2021-2022 Annual Security Report
Crime Security Awareness & Prevention

- Jeanne Clery Disclosure of Campus Security Policy
- Campus Crime Statistics 2018-2020
- Safety Programs and Services, including Sexual Assault and Sexual Violence
- Drug-Free Schools and Communities Act
- Violence Against Women Act

https://unthsc.edu/clery
A Message from the HSC Clery Compliance Committee

We are pleased to distribute the 2021-2022 Annual Security Report (ASR) for the University of North Texas Health Science Center at Fort Worth (HSC). The ASR is prepared annually in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) and subsequent amendments specified in the Higher Education Opportunity Act (HEOA) and the reauthorization of the Violence Against Women Act (VAWA).

The ASR was prepared by the HSC Clery Compliance Committee, which consists of members from the HSC Police Department, Environmental Health & Safety Office, HSC Campus Human Resources, Office of Institutional Integrity and Awareness, Office of Facilities Management and the Division of Student & Academic Affairs. The ASR is an overall guide for many safety and security policies at HSC and can serve as a resource regarding education and prevention programs in which all community members are invited to attend. The ASR also provides crime statistics for the 2018-2020 calendar years for your review.

The safety and well-being of our students, faculty, staff, and visitors are of the utmost importance and at the forefront of what we do on a daily basis. HSC works persistently to reduce the risk and potential for crime and other hazardous situations. Safety and security are a shared responsibility at the HSC, and we expect everyone to contribute. “If you see something, say something.”

If you have any questions or suggestions regarding this publication, please contact the HSC Police Department at 817-725-2210 or the Division of Student & Academic Affairs at 817-735-2505.

Clery Compliance Committee:

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The Clery Act

The (Clery Act) is a federal mandate requiring all institutions of higher education that participate in the federal student financial aid program to make known crimes occurring on their campus and in the surrounding community. The Clery Act is enforced by the U.S. Department of Education, and campuses that fail to comply are penalized with hefty fines and may be suspended from participating in federal financial aid programs.

The Clery Act was signed in 1990 and is named after Jeanne Clery. She was a student who was raped and murdered in a residence hall at Lehigh University in 1986. Clery’s parents lobbied Congress to enact the law so that parents, students, and faculty know about crimes on campus.

Compliance with the Clery Act

The Clery Act requires the University of North Texas Health Science Center at Fort Worth (HSC) to provide timely warnings of crimes that represent a threat to the safety of students and employees. The campus security policies are made available to the public on the University website. The act requires HSC to collect, report, and make the Annual Security Report (ASR) available to everyone on campus as well as to the Department of Education annually.

To be in full compliance, HSC must do the following:

1. Publish and distribute the Annual Security Report to current students, prospective students and employees by October 1 of each year. The report must include crime statistics for the past three years, campus policies about safety and security measures, campus crime prevention programs, and list procedures to be followed in the investigations and prosecution of alleged sex offenses.

2. Provide students and employees with timely warnings of crimes that represent a threat to their safety.

3. HSC’s Police Department must keep and make available a crime log of all crimes reported to them in the past 60 days.

4. Disclose missing student notification procedures that pertain to students residing in on-campus student housing.

5. Disclose fire safety information for on-campus student housing facilities. Please note: HSC does not have on-campus student housing.

6. In addition to the items above, this ASR addresses the Violence Against Women Act (VAWA) amendments to the Clery Act. VAWA expanded the rights afforded to campus survivors of sexual assault, domestic violence, dating violence, and stalking.

Policy for Preparing and Distributing the Annual Disclosure of Crime Statistics

The university coordinates the collection and reporting of crime statistics as specified in the Clery Act. HSC compiles crime statistics in accordance with the Uniform Crime Reporting System of the Department of Justice and the Federal Bureau of Investigation. Statistics for the Annual Disclosure of Crime Statistics report are provided by the HSC Police Department (PD) in conjunction with the HSC Division of Student & Academic Affairs, campus security authorities, HSC Environmental Health and Safety Office, HSC Communications and Marketing Office, and local law enforcement agencies. Campus Security Authorities are required to report on an on-going basis; however, the University sends a quarterly reminder via email to Campus Security Authorities (CSA’s) requesting information about all Clery Crimes that have occurred on HSC’s Clery Geography that were reported to them. The HSC PD collects relevant crime statistics from local police agencies by providing them with the physical addresses of properties owned and operated by the HSC and those properties that are contiguous to, affiliated with, or adjacent to the properties owned by the HSC.
and operated by HSC. The locations include any building or property that is either owned or controlled by
an officially recognized organization or agency of HSC. A listing of these properties is kept by the Office of
Facilities Management or by contacting (817) 735-2181.

The Clery Compliance Committee, chaired by the Executive Director, Student & Academic Success & Clery
Compliance Coordinator, is comprised of the HSC PD Sergeant, Director of the Office of Care and Civility,
HSC Campus Director of Human Resources, HSC Employee Relations Manager, Director of Environmental
Health & Safety Office, the Chief Integrity Officer, and the Executive Director, Facilities Management and
Director of Title IX Compliance. The Clery Compliance Committee meets monthly in person and/or online to:

- Review Clery crimes for the current and previous year to ensure accuracy of reporting in the ASR
  and the CSSDACT before publication
- Develop audit trails for Clery crimes
- Update the CSA directory
- Review the HSC Clery map
- Gather the number and description of crime prevention, security awareness, and safety education
  programs
- Compile the draft and final review of the ASR

The Annual Disclosure of Crime Statistics report (also known as Annual Security Report) is distributed
annually by hard copy printouts and as an electronic PDF file on the HSC PD website. A notice of the
availability of the report is distributed by email to all current employees and students by the October 1st
deadline each year. Prospective students and prospective employees are directed to the HSC PD website
for access to the report when applying for employment or admission online.

The following are the distribution methods for the Annual Disclosure and Crime Statistics report:

- Printed copies are available at the HSC PD and the Division of Student & Academic Affairs.
- Notice of the report’s availability is provided by email to all currently enrolled students, as well as,
  all faculty and staff on the HSC payroll.
- An electronic PDF file of the report is available for download and printing directly from the HSC PD
  website at: http://www.unthsc.edu/police/abandoned-property-list/clery-act/
- New employees receive notice of the report’s availability at New Employee Orientation and new
  students receive notice of the report’s availability at New Student Orientation.

**Campus Security and Crime Awareness**

The safety and security of all students and employees is of paramount concern to HSC. Through the
teamwork of the University and campus community, HSC consistently strives to be among the safest
college campuses in Texas. We work to achieve this by developing a partnership with students,
administrators, faculty, and staff. With more than 3,700 students, faculty, and staff, the HSC campus is
reflective of the communities it serves and is not immune to societal problems.

Preventing or reducing crime in any community is a tough job. Success in crime prevention and safety at
HSC depends in large part on the education and participation of the campus community. The campus
community is provided with information about safety programs and services, but individuals are advised
that they are ultimately responsible for their own security and safety. Each year the HSC Clery Compliance
Committee publishes the following report concerning campus security and crime statistics. This report
provides information for reporting of crimes, important University policies and procedures, law enforcement
authority on campus, and support services for survivors of crimes.

It is the policy of HSC to provide an environment conducive to its educational mission; thus, any conduct
that is prohibited by state, federal, or local law is subject to discipline under the provisions of policies stated
in the Student Code of Conduct and Discipline and HSC general institutional policies, as appropriate. University officials may refer any evidence of illegal activities to the proper local, state, or federal authorities for review and potential prosecution.

**Campus Safety**

**Campus Law Enforcement & Jurisdiction**

HSC PD officers are commissioned as peace officers under the Texas Education Code 51.203 and are certified police officers under the requirements of the Texas Commission on Law Enforcement (TCOLE). Additionally, HSC Dispatchers are TCOLE certified. Officers are sworn with the full powers of arrest and mandated to enforce all applicable federal and state laws, as well as local ordinances.

Officers enforce laws throughout Tarrant, Dallas, Denton, and Cooke counties, but focus their primary response and attention to crimes or incidents occurring on HSC property or adjacent streets and crimes involving the University as the object of the offense. Investigations of offenses occurring on campus are generally conducted by the HSC PD, but assistance from local law enforcement agencies is requested when necessary. The department regularly provides assistance to local law enforcement agencies when requested. HSC participates in trainings and various other regular associations with local, state, and federal law enforcement agencies.

HSC PD has a cooperative arrangement with the Fort Worth Police Department, including a written Mutual Aid Agreement with the City of Fort Worth. HSC PD maintains liaisons with other local, state, and federal law enforcement agencies in support of campus security and safety efforts.

The HSC main campus boundaries are outlined in the Clery map on page 73-74 (Appendix A), along with the addresses of the HSC clinics.

**Accurate and Timely Reporting of Criminal Offenses**

Individuals should immediately report alleged criminal actions (including sex offenses such as rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking) or emergencies that occur on or off the HSC campus. Reporting of criminal offenses aids the department in informing the community when necessary and assists in the accurate reporting of crime statistics. HSC encourages accurate and prompt reporting of all crimes to HSC PD and/or the appropriate law enforcement agencies when the survivor of such crime elects to, or is unable to, make such a report. You may report crime through any of the following means:

**For Emergencies:**

- **Dial HSC PD at 2600 on campus to identify your location - dialing 911 DOES NOT identify your location on campus and HSC Police can relay your location to 911 operators;**
- **Call the HSC PD from any emergency telephone located throughout the campus;**
- **Individuals with hearing impairments should dial 800-RELAY TX (TTY).**

Emergencies include any crime in progress, medical emergencies, a strange car repeatedly driving in the same area of campus, an intoxicated person, a safety hazard, or any situation that you believe to be suspicious or dangerous.
For Non-Emergencies:

- Call the HSC PD at (817) 735-2210 or personally visit the HSC PD at 3600 Mattison Avenue;
- Use one of the marked emergency telephones located throughout the campus;
- Contact an officer in uniform on patrol;
- Request that any campus official assist with reporting the alleged crime;
- TTY callers: 800-RELAY TX;

Crime Stoppers:

Anyone with information on criminal activity can contact (817) 469-8477 (TIPS) or www.469TIPS.com and may receive a cash award if the tip leads to the arrest and indictment of a criminal offender. The cash award comes from the Crime Stoppers of Tarrant County, a non-profit organization. You may remain anonymous when you report your crime tip. Students and employees are urged to use this reporting option when anonymity is a primary concern (e.g. drug usage of acquaintances).

If an individual does not want to report a crime to the police themselves, they may also report crimes to a designated Campus Security Authority (CSA). These designated individuals have significant responsibility for student and campus activities, and as such are provided notice by the Division of Student & Academic Affairs as to the extent of their responsibility and how to report crimes to the HSC PD.

Voluntary Confidential Reporting

The University including HSC Police Department does allow individuals to report crimes on a confidential, voluntary basis for inclusion in the annual disclosure of crime statistic via the Person of Concern Reporting Form, the Trust Line at (844) 692-6025 or www.unthsc.ethicspoint.com.

Campus Security Authorities (CSAs)

You are encouraged to report alleged crimes by using the above means; however, there are campus officials to whom you may also report a crime who have significant responsibility for student and campus activities. These Campus Security Authorities (CSAs) include individuals whose functions involve building relationships with students and have significant responsibility for student and campus activities.

Campus Security Authorities include the following:

- Members of the HSC PD (commissioned and non-commissioned)
- Individuals who have a responsibility for campus security but are not members of the HSC PD (i.e. event security)
- Individuals or organizations specified by the HSC statement of campus security policy as someone that students should report criminal offenses
- Individuals who have a significant responsibility for student and campus activities, including, but not limited to, student discipline and campus judicial proceedings

A CSA’s obligation and responsibility are to report a crime, whether or not the survivor elects to pursue criminal charges or report to the police. Statistics reported to CSA’s will be included as appropriate in reported campus crime statistics.
IMPORTANT PHONE NUMBERS FOR HSC:

HSC Police Department (non-emergency): (817) 735-2210

HSC Police Department (emergency): (817) 735-2600

Fort Worth Police Department (non-emergency): (817) 392-4222

The HSC PD will review reports of alleged criminal activity and either send an officer immediately or refer the report for subsequent investigation, depending upon the nature and seriousness of the offense involved. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the crime was committed. All criminal incidents are investigated by HSC PD. HSC PD response(s) include, but are not limited to:

- Immediate response to emergencies through dispatch of one or more officers;
- Investigation of reports in accordance with HSC PD procedures;
- Arrest and filing of charges, depending upon the circumstances of the incident;
- Referring alleged offenders to appropriate campus agencies, such as the Division of Student & Academic Affairs; and/or
- Making timely warning and reports for crimes that represent a continuing threat to students, faculty, and/or staff.

Members of the HSC community should report crimes and emergencies to the HSC PD in order to be assessed for issuing timely warning notices and for inclusion in the annual crime statistics.

The University encourages its professional counseling staff to inform persons seeking their services of the opportunity to report crimes on a voluntary, confidential basis for inclusion in the University’s annual disclosure of crime statistics. This process is employed at the discretion of the professional counseling staff, as they deem appropriate.

Monitoring Non-campus Criminal Activity

HSC police jurisdiction includes some non-campus properties. Regular contact between the HSC PD and the Fort Worth PD aids in coordinating the activities of the two agencies. The Fort Worth PD provides the HSC PD with information about criminal activities at non-campus properties that are owned or controlled by the HSC. HSC has no officially recognized student organizations with non-campus locations.

Notification of Penalty for False Alarm or Report

House Bill 1284 states that each institution of higher education shall notify all students of the penalty for the offense under Section 42.06, Penal Code, or making a false alarm or report involving a public or private institution of higher education. An offense under this section is a Class A misdemeanor unless the false report is of an emergency involving a public or private institution of higher education or involving a public primary or secondary school, public communications, public transportation, public water, gas, or power supply or other public service, in which event the offense is a state jail felony.
Security of and Access to Campus Facilities

The HSC is an open campus and has public streets running throughout. HSC does not have on-campus student housing. However, access to the campus and university facilities is controlled by written policy and state law. Only authorized students, faculty, staff, and visitors may enter upon or use university facilities. Unauthorized persons, once identified, are asked to leave the campus. Those persons failing to comply with policy, directives, or state law can be prosecuted for trespassing. General buildings are unlocked during business hours of 7:00 am-6:00 pm. Authorized persons must use access cards for after hour access. Once a person’s affiliation with the University has ended, all assigned keys and access cards must be returned to the Access Control office.

Security of Campus Facilities

HSC PD and/or Public Service Officers regularly patrol the HSC campus grounds and buildings. Facilities personnel maintain University facilities with a concern for safety and security. Lighting surveys are conducted on a regular basis to spot any lighting concerns or areas in need of repair. In addition, defective lighting conditions are reported as detected by building service personnel, Police, and Public Service Officers. The University maintains a Safety Committee that addresses concerns including lighting, risk assessment, etc.

The HSC PD conducts security surveys as needed to continually assess facility security needs. Key control is established by University policy and access to building master keys is restricted. Security alarm systems are managed under the control of the HSC PD.

Security Considerations in the Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Facilities personnel maintain University facilities with a concern for safety and security. Lighting surveys are conducted on a regular basis to spot any lighting concerns or areas in need of repair. In addition, defective lighting conditions are reported as detected by building service personnel, police, and security officers. The university maintains a Safety Committee that addresses concerns including lighting, risk assessments, etc. The HSC PD conducts security surveys as needed to continually assess facility security needs. Key control is established by HSC PD and access to building master keys is restricted. Security alarm systems are managed under the control of the HSC PD. Students are encouraged to report lighting outages as well as other potential hazards they might observe around campus.

A building representative program identifies a person in charge of every university facility. The building representative works in partnership with HSC PD, maintenance, risk management, and safety personnel to identify and resolve security and safety issues.

Missing Student Notification

If a member of the HSC community has reason to believe that a student is missing, the individual should contact a Campus Security Authority or HSC PD. If a missing person is reported to any individual or department other than HSC PD, the individual or department receiving the report will immediately contact HSC PD to report the missing person. A student is determined to be missing when their whereabouts are
unknown and unexplainable for a period of time that is regarded by knowledgeable parties as highly unusual or suspicious in consideration of the student’s behavior patterns, plans or routines. The efforts to locate the student will be collaborative between the Division of Student & Academic Affairs, HSC PD, and the missing student’s family and friends. Even though HSC does not have on-campus student housing and is not required to publish a missing student notification policy, we believe that every member of our community is important, and we want to ensure their safety and well-being.

Any missing member of the HSC community under the age of 21 will be reported missing to the National Crime Information Center (National Child Search Assistance Act), and an investigation will begin as soon as the missing person report is received. If you receive reliable information that a student cannot be located, please call HSC PD immediately at (817) 735-2600.

Procedures: All concerns regarding a student’s unexplained absence or lack of contact that is contrary to the student’s normal behavior and/or is unusual based on existing circumstances will be immediately investigated in an effort to locate the student and confirm their safety. If a student is not located for more than 24 hours, an official missing persons’ report will be immediately filed with the law enforcement agency within the jurisdiction. The missing student’s emergency contacts will be notified regarding the status of the missing persons’ report. The Division of Student & Academic Affairs and HSC PD will cooperate with, aid, and assist the primary investigative agency in all ways allowable under the law.

**Emergency Notification, Emergency Response, and Evacuation**

**Emergency Preparedness & Response**

HSC regularly develops and annually updates plans and procedures for emergency response and evacuation for the campus community. Emergency plans and procedures as well as a variety of additional resources are available for viewing at [https://www.unthsc.edu/safety/](https://www.unthsc.edu/safety/). Possible emergencies that may occur include, but are not limited to, the following:

- Bomb threat
- Campus violence
- Civil unrest
- Explosion
- Fire (localized building fire or wildfire)
- Gas leak
- Hazardous material spill
- Public health crisis
- Severe weather
- Active shooter
- Natural disaster
- Terrorist incident
The Environmental Health and Safety Office is responsible for conducting tests of emergency response and evacuation procedures on at least an annual basis through a variety of drills and exercises designed to assess and evaluate emergency plans and capabilities. Evacuation drills are conducted throughout the year in each campus facility. Emergency notification systems are tested at least twice annually. Exercises may include tabletop, functional, full-scale, or any combination thereof. Tests may be announced or unannounced in advance to the campus community. Each test is documented, including at a minimum a description of the test, the date and time, and whether it was announced or unannounced.

Safety drills conducted in 2020 are as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Participants</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/8/20</td>
<td>9am</td>
<td>Lena Pope</td>
<td>Building occupants, utilities operator, safety</td>
<td>Fire drill conducted to validate plans and procedures by observing and recording building occupant evacuation to assembly point, reentry, and systems (audio, visuals)</td>
</tr>
<tr>
<td>7/18/20</td>
<td>All day</td>
<td>All buildings</td>
<td>Utilities operator, safety, contractors</td>
<td>Fire system tests to ensure all audios, visuals, and panels are operative</td>
</tr>
<tr>
<td>8/6/20</td>
<td>9am</td>
<td>Lena Pope</td>
<td>Building occupants, utilities operator, safety</td>
<td>Fire drill conducted to validate plans and procedures by observing and recording building occupant evacuation to assembly point, reentry, and systems (audio, visuals)</td>
</tr>
<tr>
<td>9/8/20</td>
<td>9am</td>
<td>Lena Pope</td>
<td>Building occupants, utilities operator, safety</td>
<td>Fire drill conducted to validate plans and procedures by observing and recording building occupant evacuation to assembly point, reentry, and systems (audio, visuals)</td>
</tr>
<tr>
<td>9/15/20</td>
<td>10am</td>
<td>Campus wide</td>
<td>Building occupants, utilities operator, safety</td>
<td>Test of HSC’s indoor &amp; outdoor emergency notification systems to observe and record system operations and automated messaging features.</td>
</tr>
<tr>
<td>10/14/20</td>
<td>9am</td>
<td>Lena Pope</td>
<td>Building occupants, utilities operator, safety</td>
<td>Fire drill conducted to validate plans and procedures by observing and recording building occupant evacuation to assembly point, reentry, and systems (audio, visuals)</td>
</tr>
<tr>
<td>11/8/20</td>
<td>9am</td>
<td>Lena Pope</td>
<td>Building occupants, utilities operator, safety</td>
<td>Fire drill conducted to validate plans and procedures by observing and recording building occupant evacuation to assembly point, reentry, and systems (audio, visuals)</td>
</tr>
<tr>
<td>12/16/20</td>
<td>9am</td>
<td>Lena Pope</td>
<td>Building occupants, utilities operator, safety</td>
<td>Fire drill conducted to validate plans and procedures by observing and recording building occupant evacuation to assembly point, reentry, and systems (audio, visuals)</td>
</tr>
</tbody>
</table>

Various campus units, including the Environmental Health and Safety Office and HSC PD, utilize outreach programs to train and educate the campus community, providing the knowledge needed to respond appropriately to various types of hazards. Additionally, the Environmental Health and Safety Office is responsible for annually publicizing emergency response and evacuation procedures to the campus.
community. This publicity occurs primarily through email announcements sent to employees and students throughout the year and in conjunction with tests.

The primary law enforcement responder to emergencies occurring on HSC property is HSC PD. Emergencies requiring a Fire Department/EMS (Emergency Medical Services) response are provided by the City of Fort Worth and MedStar EMS respectively. HSC PD is usually first to respond to emergencies occurring on the HSC campus and works with City of Fort Worth first responders when necessary to resolve the situation.

**Reporting an Emergency**

Students and employees should notify HSC PD of any situation or incident occurring on campus that may constitute an immediate threat to the health and/or safety of students and/or employees. Emergencies may be reported by dialing 2600 from any campus landline or (817) 735-2600 from any cell phone. Calls to x2600 and to (817) 735-2600 are answered by HSC PD Dispatch.

HSC will review reports of alleged criminal activity and will either send an officer immediately or refer the report for subsequent investigation, depending upon the nature and seriousness of the offense involved. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the crime was committed. All criminal incidents are investigated by HSC PD. HSC PD response(s) include, but are not limited to:

- Immediate response to emergencies through dispatch or one or more officers
- Investigation of reports in accordance with HSC PD procedures
- Arrest and filing of charges, depending upon the circumstances of the incident
- Referred alleged offenders to appropriate campus office, such as student conduct.

Members of the HSC community should report crimes and emergencies to the HSC PD in order to be assessed for issuing timely warning notices and for inclusion in the annual crime statistics. The university encourages any counseling professional (off-campus) to inform persons seeking their services of the opportunity to report crimes on a voluntary, confidential basis for inclusion in the university’s annual disclosure of crime statistics. This process is employed at the discretion of the counseling professional, as they deem appropriate.

**Emergency Notifications**

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, HSC will issue an alert immediately, without delay and upon confirmation, and taking into account the safety of the community, determine the content of notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the responsible authorities, compromise efforts to assist a survivor or to contain, respond to, or otherwise mitigate the emergency. The following campus officials have been designated to serve as authorized officials who are empowered to approve the content and issuance of emergency notifications:

- President or designee
- Provost
- CFO & Executive Vice President
- Vice President of Operations
• Executive Director, Facilities Management
• Media Relations Director or designee
• Communications Director or designee
• Chief of Police or designee
• Senior Police Supervisor on duty
• Safety Director

When an authorized official receives a report of an imminent or already occurring situation that poses an immediate threat to the health or safety of students or employees occurring on campus, they will confirm the report. Depending on the situation, confirmation may be achieved through one or more of the following sources:

• Investigation by HSC PD
• Investigation by other HSC campus unit, including but not limited to Environmental Health and Safety Office, Facilities Management, and/or HSC Health
• Investigation by City of Fort Worth Fire Department and/or Police Department
• Tarrant County Emergency Services and/or Health Department
• Texas Department of State Health Services
• Media reports originating from the incident scene

Additionally, HSC PD monitors the Texas Law Enforcement Telecommunications System 24/7 as a way to receive information that could impact campus or the surrounding areas. Upon confirmation of the threat, the authorized official will determine, consulting with other campus officials as appropriate, how much information is appropriate to disseminate at different points in time. HSC PD will provide a template for the emergency notification, and the appropriate campus officials will review the information and approve the content before distribution utilizing a decision matrix provided by the Clery Center. Appropriate campus officials will determine the population that will receive the emergency notification based on the template provided by HSC PD. This determination will be based on the following:

• Nature of incident or threat
• Location of the incident or threat
• Duration of the threat (if known)
• Segment to be notified

If either the Media Relations Director or the Communications Director is unavailable, then the Safety Director will be contacted to issue the emergency notification to the campus community. Depending on the circumstances, HSC may send emergency notification messages to the entire campus community or only a segment of the population. If a confirmed emergency situation appears likely to affect a limited segment of the campus community, emergency notification messages may be limited to that group. If the potential exists for a very large segment of the campus community to be affected by a situation or when a situation threatens the operation of the campus as a whole, then the entire campus will be notified. In any case, there will be a continuing assessment of the situation and additional segments of the campus community may be notified if the situation warrants such action. The Safety Director, Chief of Police, and Media Relations Director work collaboratively to segment the notification when warranted.
The authorized official will, considering the nature of the threat and the population to be notified, choose the appropriate communication tool(s) to utilize. HSC has at its disposal a number of tools that may be used to disseminate emergency notifications to the campus community. Emergency notification will typically be sent through:

- Red Alert
- Text message
- Alert Beacons
- Email
- HSC’s website or social media

Additional notification methods may include:

- Fire alarms
- Public address systems
- Posted advisory messages
- Emergency responder announcements

Information regarding the status of emergency situations will be gathered by the Environmental Health and Safety Office in collaborating with University departments. The information will be disseminated to both internal and external stakeholders by the Office of Communications. This information may come in the form of updates to HSC’s website and/or communications directly with the media, if necessary.

The Red Alert system is a mass notification system provided by a third-party vendor. The system has the capability to send messages by voice, text, email, and social media. The Red Alert system is used when there is a significant threat to life and property on campus. This includes the use of the system when an impending threat could affect the campus (ex: tornados). The authorized official will approve the issuance of notification and either issue the notification message or contact a trained user of the notification system to issue the message. As soon as they are reasonably able to do so, the authorized official will notify administration officials. All students and employees are automatically enrolled in Red Alert using the telephone numbers provided during the registration or hiring process. Students and employees are encouraged to check their contact information for accuracy and update it as soon as it changes. In case of an emergency, a message will be sent to each of these numbers. A student or employee may elect not to receive notifications from the HSC. This preference must be submitted electronically or in writing and must be renewed at the start of each academic year. The HSC Red Alert system is tested at least once each long semester. Red Alert can be updated by logging into https://my.hsc.unt.edu. Under the Student tab, click on the “Red Alert – Update Your Information”.

The University has installed over fifty-two (52) Alert Beacons in high-traffic areas around campus that have been integrated into the University’s Red Alert system. The beacons can provide a quick and building-specific alerting capability. Alert Beacons are visual and audio alerting units that are mounted to walls and powered by Ethernet. When there is an emergency on campus, the beacons can be activated through a web application. The beacons will flash red during an emergency, emit a tone, and will display a notification message on its LCD panel. Upon removal of the threat, the beacons can send out an “All Clear” message that will result in the beacons flashing green, emitting a different tone, and displaying a message on the LCD panel.

The City of Fort Worth and Tarrant County have the capability to notify their jurisdictions through multiple methods. The primary method used to notify the community is the Nixle Notification System. The City of Fort Worth and Tarrant County can use the system to send advisories and alerts by voice text and mail.
Unlike Red Alert, students and employees must sign up for a free account at [www.nixle.com](http://www.nixle.com). The City of Fort Worth also has the capability to use reverse 911 to notify residents of an emergency. However, experience shows this can be slow depending on the scope of the calling. In addition to the Nixle Notification System and reverse 911, the City of Fort Worth owns and operates 137 outdoor warning sirens. The sirens are activated when severe weather or other hazardous conditions. (Ex: Hazardous material spill) are present. However, these sirens are intended to be heard outdoors; therefore, anyone who hears the sirens is directed to go indoors and seek additional information.

A combination of some or all of the methods listed above will be used to issue a follow-up message to the campus community. Information regarding the status of emergency situations will be developed and disseminated to the larger community as soon as possible in collaboration with the HSC PD and other campus units. This information may come in the form of updates to the HSC’s website and/or communications directly with the media, if necessary.

**Timely Warnings**

HSC provides timely warnings to the entire campus community when a crime is reported to have occurred on the HSC’s Clery Geography (on-campus, public property and non-campus) and is considered to represent a serious or continuing threat to students or employees.

Timely warnings will contain the following:

- Information that will promote the safety and aid in prevention of similar crimes;
- Information about how the timely warning will be disseminated; and
- Information about the time, location, and type of crime reported.

Timely warnings will be distributed without any personally identifying information of reporting parties or survivors. The timely warnings can be issued for the following Clery Act crimes and VAWA offenses:

- Aggravated assault
- Arson
- Burglary
- Manslaughter by negligence
- Motor vehicle theft
- Murder/Non-negligent manslaughter
- Robbery
- Sex offenses
- Domestic violence/dating violence/stalking
- Violations of liquor laws, drug laws, or weapons possession laws
- Any criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Bias categories include race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin.
Decisions concerning whether to issue a timely warning will be made on a case-by-case basis by the appropriate campus officials utilizing a decision matrix provided by the Clery Center, and using the following criteria:

- Nature of the crime
- Danger and continuing danger to the campus
- Risk of compromising law enforcement efforts

Criminal reports are considered on a case-by-case basis, depending on the facts and the information known by the HSC PD. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other HSC community members and a timely warning may not be distributed. In cases involving sexual assault, reports could potentially occur long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. The HSC PD Police Chief or designee reviews all reports to determine if there is an ongoing threat to the community and if the distribution of a timely warning is warranted. Timely warnings may also be posted for other crime classifications and locations, as deemed necessary. These crimes are normally reported directly to the HSC PD. However, sometimes they are reported to a local law enforcement agency or Campus Security Authority (CSA). HSC PD has requested that these law enforcement agencies and CSAs notify HSC PD about crimes reported to them that may warrant a timely warning.

Timely warnings are primarily distributed through the University’s email system but may also be:

- Posted on campus bulletins or other appropriate locations
- Distributed to departments on campus
- Sent via Red Alert
- Distributed via the HSC website and/or social media platforms

Timely warnings are generally written and approved by the HSC PD Chief of Police or a designee and then distributed to the community by the HSC PD. Updates to the campus community about any particular case resulting in a timely warning notice may be distributed via email and/or on the HSC website home page.

**Personal Safety and Crime Prevention Programs**

New student and new employee orientation sessions are offered throughout the year, depending on start date of employment and matriculation, and provide information designed to educate community members on aware of campus police and security procedures, awareness programs and crime prevention efforts, and practices (safety tips) to encourage students and employees to be responsible for their own security and security of others. HSC PD and the Division of Student & Academic Affairs coordinate to educate the campus community about how to handle disruptive students, the Clery Act, and Title IX.

**Security Escort Services:** HSC PD provides a security escort service for the HSC community. The service is available 24 hours a day, but is limited to on-campus locations. Call (817) 735-2600 or use an emergency phone to request an escort.

**Emergency Phones:** Over 40 emergency phones have been placed at strategic locations on campus. When the receiver is lifted, the location of the call is automatically identified, and the caller is either
connected to HSC PD or can be connected with the HSC PD by pressing one button. Individuals with hearing impairments should dial 800-RELAY TX (Text Telephones-TTY).

**Motorist Assistance:** HSC PD assists the University community when individuals are unable to start their vehicles, retrieve locked keys, etc. A loaner gas container is available by request. Some services are not available at all times, but HSC PD will assist people in obtaining services from another source.

**Personal Safety & Crime Prevention Programs:** Programs designed to make community members aware of security procedures and crime prevention efforts and to encourage individual involvement in personal safety are conducted on the HSC campus. Security awareness programs are built in specifically to Stalking Awareness Month (January), Sexual Assault Awareness Month (April), and Domestic Violence Awareness Month (October) on an annual basis. Additionally, programs are offered by request to individual schools and throughout the academic year to students and employees, and include:

- Personal safety and self defense
- Sexual harassment and rape prevention
- Theft prevention
- Handling disruptive individuals
- Alcohol and substance abuse
- Automatic External Defibrillator (AED)
- Cardiopulmonary Resuscitation (CPR)

Locally, the Women's Center of Tarrant County ([http://www.womenscentertc.org/](http://www.womenscentertc.org/)) and One Safe Place ([www.onesafeplace.org](http://www.onesafeplace.org)) have training and education programs available to teach adults how to reduce their own risk.

An HSC PD officer makes a presentation at each New Student Orientation (May, July, and August) about campus security procedures and practices and to encourage students to be responsible for their own security and the security of others. These presentations are designed to inform students about the prevention of crimes and to encourage individual involvement in personal safety.

**Emergency Preparedness:** The HSC Environmental Health and Safety Office maintains detailed information regarding the HSC Emergency Management Plan (EMP) on its website. The EMP addresses immediate emergency response and evacuation procedures that describe the process of notifying the campus community of an emergency or dangerous situation. Additional information may be located within the Environmental Health and Safety Office's policy titled Emergency Management. The HSC Environmental Health and Safety Office publishes, on its website, the emergency policies, plans, and procedures for the University to include response and evacuation procedures.

The Environmental Health and Safety Office is involved in several education and outreach opportunities to educate both students and employees on the resources available to them and how to respond during emergencies. This includes presenting and speaking with all new incoming students at New Student Orientation and planning and hosting special events during National Preparedness Month to provide opportunities to discuss different emergency preparedness topics with the university community.

**Violence Against Women Reauthorization Act of 2013:** The Violence Against Women Act (VAWA) requires institutions of higher education to provide programs to prevent dating violence, domestic violence,
sexual assault, and stalking. This includes primary prevention and awareness programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking for all incoming students and new employees, and ongoing prevention and awareness campaigns for current students and current employees. Current programs address the following:

1. HSC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking;
2. Definitions of domestic violence, dating violence, sexual assault, and stalking including state definitions;
3. Definition of consent, in reference to sexual activity;
4. Safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than such individual; and
5. Information on risk reduction to consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels, with the intention to decrease perpetration and bystander inaction, while increasing empowerment for victims in order to promote safety and help individuals and communities address conditions that facilitate violence.

**Dating Violence, Domestic Violence, Sexual Assault, Stalking, Sexual Harassment and Sexual Misconduct**

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

**Related University Policies**

HSC prohibits sexual assault, sexual harassment, domestic violence, dating violence and stalking. University policies define these terms and explain how HSC addresses these issues when they are reported to a university official.

The following University policies address these issues:

- Title IX Policy
- Prohibition Against Discrimination, Sexual Misconduct, Harassment and Related Retaliation
- Student Code of Conduct and Discipline
Survivor Bill of Rights

The Campus Sexual Assault Victims’ Bill of Rights is a federal law that requires all colleges and universities participating in federal student aid programs to give sexual assault survivors certain basic rights. Their rights are:

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

Assistance for Survivors: Rights & Options

HSC has procedures in place that are sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, survivor advocacy, student financial aid, legal assistance, visa and immigration assistance and other services on and/or off campus, as well as additional remedies to prevent contact between a complainant and an accused party, such as academic, transportation and working accommodations, if reasonably available. (HSC does not have on-campus housing, therefore, does not have remedial services for housing accommodations). These rights, options and resources are provided in writing to all students and employees. HSC will make such accommodations, if the survivor requests them and if they are reasonably available, regardless of whether the survivor chooses to report the crime to HSC PD or local law enforcement.

Regardless of whether a survivor elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, HSC will assist survivors of sexual assault, domestic violence, dating violence, or stalking and will provide each survivor with a written explanation of their rights and options. A victim of crime is defined by Chapter 56 of the Code of Criminal Procedure, as (1) someone who is the victim of sexual assault, kidnapping, or aggravated robbery or who has suffered bodily injury or death because of the criminal conduct of another, (2) the close relative (spouse, parent, adult brother or sister, or child) of a deceased victim, or (3) the guardian of the victim. The law also applies to victims of juvenile crime, including victims who suffer property loss. The State of Texas intends that victims of crime receive the following safeguards, assurances, and considerations. The Texas Constitution (Article I, Section 30) provides victims of violent crimes with the right, upon their request, to receive notice about court proceedings and the conviction, sentence, imprisonment, and release of the accused.

For more information about victim notification, visit https://www.texasattorneygeneral.gov/cvs/victim-notification or call VINE 24-hour information on jail status and court events at 1-877-894-8463.

Texas Crime Victim Rights

Under the criminal justice system in Texas, a victim of domestic violence, dating violence, sexual assault, or stalking has the following rights, under the Texas Crime Victims’ Rights – Article 56A.051 of the Code of Criminal Procedure:

A victim, guardian of a victim, or close relative of a deceased victim is entitled to the following rights within the criminal justice system:
(1) The right to receive from law enforcement agencies adequate protection from harm and threats of harm arising from cooperation with prosecution efforts:

(2) The right to have the magistrate take the safety of the victim or family into consideration as an element in fixing the amount of bail for the accused:

(3) The right, if requested, to be informed;

   a. By the attorney representing the state of relevant court proceedings, including appellate proceedings, and to be informed if those proceedings have been canceled or rescheduled prior to the event; and

   b. By an appellate court of decisions of the court, after the decisions are entered but before the decisions are made public;

(4) The right to be informed, when requested, by a peace officer concerning the defendant’s rights to bail and the procedures in criminal investigations and by the district attorney’s office concerning the general procedures in the criminal justice system, including general procedures in guilty plea negotiations and arrangements, restitution, and the appeals and parole process;

(5) The right to provide pertinent information to a probation department conducting a pre-sentencing investigation concerning the impact of the offense on the victim and his or her family by testimony, written statement, or any other manner prior to any sentencing of the offender;

(6) The right to receive information regarding compensation to victims of crime as provided by Subchapter B, including information related to the costs that may be compensated under that subchapter and the amount of compensation, eligibility for compensation, and procedures for application for compensation under that subchapter, the payment for a medical examination under Article 56.06 for a victim of a sexual assault, and when requested, referral to available social service agencies that may offer additional assistance;

(7) The right to be informed, upon request, of parole procedures, to participate in the parole process, to be notified, if requested, of parole proceedings concerning a defendant in the victim’s case, to provide to the Board of Pardons and Paroles for inclusion in the defendant’s file information to be considered by the board prior to the parole of any defendant convicted of any crime subject to this subchapter, and to be notified, if requested, of the defendant’s release;

(8) The right to be provided with a waiting area, separate or secure from other witnesses, including the offender and relatives of the offender, before testifying in any proceeding concerning the offender; if a separate waiting area is not available, other safeguards should be taken to minimize the victim’s contact with the offender and the offender’s relatives and witnesses before and during court proceedings;

(9) The right to prompt return of any property of the victim that is held by a law enforcement agency or the attorney for the state as evidence when the property is no longer required for that purpose;

(10) The right to have the attorney for the state notify the employer of the victim, if requested, of the necessity of the victim’s cooperation and testimony in a proceeding that may necessitate the absence of the victim from work for good cause;
(11) The right to require victim-offender mediation coordinated by the victim services division of the Texas Department of Criminal Justice;

(12) The right to be informed of the uses of a victim impact statement and the statement’s purpose in the criminal justice system, to complete the victim impact statement, and to have the victim impact statement considered;

   a. By the attorney representing the state and the judge before sentencing or before a plea bargain agreement is accepted; and

   b. By the Board of Pardons and Paroles before an inmate is released on parole;

(13) For the victim of an assault or sexual assault who is younger than 17 years of age or whose case involves family violence, as defined by Section 71.004, Family Code, the right to have the court consider the impact on the victim of a continuance requested by the defendant; if requested by the attorney representing the state or by counsel for the defendant, the court shall state on the record the reason for granting or denying the continuance; and

(14) If the offense is a capital felony, the right to:

   a. Receive by mail from the court a written explanation of defense-initiated victim outreach if the court has authorized expenditures for a defense-initiated victim outreach specialist;

   b. Not be contacted by the victim outreach specialist unless the victim, guardian, or relative has consented to the contact by providing a written notice to the court;

   c. Designate a victim service provider to receive all communications from a victim outreach specialist acting on behalf of any person;

   d. A victim, guardian of a victim, or close relative of a deceased victim is entitled to the right to be present at all court proceedings related to the offense, subject to the approval of the judge in the case;

   e. The office of the attorney representing the state, and the sheriff, police, and other law enforcement agencies shall ensure to the extent practicable that a victim, guardian of a victim, or close relative of a deceased victim is afforded the rights granted by this article and Article 56.021 and, on request, an explanation of those rights; and

   f. A judge, attorney for the state, peace officer, or law enforcement agency is not liable for a failure or inability to provide a right enumerated in this article or Article 56.021. The failure or inability of any person to provide a right or service enumerated in this article or Article 56.021 may not be used by a defendant in a criminal case as a ground for appeal, a ground to set aside the conviction or sentence, or a ground in a habeas corpus petition. A victim, guardian of a victim, or close relative of a deceased victim does not have standing to participate as a party in a criminal proceeding or to contest the disposition of any charge.

Rights of Victim of Sexual Assault or Abuse, Stalking, Trafficking – Article 56A.052 of Texas Code of Criminal Procedure

In the rights below, “sexual assault” means an offense under Section 21.02, 21.11(a)(1), 22.011, or 22.021, Penal Code.
(a) In addition to the rights enumerated in Article 56.02, if the offense is a sexual assault, the victim, guardian of a victim, or close relative of a deceased victim is entitled to the following rights within the criminal justice system:

(1) If requested, the right to a disclosure of information regarding any evidence that was collected during the investigation of the offense, unless disclosing the information would interfere with the investigation or prosecution of the offense, in which event the victim, guardian, or relative shall be informed of the estimated date on which that information is expected to be disclosed;

(2) If requested, the right to a disclosure of information regarding the status of any analysis being performed of any evidence that was collected during the investigation of the offense;

(3) If requested, the right to be notified;
   a. At the time a request is submitted to a crime laboratory to process and analyze any evidence that was collected during the investigation of the offense;
   b. At the time of the submission of a request to compare any biological evidence collected during the investigation of the offense with DNA profiles maintained in a state or federal DNA database; and
   c. Of the results of the comparison described by Paragraph (B), unless disclosing the results would interfere with the investigation or prosecution of the offense, in which event the victim, guardian, or relative shall be informed of the estimated date on which those results are expected to be disclosed;

(4) If requested, the right to counseling regarding acquired immune deficiency syndrome (AIDS) and human immunodeficiency virus (HIV) infection;

(5) For the victim of the offense, testing for acquired immune deficiency syndrome (AIDS), human immunodeficiency virus (HIV) infection, antibodies to HIV, or infection with any other probable causative agent of AIDS; and

(6) To the extent provided by Article 56.06 and 56.065, for the victim of the offense, the right to a forensic medical examination if, within 96 hours of the offense, the offense is reported to a law enforcement agency or a forensic medical examination is otherwise conducted at a health care facility.

(b) A victim, guardian, or relative who requests to be notified under Subsection (a)(3) must provide a current address and phone number to the attorney representing the state and the law enforcement agency that is investigating the offense. The victim, guardian, or relative must inform the attorney representing the state and the law enforcement agency of any change in the address or phone number.

(c) A victim, guardian, or relative may designate a person, including an entity that provides services to victims of sexual assault, to receive any notice requested under Subsection (a)(3).

(d) This subsection applies only to the victim of an offense of human trafficking, sexual abuse of a child under the age of 14 years old, indecency of a child younger than 17 years of age, sexual assault, aggravated sexual assault, stalking, or compelled prostitution as these offenses are defined in the Texas Penal Code. In addition to the rights enumerated in Article 56.02 and, if applicable, Subsection (a) of this article, a victim
described by this subsection or a parent or guardian of the victim is entitled to the following rights within the criminal justice system;

(1) The right to request that the attorney representing the state, subject to the Texas Disciplinary Rules of Professional Conduct, file an application for a protective order under Article 7A.01 on behalf of the victim;

(2) The right to be informed:

(A) that the victim or victim’s parent or guardian, as applicable, may file an application for a protective order under Article 7A.01 of the Code of Criminal Procedure;

(B) of the court in which the application for a protective order may be filed; and

(C) that, on request of the victim or of the victim’s parent or guardian, as applicable, and subject to the Texas Disciplinary Rules of Professional Conduct, the attorney representing the state may file the application for protective order;

(3) If the victim or the victim’s parent or guardian, as applicable, is present when the defendant is convicted or placed on deferred adjudication community supervision, the right to be given by the court the information described by Subdivision (2) and, if the court has jurisdiction over applications for protective orders that are filed under Article 7A.01, the right to file an application for a protective order immediately following the defendant’s conviction or placement on deferred adjudication community supervision; and

(4) If the victim or the victim’s parent or guardian, as applicable, is not present when the defendant is convicted or placed on deferred adjudication community supervision, the right to be given the attorney representing the state the information described by Subdivision (2).

Additional Rights Concerning Victim Impact Statements

(a) The Texas Crime Victim Clearinghouse, with the participation of the community justice assistance division of the Texas Department of Criminal Justice and the Board of Pardons and Paroles, shall develop a form to be used by law enforcement agencies, prosecutors, and other participants in the criminal justice system to record the impact of an offense on a victim of the offense, guardian of a victim, or a close relative of a deceased victim and to provide the agencies, prosecutors, and participants with information needed to contact the victim, guardian, or relative if needed at any stage of a prosecution of a person charged with the offense. The Texas Crime Victim Clearinghouse, with the participation of the community justice assistance division of the Texas Department of Criminal Justice and the Board of Pardons and Paroles, shall also develop a victims’ information booklet that provides a general explanation of the criminal justice system to victims of an offense, guardians of victims, and relatives of deceased victims.

(b) The victim impact statement must be in a form designed to inform a victim, guardian of a victim, or a close relative of a deceased victim with a clear statement of rights provided by Articles 56.02 and 56.021 and to collect the following information:

(1) the name of the victim of the offense or, if the victim has a legal guardian or is deceased, the name of a guardian or close relative of the victim;

(2) the address and telephone number of the victim, guardian, or relative through which the victim, guardian of a victim, or a close relative of a deceased victim, may be contacted;
(3) a statement of economic loss suffered by the victim, guardian, or relative as a result of the offense;

(4) a statement of any physical or psychological injury suffered by the victim, guardian, or relative as a result of the offense, as described by the victim, guardian, relative, or by a physician or counselor;

(5) a statement of any psychological services requested as a result of the offense;

(6) a statement of any change in the victim's, guardian's, or relative's personal welfare or familial relationship as a result of the offense;

(7) a statement as to whether or not the victim, guardian, or relative wishes to be notified in the future of any parole hearing for the defendant and an explanation as to the procedures by which the victim, guardian, or relative may obtain information concerning the release of the defendant from the Texas Department of Criminal Justice; and

(8) any other information, other than facts related to the commission of the offense, related to the impact of the offense on the victim, guardian, or relative.

c) The victim assistance coordinator, designated in Article 56.04(a) of this code, shall send to a victim, guardian of a victim, or close relative of a deceased victim a victim impact statement, a victims' information booklet, and an application for compensation under Subchapter B, Chapter 56, 2 along with an offer to assist in completing those forms on request. The victim assistance coordinator, on request, shall explain the possible use and consideration of the victim impact statement at sentencing and future parole hearing of the offender.

d) If a victim, guardian of a victim, or close relative of a deceased victim states on the victim impact statement that he wishes to be notified of parole proceedings, the victim, guardian, or relative is responsible for notifying the Board of Pardons and Paroles of any change of address.

e) Prior to the imposition of a sentence by the court in a criminal case, the court shall, as applicable in the case, inquire as to whether a victim impact statement has been returned to the attorney representing the state and, if a victim impact statement has been returned to the attorney representing the state, consider the information provided in the statement. Before sentencing the defendant, the court shall permit the defendant or the defendant's counsel a reasonable time to read the statement, excluding the victim's name, address, and telephone number, comment on the statement, and, with the approval of the court, introduce testimony or other information alleging a factual inaccuracy in the statement. If the court sentences the defendant to a term of community supervision, the attorney representing the state shall forward any victim's impact statement received in the case to the community supervision and corrections department supervising the defendant.

f) The court may not inspect a victim impact statement until after a finding of guilt or until deferred adjudication is ordered and the contents of the statement may not be disclosed to any person unless:

(1) the defendant pleads guilty or nolo contendere or is convicted of the offense; or

(2) the defendant in writing authorizes the court to inspect the statement.

g) A victim impact statement is subject to discovery under Article 39.14 of this code before the testimony of the victim is taken only if the court determines that the statement contains exculpatory material.

h) Not later than December 1 of each odd-numbered year, the Texas Crime Victim Clearinghouse, with the participation of the community justice assistance division of the Texas Department of Criminal Justice
and the Board of Pardons and Paroles, shall update the victim impact statement form and any other information provided by the commission to victims, guardians of victims, and relatives of deceased victims, if necessary, to reflect changes in law relating to criminal justice and the rights of victims and guardians and relatives of victims.

(i) In addition to the information described by Subsections (b)(1)-(8), the victim impact statement must be in a form designed to collect information on whether, if the victim is a child, there is an existing court order granting to the defendant possession of or access to the victim. If information collected under this subsection indicates the defendant is granted access or possession under court order and the defendant is subsequently confined by the Texas Department of Criminal Justice as a result of the commission of the offense, the victim services office of the department shall contact the court issuing the order before the defendant is released from the department on parole or mandatory supervision.

Prohibited and Criminal Conduct

University Prohibited Conduct

HSC prohibits sexual assault, dating violence, domestic violence (collectively called relationship violence), non-consensual contact, sexual exploitation, sexual harassment, sexual misconduct, stalking, and retaliation. HSC policies define what these terms mean for the purpose of determining if a person violated University policy. The definitions from the relevant policies are listed below. For the purpose of these definitions, a Respondent means an individual or organization identified as possibly having engaged in conduct prohibited under University policy regardless of whether a formal complaint is made. A Complainant refers to an individual who may have been the subject of conduct prohibited under University policy regardless of whether the individual reports the conduct.

Consent: Words or actions that show an active, knowing and voluntary agreement to engage in sexual activity. Consent cannot be obtained by force, coercion, manipulation, threats, or when an individual administers any substance to another person, without the person’s knowledge, that intentionally impairs the ability of the person to voluntarily consent. Consent is absent when the sexual activity in question exceeds the scope of previously given consent. Consent may be revoked at any time.

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 determined based on consideration of the length of the relationship; type of relationship; and the frequency of interaction between the persons involved in the relationship. Includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

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 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.

Retaliation: Any adverse action, treatment or condition taken because of an individual’s participation in a protected activity (i.e. made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy), including an act intended to
intimidate, threaten, coerce, or discriminate that is likely to interfere with or dissuade a reasonable person from opposing discriminatory or harassing practices, filing a sexual harassment complaint, participating in an investigation regarding sexual harassment, or otherwise affecting any right or privilege secured by Title IX or this policy. Retaliation also includes filing a complaint or other action against an individual for alleged violation of HSC policy unrelated to sexual harassment but arising out of the same facts or circumstances as a report of sex discrimination or sexual harassment, or a report or Formal Complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by University policy.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape:

a. *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.
b. *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 their age or because of their temporary or permanent mental incapacity.
c. *Incest:* Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
d. *Statutory Rape:* Sexual intercourse with a person who is under the statutory age of consent.

**Sexual Exploitation:** Taking non-consensual or abusive sexual advantage of another for another’s own advantage or benefit, or to benefit or advantage anyone other than the person being exploited, including but not limited to, non-consensual video or audio recording of sexual activity or undetected viewing of another’s sexual activity.

**Sexual Harassment:** Conduct on the basis of sex that satisfies one or more of the following:

a. *Quid pro quo:* An employee of the institution conditioning the provision of an aid, benefit, or service of the HSC on an individual’s participation in unwelcome sexual conduct;
b. *Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the HSC’s education program or activity; or*
c. “*Sexual assault*” (as defined by the Clery Act), “*dating violence, “*domestic violence,” or “* stalking*” as defined by the Violence Against Women Act.

Quid pro quo harassment, sexual assault, dating and domestic violence and stalking are not evaluated for severity, pervasiveness, offensiveness, or denial of equal educational access, because such conduct is sufficiently serious to deprive a person of equal access.

**Sexual Misconduct:** A broad term encompassing a range of non-consensual sexual activity or unwelcome behavior of a sexual nature. The term includes, but is not limited to, sexual assault, sexual exploitation, sexual intimidation, sexual harassment, domestic violence, dating violence, and stalking.

**Stalking:** 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. For the purposes of this definition:

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

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

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

Clery Reportable Sex-Related Crimes

The Clery Act is a federal law that requires HSC to disclose campus security information, including crime statistics for the campus and surrounding areas. The Clery Act requires HSC to count crimes, including sex-related crimes, using definitions required by the federal government. These are not the definitions HSC uses to determine if a University policy was violated. The following definitions fall under the Clery Act:

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 determined based on the reporting party’s statement with consideration of the length of the relationship; type of relationship; and the frequency of interaction between the persons involved in the relationship. Includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

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 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.

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

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

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 or another person, without the consent of the victim.

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

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others; or suffer substantial emotional distress.

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

The State of Texas criminalizes dating violence, domestic violence, family violence, sexual assault, and stalking. Law enforcement can investigate a reported crime. The following definitions are taken from the Texas Family Code and Texas Penal Code:

**Dating Violence:** Defined by the Texas Family Code, Section 71.0021 as an act, other than a defensive measure to protect oneself, by an actor that:

1. Is committed against a victim or applicant for a protective order:
   a. With whom the actor has or has had a dating relationship; or
   b. Because of the victim’s or applicant’s marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and

2. Is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury, assault, or sexual assault.

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 the length of the relationship; the nature of the relationship; and the frequency and type of interaction between the persons involved in the relationship. A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a “dating relationship: under Subsection (b).

**Family Violence (includes Domestic Violence):** Defined by the Texas Family Code Section 71.004 as:

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 in Sections 261.001(1)(C), (E), (G), (H), (I), (J), and (K), 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.

**Sexual Assault:** Defined by the Texas Penal Code, Section 22.011 states that a person commits an offense if the person:

(1) Intentionally or knowingly:
   a. Causes the penetration of the anus or sexual organ of another person by any means, without that person’s consent;
   b. Causes the penetration of the mouth of another person by the sexual organ of the actor, without that person’s consent; or
   c. Causes the sexual organ of another person, without that person’s consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
(2) Intentionally or knowingly;

a. Causes the penetration or 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.

A sexual assault under Texas Law is without the consent of the other person if:

1. The actor compels the other person to submit or participate by the use of physical force, violence, or coercion;

2. The actor compels the other person to submit or participate by threatening to use force or violence against the other person, 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’s 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 service provider or a health care service provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person’s emotional dependency on the actor;

10. The actor is a clergyman who causes the other person to submit or participate by exploiting the other person’s emotional dependency on the clergyman in the clergyman’s professional character as spiritual adviser;

11. The actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code; or
12. The actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor.

Stalking: Defined by the Texas Penal Code, Section 42.072 as 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 (Harassment), or that the actor knows or reasonably knows 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.

Procedures for Reporting a Complaint

If any member of the HSC community is a survivor of sexual assault, including rape, acquaintance rape, forcible and non-forcible sex offenses, sexual harassment, relationship violence, stalking, or sexual violence, there are many services available to assist, but first, the individual’s safety is of utmost importance. If you or a member of the community is a survivor and it occurs on campus, please contact the HSC Police Department @ (817) 735-2600, 3600 Mattison Avenue, Fort Worth, TX 76107. If you or a member of the community is a survivor and it occurs off campus, please contact the Fort Worth Police Department or local police @ 911.

A person who has experienced domestic violence, dating violence, sexual assault, stalking, sexual misconduct, or who believes such conduct may have occurred may file a formal complaint with the Division of Student & Academic Affairs (Student Service Center 220; (817) 735-2505; https://www.unthsc.edu/TitleIXReportingForm) or the Title IX Coordinator, Kory Levingston (Carl E. Everett Education & Administration Building 286; (817) 735-2594; kory.levingston@unthsc.edu). Individuals wishing to remain anonymous may report suspected assault or retaliation to the HSC Trust Line (www.unthsc.ethicspoint.com; 844-692-6025).
Victims of domestic violence, dating violence, sexual assault or stalking are provided information in writing on the procedures they should follow, their rights, options, and resources including:

a. Importance of preserving evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protective order;

b. How and to whom the alleged offense should be reported;

c. Options about the involvement of law enforcement and campus authorities including notification of the victim’s option to:

   ▪ Notify proper law enforcement authorities; including on-campus and local police.

d. Available assistance of campus authorities in notifying law enforcement authorities, if the victim chooses;

e. Right to decline notifying such authorities;

f. Rights of victims and the institution’s responsibility for orders of protection, “no contact” orders, restraining orders, or similar lawful orders issued by criminal, civil, or tribal court, or by the institution.

HSC has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, sexual misconduct, and stalking. Procedures include informing individuals in writing about their right to file criminal charges as well as the availability of counseling, health services, mental health services, financial aid/assistance, transportation, survivor advocacy, legal assistance, visa and immigration assistance, and other services on and/or off campus, as well as additional remedies to prevent contact between a complainant and a respondent, such as academic, transportation, and working accommodations, if reasonably available. HSC does not have on-campus housing, but can provide resources for other housing arrangements, if reasonably available. HSC will make such accommodations if the complainant requests them and if they are reasonably available, regardless of whether the complainant chooses to report the crime to the HSC Police Department or local law enforcement. Students should contact the Care Team (Student Service Center 204; (817) 735-2740; careteam@unthsc.edu) and employees should contact the UNT System Office of Compliance (Tim Willette, Chief Compliance Officer; Tim.Willette@untdallas.edu or compliance@untsystem.edu; 1901 Main Street, Dallas TX, 75201; (972-338-1412) for accommodations.

**Preserving Evidence**

Following an assault, find a safe place away from the attacker and out of danger. To preserve physical evidence, survivors should not bathe, urinate, douche, shower, drink, or change clothes. This will preserve evidence that can be used later if a survivor decides to file a police report and press charges. Survivors should go to a local hospital for a sexual assault examination and to receive prompt, thorough medical care. Survivors may choose to have someone take them to the emergency room or a police officer can meet them at their location to provide transportation.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a survivor chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with HSC PD or other law enforcement to preserve evidence in the event that the survivor changes their mind at a later date.
A forensic examination can be obtained at John Peter Smith Hospital, 1500 S. Main Street, Fort Worth, Texas, 76104.

**Procedures for Reporting Criminal Offenses**

Students, faculty, staff, and guests are expected to report all crimes to both the HSC PD and the City of Fort Worth Police Department in a timely manner. Any suspicious activity or person seen in parking lots or loitering around vehicles or inside buildings should also be reported to the Police Department. To report a crime or an emergency on the HSC campus, call HSC Police Department at (817) 735-2600. To report a non-emergency, call the HSC Police Department at (817) 735-2210. Dispatchers are available at these respective telephone numbers 24 hours a day to answer your call. Crimes related to sexual misconduct may also be reported to the Title IX Coordinator, Kory Levingston at (817) 735-2594. In response to a call, the HSC Police Department will take the required action, dispatching an officer or asking the victim to report to the Police Department to file an incident report. All Public Safety incident reports involving students may be referred the appropriate HSC official for review and potential disciplinary action.

Incidents are reviewed by the HSC Police Chief or designee to determine if a timely warning notice is appropriate. The HSC PD will investigate a report when it is deemed appropriate. Additional information obtained via the investigation may also be forwarded to the appropriate HSC official. If assistance is required from the Fort Worth Police Department, the HSC PD will make contact and request an officer.

Crimes should be reported to the HSC PD in order to provide Timely Warning notices to the community, when appropriate, and to ensure inclusion in the annual crime statistics report.

**Who Can I Talk To?**

If a survivor chooses to report sexual assault, domestic violence, dating violence, sexual misconduct, or stalking to the police, the police officer will need to obtain a statement describing the details of the crime. The list of resources below can provide support to survivors.

**The Women’s Center:** A member of the Crisis Intervention & Advocacy Services from The Women's Center (24-hour crisis hotline: 817-927-2737 or 817-927-4039) may be contacted to meet with survivors at the emergency room upon request. The Women's Center counselors will talk with survivors and inform them of their options involving counseling and emergency sheltering.

**One Safe Place:** One Safe Place can provide emergency assistance for domestic violence survivors. They can be contacted at (817) 916-4323 or (817) 885-7774.

**Title IX Coordinator:** The Title IX Coordinator oversees the university’s response to reports and complaints of sex discrimination (including sexual assault, sexual misconduct, domestic violence, dating violence, and stalking). The Title IX Coordinator can receive a complaint from a student, provide information and answer questions about students’ rights or course of action available to students, and can answer questions about the university’s policies and procedures relating to sex discrimination, as well as provide the information in writing. UNTHSC Title IX Coordinator, Kory Levingston, is located in the Carl E. Everett Education & Administration Building 286 and can be contacted at kory.levingston@unthsc.edu or (817) 735-2594.

**Care Team:** The Care Team is available to help students find an advocate during the process. An advocate’s role is to connect students who have been impacted by domestic violence, dating violence, sexual assault, sexual misconduct, or stalking to resources such as counseling, health and mental services, safety, academic concerns, legal concerns, etc., and act as their advocate. The Care Team can assist a student with filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, and connecting students to the many other resources that
are available, both on and off campus. The Care Team can be contacted at 817-735-2740 or https://unthsc.edu/personofconcern.

**Student Assistance Program:** A survivor can receive 24/7 confidential counseling and support from the HSC LifeWorks/Student Support Program @ 866-743-7732 or us.myissp.com.

**Rape Crisis Hotlines:** Community rape crisis hotlines can also provide assistance and support to survivors.

Rape Crisis and Victim Services - Fort Worth (817) 927-2737 or (817) 927-4039
Rape Crisis and Victim Services - Dallas (214) 590-0430
Rape Crisis and Victim Services - Denton (940) 382-7273

**Will My Name Be In The Report?**

When reporting to the police, a survivor may choose a pseudonym (fictitious name) and address to maintain confidentiality or a pseudonym will be assigned by HSC PD at the request of the survivor. There is a possibility that courtroom testimony may be required if the case goes to trial.

When reporting to the University (through the Division of Student & Academic Affairs, Title IX Coordinator, or Office of Equity, Diversity & Inclusion), a survivor can request anonymity. The University will evaluate all requests for anonymity in the context of the University’s responsibility to provide a safe and non-discriminatory environment for all students, and HSC will respond to the survivor with a decision on the request for anonymity. Reports of domestic violence, dating violence, sexual assault, sexual misconduct, or stalking are maintained confidentially. If the University investigates a report, the complainant’s identity may become known to the respondent. The University strictly prohibits retaliation against any person for making a complaint or participating in an investigation, and can take interim measures to protect against retaliation.

A completely anonymous report can be made to the University at https://www.unthsc.edu/TitleIXReportingForm or via the Trust Line at www.unthsc.ethicspoint.com or 844-692-6025.

**HSC’s Procedures for Responding to a Report of Domestic Violence, Dating Violence, Sexual Assault, Stalking, Sexual Harassment, or Sexual Misconduct**

**Duty to Report**

Employees and individuals authorized to act on behalf of the University who become aware of suspected domestic violence, dating violence, sexual assault, sexual harassment, sexual misconduct, or stalking are required to report the suspected violation immediately to the Title IX Coordinator. The report must include all information concerning the incident known to the reporting person including whether the possible victim has expressed a desire for the report to remain confidential.

**Exceptions to Duty to Report**

a. Confidential Employees, as defined by University policy, are obligated to report sexual harassment and other sexual misconduct to the Title IX Coordinator. When reporting as a Confidential
Employee, these individuals shall state only the type of incident reported and shall not include other information that would violate a student's request for privacy. However, Confidential Employees who become aware of alleged sexual misconduct while operating outside the confidential aspect of their work are not Confidential Employees with respect to that particular incident and have the same duty to report as a non-Confidential Employee.

b. A person is not required to make a report under this section concerning an incident in which the person was a victim of sexual harassment or other sexual misconduct.

c. A person is not required to make a report pursuant to University policy concerning an incident of which the person received information due to a disclosure made at a sexual harassment, sexual assault, dating violence, or stalking public awareness event sponsored by the University or by a student organization affiliated with the University.

Students and other individuals, including guests of the University, are encouraged to report suspected sexual assault or retaliation to the Title IX Coordinator. The survivor has the right to decline to notify law enforcement.

By calling, writing, or coming into the office to report in person, HSC will provide resources in writing, on and/or off campus, to include medical and health, to persons who have been survivors of sexual assault, domestic violence, dating violence, sexual misconduct, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic violence, dating violence, sexual misconduct, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

**Remedial and Interim Measures**

HSC may take administrative action to protect the complainant, the respondent, and any other individual against prohibited conduct or to ensure the prompt and efficient completion of an investigation. Interim measures are not disciplinary in nature and must be consistent with other University policies. Interim measures may be initiated only after consultation with the Division of Student and Academic Affairs, Provost and Vice President of Academic Affairs, Human Resources, or the Office of Equity, Diversity & Inclusion, as appropriate. Information on remedial, interim or protective measures is provided in writing to students and employees. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator’s directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by HSC.

Interim measures for employees may include, but are not limited to, placing the employee who is accused of violating this policy on administrative leave with pay, reassignment to a different supervisor or position, temporarily modifying work schedules and assignments, suspending business relationships, and disciplinary action up to and including termination from employment.

Interim measures for students may include, but are not limited to, administrative directives for no contact, altered academic arrangements, student financial aid/assistance, transportation, health services, Visa and immigration assistance, assistance in notifying local law enforcement, and assisting with blocking directory information, and other University resources on and off campus. HSC does not have on-campus housing, but can provide resources for other housing arrangements, if reasonably available. Additionally, personal identifiable information about the complainant will be treated as confidential and only shared with persons...
with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Public information requests are reviewed by the UNT System Public Information Coordinator and Office of General Counsel. Further, HSC will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of HSC to provide the accommodations or protective measures. Determinations regarding what information should be shared and with whom are made by the Title IX Coordinator.

**No Contact Directive:** HSC may issue an institutional “No Contact” directive if deemed appropriate or at the request of the complainant or respondent. “No contact directive” means a directive from the university to cease all communication and contact with one or more individuals for a specified period when the university reasonably believes the directive is necessary to protect the health, safety, or welfare of any member of the university or the university community, including to prevent retaliation or harassment. The directive prohibits the student from communicating or contacting the identified individuals through friends, relatives, acquaintances, social media, or other means, except as set out in the directive.

To the extent of the complainant’s cooperation and consent, HSC offices will work cooperatively to ensure that the complainant’s health, physical safety, work and academic status are protected, pending the outcome of a formal University investigation of the complaint.

**Survivor Advocacy:** Complainants should also know that they can have a survivor advocate accompany them during the sexual assault exam if an advocate is available at the time of the examination.

**Protective Orders:** Further, HSC complies with Texas law in recognizing orders of protection. Family violence is a serious threat to society and its members. Survivors of family violence are entitled to the maximum protection permitted by law. A protective order is a civil court order issued to prevent continuing acts of family violence. Family violence is basically defined as any act by one member of a family or household intended to physically harm another member, a serious threat of physical harm, or the abuse of a child. Family includes blood relatives or relatives by marriage, former spouses, parents (married or not) of the same child, foster parents and foster children, or any member or former member of a household (people living in the same house, related or not). In order to request a protective order, an application must be completed and include an affidavit or declaration. After the forms are completed, they must be submitted to the courthouse. The forms maybe filed in one of three places: 1) the county where you live, 2) the county in which the other person lives, or any Texas county in which the violence occurred. You cannot be charged a fee by a court in connection with filing, serving, or entering a protective order. For detailed information concerning protective orders and how to obtain one please visit the following website: [https://texaslawhelp.org/toolkit/i-need-protective-order](https://texaslawhelp.org/toolkit/i-need-protective-order).  Additional resources can also be found on the following website: [https://www.texasattorneygeneral.gov/cys/protective-orders](https://www.texasattorneygeneral.gov/cys/protective-orders). HSC Care Team Members have received training on how to obtain a protective order and can provide this information to students.

**Providing Support and Information to the Complainant**

1. Depending on when reported (immediate vs. delayed report), HSC will provide complainant with access to medical care. HSC will identify medical facilities with a Sexual Assault Nurse Examiner.

2. HSC will provide written information to complainant on how to preserve evidence.

3. HSC will assess immediate and ongoing safety needs of complainant.
4. HSC Care Team and/or HSC PD will provide information to the complainant on how to request a temporary protective order.

4. HSC will assist complainant with contacting local police if complainant requests AND complainant will be provided with contact information for the local police department.

5. HSC will provide complainant with referrals to on and off-campus mental health providers.

6. HSC will assess the need to implement interim or long-term protective measures, such as academic and working accommodations. HSC does not have on-campus housing, but can provide housing resources, if necessary. “No Contact” directives between both parties can also be implemented. A “No Contact” directive may impose a limited or campus-wide directive between two parties involved in the complaint when the fear of retaliation or harassment may be present through processes outline in the Student Code of Conduct and Discipline. Specific instructions will accompany the “No Contact” directive outlining expected behavior and can include face-to-face contact, correspondence, email, social media, telephone, or soliciting others to contact another person.

7. HSC may issue a “Notice of Trespass” directive to respondent prohibiting the respondent from being present on HSC property if deemed appropriate.

8. HSC will provide a copy of the Title IX, Student Code of Conduct & Discipline, and Prohibition Against Discrimination, Sexual Misconduct, Harassment and Related Retaliation Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.

9. HSC will inform the complainant and respondent simultaneously in writing of the outcome of the investigation, whether or not the respondent was found responsible, whether or not the respondent will be administratively sanctioned, and the complaint and respondent’s options to request a review of the outcome.

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

11. Level of evidence if based on the preponderance of evidence. The preponderance of evidence is defined as the amount of information necessary to establish whether an allegation is more likely than not to have occurred (i.e. more likely true than not true). It is also referred to as the greater weight of the evidence.

Reviewing Reports
The Title IX Coordinator is the designee that will review all allegations of sexual misconduct, sexual harassment, domestic violence, dating violence, sexual assault, and stalking. The Title IX Coordinator shall consult with the complainant of the alleged offense, if the individual’s identity is known, before recommending interim measures or before initiating an investigation. This consultation must include informing the complainant that:

- The complainant may file a criminal complaint with law enforcement officials at any time, and may also decline involvement of law enforcement officials;

- HSC has an obligation to remediate reported misconduct and that an investigation may be conducted whether a criminal complaint is filed;
• HSC can take measures to protect against continued misconduct and retaliation;

• Voluntary withdrawal of an allegation will not necessarily result in termination of an investigation; and

• The complainant should contact the Title IX Coordinator if retaliation is suspected.

A decision not to investigate a report shall be documented in writing and include the reason(s) for not investigating the allegation(s).

After a complaint is reviewed, there are two (2) possibilities that govern how HSC will proceed:

1. The complaint falls within Title IX by including an allegation of sexual assault, dating violence, domestic violence, sexual assault, stalking or sexual harassment based on sex, and meets the jurisdictional requirements under federal regulation.

2. The complaint does not fall within Title IX or is not sexual assault, dating violence, domestic violence, sexual assault, stalking or sexual harassment based on sex, but the allegation includes sex-based discrimination or sexual misconduct prohibited under other institutional policies.

Title IX complaints alleging sexual assault, dating violence, domestic violence, sexual assault, stalking or sexual harassment based on sex, and meet the jurisdictional requirements under federal regulation will be addressed in accordance with the HSC Title IX policy and procedures, referred to as the Title IX Process. Allegations that do not fall within Title IX or are not sexual assault, dating violence, domestic violence, sexual assault, stalking or sexual harassment based on sex, but the allegation includes sex-based discrimination or sexual misconduct will be addressed in accordance with other HSC policies.

**Investigating Reports**

All allegations of domestic violence, dating violence, sexual assault, stalking, sexual harassment and sexual misconduct that the Title IX Coordinator determines to be credible shall be investigated promptly. If the complaint of the alleged offense asks the University not to investigate or to delay investigating an allegation of domestic violence, dating violence, sexual assault, stalking, sexual harassment or sexual misconduct, or asks that no disciplinary action be taken, or that the person who allegedly violated the policy not be notified of the allegation, the investigating office shall inform the individual, in writing, of HSC’s obligation to meaningfully investigate and respond appropriately to the allegation and that honoring the request could compromise its ability to do so. In determining whether the request can be granted, the Title IX Coordinator shall consider the following factors:

• Seriousness/nature of the allegation;

• Whether the alleged behavior or conduct presents a threat to individuals other than the person who is making the request;

• Whether effective measures can be put in place to protect the individual against continued harm or retaliation;

• Whether delaying an investigation could reasonably result in the destruction or deterioration of potential evidence to corroborate or refute the allegation; and

• Any other information that has a reasonable bearing on the decision.
Individuals will be informed in writing if the request to not take or to delay action is not granted. The notice will include the rationale for the decision.

**Standard of Proof**

HSC uses a preponderance of evidence as the amount of information necessary to establish whether an allegation of domestic violence, dating violence, sexual assault, stalking, sexual misconduct or sexual harassment was more likely than not to have occurred. Preponderance of evidence is also referred to as the greater weight of the evidence.

**Title IX Personnel**

Title IX Coordinators, investigators, hearing board members, decision makers and appellate authorities are trained annually on the definition of sexual harassment including the issues related to domestic violence, dating violence, sexual assault, and stalking as well as other sexual misconduct, the scope of the University’s education program or activity, and stalking and taught how to conduct an investigation and hearing grievance process including hearings, appeals, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias. Decision makers receive annual training on any technology to be used at a live hearing. Additionally, investigators and decision makers receive annual training on issues of relevance, including how to apply the rape shield protections provided only for complainants.

**Timeline and Notifications**

Investigations are completed expeditiously and the timeline is influenced by the nature, extent, and complexity of the allegations, availability of witnesses, police involvement, etc.

The HSC will make a good faith effort to complete investigations as promptly as circumstances permit and will communicate regularly with the parties to update them on the progress and timing of the investigation.

**Resolution of Complaints**

The Title IX Coordinator is responsible for investigating all reports of sexual harassment, sexual assault, dating violence, domestic violence, or stalking based on sex. The investigation will include a prompt, fair, and impartial process from the initial investigation to the final result, for the complainant and respondent. The investigation will be conducted by officials who, at a minimum, receive annual training on issues related to sexual assault, dating violence, domestic violence, and stalking as well as how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. When a complainant does not consent to the disclosure of his or her name or other identifiable information to the respondent, the university’s ability to respond to the complaint may be limited. HSC will protect the identity of persons who report having been survivors of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of the law and as previously mentioned in this document.

**Title IX Process** will be implemented when the complaint falls within Title IX and includes an allegation of sexual harassment, dating violence, domestic violence, sexual assault, or stalking based on sex, and meets the jurisdictional requirements under federal regulation. The Title IX Coordinator will investigate and adjudicate using procedures outlined in the Title IX Policy.

**Other Sex-based Misconduct Process** will be implemented when the complaint does not fall within Title IX or is not sexual harassment, dating violence, domestic violence, sexual assault, or stalking based on sex, but the allegation includes sex-based discrimination or sexual misconduct prohibited under other
institutional policies. The Title IX Coordinator will investigate and adjudicate using procedures outlined in 1) the Student Code of Conduct and Discipline Policy and/or 2) the Prohibition Against Discrimination, Sexual Misconduct, Harassment and Related Retaliation Policy respectively.

**Resolutions of Complaints under Title IX Process**

a) Any HSC or UNT System official directly involved in the administration of the resolution process may neither have nor demonstrate a conflict of interest or bias for a party generally, or for a specific Complainant or Respondent.

b) The parties, at any time during the resolution process, may inform the Title IX Coordinator of an objection to an investigator based on bias or conflict of interest. The notice must be provided in writing and in a timely manner. The Title IX Coordinator will determine whether to grant the objection and, if so, will appoint an alternate Investigator.

c) The Respondent is presumed not responsible for the alleged conduct unless a determination regarding responsibility is made at the conclusion of the Grievance Process.

d) The Investigator will provide written notice to the Complainant, Respondent or other individuals who may have information about an allegation in the Formal Complaint when the person is invited or expected to participate in the process. The notice must inform the individual of the date, time, location, participants, and purpose of the meeting or other proceedings. After the HSC provides written notice of a Formal Complaint, the Respondent will have ten (10) days to respond in writing and schedule an interview with the investigator.

e) The Respondent and Complainant will be provided the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The Respondent and Complainant may present any information and evidence that is relevant to the Formal Complaint, and may have an Advisor of their choice attend any related interview, meeting, or proceeding in the Grievance Process. If a party does not have an advisor, the HSC will provide one at no cost. The individuals must inform the Investigator, in writing, of the name of their Advisor and whether the HSC may release information concerning the Formal Grievance process to their Advisor. Advisors are not permitted to actively participate in meetings or proceedings in the Grievance Process, unless explicitly outlined in this policy. The individuals may provide the names of any fact or expert witnesses who may provide information related to the allegation(s), including a description of the information the witnesses may have, and provide the investigator any questions they would like asked of any potential witnesses or the other party.

f) The Investigator is responsible for gathering evidence sufficient to reach a determination regarding responsibility, including interviewing available witnesses.

g) Prior to the completion of the investigation report, the investigator must send the Respondent and Complainant, and their advisor as designated, access to the evidence obtained that is directly related to the allegations in the Formal Complaint, including inculpatory and exculpatory information and other evidence upon which the investigator does not intend to rely in reaching a determination regarding responsibility. The individuals will have 10 days to inspect, review, and respond to the evidence. Response to the evidence may be submitted verbally or in writing. The investigator will consider all timely responses.
h) The completed investigation report will outline each of the allegations that, if true, would constitute sexual harassment under this policy, provide the timeline (i.e., procedural steps) of the investigation, and fairly summarize relevant evidence, participant statements, and responses to questions. The investigator will provide a completed investigation report concurrently to the Complainant, Respondent, and their advisors at least 10 days prior to the date of the scheduled hearing for review and a written response. A copy of the completed investigation report will be delivered to the Title IX Coordinator, and to the Hearing Officer assigned for the hearing for distribution to the Hearing Panel.

i) Absent a Formal Complaint dismissal or the parties’ decision to reach an Informal Resolution agreement (if applicable), the HSC will provide a live hearing for all Formal Complaints subject to the Grievance Process as outlined in the Title IX Policy.

j) The Hearing Officer will rule on all procedural matters and on objections regarding exhibits and testimony of participants at the hearing, may question participants who testify at the hearing, and may consult the UNT System’s Office of General Counsel at any time during the process.

k) The Hearing Panel may ask questions during the hearing of any party or witness, before questioning by the parties. Each party’s advisor will have an opportunity to ask relevant questions and follow-up questions of the other party and of any witnesses that participate in the hearing, including questions that challenge credibility. Each advisor has the ability to ask questions and cross examine directly, orally, and in real time at the hearing. The parties will not be permitted to personally ask questions of the other party or any witnesses that participate in the hearing.

l) Information that is Not Relevant.

   a. Privileged Information Excluded. No person will be required to disclose information protected under a legally recognized privilege. Medical, psychiatric, psychologist or other professional or paraprofessional treatment records are excluded from the hearing without the party’s voluntary, written consent.

   b. Prior Sexual History: A Complainant’s sexual predisposition or prior sexual behavior are not relevant except where questions and evidence about a Complainant’s prior sexual behavior are offered to prove that someone other than the Respondent committed the alleged conduct charged by the Complainant or if the questions or evidence concern specific incidents of the Complainant’s prior sexual behavior with the Respondent and are offered to prove the Complainant’s consent of the alleged conduct.

m) If a party or witness refuses to submit to any cross-examination questions during the hearing, the hearing panel will not rely on any statement of that party or witness, when making a responsibility determination. The hearing panel will not draw an inference about the determination regarding responsibility based solely on a party’s or witness’s absence from the hearing or refusal to answer questions.

n) The Hearing Officer will issue a written determination of responsibility applying the preponderance of evidence standard which must include the following:

   a. The allegations that potentially constitute prohibited conduct under this policy;
b. A description of all of the procedural steps of the Grievance Process under this policy (from receipt of a Formal Complaint to the determination regarding responsibility of the Respondent, including any notifications of the parties, interviews with the parties and witnesses, site visits, methods used to gather other evidence, and hearings held);

c. The findings of fact supporting the Hearing Officer's determination;

d. The conclusion(s) and a rationale as to whether the Respondent is responsible for each allegation;

e. The disciplinary sanctions, if applicable;

f. The remedies, if applicable, designed to restore the Complainant’s access to the education program or activity; and

g. The Health Science Center’s procedures and permissible bases for the parties to appeal, if applicable.

o) The Hearing Officer will send a copy of the written determination simultaneously to the parties, in addition to the Sr. Vice Provost of Student and Academic Affairs (for student Respondents) or appropriate administrator (for employee Respondents), and the Title IX Coordinator.

## Appeals

### A. Appealing a Mandatory or Discretionary Dismissal or Emergency Removal

Parties have 5 days after receipt of the notice of mandatory or discretionary dismissal or the emergency removal to submit in writing an appeal of a determination. The appeal will be considered by the designated Health Science Center official. The appeal decision will be communicated in writing to the parties, their advisors (if applicable), and the Title IX Coordinator.

### B. Appealing the Determination of Responsibility

Any party may appeal the determination of responsibility. The appeal must be submitted in writing to the Title IX Coordinator within 5 days of the delivery of the notice of the written determination.

An appeal may be based only on the following grounds:

a. Procedural irregularity that affected the outcome of the matter;

b. New evidence that could affect the determination of responsibility was not reasonably available at the time the determination regarding responsibility or dismissal was made; and

c. The Title IX Coordinator, Investigator(s), or Hearing Panelist(s) had a conflict of interest or bias for or against the parties, general or specific, that affected the outcome of the matter.

If any of the grounds in the Appeal do not meet the grounds in this policy, that request will be denied by the Appellate Authority, and the parties will be notified in writing of the denial and the rationale.

If any of the grounds in the Appeal meet the grounds in this policy, then the Appellate Authority will provide written notification to the other party(ies) and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigators and/or the Hearing Panel.
The non-appealing party will have five (5) days from the notification of the appeal to submit a written statement in support of, the outcome.

The Appellate Authority will release a written Notice of Appeal Outcome within 21 days from the date of the appeal to:

- Affirm the determination of responsibility regarding the Respondent’s responsibility outlined in the determination report;
- Return the complaint to the hearing panel to address any procedural irregularity or consider any new evidence; or
- Reverse the determination of responsibility.

A Notice of Appeal Outcome will be sent to all parties simultaneously including the decision on each approved ground and rationale for each decision. The Notice will specify the finding on each ground for appeal, and the rationale supporting the findings.

**Additional Processes Provided to Students and Employees.**

For students, recommended sanctions will be referred to the Office of Care and Civility for resolution as outlined in the Student Code of Conduct and Civility Policy.

For employees, the recommended sanctions will be referred to Human Resources or the Office of the Provost, as appropriate, for resolution in accordance with applicable Health Science Center disciplinary policies.

The complainant and the respondent will be notified simultaneously in writing of the result of the investigation, as well as any changes to those results or disciplinary actions prior to the time that such results become final. The determination is final when the deadline date to file appeal expires, or the date notice of the decision on the appeal is provided.

**Resolutions of Complaints under Other Sex-based Misconduct Process (Student Respondents)**

a) Any HSC or UNT System official directly involved in the administration of the resolution process may neither have nor demonstrate a conflict of interest or bias for a party generally, or for a specific Complainant or Respondent.

b) The parties, at any time during the resolution process, may inform the Title IX Coordinator of an objection to an investigator based on bias or conflict of interest. The notice must be provided in writing and in a timely manner. The Title IX Coordinator will determine whether to grant the objection and, if so, will appoint an alternate Investigator.

c) The Respondent is presumed not responsible for the alleged conduct unless a determination regarding responsibility is made at the conclusion of the Grievance Process.

d) The Title IX Coordinator (or designee) normally will complete an investigation within sixty (60) business days of receiving notice, except in exceptional circumstances as determined based on the availability of witnesses, the number of witnesses, or the volume of documents to be collected and reviewed. The Title IX Coordinator will regularly update the Complainant and Respondent on the status of the investigation in writing.
e) If the Title IX Coordinator’s investigation finds a likelihood that a student has violated the Student Code of Conduct and Discipline Policy, the Student Conduct Officer will issue a written Notice of Complaint to the student. Once the Notice of Complaint is initiated, a hold will be placed on the academic record of the student involved pending the final resolution of the case.

f) The Student Conduct Officer appointed by the Vice Provost of Student and Academic Affairs will hold an informal conference with the student to review the alleged misconduct.

g) At the conference, the Student Conduct Officer will provide the student with the names of any witnesses to the alleged misconduct as permitted by law, and a summary of any relevant information gathered in the investigation. The student will be given an opportunity to respond to the allegations and to present pertinent information including witness information, documents, or other information that would assist the Student Conduct Officer in reviewing the alleged misconduct. Both the Complainant and Respondent have the right to a prompt and equitable opportunity to present witnesses and other evidence related to the alleged violation.

h) A student may be accompanied at the conference by an advisor, but the student must represent herself or himself at the conference. If a student intends to be accompanied by an attorney, the student must notify the Student Conduct Officer at least five (5) business days prior to the conference so that UNTHSC can have a representative from the UNT System Office of General Counsel present at the conference.

i) If necessary based on information presented at the conference, the Student Conduct Officer may conduct further investigation and must request a subsequent meeting with the student to review any additional information and to offer the student an opportunity to respond.

j) The conference with the student must be scheduled no more than twenty (20) business days from the date of the Notice of Complaint. Dates may be extended at the discretion of the Title IX Coordinator in the interest of fairness. The Title IX Coordinator will hold an informal conference with the Complainant within the same timeframe for the Complainant to review the alleged misconduct and to present relevant information including witness information, documents or other information that would assist in reviewing the alleged misconduct. The Respondent and the Complainant are entitled to the same opportunities to have others present during any institutional conference, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice, but must represent herself or himself during the conference. If a Complainant or Respondent intends to be accompanied by an attorney, the Complainant or Respondent must notify the Title IX Coordinator at least five (5) business days prior to the conference so that the university can have a representative from the UNT System Office of General Counsel present for the conference. In this investigation phase and all subsequent phases of the process, the past sexual history of the Complainant and the Respondent will not be considered in a matter of sexual misconduct except as the history may directly relate to the incident in the complaint. Additionally, the alcohol or drug use of the alleged Complainant or Respondent at the time of the incident will not be considered a mitigating circumstance. All standards of review will use the Preponderance of Evidence.

k) Following the conduct conference, if the Student Conduct Officer determines that based on all the available information that the Preponderance of the Evidence indicates that the student engaged in misconduct in violation of the Student Code of Conduct and Discipline, the Student Conduct Officer will deliver a Notice of Disciplinary Findings and Sanctions to the student informing the student of the violation and the assigned sanction(s). Upon request, the Student Conduct Officer
will provide the student with a copy of the Code and procedure for appeal. If the Student Conduct Officer determines that a student has not violated the Code, the Student Conduct Officer will notify the student of this finding and no further action will be taken.

l) In matters of alleged sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, or stalking (based on sex), the Notice of Disciplinary Findings and Sanctions will be delivered in writing simultaneously to the Complainant and Respondent. The Notice will include the procedures for the Complainant and the Respondent to appeal the results of the disciplinary findings and sanctions; any changes in the results before they become final; and when the results become final. All notices will be compliant with the requirements of the Family Education Rights and Privacy Act (FERPA).

m) Unless an Immediate/Interim Suspension has been imposed, the sanctions imposed by the Student Conduct Officer will not take effect until the disciplinary process is complete. Decisions of the Student Conduct Officer resulting in sanctions of a consultation, written warning, educational sanctions, loss of privileges, administrative withdrawal and restitution are not subject to further review and are final and effective upon issuance of the conduct officer’s decision.

**Appeals**

The Committee on Student Conduct (the “Committee”) will be assembled at the request of the Complainant or Respondent, to review a Student Conduct Officer’s finding of misconduct or assigned sanctions (at the levels of disciplinary probation, suspension, and expulsion).

A student who disagrees with the conduct officer’s disciplinary findings or the severity of the imposed sanctions may request a review by the Committee by filing a Request for Review with the Sr. Vice Provost of Student & Academic Affairs (or designee) no later than five (5) business days from the date of the Notice of Disciplinary Finding. Failure to timely file a Request for Review will constitute a waiver of the opportunity for further review unless the Sr. Vice Provost of Student & Academic Affairs (or designee) extends the time limits in the best interest of the student or the UNTHSC.

- Upon receiving a Request for Review, the Chairperson will schedule a date for the requested review and notify the student of the place, date and time for the review. In matters of sexual misconduct, notice will be provided to both the Respondent and the Complainant simultaneously and in writing. The Review will normally be arranged no fewer than ten (10) and no more than twenty (20) Business Days after the student delivers the request for review. The student must have notice of the review no fewer than three (3) Business Days prior to the review.

- A student who requests a review is expected to attend the review in person. The Complainant and Respondent are expected to attend the review in person, however, the Complainant has the option to make a presentation by alternate means at the discretion of the Chair. Alternate means may include appearance by telephone or close circuit technology or presentation behind a screen to avoid contact with the Respondent. If the student fails to attend the review, the Committee may, at its option, postpone the review, cancel the review or proceed with the review and enter a decision in the student’s absence.

- Students will be granted the opportunity to:

  1) Make an opening statement lasting no longer than twenty (20) minutes, and a closing statement.
2) Call and question witnesses, including the Student Conduct Officer who issued the Notice of Disciplinary Findings; however, in the case of a matter involving sexual misconduct, all questions must be directed through the Chairperson.

3) Introduce relevant documents or other information.

4) Have an advisor of the student's own choosing present, including an attorney; however, only the student will be permitted to address the Committee or to ask questions of other witnesses. If the student will attend the review with an attorney, the student must notify the chairperson within five (5) Business Days of submitting the Request for Review. Attorneys will not be permitted to present evidence or argument before the Committee. Should the student be accompanied by an attorney, UNTHSC will also have a representative of the UNT System Office of General Counsel present.

The chairperson will simultaneously provide the Complainant and Respondent with a written summary of the Committee's findings and conclusions. A copy of the summary will also be provided to the Sr. Vice Provost of Student & Academic Affairs. The Sr. Vice Provost of Student & Academic Affairs will take actions as appropriate based on the findings of the Committee. Notice related to matters of sexual misconduct will be prepared in compliance with the requirements of the Family Education Rights and Privacy Act (FERPA).

The complainant and the respondent will be notified simultaneously in writing of the result of the investigation, as well as any changes to those results or disciplinary actions prior to the time that such results become final. The determination is final when the deadline date to file appeal expires, or the date notice of the decision on the appeal is provided.

**Resolutions of Complaints under Other Sex-based Misconduct Process (Employee Respondents)**

a) Any HSC or UNT System official directly involved in the administration of the resolution process may neither have nor demonstrate a conflict of interest or bias for a party generally, or for a specific Complainant or Respondent.

b) The parties, at any time during the resolution process, may inform the Title IX Coordinator of an objection to an investigator based on bias or conflict of interest. The notice must be provided in writing and in a timely manner. The Title IX Coordinator will determine whether to grant the objection and, if so, will appoint an alternate Investigator.

c) The Respondent is presumed not responsible for the alleged conduct unless a determination regarding responsibility is made at the conclusion of the Grievance Process.

d) After an investigator is assigned, the respondent will be provided notice of the complaint and be allowed a reasonable time to respond in writing.

e) The parties may present any information and evidence that may be relevant to the complaint, including the names of any witnesses who may provide relevant information.

f) The investigators will interview relevant and available witnesses. Neither the complainant nor the respondent will normally attend these interviews or the gathering of evidence; however, if either one is permitted to attend, the other shall have the same right.

g) The investigation of a complaint will be concluded as soon as possible after receipt of the complaint. The parties should be provided updates on the progress of the investigation.
h) After the investigation is complete, a written report will be issued to the Title IX Coordinator and the Campus Director of Human Resources. The report shall include factual findings and a preliminary conclusion regarding each allegation as to whether a policy violation occurred (based on a “preponderance of the evidence” standard).

i) After the written report is deemed legally sufficient, both parties will be allowed to inspect the report and have reasonable and equitable access to all of the evidence relevant to the alleged violation(s) in HSC’s possession, subject to FERPA and Texas Education Code, Section 51.971. Each party will have 7 business days to submit written comments regarding the investigation to the Title IX Coordinator.

j) Within 7 business days after the deadline for receipt of comments from the parties, the Title IX Coordinator (or designee) will: 1) request further investigation into the complaint; 2) dismiss the complaint if it is determined that no violation of policy or inappropriate conduct occurred; or 3) find that the Policy was violated.

k) Any finding of a violation of this policy will be referred to the appropriate supervisory authority and may result in sanctions as provided in applicable disciplinary policies. Sanctions imposed for violating this policy must be reported to the Title IX Coordinator.

l) The investigative authority will provide a written determination of findings concurrently to the Complainant and Respondent. Copies of the decision letter will also be provided to Campus Human Resources and the immediate supervisor not party to the complaint for complaints involving employees. In regard to the written determination, the confidentiality of information shall be maintained as required by this Policy and by law.

**Appeals**

A. Findings of a violation of this policy may be appealed in writing by either party within five (5) business days from date of notification to the equivalent cabinet member of the position for the employee’s area, or designee, or to the Sr. Vice Provost of Student & Academic Affairs for students. Appeals area allowed only on the following bases:

   a. procedural error or omission that significantly impacted the outcome;

   b. new evidence (i.e. unknown or unavailable during the investigation) that could have significantly impacted the findings; or

   c. the appropriateness or severity of the sanction(s).

B. The cabinet member has ten (10) business days to review the appeal and provide a decision in writing to the appealing party. The decision shall be final.

C. If the cabinet member is party to the complaint, the appeal will be reviewed another cabinet member designated by the president. The reviewing cabinet member will review the appeal and provide a recommendation to the president in writing within 10 business days of receipt of the appeal. The president will provide a final decision in writing to the appealing party within ten (10) business days of the receipt of the recommendation.

The complainant and the respondent will be notified simultaneously in writing of the result of the investigation, as well as any changes to those results or disciplinary actions prior to the time that such
results become final. The determination is final when the deadline date to file appeal expires, or the date notice of the decision on the appeal is provided.

**Disclosure of Results of Disciplinary Proceedings**

HSC will disclose the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of any crime of violence or non-forcible sex offense (incest or statutory rape) to the alleged victim or next of kin if the victim is deceased.

**Possible Sanctions for Students Found Responsible for Domestic Violence, Dating Violence, Sexual Assault, Sexual Misconduct, and Stalking**

In all cases, investigations that result in a finding of more likely than not that a student committed domestic violence, dating violence, sexual assault, stalking, sexual harassment, or sexual misconduct will lead to the imposition of sanctions against the student. University sanctions for offenses of sexual assault, sexual misconduct, domestic violence, dating violence, and/or stalking may include permanent no contact directives, loss of privileges, written warning, disciplinary probation, suspension, and expulsion.

**Possible Sanctions for Employees Found Responsible for Domestic Violence, Dating Violence, Sexual Assault, Stalking, Sexual Harassment or Sexual Misconduct**

Following a disciplinary proceeding, investigations that result in a finding of more likely than not that an employee committed domestic violence, dating violence, sexual assault, stalking, sexual harassment, or sexual misconduct will lead to the imposition of corrective action against the employee. University corrective actions for offenses of sexual assault, sexual misconduct, sexual harassment, domestic violence, dating violence, and/or stalking may include verbal or written warning, probation, loss of merit or raises for a period not to exceed one year, reduction in salary for a period of one year, reduction in rank with a loss of salary, revocation of tenure, suspension with or without pay for a period of time, and termination.

**Sex Offender Registration**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers, services, or is a student.

In Texas, convicted sex offenders must register with the Texas Department of Public Safety. This information can be found on the TxDPS website at: [http://www.txdps.state.tx.us/administration/crime_records/pages/sexoffender.htm](http://www.txdps.state.tx.us/administration/crime_records/pages/sexoffender.htm)

Information regarding registered sex offenders in Tarrant County may be obtained by contacting the Tarrant County Sheriff’s Office, the Fort Worth Police Department, or by going to [http://access.tarrantcounty.com/en/sheriff.html](http://access.tarrantcounty.com/en/sheriff.html) For statewide information, contact the Texas Department of Public Safety or go to [http://www.txdps.state.tx.us/](http://www.txdps.state.tx.us/).
Education and Prevention Programs

All students and employees within our campus community deserve to feel safe and supported. HSC prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking (for definitions of how we define these incidents within our policy, please see page 28) and works year-round to provide you with education, tools, and resources to recognize concerning or harmful behaviors and strategies for intervening or to help others get the support they need. As a part of these efforts, HSC provides primary prevention and awareness campaigns for all students and employees. HSC engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, sexual misconduct and stalking that. HSC considers our own unique campus when designing these programs, to ensure they:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and

- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels so that we can address actual issues that may influence how or if violence is occurring within our own community and how the programs can meet our collective needs.

You will notice some common themes throughout our programs. All of the programs will reinforce that dating violence, domestic violence, sexual assault, and stalking is unacceptable (and prohibited) within our campus community. These programs will:

a. Address how we define these terms under HSC policy;

b. Address the definitions provided by state law that describe what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;

c. Defines what behavior and actions constitute consent to sexual activity in the State of Texas.

d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Safe and positive options refer to actions such as watching out for others, confronting individuals and speaking out when you witness concerning behavior, believing disclosures told to you by others, and referring individuals to on and off-campus resources. 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 talking action to intervene;

e. Provides information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for survivors in order to promote safety and to help individuals and communities address conditions that facilitate violence. This definition of risk reduction includes giving bystanders tools to overcome barriers that might lead them not to intervene, so the strategies provided above are not just bystander intervention, but can also be considered risk reduction. It is up to us as a community to look out for one another and create the safe environment all our students and employees deserve. Risk reduction information shared includes strategies on increasing situational awareness and the development
of preventative strategies with tailored responses to foster empowerment and a mindset of looking out for one another;

f. Give you more information about our institution’s disciplinary process, which is also explained on pages 37-48 and

g. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

Due to COVID-19, most programs were offered in a virtual setting in live, pre-recorded, and informational based formats. However, this has allowed for an evaluation of program accessibility and programs will be implemented in a hybrid format moving forward.

**Primary prevention programs** are defined as programming, initiatives, and strategies intended to stop dating violence, domestic violence, sexual assault, sexual misconduct, and stalking before they occur through the promotion of positive and health behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. HSC offers programs that promote good listening and communication skills, moderation in alcohol consumption and safe rides, and common courtesy. In the descriptions of our programs below, you’ll get a sense of what programs focus on these ideas and encourage you and your peers to intervene if appropriate.

**Awareness programs** are defined as community-wide (anyone can access) or audience-specific (targeted towards a certain segment of our community or students or employees specifically) programming, initiatives and strategies that increase audience knowledge, and share information and resources to prevent violence, promote safety and reduce perpetration. Our awareness programs may address primary prevention specifically, but may also raise your own knowledge about these types of crimes and how they can impact a campus community.

**Ongoing prevention and awareness campaigns** are programming, initiatives and strategies that are sustained over time and that focus on increasing the understanding of topics of relevant to and skill for addressing dating violence, domestic violence, sexual assault, sexual misconduct, and stalking, using a range of strategies with audiences throughout the institution. They also promote awareness of the services and programming that HSC has available to address these issues. Ongoing prevention and awareness campaigns at HSC include:

- Communication strategies such as social media posts, emails, printed materials and tabletop information in various academic buildings;
- Programming coordinated with and delivered to individual groups on campus, as requested; and
- Information booths at student resource fairs and other campus events.

The information we have included above reflects that we stress in our programming the need for consent and respecting a partner’s boundaries at all times, especially when engaging in sexual activity, not pressuring others to consume alcohol or any other harmful behaviors, and reinforcing resources within the community to access safe rides or other safety support.

The details of the programs we offer are listed below – we hope we will see you at some of them this year. For more information on these offerings, please contact the Office of Care and Civility at OCC@unthsc.edu.
HSC has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students at every new student orientation via in person and email, and participating in and presenting information and materials during new employee orientation.

HSC offered the following primary prevention & awareness programs for incoming students in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>1/6/20-1/10/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>3/8/20-3/12/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>5/25/20-6/1/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>6/1/20-6/6/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>6/8/20-6/5/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>7/13/20-7/17/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>8/3/20-8/7/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>8/10/20-8/14/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>International New Student Orientation</td>
<td>8/10/20-8/14/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>8/24/20-8/28/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Student Orientation</td>
<td>10/5/20-10/9/20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
</tbody>
</table>

*Program Title: Care Team/Title IX/Campus Safety

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

HSC New Student Orientation presentation provides information about sexual assault support resources and services; how to report crimes, domestic violence, dating violence, sexual assault, and stalking; campus safety; alcohol and drug prevention programs; and consent. All new students are provided resource cards on how to report and where to get help that attach to their student ID badges that are required for each student to have on their person while on campus. Additionally, campus and environmental safety information is also covered to ensure that both risk and protective factors are addressed from a comprehensive and holistic perspective.

HSC offered the following ongoing awareness and prevention programs for students in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stalking Awareness Month</td>
<td>January</td>
<td>MET, CBH, Library, FAC</td>
<td>S</td>
</tr>
<tr>
<td>Personal and Situational Awareness</td>
<td>January 22</td>
<td>CBH</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Brazilian Jiu-Jitsu Open Mat</td>
<td>January 9-30</td>
<td>FAC</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Event</td>
<td>Date</td>
<td>Location</td>
<td>Notes</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>------------</td>
<td>---------------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Sexual Assault Awareness Month</td>
<td>April</td>
<td>Online</td>
<td>DoV, DaV, SA</td>
</tr>
<tr>
<td>Women’s Center of Tarrant County Training: Creating Protective Factors to Prevent Sexual Violence</td>
<td>April 20-24</td>
<td>Online</td>
<td>DoV, DaV, SA</td>
</tr>
<tr>
<td>Day of Action</td>
<td>April 6-7</td>
<td>Online</td>
<td>DoV, DaV, SA</td>
</tr>
<tr>
<td>Women’s Center of Tarrant County Training: Trauma Informed Responses to Survivors of Sexual Violence</td>
<td>April 27-30</td>
<td>Online</td>
<td>DoV, DaV, SA</td>
</tr>
<tr>
<td>RSO Officer Training</td>
<td>April</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Title IX for Graduate Students</td>
<td>June*</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Title IX for Graduate Students</td>
<td>August*</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>RSO Officer Training</td>
<td>September</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Domestic Violence Awareness Month</td>
<td>October</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Intimate Partner Violence and Human Trafficking</td>
<td>October 12-16</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Women’s Center of Tarrant County: Creating Protective Factors to Prevention Sexual Violence Training</td>
<td>October 19-22</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Women’s Center of Tarrant County: Victim’s Rights against Domestic Violence Training</td>
<td>10/29/20</td>
<td>Online</td>
<td>DoV</td>
</tr>
<tr>
<td>Women’s Center of Tarrant County: Trauma Informed Responses to Survivors of Sexual Violence Training</td>
<td>10/30/20</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Food Pantry</td>
<td>January - December</td>
<td>Student Service Center 220</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

* Note: Title IX for Graduate Students is an online training required of all new and current students and administered through the university compliance management system. Students must complete the training by the university deadline.

Stalking Awareness Month offers bystander intervention displays with printed information on stalking awareness and prevention, as well as reporting and where to get help. In addition, all students are emailed with a flyer with information regarding stalking awareness, campus and community resources. Additionally, a presentation on personal awareness was hosted by the HSC PD to address both bystander inaction and increase empowerment for victims.

Personal and Situational Awareness is a collaborative presentation between the Office of Care and Civility and HSC PD to provide the HSC community with relevant information on how one can be more aware of their surroundings and how to make personal safety precautions.

Title IX Training for Graduate Students is required of all new and current students. The training includes information on prevention and awareness of domestic violence, dating violence, sexual assault, and stalking, as well as how to report and where to get help.
RSO Officer Training is required of all students that serve as officers in a registered student organization and includes information on risk management, how to report and where to get help for issues of domestic violence, dating violence, sexual assault, and stalking and how their roles as student leaders contributes to safe communities.

Brazilian Jiu-Jitsu Open Mat is offered in collaboration between the Office of Care and Civility and the HSC PD. This class covers personal safety and awareness of surroundings training and provides participants with the opportunity to actively practice strategies to combat bystander inaction and increase confidence in being able to promote safety and awareness.

Sexual Assault Awareness Month offers bystander intervention displays with printed information on sexual assault awareness and prevention, as well as reporting and where to get help. Additionally, a series of infographics and resources were distributed in a virtual format that covered, consent, prevention strategies, reporting options, and information on campus and local resources.

Day of Action encourages the HSC community to support sexual assault prevention efforts by wearing the color teal, fostering a sense of community and shared purpose as the HSC prioritizes safety, action and empowerment.

Creating Protective Factors to Prevent Sexual Violence Training is a collaborative virtual presentation between the Women’s Center of Tarrant County and the Office of Care and Civility that provided information on key definitions, impact, risk and protective factors, and support strategies as it relates to sexual violence and survivors.

Trauma Informed Responses to Survivors of Sexual Violence is a collaborative virtual presentation between the Women’s Center of Tarrant County and the Office of Care and Civility that provided information on key definitions, impact, risk and protective factors, and support strategies as it relates to sexual violence and survivors.

Domestic Violence Awareness Month offers bystander intervention displays with printed information on domestic violence assault awareness and prevention, as well as reporting and where to get help. Additionally, a series of infographics and resources were distributed in a virtual format that covered, consent, prevention strategies, reporting options, and information on campus and local resources.

Intimate Partner Violence and Human Trafficking is a collaborative presentation between the HSC Office of Care and Civility and John Peter Smith Hospital. The lecture provides education and resources learning activity that involves simulation of experiences of real domestic violence survivors.

Victim’s Rights against Domestic Violence is a collaborative virtual presentation between the Women’s Center of Tarrant County and the Office of Care and Civility that provided educational information on domestic violence and local resources available to support survivors.

Food Pantry is open to the HSC community and provides free contraceptives and non-perishable food items to any student in need. Information and resources regarding where to get help and how to report are provided in the Food Pantry.
HSC offered the following primary prevention & awareness programs for all incoming employees in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Employee Orientation</td>
<td>January 1 &amp; 15</td>
<td>CEEED 291</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>February 5 &amp; 19</td>
<td>CEEED 291</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>March 4</td>
<td>IREB 230</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>April 15</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>May 6 &amp; 20</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>June 3 &amp; 17</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>July 1 &amp; 15</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>August 5 &amp; 19</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>September 2 &amp; 16</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>October 7 &amp; 21</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>November 4 &amp; 18</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
<tr>
<td>New Employee Orientation</td>
<td>December 2</td>
<td>Online</td>
<td>DaV, DoV, SA, S</td>
</tr>
</tbody>
</table>

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

HSC New Employee Orientation presentation provides information about sexual assault support resources and services; how to report crimes, domestic violence, dating violence, sexual assault, and stalking; campus safety; and alcohol and drug prevention programs.

HSC offered the following ongoing awareness and prevention programs for employees in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stalking Awareness Month</td>
<td>January</td>
<td>MET, CBH, Library, FAC</td>
<td>S</td>
</tr>
<tr>
<td>Sexual Assault Awareness Month</td>
<td>April</td>
<td>Online</td>
<td>DoV, DaV, SA, SA</td>
</tr>
<tr>
<td>Advisor Training</td>
<td>October</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Domestic Violence Awareness Month</td>
<td>October</td>
<td>Online</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Sexual Harassment Training</td>
<td>*January – December</td>
<td>Online &amp; In Person</td>
<td>SA</td>
</tr>
</tbody>
</table>

* Note: Sexual Harassment Training is required of all new employees and annually for current employees and administered through the university compliance management system. Employees must complete the training by the university deadline.

Advisor Training is required of all registered student organization advisors and includes information on risk management, their role as a campus security authority, how to report and where to get help for issues of domestic violence, dating violence, sexual assault, and stalking.
Sexual Harassment Training is provided once per year online and in person, by request via the Title IX Coordinator. Training includes information about where to report, how to get help, relationships between students and employees, and resources available.

Resources

Assistance for Survivors: Rights and Options

Regardless of whether a survivor elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, HSC will assist survivors of sexual assault, domestic violence, dating violence, and stalking and will provide each survivor a written explanation of his or her rights and options. A victim of crime is defined by Chapter 56 of the Code of Criminal Procedures as (1) someone who is a victim of sexual assault, kidnapping or aggravated robbery or who has suffered bodily injury or death because of the criminal conduct of another, (2) the close relative (spouse, parent, adult brother or sister, or child) of a deceased victim or (3) the guardian of a victim. The law also applies to victims of juvenile crime, including victims who suffer property loss. The State of Texas intends that victims of crime receive the following safeguards, assurances and considerations: The Texas Constitution (Article I, Section 30) provides victims of violent crime with the right, upon their request, to receive notice about court proceedings and the conviction, sentence, imprisonment and release of the accused. For more information about victim notification, visit https://texasattorneygeneral.gov/cvs/victim-notification or call VINE 24-hour-information on jail status and court events: (877) 894-8463.

Assistance and Support Available to Survivors

HSC may issue an institutional no contact directive if deemed appropriate. For students, the no contact directive is issued through procedures outlined in the Student Code of Conduct and Discipline. To the extent of the survivor's cooperation and consent, University offices will work collaboratively to ensure that the complainant’s health, physical safety, work and academic status are protected. For example, if reasonably available, a survivor may be offered changes to academic or working situations, counseling, health services, visa and immigration assistance, assistance in notifying appropriate law enforcement, financial aid/assistance, and off campus housing resources (since HSC does not offer on-campus housing). Additionally, personal identifiable information about the survivor will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the survivor (for example, publicly available record-keeping for purposes of the Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20)). Further, HSC will maintain as confidential, any accommodations or protective measures provided to the survivor to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

On Campus Support Resources

Survivor Advocate (non-confidential)

Student Service Center 204; (817) 735-2740; careteam@unthsc.edu; https://www.unthsc.edu/care-and-civility/.

A survivor advocate connects students who have been impacted by violence to resources (e.g. counseling, health, safety, academics, etc.) and acts as their advocate. The advocate can assist a student by assisting
with filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, and connecting students to the many other resources that are available, both on and off campus.

**Division of Student & Academic Affairs**

Student Service Center 220; (817) 735-2505

https://www.unthsc.edu/students/

The Division of Student & Academic Affairs investigates prohibited conduct by students, takes interim and remedial actions to prevent misconduct or retaliation, and sanctions students found responsible for engaging in prohibited conduct.

**Title IX Coordinator**

Kory Levingston, Carl E. Everett Education & Administration Building 286; (817) 735-2594; kory.levingston@unthsc.edu

https://www.unthsc.edu/title-ix/

The Title IX Coordinator investigates prohibited conduct by students and towards students in relation to Title IX. The Title IX Coordinator also takes interim and remedial actions to prevent misconduct and retaliation. The Title IX Coordinator is the employee designated by the President to implement, monitor, and enforce the HSC’s Title IX program.

**HSC Police Department**

3600 Mattison Avenue, Fort Worth, TX 76107; (817) 735-2600 (emergency); (817) 735-2210

https://www.unthsc.edu/police/

The HSC Police Department is the law enforcement agency responsible for protecting the HSC campus and investigating crimes that take place on campus.

**Student Support Program (SSP)/LifeWorks (confidential)**

https://us.myissp.com/ or 866-743-7732

LifeWorks is a confidential, voluntary counseling and resource referral service provided free of charge to students for issues such as anxiety/stress/depression; anger management; drug or alcohol abuse; relationships and parenting; balance life/school/work; and housing/financial/legal assistance.

**International Students Services (Visa and Immigration Assistance)**

https://www.unthsc.edu/students/international-student-and-scholar-services/

Student Service Center, Suite 220, (817) 735-2780

**Student Financial Aid**

Student Service Center, Suite 150, (817) 735-2626
Student Health Services

855 Montgomery St. 3rd Floor North, Fort Worth, TX 76107; (817) 735-5051; StudentHealth@unthsc.edu

https://www.unthsc.edu/students/student-health/

The Student Health Services provides medical care to students. The SHS can assist survivors with post-assault care, treatment of injuries, testing and treatment of sexual transmitted infections, testing for pregnancy, and referrals to community health resources as needed.

UNT System Office of Diversity, Equity, and Inclusion

Associate Vice Chancellor, Office of Diversity, Equity, and Inclusion, Wanda Boyd; Wanda.Boyd@untsystem.edu; (214) 571-2424

https://www.unthsc.edu/administrative/equal-employment-opportunity/eeo-contact-information/

The Office of Equal Opportunity works with HSC Campus Human Resources to address prohibited conduct by employees. They also provide assistance and support to employees who experience prohibited conduct.

Community Resources

Domestic Violence Against Women and Children (877) 701-SAFE (7233)
MHMR of Tarrant County (817) 569-4300 or (817) 335-3022
National Stalking Resource Center www.victimsofcrime.org
Rape Crisis and Victim Services - Fort Worth (817) 927-2737 or (817) 927-4039
Rape Crisis and Victim Services - Dallas (214) 590-0430
Rape Crisis and Victim Services - Denton (940) 382-7273
Safe Haven of Tarrant County (817) 535-6462
Student Support Program (confidential counseling) (866) 743-7732
Women’s Center Counseling Services (817) 927-4000 or (817) 927-4040
One Safe Place (817) 885-7774 or (817) 916-4323

Other Resources

Rape, Abuse, and Incest National Network: http://www.rainn.org
U.S. Department of Justice: https://www.justice.gov/ovw/sexual-assault
U.S. Department of Education, Office of Civil Rights: http://ed.gov/about/offices/list/ocr
Protecting Minors on Campus

There are occasions when minors (children under the age of 18) are on campus as visitors, volunteers or as participants in a program. HSC Campus Programs and Activities Regarding Minors Policy (3.105) requires criminal background screening for individuals participating in campus programs involving minors. Texas State Law requires anyone who suspects child abuse or neglect to report those suspicions to the Texas Department of Family and Protective Services (DFPS) or to a local law enforcement agency, including HSC PD. HSC notifies all students, faculty, and staff to be aware of their obligation to report suspected abuse if they have seen or have reason to believe that a child’s physical or mental health or welfare has been adversely affected by abuse or neglect by any person. This obligation applies to ALL members of the University community, including faculty, administrators, staff, and even students. In addition, there are special reporting obligations for certain employees defined as “professionals.” Professionals, including “teachers, nurses, doctors, day care employees, and employees of a clinic or health care facility that provides reproductive services”, have a special duty to make a report not later than 48 hours after suspecting that a child has been or may be abused or neglected or a victim of indecency with a child. A “child” is a person under 18 years of age. As part of campus awareness about Child Abuse, HSC informs the campus community through online employee training, in person presentations to students, and periodic campus emails of the following:

1. Any person who has questions about whether they should report suspicions of child abuse, may (but are not required to) contact the Institutional Compliance Office or Student Affairs Office, as appropriate.

2. Reports of suspected child abuse shall immediately be made to either:
   a. Local or state law enforcement, including the HSC Police Department at (817) 735-2600; or
   b. The Department of Family and Protective Services (CPS) at (800) 252-5400 or online at www.txabusehotline.org

3. These reports should try to identify, if known, the name and address of the child, the name and address of the person responsible for the care, custody, or welfare of the child; and any other pertinent information.

4. Any person who acts in good faith to report suspected child abuse is immune from civil or criminal liability. Failure to report may be a misdemeanor when a person has cause to believe a child’s physical or mental health or welfare has been or may be adversely affected by abuse or neglect. Any person who knowingly fails to report suspected child abuse or neglect commits a Class A misdemeanor which is punishable by up to 1 year in jail and/or a fine of up to $4,000.

(Tex. Family Code §§ 261.101-109)

Alcohol and Drugs

It is the policy of the HSC to promote a safe, healthy and productive learning and working environment free from the influences of drugs and alcohol. As a health science center, HSC is responsible for the management of public health and well-being. HSC must set an example to ensure the safety, health, and welfare of its employees, students, and the citizens which it serves, by taking the appropriate steps for maintaining a drug-free workplace as mandated by State and Federal governments.

The abuse of alcohol and other drugs by members of the University community is incompatible with the goals of our academic institution and HSC has policies in place addressing both. HSC policies prohibit and
HSC PD enforce laws regarding the unlawful distribution, possession, use, or illegal sale of alcoholic beverages, controlled substances and illegal drugs on campus.

HSC is concerned with the academic success of students and offering a safe work environment to faculty and staff members. Substance abuse programs have been developed at HSC in order to ensure alcohol and other drugs do not interfere with the goals of the student or staff/faculty member. These programs offered at HSC are designed to:

- Publish and enforce policies for employees and students to promote an educational environment free from the abuse of alcohol, illicit or other drugs;
- Educate the campus community about the health risks associated with the abuse of alcohol and other drugs;
- Provide confidential, effective assistance to students and employees who seek help for substance abuse problems; and
- Create a campus environment that promotes and reinforces healthy lifestyles and responsible decision making.

Drug Free Workplace

Drug Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605, and 85.610, the institution certifies that it will or will continue to provide a drug-free workplace by:

A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace and specifying the actions that will be taken against employees for violation of such prohibition;
B. Establishing an on-going drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace;
   b. The institution’s policy of maintaining a drug-free workplace;
   c. Any available drug counseling, rehabilitation, and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
C. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
D. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
   a. Abide by the terms of the statement, and
   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than 5 calendar days after such conviction;
E. Notifying the agency, in writing, within 10 calendar days after receiving notice under this subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S. W. (Room 3124, GSA Regional Office Building No. 3), Washington, D.C. 20202-5140. Notice shall include the identification number(s) of each affected grant;
F. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
   a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1972, as amended; or
   b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;
G. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

**Drug Free Workplace (Grantees Who Are Individuals)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605, and 85.610:

1. As a condition of the grant, the Institution certifies that it will not engage in the unlawful manufacture, distribution, possession, or use of a controlled substance in conducting any activity with the grant; and
2. If any officer or owner of the Institution is convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, the Institution will report the conviction, in writing, within 10 calendar days of the conviction to: Director, Grants and Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3), Washington, D.C. 20202-5140. Notice shall include the identification number(s) of each affected grant.

**Alcohol Policies**

HSC policies prohibit and HSC PD enforce laws regarding the illegal possession, use, and illegal sale of alcoholic beverages and enforces Texas underage drinking laws. The legal drinking age in Texas is 21. The University has established specific policies for drinking on campus:

- Individuals under the age of 21 may not use, sell, or possess alcoholic beverages in or on any property under the control or jurisdiction of HSC.
- Alcoholic beverages may not be served, consumed, sold, or possessed by persons of legal drinking age in or on any property under the control or jurisdiction of the University except at specific locations, times, and under conditions designated by the University.
- Employees may not use, sell, or possess alcoholic beverages while on active duty and are prohibited from working while intoxicated.

In regard to alcohol, the Student Code of Conduct & Discipline states that grounds for disciplinary action could occur when there is conduct that adversely affects the HSC community, including public intoxication; driving under the influence; driving while intoxicated; and use, possession, illegal sale, or distribution of alcoholic beverages, except as expressly permitted by law and HSC policy. The Drug-Free Workplace Policy (05.508) states that “the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance and the abuse of alcohol in the workplace is expressly prohibited.”
**Drugs and Inhalants**

Students and employees may not use, possess, sell, manufacture, or distribute illegal drugs, inhalants, or controlled substances (narcotics or dangerous drugs), be in possession of drug paraphernalia, or misuse any legal drug or other substance in or on University owned or controlled property or as a part of any University sponsored activity. HSC PD enforces both federal and Texas state laws pertaining to the illegal possession, use, and sale of illicit drugs.

Employees are prohibited from the unlawful possession, use, sale, or distribution of illegal drugs on all HSC property and as part of any official HSC activity under the HSC Drug Free Workplace Policy (05.508). The Student Code of Conduct & Discipline outlines the University's policies for students relating to drugs and the process used to resolve alleged violations of those policies.

**Penalties**

**Students**: Penalties that may be imposed for conduct related to the unlawful use, possession, or distribution of drugs or alcohol are: probation, payment for damage to or misappropriation of property, loss of rights or privileges, suspension for a specified period of time, expulsion, or such other penalty as may be deemed appropriate under the circumstances. Students are advised that cumulative offenses will be cause for more serious consequences, including but not limited to suspension or expulsion.

**Employees**: The unlawful manufacturing, distribution, dispensing, possession or use of a controlled substance and the abuse of alcohol in the workplace is expressly prohibited. Penalties for violations of HSC policies range from mandatory participation in a drug abuse assistance or rehabilitation program to dismissal.

Information regarding alcohol and drug violations can be found in the following policies: Drug Free Workplace (05.508), Drug and Alcohol Testing (05.509), and Performance Counseling and Discipline (05.901).

The possession, consumption, sale, or use of alcohol and drugs on University premises (except as authorized by the University) is defined as a major violation of HSC’s policy, Performance Counseling and Discipline (05.901) and is prohibited.

Individual students, employees, and organizations violating University policies or engaging in conduct that is prohibited by state, federal, or local law are subject to discipline under the provisions of policies stated in the HSC Student Code of Conduct & Discipline and other HSC policies, as applicable. In addition, University officials may refer any evidence of illegal activities to the proper local, state, or federal authorities for review and potential prosecution.

**Federal Penalties**

**Penalties under Federal Law**

Federal law prohibits the manufacture, distribution, or dispensing, or possession with intent to manufacture, distribute, or dispense, a controlled substance. The following summarizes selected provisions of federal laws which provide criminal and civil penalties for unlawful possession or distribution of drugs. See [https://www.dea.gov/sites/default/files/2018-06/drug_of_abuse.pdf#page=30](https://www.dea.gov/sites/default/files/2018-06/drug_of_abuse.pdf#page=30)
for updated information.

Federal Penalties and Sanctions for Illegal Possession of Controlled Substances

21 U.S.C. 844(a) Simple Possession: 1st Conviction: Up to one-year imprisonment, or fined at least $1,000, or both. After one prior drug conviction: At least 15 days in prison, not to exceed 2 years; or fined at least $2,500; or both. After two or more prior drug convictions: At least 90 days in prison, not to exceed 3 years; or fined at least $5,000; or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years; or fined at least $1,000; or both, if: 1st conviction and the amount of crack possessed exceeds 5 grams; 2nd crack conviction and the amount of crack possessed exceeds 3 grams; 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

Special sentencing provisions for possession of flunitrazepam: Imprisonment for not more than 3 years; fines as provided in other 844(a) convictions; and upon conviction, a person who violates this subsection shall be fined the reasonable costs of the investigation and prosecution of the offense.

21 U.S.C. 881(a)(4) Criminal Forfeiture: Forfeiture of vehicles, boats, aircraft or any other conveyance which are used, or are intended for use, to transport, or in any manner to facilitate the transportation, sale, receipt, possession, or concealment of a controlled substance or the raw materials, products, or equipment used to manufacture the controlled substance.

21 U.S.C. 844a Civil Penalty for Possession of Small Amount of Certain Controlled Substances: Any individual who knowingly possesses a controlled substance that is a personal use amount shall be liable for a fine up to $10,000.

21 U.S.C. 862 Denial of Benefits: Denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses for possession of controlled substances. Increased penalties apply if convicted for drug trafficking.

Note: These are only federal penalties and sanctions. Additional local penalties and sanctions may apply.


The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is a mandatory term of life imprisonment without release and a fine up to $8 million if an individual and $20 million if other than an individual.

Health Risks Associated with the Use of Drugs and Alcohol

Specific serious health risks are associated with the use of alcohol and illicit drugs. Some of the major risks are listed below.

Alcohol and Other Depressants (barbiturates, sedatives, and tranquilizers)
Addiction, accidents as a result of impaired ability and judgments, alcohol poisoning, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.
Marijuana
Impaired short-term memory, thinking, and physical coordination. Can cause panic reaction and increase the risk of lung cancer and emphysema. Can interfere with judgment, attention span, concentration, and overall intellectual performance. Impairs driving ability. May cause psychological dependence and compromise the immune system.

Cocaine
Addiction, cardiovascular system damage including heart attack, brain damage, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers.

Nicotine
Tobacco smoke contains thousands of chemical compounds, many of which are known to cause cancer. Nicotine, which is a central nervous system stimulant, produces an increase in heart and respiration rates, blood pressure, adrenaline production, metabolism and compromises the immune system. People can rapidly become physically and psychologically dependent on tobacco.

Inhalants
Inhalants are a diverse group of chemicals that easily evaporate and can cause intoxication when their vapors are inhaled. Most inhalants are central nervous system depressants. The use of these drugs slows down many body functions. High doses can cause severe breathing failure and sudden death. Chronic abuse of some of these chemicals can lead to irreversible liver damage and other health problems.

Heroin and Other Opiates
These drugs usually are taken intravenously. “Designer” drugs similar to opiates include fentanyl, Demerol and “china white.” Addiction and dependence develop rapidly. Use is characterized by impaired judgment, slurred speech and drowsiness. Overdose is manifested by coma, shock and depressed respiration, with the possibility of death from respiratory arrest. Withdrawal problems include sweating, diarrhea, fever, insomnia, irritability, nausea and vomiting, and muscle and joint pains.

Prescription Drug Abuse

Adverse reactions, dependency, withdrawal, and overdose.

Alcohol and Drug Counseling and Treatment Resources

Every student and staff member should read and become familiar with the policies on alcohol and other drugs. Students, faculty and staff can access all HSC policies and all student policies at https://app.unthsc.edu/policies.

Student Support Program (SSP) - Professional counseling and psychiatric care for students is available through the SSP. The SSP provides support for anxiety, stress, depression, anger management, drug or alcohol abuse, abusive relationships, home/life/school/work balance, and housing/financial/legal assistance. The SSP is a twenty-four hours/seven days a week phone and on-line service available to students.

Employee Assistance Program (EAP) The EAP is designed to aid employees in managing daily responsibilities, life events, work stresses or issues affecting quality of life. Confidential services are
provided at no cost to employees and their benefits eligible dependents including assessments, referrals and short-term problem resolution, by calling a toll-free number available 24 hours a day, 7 days a week at (800) 784-1806.

In addition to the toll-free number, the EAP has established GuidanceResources Online, an online database housing over 1500 tip sheets, resources, interactive tools, prevention guides and self-assessments geared towards assisting employees with various work and personal issues, with substance abuse and treatments as one of the main areas of focus.

Solution-focused counseling is short-term in nature and focuses on solutions rather than problems. Counselors work with the client to develop an action plan and can help employees and their families with challenges that may affect their personal lives, relationships, job performance, and work behavior. Referrals to external resources are also provided to employees and their family members if issues expand beyond the scope of the EAP.

The EAP offers trainings geared towards addressing the topic of substance abuse. The course, “Addiction Resource Guide” is designed to increase employees' knowledge of the problems associated with alcohol and drug abuse in the workplace, as well as to assist in identifying the signs and symptoms of substance abuse.

Employees of HSC with health insurance benefits may have coverage for assistance with drug or alcohol related problems and should check with the health insurance provider for the specifics, if any, included in their policy.

A brochure, *Illicit Drugs and Alcohol Abuse*, is also distributed through the Human Resources website at https://www.unthsc.edu/administrative/human-resource-services/drug-free-workplace/.

**Drug-Free Schools and Communities Act (DFSCA)** is intended to combat substance abuse on college campuses through methods of punishment, rehabilitation, and prevention. This act requires institutions of higher education to establish policies that address unlawful possession, use, or distribution of alcohol and illicit drugs. The DFSCA also requires the establishment of a drug and alcohol prevention program, and can be found at [https://www.unthsc.edu/students/wp-content/uploads/sites/26/Drug-and-Alcohol-Abuse-Prevention-Programs-DAAPPBiennial-Report-Spring-2020-FINAL-Signed-3.30.20.pdf](https://www.unthsc.edu/students/wp-content/uploads/sites/26/Drug-and-Alcohol-Abuse-Prevention-Programs-DAAPPBiennial-Report-Spring-2020-FINAL-Signed-3.30.20.pdf)

**Drug and Alcohol Abuse Prevention**

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) of 1989 requires institutions of higher education to certify it has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by students and employees both on its premises and as a part of any of its activities. At a minimum, each institution of higher education must annually distribute the following to all students and employees:

- A written statement about its standards of conduct that prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- A written description of the legal sanctions imposed under university, local, state, and federal laws for the unlawful possession or distribution of illicit drugs and alcohol;
• A written description of the health risks associated with the use of illicit drugs and the abuse of alcohol;

• A written description of any drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or students; and

• A statement that the institution of higher education will impose disciplinary sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of standards of conduct.

The law further requires that institutions conduct a biennial review of its program with the following objectives:

• Assess the effectiveness of the drug and alcohol abuse prevention programs;

• Evaluate the consistency of sanctions imposed for violations of its disciplinary standards and codes of conduct related to drugs and alcohol;

• Identify areas requiring improvement or modification; and

• Produce a report of biennial review findings.

**Penalties Under Texas Law**

Manufacture or delivery of controlled substances (drugs): Minimum jail term up to 2 years and a fine up to $10,000; Maximum imprisonment for life and a fine up to $250,000

Possession of controlled substances (drugs): Minimum jail term not more than 180 days and a fine up to $2,000 or both; Maximum imprisonment for life and a fine up to $250,000

Delivery of marijuana: Minimum jail term not more than 180 days and a fine up to $2,000 or both; Maximum imprisonment for life and a fine up to $100,000

Possession of marijuana: Minimum jail term not more than 180 days and a fine up to $2,000 or both; Maximum imprisonment for life and a fine up to $50,000

Driving while intoxicated (includes intoxication from alcohol, drugs, or both): Minimum license suspension of at least 60 days; Maximum jail term not more than 180 days and a fine up to $2,000 or imprisonment up to 10 years and a fine up to $10,000

Public intoxication: Minimum fine not to exceed $500; Maximum varies with age and number of offenses

Purchase of alcohol by a minor: Minimum fine not to exceed $500; Maximum varies with number of offenses or at least 8 hours of community service and 30-day license suspension

Consumption or possession of alcohol by a minor: Minimum fine not to exceed $500; Maximum varies with number of offenses or at least 8 hours of community service and 30-day license suspension; Mandatory Alcohol-Awareness classes

Providing alcohol to a minor: Minimum fine not to exceed $4,000 or confinement in jail for not more than one year, or both; if binge drinking involved, driver’s license suspension for 180 days, 20-40 hours of community service, and alcohol awareness classes
**University Resources**

Care Team  
(817) 735-2740 or CareTeam@unthsc.edu

Division of Student & Academic Affairs  
(817) 735-2505

Title IX Coordinator, Kory Levingston  
(817) 735-2594 or kory.levingston@unthsc.edu

Student Health Clinic  
(817) 735-5051

Student Support Program/LifeWorks  
(866) 743-7732

HSC Human Resources  
(817) 735-2690 or HSC.HR@untsystem.edu

Employee Assistance Program  
(855) 784-1806

HSC cares about our students’ success, not only academically, but emotionally and physically. Because of our commitment, we provide services across campus that responds to our students’ unique needs. But sometimes, students do not ask for help when they need it. Through the creation of a collaborative interdisciplinary team, the University will provide a caring, confidential program of identification, intervention and response in order to provide students with the greatest chance for success and the university community with the greatest level of protection.

**The mission of the HSC Care Team is to:**

Contribute to healthier communities by assisting in promoting the health, safety, and well-being of the HSC community.

**Crime Reporting**

**Definitions Used in Collection of Crime Statistics**

**Clergy Crimes include:** aggravated assault; arson; burglary; dating violence; domestic violence; drug abuse violations; liquor law violations; motor vehicle theft; murder and non-negligent manslaughter; negligent manslaughter; robbery; stalking; sex offenses; hate crimes; and weapons (carrying, possessing, etc.)

- **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.

- **Assault, Aggravated:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

- **Assault, Simple:** 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.

- **Burglary:** The unlawful entry of a structure to commit a felony or a theft.

- **Campus Security Authority:** “CSA” means an individual with responsibility for campus safety and security. This includes campus police, individuals who are responsible for monitoring buildings or university grounds or with similar security responsibilities who are not part of campus police; individuals or organizations who are specifically identified to receive reports of criminal offenses; and university officials with significant responsibility for student and campus activities, including but
not limited to student discipline and campus judicial proceedings. If such an official is a pastoral or professional counselor, the official is not considered a CSA when acting as a pastoral or professional counselor.

- **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 determined based on the reporting party's statement with consideration of the length of the relationship; type of relationship; and the frequency of interaction between the persons involved in the relationship. Includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

- **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 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.

- **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. Arrest for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

- **Fondling:** Touching of 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 age or mental capacity.

- **Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.

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

- **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.

- **Larceny-Theft (Except Motor Vehicle Theft):** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included but embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

- **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.

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

- **Motor Vehicle Theft:** Theft or attempted theft of a motor vehicle.

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

- **Rape:** 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. Includes any gender or victim or perpetrator.
- **Robbery**: 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.

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

- **Sexual Assault**: The intentional or knowing penetration, no matter how slight, of the sex organ or anus with any body part or object, or oral sex, without the person’s consent. May also be referred to as rape.

- **Stalking**: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s 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 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. A reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

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

- **Weapons Law Violations**: 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.

**Hate Crimes include**: race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability.

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

- **Ethnicity**: A preformed negative opinion or attitude toward a group of persons whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often a shared religion) and/or ideology that stresses common ancestry.

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

- **Gender Identity**: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

- **National Origin**: A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

- **Race**: A preformed negative opinion or 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.

- **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.
Crimes evaluated for bias for inclusion in hate crime statistics: Murder and non-negligent manslaughter, sex offenses including rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property.

Definitions of Geography

- **Clery Geography**: Includes on campus, public property, and non-campus.
- **Non-campus Building or Property**: Any building or property owned or controlled by a student organization recognized by the University; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, HSC’s educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the University.
- **On Campus**: Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the University and used by the University in direct support of, or in a manner related to, the University’s educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the geographic area of the University that is owned by the University but controlled by another person, is frequently used by students, and supports institutional purposes.
- **Public Property**: All public property that is within the same reasonably contiguous geographic area of the University, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the University if the facility is used by the University in direct support of, or in a manner related to the University’s educational purposes.

A map indicating the boundaries can be found at [http://www.unthsc.edu/police/](http://www.unthsc.edu/police/) and is on page 73-74 (Appendix A).
## HSC’s Crime Statistics 2018-2020

<table>
<thead>
<tr>
<th>Offense (Criminal)</th>
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<th>On Campus</th>
<th>Non-Campus</th>
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<th>Total</th>
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<td><strong>(Arrests &amp; Disciplinary Referrals)</strong></td>
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*For 2018, Arrests: Liquor Law was changed from a total of 3 to a total of 0, because further review of initially reported crime statistics included DWIs, which is not a Clery reportable violation.

**For 2018, Disciplinary Referrals: Liquor Law was changed from a total of 1 to a total of 0, because further review of initially reported crime statistics indicated that this included DWIs, which is not a Clery reportable violation.
### Offense (VAWA)

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</table>

*The chart includes statistics from outside law enforcement agencies.
**HSC does not have any on-campus housing facilities.

**Hate Crimes:** No hate crimes were reported for 2018, 2019, or 2020 within the Clery geography. The definitions for hate crime bias categories are listed on page 60.

**Unfounded Crimes:** No unfounded crimes were reported for 2018, 2019, or 2020. Unfounded Crimes can only be determined by Law Enforcement.

HSC PD maintains a daily crime log, which contains information about crimes that are reported to HSC PD. The crime log is accessible online at [https://www.unthsc.edu/links/index.php/crime](https://www.unthsc.edu/links/index.php/crime) or in person at HSC PD during normal business hours.

To request a copy of this report, please contact the Division of Student & Academic Affairs at (817) 735-2505, [studaffr@unthsc.edu](mailto:studaffr@unthsc.edu); or at Student Service Center 220.
APPENDIX A: HSC Clery Map

HSC Main Campus: 3500 Camp Bowie Blvd., Fort Worth, TX 76107
HSC Remote Locations

HSC Bailey Avenue
550 Bailey Avenue Fort Worth, TX 76107

HSC May Street
1412 May Street, Fort Worth, TX 76104

HSC May Street
1405 May Street, Fort Worth, TX 76104

HSC Health Seminary Clinic
1305 E Seminary Drive, Fort Worth, TX

1305 E Seminary Drive, Fort Worth, TX
Student Consumer Information – HSC

The Higher Education Opportunity Act of 2008 (HEOA) requires that postsecondary institutions participating in federal student aid programs make certain disclosures to students. This information is disclosed to you as a student at HSC in compliance with federal law. For additional information, including requesting a paper copy of any materials, please visit https://www.unthsc.edu/students/student-consumer-information/

Division of Student & Academic Affairs

Physical Address: Student Service Center, Suite 220
Mailing Address: 1051 Haskell Avenue, Fort Worth, TX 76107
(817) 735-2505 (phone); (817) 735-0448 (fax)
https://www.unthsc.edu/students/

HSC Police Department

3600 Mattison Drive, Fort Worth, TX 76107
(817) 735-2600 (emergency); (817) 735-2210 (non-emergency)
https://www.unthsc.edu/police