•	•
Stalking	Repeated, unsolicited visits to another person's home, business, and/or class, and/or that of their family/household		•	•	•
Stalking	Repeated, unsolicited contact or attempts to contact via social media		•	•	•
Stalking	Intimidation or physical abuse in retaliation for reporting sexual misconduct, dating/domestic violence, and/or stalking			•	•
Stalking	Assuming another's identity in order to make contact with complainant			•	•
Non-consensual sexual contact	Unwelcomed kissing and/or light touching over clothing	•	•	•	
Non-consensual sexual contact	Non-genital fondling, groping or heavy touching		•	•	•
Non-consensual sexual contact	Unwelcomed increased touching, fondling, groping, or genital touching		•	•	•
Non-consensual sexual contact	Unwelcomed touching, fondling, groping or genital touching			•	•
Sexual Abuse	Oral sex			•	•
Sexual Abuse	Penetration (by sex organs)			•	•
Sexual Abuse	Penetration (by means other than sex organs)			•	•

The Stage 4 sanction is expulsion. Stage 3 sanctions include letters of enrollment block and suspension. The Stage 2 sanction is conduct probation. Stage 1 sanctions include conduct reviews, restrictions, restitution,

community/university service, educational requirements, and letters of reprimand. Texas A&M University sanctions are defined below.

*Texas A&M Student Sanctioning Matrix - Stage 4 Sanctions*

**Expulsion:** Separation of the student from the university whereby the student is not eligible for readmission to this University.

*Texas A&M Student Sanctioning Matrix - Stage 3 Sanctions*

**Letter of Enrollment Block:** A letter stating that the student may not reenter Texas A&M University without prior approval through the Offices of the Dean of Student Life or the Vice President for Student Affairs if enrollment has been blocked for a previous student conduct problem.

**Suspension:** Separation of the student from the university for a definite period of time. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and a decision regarding eligibility for readmission. The suspension takes effect when the appeal for the offense is exhausted, waived or time limit has passed. Suspensions may be implemented in one of two ways: immediate implementation of suspension or deferred implementation of suspension. The sanction of suspension may be placed in deferred status. If the student is found in violation of any university's regulations, policies, rules, codes, or SAPs during the time of deferred suspension, the suspension takes effect immediately without further review. Additional student conduct sanctions appropriate to the new violation also may be applied. A student who has been issued a deferred suspension sanction is deemed "not in good standing"<sup>16</sup> with the university.

At the end of the suspension period, the student is eligible for reenrollment. Actual admission to the university will be determined by the academic rules in place at the time of application for reenrollment. If admitted, the student is required to attend a mandatory meeting with the Student Conduct Office (979-847-7272) prior to course registration.

*Texas A&M Student Sanctioning Matrix - Stage 2 Sanctions*

**Conduct Probation:** An official warning that the student's conduct is in violation of Texas A&M University regulations, policies, rules, codes, or SAPs, but is not sufficiently serious to warrant expulsion or suspension. A student on conduct probation is deemed "not in good standing" with the university (see Footnote 16). If there is a finding of responsibility for subsequent violations of the university's regulations, policies, rules, codes, or SAPs during this period of time, more severe sanctions may be administered.

*Texas A&M Student Sanctioning Matrix - Stage 1 Sanctions*

**Conduct Review:** An official warning that the student's conduct is in violation of Texas A&M University regulations, policies, rules, codes, or SAPs, but is not sufficiently serious to warrant expulsion, suspension, or conduct probation. A student on conduct review shall have their conduct under review for a specified period of time. This sanction may require regular meetings with an appropriate official to ascertain and evaluate compliance with student rules. Additional restrictions or

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<sup>16</sup> A student who is not in good standing is subject to the following restrictions: (1) Ineligibility to hold an office in any student organization recognized by the university or to hold any elected or appointed office of the university. (2) Ineligibility to represent the university in any way, including representing the university at any official function, intercollegiate athletics or any forms of intercollegiate competition or representation. This includes events taking place both on and off of the university campus. (3) Ineligibility to receive a university administered scholarship when the length of the period of not in good standing is greater than one semester. Some scholarships adhere to more strict guidelines, and, therefore, ineligibility may result from a lesser length of not in good standing. This sanction implies a serious offense and must be uniformly applied by the office administering the scholarship upon notification by CREI. (4) Additional restrictions or conditions also may be imposed, depending on the nature and seriousness of the misconduct.

conditions also may be imposed, depending on the nature and seriousness of the misconduct. Students placed on this sanction remain in good standing with the university. If there is a finding of responsibility for subsequent violations of regulations, policies, rules, codes, or SAPs during this period of time, more severe sanctions may be administered.

**Restrictions:** The withdrawal of specified privileges for a definite period of time, but without the additional stipulations contained in the imposition of a sanction which results in a student being not in good standing. The restrictions involved will be clearly defined.

**Restitution:** A payment for financial injury to an innocent party in cases involving theft, destruction of property or deception. The assessed costs to be paid may be in addition to receipt of any of the above sanctions.

**Community/University Service:** A student may be offered an opportunity to complete a specified number of hours of community/university service. The type of community/university service must be approved by the respondent's CREI Case Manager.

**Educational Requirements:** A provision to complete a specific educational requirement. Such educational requirements may include, but are not limited to, completion of an alcohol education workshop, a diversity awareness workshop, essays, reports, reflective writing assignments, etc.

**Letter of Reprimand:** A letter that makes a matter of record any incident that reflects unfavorably on the student or the university.

### *Minimum Sanctions*

If an employee is found to have sexually harassed (see Footnote 1) another member of the university or agency community, the sanction will be termination of employment

In addition, 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<sup>17</sup> for the purpose of carrying out these acts will be subject to permanent expulsion.

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.

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<sup>17</sup> 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-meditation 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.



### *Campus Housing Sanctions*

In addition to the sanctions specified in the [Texas A&M Student Sanctioning Matrix](#), occupants of each residence hall, by majority vote, have the power to establish additional “in house” rules approved by the Department of Residence Life. Generally, “in house” rule infractions are handled by Residence Life staff. Campus housing sanctions are described below.

**Loss of Campus Housing Privilege:** Removal from university housing for conduct reasons.

**Deferred Loss of Campus Housing Privilege:** The sanction of loss of campus housing privilege may be placed in deferred status. If a student is found in violation of any university rule during the time of the deferred sanction, removal from housing takes effect immediately without further review. Additional student conduct sanctions appropriate to the new violation also may be taken. In addition, a student is ineligible to hold an elected or appointed office in any affiliated housing organization. This includes but is not limited to the following offices/positions: president, vice president, secretary, treasurer, Residential Housing Association delegate.

**Campus Housing Probation:** An official notice that the student’s conduct is in violation of residence hall rules, university apartments rules and/or university rules and that more stringent student conduct sanctions, including removal from housing, may result if future violations occur. In addition, a student is ineligible to hold an elected or appointed office in any affiliated housing organization. This includes but is not limited to the following offices/positions: president, vice president, secretary, treasurer, Residential Housing Association delegate.

### *Corps of Cadets Sanctions*

In addition to any of the sanctions listed in this section, members of the Corps of Cadets are subject to disciplinary action in accordance with Corps Operations Manual.

### ***Appeals***

Appeals<sup>18</sup> of the decision, the sanctions, or both may be made by the complainant and/or the respondent. All appeals will be confined to a review of the record from the investigation and any pertinent evidence, as well as the DA’s decision as related to the grounds for appeal. The appeal does not create an entitlement to a new investigation.

Appeals must be filed in writing and must include a statement outlining the basis for the appeal and any evidence which supports the appeal. Appeals must be filed within 5 business days of receipt of the notice of the decision and/or sanctions to be appealed. Complainants and respondents are deemed to have received notice of the decision and/or sanctions on the day that the notice is emailed to the party’s university email account or to any other email account that was provided to CREI by the party. An appeal is filed when CREI receives a copy of a written appeal at [civilrights@tamu.edu](mailto:civilrights@tamu.edu).

If no appeal is filed within 5 business days of the receipt of the DA’s decision or CREI determines that the appeal does not identify one of the bases for appeal or provide credible information or evidence substantiating the identified bases for appeal, CREI will provide simultaneous notice to the parties that no valid appeal was filed and the decision and sanctions are final and the case is closed.

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<sup>18</sup> Results (decision and/or sanctions) can be appealed on any of all of 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. If an employee was found to have sexually harassed another member of the university or agency community, the appropriateness or severity of the sanction cannot be appealed.

If a timely and valid appeal is filed by either party, the other party will be notified as soon as practical thereafter. CREI will forward the appeal and any supporting information or evidence to the appropriate AA in accordance with the following table.

If the allegations are against a:	Student	Non-Faculty Employee and Third Party	Faculty Employee
Then the AA is:	University Disciplinary Appeals Panel (UDAP) who may refer the appeal to the Dean of Student Life or designee <a href="https://student-rules.tamu.edu/rule58/">https://student-rules.tamu.edu/rule58/</a>	Vice President for the Division of Human Resources and Organizational Effectiveness or designee <a href="http://rules.tamu.edu/PDFs/32.02.02.M0.02.pdf">http://rules.tamu.edu/PDFs/32.02.02.M0.02.pdf</a>	University Committee on Faculty Disciplinary Appeals (UCFD) who will render an advisory opinion regarding the appeal to the Provost and Executive Vice President who will render a final decision

The AA, in consultation with OGC, will review the appeal documents, the decision of the DA, any new evidence submitted by the parties, and the investigation report and exhibits. The AA will render a written decision which includes a rationale for the decision as to each of the grounds appealed. If an appeal is sought by both parties within the allowed time frame, the AA will review both appeals and will render decisions accordingly.

The AA will render one or more of the following written decisions after reviewing a) the final investigation report, the documentary evidence and other relevant information; and b) the DA's decision on responsibility and/or sanctions:

- Affirm the DA's decision on responsibility and/or the sanctions. There are no relevant issues of concern related to the ground(s) of the appeal, and, therefore, the decision is affirmed and final.
- Remand the complaint back to the DA because new evidence, which was unknown or unavailable during the investigation, appears to be relevant and could have significantly affected the outcome of the decision on responsibility or the sanctions. The DA will instruct the IA to review the new evidence and amend the investigation report, as appropriate. The IA will submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance the established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Remand the complaint back to the DA with an instruction to correct the procedural error or omission. If the procedural error occurred during the investigation phase, the DA will instruct the IA to correct the procedural error or omission and amend the investigation report, as appropriate. The IA will then submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. If the procedural error occurred in the resolution phase, the DA will correct the procedural error or omission and then issue a new decision in accordance with established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Modify<sup>19</sup> the decision on sanctions because the sanctions given were inappropriate or disproportionate to the severity of the conduct after considering all the circumstances. The AA will impose new sanctions, which are final.

<sup>19</sup> If an employee was found to have sexually harassed another member of the university or agency community, the AA may not render a decision which modifies the sanctions.

The AA will forward the appellate decision to CREI within 15 business days from the date of receipt of the appeal, unless circumstances require additional time. The decision of the AA will be final. Within 5 business days after receiving the appellate decision, CREI will provide simultaneous written notice of the AA's decision, including changes occurring based on appeal and when such results become final (see Footnote 14).

### ***Extensions***

The university will make every reasonable effort to comply with the timelines contained in this procedure. However, extensions may be obtained by the IA, DA, or AA, as appropriate under the circumstances. Circumstances that warrant an extension may include, but are not limited to:

- Temporary unavailability of the complainant(s), respondent(s) or witnesses;
- Delays in issuance and/or receipt of information to or from the IA;
- Temporary unavailability of the IA, DA, or AA due to illness, family needs or professional commitments;
- Holidays or other periods when the complainant, respondent, witnesses, or other university employees may be unavailable; and/or
- New allegations, new evidence, new witnesses, or any other fact or circumstance that would require further investigation.

All requests for extensions must be justified in writing and shall be sent by the IA, DA, or AA to OREC for review and approval by the Chief Risk, Ethics, and Compliance Officer or designee. CREI will simultaneously notify the complainant and respondent in writing of any extensions and the reason for the extensions.

### **For all investigations and disciplinary proceedings**

If the respondent has multiple roles at the university, such as when the respondent is both a student and an employee, the Chief Risk, Ethics, and Compliance Officer will consult with other relevant university officials and determine which procedure(s) to follow in the investigation and resolution of the allegations of prohibited conduct as well as other policy violations. The Chief Risk, Ethics, and Compliance Officer will consider the known facts and circumstances, including which role predominates in the context of the prohibited conduct.

The university's disclosure of information related to an investigation, the DA's decision and/or the sanctions rendered are governed by the provisions of the Family Educational Rights and Privacy Act (FERPA), the Texas Public Information Act (TPIA), the Texas Education Code Section 51.971, and other applicable confidentiality laws.

### **Prevention and Awareness Programs<sup>20</sup>**

Primary prevention programs are directed at incoming students and new employees. The primary programs are defined as programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful

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<sup>20</sup> 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.

relationships and sexual interactions, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Texas A&M University provides culturally relevant, inclusive primary prevention and awareness education to incoming students and new employees to clearly define sexual assault, dating violence, domestic violence, stalking, and consent. The programs identify sexual assault, dating violence, domestic violence, and stalking as 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 behaviors is reported. This includes, but is not limited to, the importance of preserving evidence; options for notifying law enforcement and campus authorities; procedures for institutional disciplinary action and conduct proceedings; possible sanctions following a proceeding; on-campus and community resources; rights and options for obtaining lawful orders; assistance in receiving support measures and remedial action; how the institution will protect the confidentiality of victims and other necessary parties; and protection from retaliation.

Primary prevention programs include the following:

- Health Promotion within the Offices of the Dean of Student Life facilitates a session at 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 extended orientation programs (Fish Camp, T-Camp, ExCEL, etc.) and to various segments of the student community (residence advisors, Corps of Cadets, student athletes, fraternities and sororities, other student leader groups) at the beginning of each semester.
- The Offices of the Dean of Student Life require a mandatory online training module (Sexual Assault Prevention) focused on sexual harassment, sexual assault, dating violence, domestic violence, and stalking. Each semester, the training is sent to all incoming Texas A&M University undergraduate, graduate, and professional students. New students are required to complete this training at all campuses with the exception of Texas A&M University Qatar.
- The Corps of Cadets Discipline Officer and personnel from the Student Conduct Office and CREI provide semi-annual training for all cadets, focusing on sexual harassment, sexual assault, and related discipline.
- The new student handbook, available to students electronically through a link they receive in an email from the Offices of the Dean of Student Life before the start of classes, 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 TAMUS. All employees are required to complete the training every two years thereafter.

Ongoing prevention and awareness campaigns are directed at students and employees. The ongoing campaigns are defined as programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking using a range of strategies with audiences throughout the institution. The same information included in the institution's primary prevention and awareness programs is incorporated into ongoing prevention and awareness campaigns. Various departments on campus support ongoing campaigns for students and employees as described below.

Health Promotion (including an interpersonal violence unit) provides Green Dot Bystander Intervention training that addresses the dynamics and frequency of sexual assault; safety against and prevention of sexual assault, dating violence, domestic violence, and stalking; recognizing signs of unhealthy relationships; and active bystander intervention. Through Green Dot training, participants learn how to use the 3 D's (direct, delegate, and distract) to intervene in any acts of power-based personal violence they may witness. Health Promotion furthers prevention of power-based interpersonal violence at the university by offering Green Dot and other education and training on the topics of bystander intervention, consensual language, healthy relationships, and responding to and assisting survivors of sexual assault. These programs occur throughout the year and are available upon request (<https://studentlife.tamu.edu/hp/presentations/>, [healthpromotion@tamu.edu](mailto: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, support, and referral services for students, faculty, and staff (<http://studentlife.tamu.edu/wrc>, [wrc@tamu.edu](mailto:wrc@tamu.edu), or 979-845-8784).

The Sexual Assault Survivors Services (SASS) committee is a collaborative working committee comprised of individuals from across the university and university community. The committee strives to share resources and perspectives to enhance services for support and education in the area of sexual violence. Focused on students, committee members work together to create educational resources and informational publications, and organize related special events. SASS developed the STAND Up workshop designed to train faculty, staff, and students on how to have trauma-informed conversations with individuals who have been involved in incidents of sexual assault, dating violence, domestic violence, and/or stalking. The workshop provides information about sexual assault, dating violence, domestic violence, and stalking; social perspectives; the impacts of trauma on the brain; listening techniques; tools for mandated reporters; and campus and community resources. Health Promotion coordinates the day to day operations of this workshop; see their contact information above.

The university developed the Step In. Stand Up. Campaign, endorsed by the President, to create a culture of awareness that does not tolerate incidents of sexual violence. A large group of student leaders were involved to assist in crafting the message and the Campaign logo with the intention of reaching a broad campus population. The Campaign asks supporters to "step in" as active bystanders to prevent incidences of sexual violence from occurring and to "stand up" to support survivors. Student, faculty, and staff groups actively support the Campaign. These groups extend the Step In. Stand Up. message on campus and in the community during sporting events, student and employee orientations, and other campus-hosted events that take place throughout the year. Special efforts are made during sexual assault awareness month which include providing resource tables, facilitating pledge banner signatures, distributing t-shirts, and hosting speakers who advocate for social change and awareness. A website for the Campaign includes an online pledge of commitment, university-wide statements of support, campus and community resources, and information on how to report sexual violence (<http://stepinstandup.tamu.edu/>).

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In 2019, the university conducted a campus climate survey on sexual assault and misconduct to capture student voices around these issues and gain a better understanding of each student's experiences and opinions about sexual harassment and sexual violence within the campus community.

The UPD's Community Services Division, 979-845-0070, provides ongoing education available to students and employees to promote prevention and personal safety including sexual assault and stalking prevention and awareness, drug and alcohol awareness, and sexual harassment and rape prevention through self-defense tactics. Related materials are 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/>.

CREI provides Title IX presentations to various Texas A&M University student, staff, and faculty groups multiple times per year and upon request. The presentations include and explanation of the federal law and Texas A&M University's institutional policies, reporting procedures, response, and disciplinary proceedings. CREI also conducts presentations on trauma informed response to campus personnel such as the Office of the Commandant.

The Division of Human Resources and Organizational Effectiveness offers training for employees regarding 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>) that 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 CREI, 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 CREI at the beginning of the fall and spring semesters regarding reporting procedures and requirements related to incidents of illegal discrimination, sexual harassment (including sexual assault, dating violence, domestic violence, and stalking), and related retaliation.

All students and employees are provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services and resources available for individuals both on-campus and in the community. The written notification is provided to students by CREI 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.

### **Bystander Intervention and Risk Reduction<sup>21</sup>**

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
- Be careful of online relationships
- Trust your instincts

We are reminded to think about relationships, specifically relationships that may be, or become abusive. Be aware of the signs:

- Is one of the partners verbally and emotionally abusive?
- Is one of the partners isolating the other from friends and family?
- Is one of the partners controlling, intimidating or always jealous?
- Is there a threat of harm?

## **Other Considerations**

### **Retaliation**

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.

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<sup>21</sup> 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.

## Victim Notification

In accordance with the Higher Education Opportunity Act, upon written request, Texas A&M University will disclose to the alleged victim of any crime of violence, or non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purposes of this paragraph.

Institutions are required to provide both the complainant and the respondent with simultaneous written notification of any result of any institutional conduct proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking. In these cases, it is not necessary for the victim to make a written request.

## Sex Offender Registry

Section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921) provides for the tracking of registered sex offenders and instructs states to post sex offender data on the internet.

The Texas Department of Public Safety (DPS) is the official Texas internet source for Sex Offender Registration information. The Sex Offender Registration open record information is extracted from the DPS Sex Offender Registration Database. The DPS maintains files based on registration information submitted by criminal justice agencies and represents a statewide source of information on sex offenders required by law to register.

The DPS public web page can be found at <https://records.txdps.state.tx.us/SexOffender/>.

UPD receives notification of registered sex offenders that are currently employed, work, teach, volunteer, or attend classes on the campus of Texas A&M University. Notification comes from the Brazos County Sheriff's Sex Offender Registration Office.

Additional resources for gathering sex offender and sex crime data in the area:

Brazos County Sheriff's Office – 979-361-4980

Bryan Police Department – 979-209-5300

College Station Police Department – 979-764-3600

Blinn College Police Department – 979-361-3888

## Definitions of Clery Act Offenses

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

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

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



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

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

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

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

Consent:

Texas A&M University System Regulation

System Regulation 08.01.01, Civil Rights Compliance provides guidance in complying with local, state and federal civil rights laws and regulations and related system policy. This regulation establishes system-wide standards for the receipt and processing of complaints, appeals, or reports of discrimination, sexual harassment and/or related retaliation based on protected class including complaints made by employees, students, and/or third parties.

According to System Regulation 08.01.01, Civil Rights Compliance, consent is clear, voluntary, and ongoing agreement to engage in a specific sexual act. Persons need not verbalize their consent to engage in a sexual act for there to be permission. Permission to engage in a sexual act may be indicated through physical actions rather than words. A person who 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:

(1) the person intentionally or knowingly:

(A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;

(B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or

(C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or

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- (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 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;
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- (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 or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
  - (2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim 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](#) as follows.

(a) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:

- (1) constitutes an offense under [Section 42.07](#) (see below), or that the actor knows or reasonably should know the other person will regard as threatening:
  - (A) bodily injury or death for the other person;
  - (B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
  - (C) that an offense will be committed against the other person's property;
- (2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or

- in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and
- (3) would cause a reasonable person to:
- (A) fear bodily injury or death for himself or herself;
  - (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
  - (C) fear that an offense will be committed against the person's property; or
  - (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.
- (b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:
- (1) the laws of another state;
  - (2) the laws of a federally recognized Indian tribe;
  - (3) the laws of a territory of the United States; or
  - (4) federal law.
- (c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.
- (d) In this section:
- (1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.
  - (2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.

#### Sec. 42.07. Harassment.

- (a) A person commits an offense if, with intent to harass, annoy, alarm, abuse, torment, or embarrass another, the person:
- (1) initiates communication and in the course of the communication makes a comment, request, suggestion, or proposal that is obscene;
  - (2) threatens, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
  - (3) conveys, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;
  - (4) causes the telephone of another to ring repeatedly or makes repeated telephone communications anonymously or in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
  - (5) makes a telephone call and intentionally fails to hang up or disengage the connection;
  - (6) knowingly permits a telephone under the person's control to be used by another to commit an offense under this section; or
  - (7) sends repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another.
- (b) In this section:
- (1) "Electronic communication" means a transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic, or photo-optical system. The term includes:

(A) a communication initiated through the use of electronic mail, instant message, network call, a cellular or other type of telephone, a computer, a camera, text message, a social media platform or application, an Internet website, any other Internet-based communication tool, or facsimile machine; and

(B) a communication made to a pager.

(2) "Family" and "household" have the meaning assigned by Chapter 71, Family Code.

(3) "Obscene" means containing a patently offensive description of or a solicitation to commit an ultimate sex act, including sexual intercourse, masturbation, cunnilingus, fellatio, or anilingus, or a description of an excretory function.

(c) An offense under this section is a Class B misdemeanor, except that the offense is a Class A misdemeanor if the actor has previously been convicted under this section.

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed).

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

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

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

**Hate Crime:** A criminal offense reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, manslaughter by negligence, sexual assault (rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property. Following are the bias categories.

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

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

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

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

**Gender Identity:** A preformed negative opinion or attitude toward a person (or group of persons) based on their actual or perceived gender identity, e.g. bias against transgender or gender non-conforming individuals (a person who does not conform to the gender-based expectations of society).

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

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

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

#### **Additional Hate Crime Definitions:**

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

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

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

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

**Arrests and Referrals for Disciplinary Action:** Arrest is defined as persons processed by arrest, citation, or summons. Referred for disciplinary action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction. Clery Act statistics are disclosed for arrests and referrals regarding state or local violations of liquor, drug abuse,

and weapons laws. Only violations of the law resulting in arrest or referral are disclosed. Violations of institutional policy alone are not included in Clery Act statistics.

**Weapons: Carrying, Possessing, Etc.:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Classify as a weapons: carrying, possessing, etc. violation: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed (except as permitted by state law and institutional policy through state law) or openly; using, manufacturing, etc. of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the aforementioned acts.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine). Classify as a drug abuse violation: all drugs, without exception, that are illegal under local or state law where your institution is located and all illegally obtained prescription drugs.

**Liquor Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness. Classify as a liquor law violation: the manufacture, sale, transporting, furnishing, possessing, etc. of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and attempts to commit any of the aforementioned acts.

## Definitions of Clery Act Locations

**On-campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-campus:** Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution. No non-campus facilities are owned or controlled by RELIS Campus, therefore, statistics for non-campus facilities are not required to be disclosed.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.



**On-campus Student Housing Facilities (Residential Facilities):** No on-campus student housing facilities are owned or controlled by RELIS Campus, therefore, statistics for on-campus student housing are not required to be disclosed.

## Texas A&M University RELIS Campus - Reportable Crimes

The following statistics include all incidents of Clery Act crimes reported to the institution that occurred within the campus' Clery Act locations, regardless of whether the individual reporting was a member of the campus community and regardless of whether the individual chose to move forward with the criminal justice or campus disciplinary proceedings. To prepare the annual disclosure of crime statistics, the institution collects information from internal sources such as campus police and other campus security authorities and requests information from external sources such as local law enforcement. Not all local law enforcement agencies responded to the institution's request for statistics or responded with a format usable for Clery crime reporting.

Criminal Offenses				
Offense	Year	On Campus Property	Public Property	Unfounded Crimes <sup>§</sup>
Murder / Non-negligent Manslaughter	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Manslaughter By Negligence	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Sex Offenses, Rape	2016	0	0	0
	2017	0	0	0
	2018	1	0	0
Sex Offenses, Fondling	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Sex Offenses, Incest	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Sex Offenses, Statutory Rape	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Robbery	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Aggravated Assault	2016	0	0	0
	2017	1	0	0
	2018	0	0	0
Burglary of Structure	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Arson	2016	0	0	0
	2017	0	0	0
	2018	0	0	0

Hate Crimes				
Offense	Year	On Campus Property	Public Property	Unfounded Crimes <sup>§</sup>
Hate Crimes *	2016	0	0	0
	2017	0	0	0
	2018	0	0	0

<b>Violence Against Women Reauthorization Act of 2013 (VAWA) Offenses</b>				
<b>Offense</b>	<b>Year</b>	<b>On Campus Property</b>	<b>Public Property</b>	<b>Unfounded Crimes<sup>§</sup></b>
Domestic Violence	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Dating Violence	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Stalking	2016	0	0	0
	2017	0	0	0
	2018	0	0	0

<b>Arrests and Disciplinary Referrals</b>				
<b>Offense</b>	<b>Year</b>	<b>On Campus Property</b>	<b>Public Property</b>	<b>Unfounded Crimes<sup>§</sup></b>
Arrests: Weapons Carrying, Possessing, Etc.	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Disciplinary Referrals: Weapons Carrying, Possessing, Etc.	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Arrests: Drug Abuse Violations	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Arrests: Liquor Law Violations	2016	0	0	0
	2017	0	0	0
	2018	0	0	0
Disciplinary Referrals: Liquor Law Violations	2016	0	0	0
	2017	0	0	0
	2018	0	0	0

The following are in reference to the reportable crimes tables.

\* In 2018, 2017, and 2016 there were no reported criminal incidents involving hate/bias.

<sup>§</sup>Unfounded crimes are those that a commissioned peace officer has investigated and found to be false or baseless and are subsequently withheld from the crime statistic.

The Handbook for Campus Safety and Security Reporting (Handbook) was updated in June 2016 and is used for reporting Clery crime statistics for calendar year 2016 and future. According to Handbook guidance published in 2016, the RELIS Campus meets criteria for a Clery Act separate campus which requires independent publication of policy and statistical disclosure. Prior to the updated Handbook, the RELIS Campus was included in the Texas A&M University College Station annual security report as a non-campus location.

## **Crime Prevention and Security Awareness**

It is important for all of us to understand our role in the reduction of crime. A conceptual aid often employed by crime prevention practitioners is referred to as the Crime Triangle. For any crime to occur three elements must be present: desire, ability, and opportunity.



Members of the university community easily recognize there is little that can be done to control the criminal's ability and desire. The university community's greatest strength in the prevention of crime is our initiative to reduce or eliminate the opportunity for a crime to occur.

A primary goal of UPD is the prevention of crime before it occurs. Because UPD officers cannot be everywhere all the time, they need the help of all members of the university community to take an active role in their personal safety and property protection. Crime prevention is important to the campus community and you can help by reporting any crime or suspected crime immediately is helpful to UPD (or to the UPD and BCPD officers located at REllIS for crimes occurring at REllIS) and may prevent someone else from becoming a victim of a more serious crime.

The UPD's Community Services Division, staffed by officers who are state Certified Crime Prevention Specialists, continually presents programs covering crime prevention and security information and make programs available for students, staff, faculty, and others, including Texas A&M University students and employees located at REllIS. These Crime Prevention Specialists are dedicated full time to crime prevention efforts and programs. They participate in and provide information during new and transfer student orientation, international student orientation, in addition to a number of other programs scheduled annually with student, staff and faculty organizations. In these sessions information is provided regarding campus security procedures and practices. The Campus Safety Awareness Series is another opportunity for the campus community to get to know UPD officers, ask questions about safety and security procedures and practices, and/or voice concerns 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
- UPD Self-Defense Program – offered during fall move in week and regularly during fall and spring semesters
- Alive@25 Defensive Driving – offered periodically throughout the year
- Operation ID (free engraving of property in the residence hall, home, and office) – during the fall semester starting with Howdy Week and scheduled upon request or at UPD
- Residential and Office Security Surveys – scheduled upon request
- Drug and Alcohol Awareness – scheduled upon request
- Sexual Assault Prevention – scheduled upon request
- Active Shooter Preparedness – scheduled upon request

- Apartment and Home or Residence Hall Security – scheduled upon request
- Robbery Prevention – scheduled upon request
- Workplace Crime Prevention – scheduled upon request
- Bicycle Registration – see description below

Bicycles are a popular mode of transportation in the campus environment and can be a prime target of theft. Texas A&M Transportation Services requires all students, faculty, and staff to register any bicycle they plan to ride on campus and show proof of registration by displaying a permit 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>.

## Important Telephone Numbers

Area Code 979 (for all numbers listed below)

Emergencies- Police/Fire/Medical	911 for off campus; 911 or 9-911 for on campus	University Police Department	845-2345
Bryan Police (non-emergency)	361-3888	Blinn College Police Department (at RELIS)	209-7600
Brazos County Sheriff (non-emergency)	361-4980	University Police Department (at RELIS)	845-2345
College Station Police (non-emergency)	764-3600	Student Health Services	458-8250
Crime Stoppers 775-TIPS	775-8477	Health Promotion (Counseling & Referral, Alcohol & other Drugs)	845-0280
Department of Public Safety (State Troopers)	776-3100	Student Conduct Office	847-7272
FBI	776-8894	Counseling and Psychological Services (CAPS)	845-4427
Bryan Fire	209-5960	Facilities Services (AggieWorks)	845-4311
Brazos County Fire (Rural)	361-3888	Transportation Services	845-9700
College Station Fire	764-3700	Parking	862-7275
Paratransit	845-1971	CARPOOL (10pm-3am on Thursday, Friday and Saturday)	693-9905
Transit (Bus) Help-Line / Information	847-7433	Environmental Health & Safety	845-2132
Campus Information/Student Locator	845-3211		

## Other Annual Security Reports and Annual Fire Safety Reports

Annual Security Reports and Annual Fire Safety Reports for other Texas A&M University locations are as follows and are available at the following Texas A&M University OREC website:

<http://urc.tamu.edu/clery-act/clery-annual-reports/>.

Other Texas A&M University Annual Security Reports

Texas A&M University College Station

<http://urc.tamu.edu/media/1157075/CSAnnualSecurityReport.pdf>

Texas A&M University O.D. Butler, Jr. Animal Science Complex and University Farm

<http://urc.tamu.edu/media/1492363/UnivFarmAnnualSecurityReport.pdf>

Texas A&M University at Galveston

<http://urc.tamu.edu/media/1157087/GalvestonAnnualSecurityReport.pdf>

Texas A&M University at Qatar

<http://urc.tamu.edu/media/1157081/QatarAnnualSecurityReport.pdf>

Texas A&M University Mays Business School at CityCentre

<http://urc.tamu.edu/media/1157078/MaysAnnualSecurityReport.pdf>

Texas A&M University School of Law

<http://urc.tamu.edu/media/1157084/LawAnnualSecurityReport.pdf>

Texas A&M University Health Science Center Bryan

<http://urc.tamu.edu/media/1157090/HSCBryanAnnualSecurityReport.pdf>

Texas A&M University Health Science Center Dallas

<http://urc.tamu.edu/media/1157093/HSCDallasAnnualSecurityReport.pdf>

Texas A&M University Health Science Center Houston

<http://urc.tamu.edu/media/1157096/HSCHoustonAnnualSecurityReport.pdf>

Texas A&M University Health Science Center Kingsville

<http://urc.tamu.edu/media/1157099/HCKingsvilleAnnualSecurityReport.pdf>

Texas A&M University Health Science Center McAllen

<http://urc.tamu.edu/media/1157102/HSCMcAllenAnnualSecurityReport.pdf>

Texas A&M University Health Science Center Round Rock

<http://urc.tamu.edu/media/1157069/HSCRRAAnnualSecurityReport.pdf>

Texas A&M University Health Science Center Temple

<http://urc.tamu.edu/media/1157072/HSCTempleAnnualSecurityReport.pdf>

Texas A&M University Higher Education Center at McAllen

<http://urc.tamu.edu/media/1492360/HECMcAllenAnnualSecurityReport.pdf>

Texas A&M University at Galveston, TS General Rudder

<http://urc.tamu.edu/media/1601438/TAMUGGeneralRudderAnnualSecurityReport.pdf>

Texas A&M University Maritime Academy Summer Sea Term

<http://urc.tamu.edu/media/1601439/TAMUMaritimeAcademyAnnualSecurityReport.pdf>

Other Texas A&M University Annual Fire Safety Reports

Texas A&M University at College Station

<http://urc.tamu.edu/media/1157614/CSAnnualFireReport.pdf>

Texas A&M University at Galveston

<http://urc.tamu.edu/media/1157611/GalvestonAnnualFireReport.pdf>

Texas A&M University Health Science Center Kingsville

<http://urc.tamu.edu/media/1197453/KingsvilleAnnualFireReport.pdf>

Texas A&M University at Galveston, TS General Rudder

<http://urc.tamu.edu/media/1601436/TAMUGGeneralRudderAnnualFireReport.pdf>

Texas A&M University Maritime Academy Summer Sea Term

<http://urc.tamu.edu/media/1601437/TAMUMaritimeAcademyAnnualFireReport.pdf>