Prairie View A&M University
(Prairie View, College of Nursing, Northwest Houston Center, and Rellis Campuses)

2020 Annual Security and Fire Safety Report
Includes crime and fire statistics for 2017, 2018, and 2019

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f), 34 CFR 668.46)
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Chapter I – Prairie View A&M University Annual Security Report

Overview

Founded in 1876, Prairie View A&M University (PVAMU) is the second oldest public institution of higher learning in the state of Texas. PVAMU is accredited by the Southern Association of Colleges and Schools as a comprehensive public institution of higher education. With an established reputation for producing engineers, nurses and educators, PVAMU offers baccalaureate and master’s degrees in numerous academic disciplines, as well as several doctoral degree programs, through nine colleges and schools. A member of The Texas A&M University System (TAMUS), PVAMU is dedicated to fulfilling its land-grant mission of achieving excellence in teaching, research and service. The main campus is located in Waller County, approximately 40 miles northwest of Houston and one mile north of US Highway 290 on Farm-to-Market Road 1098.


Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist the campus community in making decisions which affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions’ obligations under the Act. The Act was also renamed the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (hereafter the Clery Act).

The Clery Coordinator works closely with the Prairie View A&M University Police Department (UPD), Risk Management and Safety office (RMS) and other university officials to prepare and distribute the Annual Security and Fire Safety Report (ASFSR) in compliance with the Clery Act. The ASFSR is to be published every year on or before October 1st and contains three years of selected campus crime statistics and fire
statistics, along with certain campus security policy statements in accordance with the Clery Act. The 2020 ASFSR contains security policy statements for the 2020 – 2021 academic year and crime statistics for calendar years 2019, 2018, and 2017. Due to the COVID-19 pandemic, publication and distribution of the 2020 ASFSR was delayed by the U. S. Department of Education up until but no later than December 31, 2020.

The Clery Coordinator composes the ASFSR and statistical information with input from various sources such as the UPD, local law enforcement agencies, RMS, Student Affairs, and various university officials/departments.

**Annual Security Report Notifications**

Each year, an e-mail and text message notification is sent to all current students, faculty and staff, which provides website access to this report. Upon request, prospective students and employees may obtain a hard copy of the report from the Office of University Compliance, located in the W.R. Banks Building, Suite 224. The building is located directly across from the A.I. Thomas Building. The report may also be obtained on the university’s Clery website.

Prospective employees are provided with the direct link to view the university’s most current ASFSR on the university’s career site.

Prospective students and parents of students can read about and reference Clery Act information on the Undergraduate Admissions webpage and the Graduate Admissions webpage. Prospective students are notified about the Clery Act via an email that is sent to applicants after they have completed an application in the online enrollment system. Additionally, students who are admitted also receive an email with information related to the ASFSR. The email includes the availability of the ASFSR, as well as a direct link to the current ASFSR.

**Campus Law Enforcement Policies**

**Prairie View A&M University Police Department Overview**

Under the Texas Education Code, Subchapter E, Chapter 51, PVAMU is authorized to operate its own police department. The department is staffed by licensed and commissioned police officers.

The UPD takes the lead in providing a safe environment for the university community by protecting life and property. To achieve this protection, the UPD maintains year-round 24-hour per day patrols to deter and detect crime, report fires and safety hazards, and control traffic on campus.

All police officers have completed their training at a state-approved police academy and have the same authority and power as other peace officers within the State of Texas, as set forth in Article 14.03 of the Texas Code of Criminal Procedure, including arrest authority for violations of the law. Police officers enforce all applicable federal, state, county, and city laws as well as university policies.

The police department utilizes vehicle, foot and bicycle patrols to protect the safety of all who work at, visit, or attend PVAMU. PVAMU police officers periodically walk through the buildings and residential areas of the campus.

Contract police and security officers provide supplemental patrols, particularly around parking and residential areas. These contract police and security officers provide an additional presence, and report
The contract security officers employed by PVAMU do not have arrest authority. However, the contract police officers do have arrest authority. The contract security officers assist the UPD by responding to alarms, calls for service such as escorts and locking/unlocking doors, and enforcing parking and university policies. The contract police officers enforce all applicable federal, state, county, and city laws as well as university policies. In both cases, the scope of their official duties is confined to the campus of PVAMU; essentially, the jurisdiction of both contract security officers and contract police officers is the PVAMU campus.

**University Police Department Jurisdiction, Enforcement Authority, Arrest Authority, Working Relationships & Mutual Agreements, and Interagency Cooperation**

The UPD is the primary police authority for PVAMU. PVAMU police officers are certified Texas peace officers as defined in Article 2.12 of the Texas Code of Criminal Procedure. Pursuant to Section 51.203 of the Texas Education Code, PVAMU police officers have full peace officer authority, including authority to detain and arrest, in all counties in which property is owned, leased, rented, or otherwise under the control of PVAMU. However, the primary jurisdiction of PVAMU police officers is the campus of PVAMU and the immediately surrounding streets. As peace officers, the UPD armed police officers have the same authority to detain and arrest as municipal police officers.

The UPD is computer-linked to city, state and federal criminal justice agencies, which provide access to criminal records, wanted persons, stolen property, and vehicle information. All crimes reported to UPD are investigated and are referred for prosecution through the Offices of the County Attorney and District Attorney when appropriate. Criminal matters involving university students may also be referred to university administration for disciplinary action.

The UPD does not have a written mutual aid agreement or memorandum of understanding with any area law enforcement agency pertaining to the investigation of alleged criminal incidents. However, UPD maintains good working relationships with all area law enforcement agencies including the City of Prairie View Police Department, Hempstead Police Department, Waller Police Department, Brookshire Police Department, Houston Police Department, Waller County Sheriff’s Office, Harris County Sheriff’s Office and the Texas Department of Public Safety. This cooperation extends to the reporting of crimes to the appropriate agencies, participation in police radio communications and computer network training programs, special events coordination, and investigations of serious crimes. Information on crimes that may impact or relate to the surrounding community and state is shared directly with appropriate law enforcement agencies. UPD has an open line of communication between UPD and neighboring agencies, where critical information regarding crimes, crime trends or other relevant information is shared.

When a PVAMU student is involved in an offense at a non-campus location, the UPD may, upon request, assist with the investigation in cooperation with local, state, or federal law enforcement agencies. However, PVAMU does not use local law enforcement to monitor and document criminal activity allegedly perpetrated by students at non-campus locations of officially recognized student organizations.

**Professional Standards**

The UPD's relationship with the community, and ensuring that excellent service is provided, is vital to achieving the overall mission of a safe and secure campus. All members of the PVAMU community, and visitors to the campus, can expect to be treated in a courteous and professional manner by members of the police department. The UPD will not tolerate an employee who acts unprofessionally or who does not
provide an appropriate level of service. UPD also wishes to recognize instances in which its employees have been especially helpful or have exceeded expectations in the service they have provided.

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

- Request the on-duty police supervisor by calling (936) 261-1375. A supervisor is available 24-hours a day.
- Address written correspondence to: Chief of Police, Prairie View A&M University Police Department, P.O. Box 519: MS#1430, Prairie View, TX 77446.

**Prairie View A&M University Police Department Telephone Directory**

Website: [http://www.pvamu.edu/upd/](http://www.pvamu.edu/upd/)

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<thead>
<tr>
<th>Emergencies-from on campus phones/Police/Fire/Medical</th>
<th>4911 or 911</th>
<th>Non-Emergencies/General Assistance</th>
<th>936-261-1375</th>
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<tr>
<td>Criminal Investigations</td>
<td>936-261-1378</td>
<td>Anonymous Tips Line</td>
<td>936-261-2222</td>
</tr>
<tr>
<td>Communications</td>
<td>936-261-1375</td>
<td>Records</td>
<td>936-261-1393</td>
</tr>
</tbody>
</table>

**Reporting Crimes**

**Incident Reporting and Response**

Any on-campus emergency, criminal offense, or suspected criminal activity, should be reported immediately to the UPD by dialing 4-911 (campus phone) or 911 (emergency), in person, or dialing (936) 261-1375 (non-emergency). You can use one of the many emergency telephones located throughout campus, and near Residence Hall entrances. Campus elevators are also equipped with emergency phones. Upon receipt of the call, the UPD Communications Center personnel will supply information or dispatch officers as necessary. For non-emergencies, the UPD also has an on-line reporting form at: [https://www.pvamu.edu/upd/forms/report-an-offense/](https://www.pvamu.edu/upd/forms/report-an-offense/).

The University Police Department encourages accurate and prompt reporting of crimes when the victim of such crimes elects or is unable to make such a report.

**Response to Reports of Crimes**

Dispatchers are available at these respective telephone numbers 24 hours a day to answer your calls. In response to a call, UPD will take the required action, either dispatching an officer or asking the victim to report to UPD to file an incident report. All reported crimes will be investigated by the university and may become a matter of public record. All UPD incident reports are forwarded to the Dean of Students Office and the Office of Student Conduct for review, referral, and potential action, as appropriate. The UPD criminal investigators and UPD patrol officers, provide information regarding victims’ rights, as well as assistance in dealing with the traumatizing consequences of crimes, to those who make a report or who may be reluctant to report. UPD officers provide crime-victim information to victims and witnesses encountered in the field. UPD personnel and university officials will assist crime victims with notifying the proper law enforcement authorities if the victim so chooses. UPD’s goal is to provide assistance wherever the report is made and to ensure that the crime is included in our crime statistics as required.
Reporting Criminal Offenses to University Officials

Faculty, staff, and students are encouraged to report any criminal offenses within the campus environment directly to UPD. For non-campus offenses, we encourage accurate and prompt reporting to the proper local law enforcement agency. However, in certain circumstances, a victim of a crime may be more inclined to report the offense to someone other than a law enforcement officer. For this reason, the Clery Act requires the collection of crime reports from individuals who are considered to be a Campus Security Authority (CSA). According to the 2016 Handbook for Campus Safety and Security Reporting (pgs. 4-2 & 4-3), CSA’s are individuals in the following four groups:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

CSAs commonly report information to the following:

<table>
<thead>
<tr>
<th>Contact Group</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Police Department</td>
<td>(936) 261-1375</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>(936) 261-2130</td>
</tr>
<tr>
<td>Title IX Coordinator</td>
<td>(936) 261-2166</td>
</tr>
<tr>
<td>Human Resources</td>
<td>(936) 261-1730</td>
</tr>
<tr>
<td>Clery Coordinator</td>
<td>(936) 261-2117</td>
</tr>
</tbody>
</table>

Reporting to Meet Disclosure Requirements

Members of the community are helpful when they immediately report crimes or emergencies to the UPD at 936-261-1375 and/or the Clery Coordinator at 936-261-2117 for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary.

Upon request, CSAs, including professional counselors, should treat crime reports as confidential and respect the privacy of the person making the report, consistent with their reporting obligations and all applicable laws. Professional mental health counselors are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics and to inform them of reporting procedures, especially if the incident may pose an ongoing threat to the campus community.

For additional information on the duties and responsibilities of CSAs, see “Resources for Campus Security Authorities” on the Clery website.

Confidential and Anonymous Reporting of Crimes

Confidential Reporting

Aside from the guidelines above pertaining to professional counselors acting in that capacity, the UPD has policies or procedures for victims and/or witnesses to report crimes on a voluntary, confidential basis for
inclusion in the annual disclosure of crime statistics. However, because UPD reports are public records under state law, they cannot hold reports of crime in confidence. Upon the request of the person making a report, a CSA may maintain that person’s privacy to the extent allowed by law and pass along crime report details to UPD without including personally identifying information for the reporting party.

**Anonymous Reporting**
The University Police Department encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. Felony crimes can be reported anonymously by calling Crime Stoppers at 1-800-252-8477 or online at: [http://crime-stoppers.org/tips.html](http://crime-stoppers.org/tips.html). Non-emergency crimes can be reported anonymously via the [University Police Department web page](http://crime-stoppers.org/tips.html). UPD also operates a TIPS line (936-261-2222) to allow people to report non-emergency security or safety related concerns anonymously, as well as to provide the police department with information about criminal incidents or behavior.

The UPD and all CSAs will accept anonymous reports of crimes for inclusion in the annual crime statistics for PVAMU.

**Security Awareness & Crime Prevention Programs**
One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of PVAMU to inform students of good crime prevention and security awareness practices.

During the 2019-2020 academic year, PVAMU offered several crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious and involved, and advised to call the UPD to report suspicious behavior. For additional questions regarding crime prevention, contact the department directly at (936) 261-1375.

As part of the department’s community-oriented policing philosophy, the UPD offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, Rape Aggression Defense (R.A.D.) and property protection strategies. Anyone interested in having a UPD officer speak to his or her classroom or group should contact them at (936) 261-1375.

**Timely Warning Notification Policy**
The procedures disclosed in this section apply to incidents occurring at the PVAMU main campus, Northwest Houston Center, and the College of Nursing campuses that warrant a Timely Warning (Crime Alert). In the event a crime is reported, or a situation arises, within the PVAMU Clery Geography (On Campus, Public Property and Non-campus property), that, in the judgment of the PVAMU Chief of Police, or designee, and in consultation with the Clery Coordinator, or designee when time permits, constitutes a serious or continuing threat to the campus community, a campus wide “timely warning” notice will be issued.
The circumstances in which a Timely Warning will be generated includes, but are not limited to, the receipt of a good faith report to the UPD or other CSA of a crime reportable under the Clery Act. Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter.
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger PVAMU community).
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis).
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the PVAMU Chief of Police, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the PVAMU Chief of Police, or his or her designee in his or her absence.

The Clery Coordinator and/or the Chief of Police or their designee, is responsible for determining if a Timely Warning will be issued. The determination will be made on a case-by-case basis after due consideration of all available pertinent facts, such as the nature of the crime and whether or not a continuing danger to the campus community exists.

The Chief of Police or their designee and/or the Clery Coordinator is responsible for determining the content of Timely Warnings. The Chief of Police or their designee is primarily responsible for distributing Timely Warnings to the university community. However, the Clery Coordinator and the Office of Information Resource Management (OIRM) can also distribute Timely Warnings, if necessary. The Office of Marketing and Communications (MARCOMM) can also put out information via social media channels as a supplement and update the PVAMU website with information related to the Timely Warning, if deemed necessary. Anyone with information warranting a Timely Warning should report the circumstances immediately to the UPD, by phone (936-261-1375) or in person.

Timely Warnings shall be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential and that will aid in the prevention of similar occurrences. Timely Warnings are primarily distributed to PVAMU students and employees via email; however, if deemed necessary, the information can be distributed via social media and placed on the university’s webpage. Timely Warnings will contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property from similar occurrences. Timely Warnings will generally include:

- A readily understandable description of the type of crime or occurrence.
- The general location, date and time of the offense.
- A physical description of the suspect(s) or composite picture.
• Possible connection to other incidents.
• Date and time the alert was issued.
• Suggested measures that members of the university community can take to help protect themselves.

It is important to note that in some cases law enforcement may need to withhold some facts if releasing the information would compromise an ongoing investigation or the identity of the victim. Victim names are never included in Timely Warnings.

PVAMU is not required to issue a timely warning with respect to crimes reported to a pastoral or professional counselor.

The Clery Coordinator tests the Timely Warning notification system on a quarterly basis.

**Emergency Notification, Response and Evacuation Policy**

The procedures disclosed in this section apply to significant emergencies or dangerous situations occurring on the campuses of the PVAMU main campus, Northwest Houston Center, and the College of Nursing campuses. The institution does not have separate procedures for non-campus property.

**“Panther Alert” Emergency Notification System**

Panther Alert is PVAMU’s emergency notification system that gives the university the ability to communicate health and emergency information by phone, text message, and e-mail. Face to face communication, social media, and the university’s webpage may also be used to communicate information in the event of an emergency situation.

PVAMU will only use the system to provide official notification of critical emergencies (i.e., situations that pose an imminent threat to the community). It is the policy of PVAMU to immediately notify the campus community, via the Panther Alert Emergency Notification System, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The Clery Coordinator and personnel from the UPD, RMS, and MARCOMM coordinate as needed to confirm whether a significant emergency or dangerous situation exists. This is done by evaluating information received from entities, which may include, but are not limited to law enforcement, fire department, emergency medical services, the National Weather Service, other personnel from RMS and various additional offices/departments on campus. Personnel authorized to make a final confirmation of whether or not a significant emergency or dangerous situation exists, and if a Panther Alert should be issued are: The Clery Coordinator, Chief of Police or their designee, the Director of RMS or their designee, and the Director of MARCOMM or their designee.
The University Police Department, Clery Coordinator, RMS, and MARCOMM, if applicable, will collaborate to determine if the message is sent to the entire PVAMU community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

For law-enforcement related incidents, the generation of a Panther Alert message, and activation of the notification system, is generally the responsibility of the Chief of Police or their designee. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the Chief of Police or their designee will, without delay, and taking into account the safety of the community, determine the content of the emergency notification.

The Chief of Police, or their designee, is primarily responsible for distributing Panther Alerts to the university community via blast email, text, and phone call for law-enforcement related incidents. However, the Clery Coordinator, OIRM, RMS, and MARCOMM can also distribute Panther Alerts via blast email, text, and phone messaging system, if necessary.

For non-law enforcement related incidents, the generation of a Panther Alert message, and activation of the notification system is generally the responsibility of RMS and/or MARCOMM. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, RMS and/or MARCOMM will, without delay, and taking into account the safety of the community, determine the content of the emergency notification.

The Directors of RMS and/or MARCOMM, or their designees, are primarily responsible for distributing Panther Alerts to the university community via blast email, text, and phone call for non-law enforcement related incidents. However, UPD, the Clery Coordinator, and OIRM can also distribute Panther Alerts via blast email, text, and phone messaging system, if necessary.

Prairie View A&M University will, without delay and taking into account the safety of the community, determine the content of emergency notifications and initiate the notification system unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

For both law-enforcement related and non-law enforcement related incidents, the content of the notification and necessary follow-up messages will provide information that will aid the campus community in response or evacuation measures. Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm).

The Clery Coordinator tests the Panther Alert system on a quarterly basis.

If there is an immediate threat to the health or safety of students or employees occurring on campus, PVAMU must follow its emergency notification procedures. When following its emergency notification procedures, PVAMU is not required to issue a timely warning based on the same circumstances; however, the university must provide adequate follow-up information to the community as needed.
Registering for “Panther Alert” Emergency Notifications
Students, Faculty, and Staff Access
The Panther Alert emergency notification system allows students, faculty and staff who have a PantherNet username and password (which are the same as their email username and password) to register numbers to receive text message and/or phone calls. Emergency alerts are also sent to all PVAMU email addresses. Students, faculty, and staff are automatically registered to receive the notifications and can update their contact information as needed. Students, faculty and staff that no longer wish to receive emergency notifications are able to update their contact information and “opt out” of receiving these notifications by visiting the university’s Emergency website.

Public Access
Parents, family, and friends of PVAMU can receive voice or text message emergency alerts by subscribing to the Panther Alert System. To learn how, visit: https://pvamu.bbcportal.com/.

Provision of Information to the General Public (Larger Community)
In the event that a crisis occurs on university property, a notification is sent to MARCOMM as soon as possible. As chief spokesperson for the university, MARCOMM will ultimately be responsible for the external communication efforts that relate to the crisis. As such, MARCOMM will coordinate communication efforts as appropriate with the university and/or other governmental agencies that may be involved in the crisis event. MARCOMM will disseminate press releases, respond to media inquiries, produce radio and television announcements, maintain/update the university web site, provide logistics and support for press conferences, and serve in supporting other forms of communication as needed. In case of an emergency, the PVAMU main web site may be updated with current information pertaining to the incident.

Emergency Preparedness
Procedures and Policies
The Emergency Management Plan (EMP) and contents within is a guide to how the university conducts all-hazards response. The EMP is written in support of emergency management and is structured according to the National Response Framework to provide scalable, flexible, and adaptable coordinating guidance to inform those having key roles and responsibilities in the event of an emergency affecting PVAMU.

Drills, Tests, Training & Evacuation Procedures
To ensure that personnel and community first responders are aware of their duties and responsibilities under the EMP and the most current procedures, various trainings, drills, and exercise actions will occur. These include training sessions for all applicable university personnel, a tabletop or functional scenario test of the EMP exercised annually, a full-scale exercise every three years, and tests/exercises with other agencies and emergency response entities. Testing of the EMP may be announced or unannounced.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The university publicizes the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.
Evacuation Procedures
Evacuations in response to emergency situations are often managed by the UPD, RMS, or the fire department. These include large-scale evacuations, persons with function and access needs, and university housing evacuation. Evacuation plans are detailed in the EMP, which is distributed to the campus community on an annual basis in conjunction with the annual test. RMS and the UPD will manage documentation of the test, description of the exercise, date/time, and details related to if the test was announced or unannounced. If an immediate emergency response and/or evacuation is needed, the Panther Alert System (PAS) will be utilized to communicate via text message, email, and phone call.

An evacuation (fire) drill is coordinated at least annually by RMS for all residential facilities on the PVAMU campus. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation.

General Evacuation Procedures
At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify UPD at (936) 261-1375 or dial 911.

1. Remain Calm.
2. Do NOT use Elevators; Use the Stairs.
3. Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform UPD or the responding fire dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Shelter-in-Place Procedures –What it Means to “Shelter-in-Place”
If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance
If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest university building quickly. If police or fire department personnel are on the scene, follow their directions.
How You Will Know to “Shelter-in-Place”
A shelter-in-place notification may come from several sources, UPD, Housing and Residence Life staff members, other university employees, Local PD, or other authorities utilizing the university’s emergency communications tools.

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

- If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be:
  - An interior room;
  - Above ground level; and,
  - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- Shut and lock all windows (tighter seal) and close exterior doors.
- Turn off air conditioners, heaters, and fans.
- Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)
- Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to UPD so they know where you are sheltering. If only students are present, one of the students should call in the list.
- Turn on a radio or TV and listen for further instructions.
- Make yourself comfortable.

The Daily Crime Log
Each business day, the UPD publishes a Daily Crime Log using information from the UPD, local law enforcement, Student Conduct, and other CSAs. The Daily Crime Log is available to the media, the public, and various campus offices. This summary identifies the type, location, time, and date the crime was reported to UPD.

The Daily Crime Log may be viewed via the UPD webpage at: https://www.pvamu.edu/upd/ or in person at 36142 Owens Rd, Prairie View, Tx 77446. A printed copy of the Daily Crime Log may be obtained by calling (936) 261-1375. Note that a request for Daily Crime Log information older than 60 days may take up to two business days from the date the request is received to be fulfilled.

Furthermore, be advised that certain information may be temporarily withheld from the Daily Crime Log if there is clear and convincing evidence that the release of said information would jeopardize an ongoing investigation or the safety of an individual, cause a suspect to flee or evade detection or result in the destruction of evidence. Once it is determined that the release of the information would no longer have such an adverse effect, the information must be added to the Daily Crime Log.

Security of and Access to Campus Facilities
The dean, director, department head, or senior building coordinator is responsible for determining access to facilities under their control.
It is unlawful for any person to trespass on the grounds of any state institution of higher education of this state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education. (Texas Education Code Section 51.204).

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property. (Texas Education Code Section 51.209).

**Residence Halls/On Campus Apartments**

Access to residence halls is restricted to residents, their approved guests, and other authorized members of the university community. Exterior doors to on-campus residence halls are equipped with electronic card access that is connected to a centralized software system with 24-hour recording. Residents gain entry to on-campus halls and apartments (including interior residence hall doors) by swiping their key. Residents are cautioned against permitting strangers to enter the residence halls and are urged to require individuals seeking entry to use their own access cards. UPD officers patrol residence areas regularly. Additionally, private security patrols the residence areas during the night.

**Off-Campus Apartments**

Off-campus apartments are accessed by tenants, their approved guests, and other authorized members of the university. The facilities are equipped with 24-hour property maintenance and security. Residents may gain entry by property issued keys, which are provided through the property manager. Residents are cautioned against permitting strangers to enter the apartment complex and are urged to require individuals seeking entry to use their own key. All apartment doors are key-locked with deadbolts and have peepholes. Residence areas are patrolled regularly by third party security or managerial security. Professional staff conduct weekly checks of residence facilities. In addition, increased random facility checks during peak university events (i.e. Homecoming and Spring Fest).

**Academic and Administrative Buildings**

The main campus of PVAMU is located within the City of Prairie View, and the public areas are therefore readily accessible. In general, the academic and administrative buildings are open to the public, at a minimum, during normal business hours. Individual facilities may have specific hours of operation, which can vary depending upon factors such as the time of the year and operational requirements. Access to some buildings, or portions of buildings, may be limited to authorized personnel at various times. Card swipe systems, locks and other means may be employed to limit access. Information about access to a specific facility can be obtained from the senior building coordinator for that facility. UPD personnel generally are not assigned to specific academic or administrative buildings. However, they do patrol such areas on a regular basis.

**Parking Areas**

PVAMU has numerous parking areas and no parking garages. Various parking areas on the campus are under video surveillance and may or may not be monitored. Visitors should obtain a visitor parking permit from the Information Center, located near the campus entrance.
Security Considerations Used in the Maintenance of Campus Facilities

Contracted facilities personnel are responsible for maintaining the buildings, grounds, and custodial services for the PVAMU campus. The group addresses maintenance, renovation, and repair projects for facilities, custodial and landscaping. PVAMU’s utilities department provides electricity, heating and cooling, running water, and wastewater disposal. Faculty and staff are encouraged to report maintenance problems to their respective senior building coordinator or to building maintenance at (936) 261-9703.

Residence Halls and On Campus Apartments

Each housing facility is responsible for making repairs in their facility. Students are encouraged to report maintenance issues online at connect.studenthousing.com. For after-hours emergency repairs, please contact the 24-hour on-call phone service for the residential facility: University College at 979-221-8875, University View at 936-264-6725, University Village Phase I at 979-221-4405, Phase II at 979-221-4406, Phase III at 979-221-4310, and University Square at 979-221-9675. Residence Life, RMS, and the UPD regard security and life safety service needs as priorities.

Residence hall staff conducts daily "on-duty rounds," and reports any known maintenance issues for life/safety and security. Residence hall staff will submit work orders for needed repairs to the residence facility maintenance department. Staff is on call daily for emergency issues. The operations of the emergency telephones are checked on a periodic basis.

UPD personnel closely monitor any security-related maintenance problems after hours and report their findings to the appropriate university official. If necessary, they will stand-by until the problem is corrected. UPD personnel survey campus lighting while on patrol and monitor those areas having defective fixtures and report the deficiencies to the appropriate personnel for corrective action.

Off Campus Apartments

Each property leased on behalf of the university is responsible for making repairs in a timely manner as stated in contracts. Students are to report all maintenance and after hour emergency repairs to the property directly as detailed in each property contract. Both student and the leased property are to report all PVAMU housing business and maintenance concerns or requests to the university via the Department of Residence Life email at residence_life@pvamu.edu. On-call hours are from 6:00 pm-8:00 am, while all other concerns should be provided to the front desk during normal business hours.

Alcoholic Beverages, Illegal Drugs, and Weapons

Education Programs & Policies

In accordance with the Drug-Free Schools and Communities Act, PVAMU reviews its programs, services, and policies to prevent unlawful possession, use, or distribution of alcohol and illicit drugs. The results of the biennial review are published at http://www.pvamu.edu/universitycompliance/wp-content/uploads/sites/87/2018-Biennial-Review-Report.pdf. Drug and alcohol programs are provided to PVAMU students and employees as described in the biennial review.

Alcohol Policy

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

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

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

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

As a deterrent to alcohol and other drug use and abuse, PVAMU supports, promotes and sponsors programs to enhance student, faculty, and staff awareness of the devastating effects and consequences of indulging in the use and abuse of alcohol and other drugs. PVAMU has recently implemented a campus wide online training platform, EVERFI, which will require all students to complete an AlcoholEDU training course. AlcoholEDU is an alcohol education course that provides awareness training, alcohol abuse prevention and safe drinking tips for college students.

The Office of Student Affairs is committed to promoting responsible decision making regarding alcohol and drugs through educational programming, resources, and referrals. The Office of Human Resource’s Employee Assistance Program (ComPsych Guidance Resources) manages the alcohol & drug abuse and rehabilitation program for staff and faculty. The Employee Assistance Program also provides counseling and referral services (http://www.guidanceresources.com).

**Illegal Drugs Policy**

PVAMU prohibits the unlawful possession, use, and sale of illegal drugs on campus. Federal law prohibits the unlawful possession, use, sale, or distribution of drugs. Texas state law prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Texas state law. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Texas Controlled Substances Act. UPD is responsible for enforcing state and federal drug laws. Alleged violations of this law may result in criminal charges and will also be adjudicated through university disciplinary procedures. (System Policy 34.02 Drug and Alcohol Abuse; System Regulation 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs; University Rule 34.02.01.P1 Drug and Alcohol Abuse and Rehabilitation Programs).
Additionally, PVAMU Student Code of Conduct prohibits using, possessing, being under the influence of, manufacturing, or distributing illegal drugs or illegally obtained/possessed controlled substances. (PVAMU Student Code of Conduct). Alleged violations of federal and state laws may result in criminal charges. University conduct charges may be pursued against those alleged to have violated institutional policies and/or state/federal laws concerning controlled substances.

The Office of Student Affairs is committed to promoting responsible decision making regarding drugs through educational programming, resources, and referrals. The Office of Human Resource’s Employee Assistance Program (ComPsych Guidance Resources) manages the drug abuse and rehabilitation program for faculty and staff. The Employee Assistance Program also provides counseling and referral services (http://www.guidanceresources.com).

**Weapons Policy**

In accordance with Texas Penal Code Ch. 46.03, it is a felony to intentionally, knowingly, or recklessly possess a firearm, location restricted knife, club, or prohibited weapon on the physical premises of a school or educational institution. This includes any grounds or buildings on which an activity sponsored by the school or educational institution is being conducted, or on passenger transportation vehicles under the direct control of the educational institution. A license to carry holder under Chapter 411, Texas Government Code, may carry a concealed handgun on or about the license holder’s person while the license holder is on the premises of the TAMUS/PVAMU offices (where the TAMUS/PVAMU offices has operational responsibility) or in a TAMUS/PVAMU vehicle, unless prohibited by state law or federal law. Concealed carry is prohibited in any premises where TAMUS/PVAMU offices, as directed or approved by the chancellor as necessary for institutional safety, gives effective notice on a temporary basis pursuant to Section 30.06, Texas Penal Code. The open carry of handguns on TAMUS/PVAMU offices’ land or premises is prohibited (System Regulation 34.06.02 Weapons). Please see Campus Carry at PVAMU for a list of places where concealed carry by license holders will be prohibited, as well as additional information to campus carry. (University Rule 34.06.02.P1).

**Missing Student Policy**

It is the policy of the UPD to thoroughly investigate all reports of missing persons. In addition, this agency immediately considers a missing child, and an adult that is mentally impaired, to be “at risk” until significant information to the contrary is confirmed.

**Missing Student Notification**

PVAMU requests that all new students voluntarily provide missing person contact information at the beginning of each year. Students residing in campus housing will be informed annually that each student has the option to identify a person designated as a confidential missing person contact to be notified by PVAMU no later than 24 hours after the time the student is determined to be missing by the designated university officials authorized to make that determination (specifically, the UPD) or the local law enforcement agency in which the student went missing. This information is kept confidential and may only be utilized by PVAMU employees with emergency response job responsibilities, in the case of emergencies involving students such as death, life threatening injuries or a missing person report.

Students may register or update their missing person contact information at any time. Students that live in on-campus housing can identify a contact person(s) whom the institution shall notify within 24 hours of the determination that the student is missing. Students are able to update this information at any time.
Students are advised that this information will be kept confidential, being accessible only to authorized campus officials and disclosed only to law enforcement personnel in furtherance of a missing person investigation. If a student is less than 18 years old and not an emancipated individual, PVAMU must notify a custodial parent or guardian, in addition to the contact person(s) designated by the student, within 24 hours of the determination that the student is missing.

If a student has been missing for 24 hours, students, employees or other individuals should contact one of the following groups:

<table>
<thead>
<tr>
<th>Contact Group</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Police Department</td>
<td>(936) 261-1375</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>(936) 261-2130</td>
</tr>
<tr>
<td>Clery Coordinator</td>
<td>(936) 261-2117</td>
</tr>
</tbody>
</table>

If the Office of Student Affairs or the Clery Coordinator receive a report of a missing student, the information will be provided to UPD immediately.

**Missing Student Procedures**

The procedures below should be followed upon receiving a report of a missing student.

1. The UPD must be contacted at (936) 261-1375 immediately with all information provided regarding the missing student so that an investigation can be initiated. This is required by Federal Law.
2. The UPD should be provided with the names and contact information of any people designated as a “missing person contact” found in the “Missing Person Contact” database. This is also required by Federal Law.
3. The UPD will make contact with the designated missing person contact(s) within 24 hours of the determination that the student has been missing for 24 hours. If a student is less than 18 years old and not an emancipated individual, PVAMU must notify a custodial parent or guardian, in addition to the contact person(s) designated by the student, within 24 hours of the determination that the student is missing.
4. The UPD will notify the law enforcement with jurisdiction in the area that the student is missing, within 24 hours of the determination that a student living in on-campus housing is missing regardless of whether a student has designated a missing person contact person to be notified, if a student is above the age of 18, or is an emancipated individual.
5. Housing personnel will contact the Emergency Contact designee of the student if advised to do so by UPD. All reports of missing students made to the housing staff or UPD will be investigated.

Anyone receiving a missing student report must immediately contact the UPD with all information available regarding the missing student so that an investigation can be initiated. For all missing students, the UPD will notify local law enforcement within 24 hours of the determination that a student living in on-campus housing is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

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

In accordance with federal law and Texas A&M University System Regulation 08.01.01 Civil Rights Compliance (System Regulation 08.01.01 & PVAMU Rule 08.01.01.P1), PVAMU prohibits discrimination
and harassment on the basis of sex, including sexual assault, dating violence, domestic violence, stalking, (as those terms are defined for the purposes of the Clery Act) and/or related retaliation.

Towards that end, PVAMU issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a university official.

The following are statements of policy that address discrimination, harassment (including non-consensual sexual contact, sexual assault, sexual exploitation, dating violence, domestic violence, stalking, quid pro quo, and hostile environment sexual harassment), complicity, and retaliation as prohibited conduct. The policies apply whether the prohibited conduct occurs on or off campus and when it is reported to the university. All policies described in this section apply to PVAMU students, faculty, and staff.

**Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws**

**Sexual Assault Penal Code**

Texas Penal Code, Sec. 21.01. DEFINITIONS:

(1) "Deviate sexual intercourse" means: (A) any contact between any part of the genitals of one person and the mouth or anus of another person; or (B) the penetration of the genitals or the anus of another person with an object.

(2) "Sexual contact" means, except as provided by Section 21.11, any touching of the anus, breast, or any part of the genitals of another person with intent to arouse or gratify the sexual desire of any person.

(3) "Sexual intercourse" means any penetration of the female sex organ by the male sex organ.

(4) "Spouse" means a person to whom a person is legally married under Subtitle A, Title 1, Family Code, or a comparable law of another jurisdiction.

Texas Penal Code, Sec. 22.011. SEXUAL ASSAULT:

(a) A person commits an offense if:

(1) the person intentionally or knowingly:

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

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

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

(2) regardless of whether the person knows the age of the child at the time of the offense, the person intentionally or knowingly:

(A) causes the penetration of the anus or sexual organ of a child by any means;

(B) causes the penetration of the mouth of a child by the sexual organ of the actor;

(C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;

(D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or,

(E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

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

(c) In this section:
(1) “Child” means a person younger than 17 years of age.
(2) "Spouse" means a person who is legally married to another.
(3) "Health care services provider" means:
   (A) a physician licensed under Subtitle B, Title 3, Occupations Code;
   (B) a chiropractor licensed under Chapter 201, Occupations Code;
   (C) a physical therapist licensed under Chapter 453, Occupations Code;
   (D) a physician assistant licensed under Chapter 204, Occupations Code; or,
   (E) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
(4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:
   (A) licensed social worker as defined by Section 505.002, Occupations Code;
   (B) chemical dependency counselor as defined by Section 504.001, Occupations Code;
   (C) licensed professional counselor as defined by Section 503.002, Occupations Code;
   (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
   (E) member of the clergy;
(F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or,
(G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.

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

(6) "Assisted reproduction" and "donor" have the meanings assigned by Section 160.102, Family Code.

(7) "Human reproductive material" means:
   (A) a human spermatozoon or ovum; or,
   (B) a human organism at any stage of development from fertilized ovum to embryo.

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

(e) It is an affirmative defense to prosecution under Subsection (a)(2):
   (1) that the actor was the spouse of the child at the time of the offense; or
   (2) that:
      (A) the actor was not more than three years older than the victim and at the time of the offense: 
         (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as 
             a sex offender; or 
         (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable 
             conviction or adjudication for an offense under this section; and
      (B) the victim:
         (i) was a child of 14 years of age or older; and
         (ii) was not 
            (a) a person whom the actor was prohibited from marrying or purporting to marry or 
                with whom the actor was prohibited from living under the appearance of being 
                married under Section 25.01 
            (b) a person with whom the actor was prohibited from engaging in sexual intercourse 
                or deviate sexual intercourse under Section 25.02.

(f) An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was
   (1) a person whom the actor was prohibited from marrying or purporting to marry or with whom 
       the actor was prohibited from living under the appearance of being married under Section 
       25.01,
   (2) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate 
       sexual intercourse under Section 25.02.

Texas Penal Code, Sec. 22.021. AGGRAVATED SEXUAL ASSAULT.
   (a) A person commits an offense:
       (1) if the person:
          (A) intentionally or knowingly:
             (i) causes the penetration of the anus or sexual organ of another person by any means, 
                 without that person's consent;
             (ii) causes the penetration of the mouth of another person by the sexual organ of the actor, 
                 without that person's consent; or
(iii) causes the sexual organ of another person, without that person’s consent, to contact or
penetrate the mouth, anus, or sexual organ of another person, including the actor; or
(B) regardless of whether the person knows the age of the child at the time of the offense,
intentionally or knowingly:
   (i) causes the penetration of the anus or sexual organ of a child by any means;
   (ii) causes the penetration of the mouth of a child by the sexual organ of the actor;
   (iii) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual
organ of another person, including the actor;
   (iv) causes the anus of a child to contact the mouth, anus, or sexual organ of another
person, including the actor; or
   (v) causes the mouth of a child to contact the anus or sexual organ of another person,
including the actor; and

(2) if:
   (A) the person:
      (i) causes serious bodily injury or attempts to cause the death of the victim or another
person in the course of the same criminal episode;
      (ii) by acts or words places the victim in fear that any person will become the victim of an
offense under Section 20A.02(a)(3), (4), (7), or (8) or that death, serious bodily injury,
or kidnapping will be imminently inflicted on any person;
      (iii) by acts or words occurring in the presence of the victim threatens to cause any person
to become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or to
cause the death, serious bodily injury, or kidnapping of any person;
      (iv) uses or exhibits a deadly weapon in the course of the same criminal episode;
      (v) acts in concert with another who engages in conduct described by Subdivision (1)
directed toward the same victim and occurring during the course of the same criminal
episode; or,
      (vi) administers or provides flunitrazepam, otherwise known as rohypnol, gamma
hydroxybutyrate, or ketamine to the victim of the offense with the intent of facilitating
the commission of the offense;
   (B) the victim is younger than 14 years of age; or
   (C) the victim is an elderly individual or a disabled individual.

(b) In this section:
   (1) "Child" has the meaning assigned by Section 22.011(c).
   (2) "Elderly individual"
   (3) "disabled individual" have the meanings assigned by Section 22.04(c).
   (c) An aggravated sexual assault under this section is without the consent of the other person if the
aggravated sexual assault occurs under the same circumstances listed in Section 22.011(b).
   (d) The defense provided by Section 22.011(d) applies to this section.
   (e) An offense under this section is a felony of the first degree.
   (f) The minimum term of imprisonment for an offense under this section is increased to 25 years if:
      (1) the victim of the offense is younger than six years of age at the time the offense is committed;
      or
      (2) the victim of the offense is younger than 14 years of age at the time the offense is committed
and the actor commits the offense in a manner described by Subsection (a)(2)(A).

Dating Violence Penal Code
Texas Family Code, Sec. 71.0021. DATING VIOLENCE.
   (a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
(1) is committed against a victim:
   (A) with whom the actor has or has had a dating relationship; or
   (B) because of the victim's marriage to or dating relationship with an individual with whom the
       actor is or has been in a dating relationship or marriage; and
(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat
    that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or
    sexual assault.

(b) For purposes of this title, "dating relationship" means a relationship between individuals who have
    or have had a continuing relationship of a romantic or intimate nature. The existence of such a
    relationship shall be determined based on consideration of:
    (1) the length of the relationship;
    (2) the nature of the relationship; and
    (3) the frequency and type of interaction between the persons involved in the relationship.

(c) A casual acquaintanceship or ordinary fraternization in a business or social context does not
    constitute a "dating relationship" under Subsection (b).

**Family Violence (Domestic Violence) Penal Code**
Texas Family Code, Sec. 71.004. FAMILY VIOLENCE.
"Family violence" means:
(1) an act by a member of a family or household against another member of the family or
    household that is intended to result in physical harm, bodily injury, assault, or sexual assault or
    that is a threat that reasonably places the member in fear of imminent physical harm, bodily
    injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
(2) abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family
    or household toward a child of the family or household; or
(3) dating violence, as that term is defined by Section 71.0021.

Texas Family Code, Sec. 71.005. HOUSEHOLD.
"Household" means a unit composed of persons living together in the same dwelling, without regard
    to whether they are related to each other.

Texas Family Code, Sec. 71.006. MEMBER OF A HOUSEHOLD.
"Member of a household" includes a person who previously lived in a household.

**Stalking Penal Code**
Texas Penal Code, Sec. 42.072. STALKING.
(a) A person commits an offense if the person, on more than one occasion and pursuant to the same
    scheme or course of conduct that is directed specifically at another person, knowingly engages in
    conduct that:
    (1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know
        the other person will regard as threatening:
        (A) bodily injury or death for the other person;
        (B) bodily injury or death for a member of the other person's family or household or for an
            individual with whom the other person has a dating relationship; or,
        (C) that an offense will be committed against the other person's property;
    (2) causes the other person, a member of the other person's family or household, or an individual
        with whom the other person has a dating relationship to be placed in fear of bodily injury or
death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

(3) would cause a reasonable person to:
   (A) fear bodily injury or death for himself or herself;
   (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
   (C) fear that an offense will be committed against the person's property; or
   (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:
   (1) the laws of another state;
   (2) the laws of a federally recognized Indian tribe;
   (3) the laws of a territory of the United States; or
   (4) federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.

(d) In this section:
   (1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.
   (2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.

Institutional Definitions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking

Texas A&M University System Regulation

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

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

- Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
• Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

**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 will be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition:
  - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence. [34 U.S.C. 12291(a)(10)]

**Domestic violence** – a felony or misdemeanor crime of violence committed by:
- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- 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,
- any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. [34 U.S.C. 12291(a)(8)]

**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.

For the purposes of this definition:
- 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.
- 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. [34 CFR 668.46(a)]

**Consent** – clear, voluntary, and ongoing agreement to engage in a specific sexual act. Persons need not verbalize their consent to engage in a sexual act for there to be permission. Permission to engage in a sexual act may be indicated through physical actions rather than words. A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made by threat, coercion, or force, cannot give consent. Consent may be revoked by any party at any time.
Texas Penal Code
According to the Texas Penal Code, Sec. 1.02, Objectives of Code, the general purposes of the Texas Penal Code are to establish a system of prohibitions, penalties, and correctional measures to deal with conduct that unjustifiably and inexcusably causes or threatens harm to those individual or public interests for which state protection is appropriate.

Consent is defined in the Texas Penal Code, Section 1.07(11) as assent in fact, whether express or apparent. Without consent is also defined in the Texas Penal Code, Section 22.011(b) within the definition of sexual assault (as described in “Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws” elsewhere in this document).

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

Individuals have the option of notifying on-campus and/or local law enforcement authorities to report sexual assault, dating violence, domestic violence, or stalking.

The following local law enforcement agencies may be contacted to report sexual assault, dating violence, domestic violence, or stalking:

- PVAMU Police Department: 936-261-1375
- City of Prairie View Police Department: 936-857-3521
- Waller County Sheriff’s Office: 979-826-8282

In case of emergency, call 911.

The PVAMU Police Department (UPD) is available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking; assist in securing medical attention; participate in evidence preservation and collection; conduct criminal investigations of crimes; and inform the individual of legal and administrative options both on and off campus. Criminal investigations may occur independent from a conduct proceeding and are handled in accordance with the Texas Penal Code, the Texas Code of Criminal Procedure, and information from the Waller County and District Attorney Offices. Law enforcement will help individuals understand the process of obtaining protective orders, restraining orders, or similar lawful orders issued by the courts.

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

It is the complainant’s choice whether or not to make a report. Victims also have the right to decline to notify law enforcement.

Individuals also have the option of reporting incidents of sexual assault, dating violence, domestic violence, or stalking to university officials. If a complainant would like to make a report to the university, they may contact:
Complainants are also able to anonymously report an incident. The anonymous reports are forwarded directly to the Title IX Coordinator (TIXC) for follow up.

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

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

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

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

When a student reports, in good faith, experiencing or witnessing an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking, the university will not take disciplinary action against that student for violations of the Student Conduct Code occurring at or
near the time of the incident reported. The university may, however, investigate to determine whether a
report of an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence,
domestic abuse/violence, or stalking was made in good faith. The university’s granting of amnesty does
not apply to students who report their own commission of sexual harassment, sexual assault, sexual
exploitation, dating abuse/violence, domestic abuse/violence, or stalking.

**Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported**

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

The OTIXC conducts an initial review and preliminary assessment of all reports/complaints of alleged
prohibited conduct to assess the safety and well-being of the complainant, respondent, and the campus
community. As part of the initial review, OTIXC will determine if the alleged prohibited conduct falls
under the jurisdiction of OTIXC or if it should be referred to another office. After OTIXC determines
jurisdiction, OTIXC will attempt to meet with the complainant to obtain more information about the
allegations. Initial review steps include: (1) informing the individual reporting of the right to file a complaint
with law enforcement (if applicable) in addition to filing a complaint with PVAMU; (2) providing assistance
in notifying UPD or appropriate law enforcement authorities if the individual so chooses; (3) informing the
individual of the right to decline to contact law enforcement; and, (4) informing the individual of the right
to file a complaint with state and federal agencies. In coordination and consultation with other university
officials, OTIXC will offer the opportunity to request interim support, academic adjustments, and protective
measures to provide for the safety of the individual and campus community.

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

The university has procedures in place that serve to be sensitive to complainants who report sexual
assault, domestic violence, dating violence, and stalking, including informing individuals about their
right to file criminal charges as well as the availability of counseling, health, mental health, victim
advocacy, legal assistance, visa and immigration assistance, student financial aid 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 changes to housing, academic, protective orders, transportation and working
situations, if reasonably available. The university will make such accommodations or protective
measures, if the victim requests them and if they are reasonable available, regardless of whether the
complainant chooses to report the crime to the UPD or local law enforcement.

For reports involving students, contact:

**Alexis Boyd**  
**Director, Title IX Compliance and Title IX Coordinator**
If a report of domestic violence, dating violence, sexual assault or stalking is reported to the university, below are the procedures that the university will follow:

<table>
<thead>
<tr>
<th>Incident Being Reported</th>
<th>Procedure University Will Follow</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault</td>
<td>1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.</td>
</tr>
<tr>
<td></td>
<td>2. University will assess which office has jurisdiction of the complaint.</td>
</tr>
<tr>
<td></td>
<td>3. University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.</td>
</tr>
<tr>
<td></td>
<td>4. University will provide complainant with referrals to on and off campus mental health providers.</td>
</tr>
<tr>
<td></td>
<td>5. University will assess need to implement interim or long-term protective measures, if appropriate.</td>
</tr>
<tr>
<td></td>
<td>6. University will provide the complainant with a written explanation of the complainant’s rights and options.</td>
</tr>
<tr>
<td></td>
<td>7. University will provide a “Criminal Trespass Warning” (CTW) directive to accused party if deemed appropriate.</td>
</tr>
<tr>
<td></td>
<td>8. University will provide written instructions on how to apply for Protective Order.</td>
</tr>
<tr>
<td></td>
<td>9. University will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.</td>
</tr>
<tr>
<td></td>
<td>10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.</td>
</tr>
<tr>
<td></td>
<td>11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</td>
</tr>
</tbody>
</table>
| **Stalking** | 1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.  
2. University will assess which office has jurisdiction of the complaint.  
3. University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.  
4. University will provide complainant with referrals to on and off campus mental health providers.  
5. University will assess need to implement interim or long-term protective measures, if appropriate.  
6. University will provide the complainant with a written explanation of the complainant’s rights and options.  
7. University will provide a “Criminal Trespass Warning” (CTW) directive to accused party if deemed appropriate.  
8. University will provide written instructions on how to apply for Protective Order.  
9. University will provide a copy of the policy applicable to Stalking to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.  
10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.  
11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation. |
| **Dating Violence** | 1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.  
2. University will assess which office has jurisdiction of the complaint.  
3. University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.  
4. University will provide complainant with referrals to on and off campus mental health providers.  
5. University will assess need to implement interim or long-term protective measures, if appropriate.  
6. University will provide the complainant with a written explanation of the complainant’s rights and options.  
7. University will provide a “Criminal Trespass Warning” (CTW) directive to accused party if deemed appropriate.  
8. University will provide written instructions on how to apply for Protective Order. |
<p>| | |</p>
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</tr>
</thead>
<tbody>
<tr>
<td>9.</td>
<td>University will provide a copy of the policy applicable to Dating Violence to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.</td>
</tr>
<tr>
<td>10.</td>
<td>University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.</td>
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<td>University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</td>
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<tr>
<td>Domestic Violence</td>
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<td>University will provide a copy of the policy applicable to Domestic Violence to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.</td>
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<td>10.</td>
<td>University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.</td>
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<td>University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</td>
</tr>
</tbody>
</table>

The OTIXC provides a written notification of available resources, rights, and options to each individual reporting prohibited conduct including sexual assault, dating violence, domestic violence, and stalking (whether the offense occurred on or off campus) regardless of whether the individual chooses to report the incident to local law enforcement or chooses to pursue institutional disciplinary measures or criminal remedies. This includes information regarding:
• the procedures complainants should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
• the importance of preserving physical evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protective order;
• procedures about how and to whom the alleged offense should be reported;
• the option to notify proper law enforcement authorities including on-campus and local police;
• the option to be assisted by campus authorities in notifying law enforcement if the complainant chooses;
• the option to decline to notify such authorities;
• the rights of individuals and the university’s responsibilities for orders of protection, no contact orders (no contact restrictions), restraining orders, or similar lawful orders issued by criminal, civil, or tribal court or the university;
• information about how the university will protect confidentiality;
• A statement that the university will provide written notification to students and employees existing on-campus and community resources/contacts (counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to students, faculty, and staff);
• the options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures;
• protection from retaliation; and,
• An explanation of procedures for institutional disciplinary action in cases of alleged sexual assault, dating violence, domestic violence, and stalking.

Individuals reporting to Student Health Services and UPD also receive the above information.

Guidelines or Suggestions to Follow After an Incident of Sexual Assault, Dating Violence, Domestic Violence, or Stalking (as applicable to the specific incident)

• Go to a safe place as soon as you can.
• Contact the Police Department at 911 (911 or 4-911 using an on-campus phone).
• Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action. Memorial Hermann Hospital (6400 Fannin Street, Houston, TX 77030), Harris County Hospital District (1615 N Main St, Houston, TX 77009), North Cypress Medical Center (21214 Northwest Fwy., Cypress, TX 77429), or Baylor Scott & White Hospital (700 Scott and White Dr., College Station, TX 77845) are the designated forensic nursing facilities offering a 24/7 program with trained Sexual Assault Nurse Examiners (SANE) and a forensic unit that provides detailed physical examinations, evidence collection, and expert testimony. Go to the hospital’s emergency room and request to be seen by a SANE.
• Try to preserve all physical evidence. Do not wash, use the toilet, swim, brush teeth, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
• Preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.
Medical Treatment
It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries sustained; second, to test for sexually transmitted infections or pregnancy and treat or take preventive measures; and third, to gather and preserve evidence that may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protective order. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infection.

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

Additionally, allegations of prohibited conduct disclosed to confidential employees will not be reported to the institution, except as required by law. Publicly available recordkeeping must not include personally identifying information. Incidents are shared in a way that does not identify the individuals. For example, licensed healthcare providers share de-identified information regarding this conduct that may be statistics in the Clery Annual Security and Fire Safety Report and/or disclosed in the daily crime log without identifying the individuals concerned. The university does not publish the name of crime complainants or other identifiable information regarding complainants in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the complainant and other personally identifiable information about the victim will be withheld.

Personally identifiable information about the complainant and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report, or those involved in providing support services to the complainant, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. Although the confidentiality of the information received, the privacy of the individuals involved, and the wishes of the complainant regarding action by the university cannot be guaranteed, they will be protected to as great a degree as is legally possible.

The university is committed to protecting the privacy of reporting parties, complainants, and respondents. Given the sensitive nature of reports, information will be maintained in a secure manner and will only be disclosed to school officials who are responsible for handling the university’s response. If the individual
does not disclose any identifying information about him/herself or any other party involved (e.g. names, department, or unit) during the inquiry, the university’s ability to respond to the allegations may be limited.

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

**Resources, Rights and Options**

Following an allegation of sexual assault, dating violence, domestic violence, stalking, and/or related retaliation the complainant, the respondent, and other affected individuals have certain resources, rights, and options available to them. Available assistance is also covered through prevention and awareness education.

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

<table>
<thead>
<tr>
<th>On-Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling (Students)</td>
<td>Counseling</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564 8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Health</td>
<td>Medical care and health education</td>
<td>Owens-Franklin Health Center</td>
<td>(936) 261-1410 8:00 a.m. – 6:00 p.m.</td>
</tr>
<tr>
<td>Mental Health (Students)</td>
<td>Mental health assistance</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564 8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Victim Advocacy (Students)</td>
<td>Individual and group support, crisis intervention, housing and coursework advocacy, referrals, student conduct process advising</td>
<td>Relationship &amp; Sexual Violence Program (RSVP) Manager</td>
<td>(936)261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Legal Assistance (Students)</td>
<td>Legal advocacy</td>
<td>RSVP Manager</td>
<td>(936)261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>Student financial aid assistance</td>
<td>Office of Student Financial Aid and Scholarships</td>
<td>(936) 261-1000</td>
</tr>
<tr>
<td>Peer Support</td>
<td>Health education peer support</td>
<td>RSVP Manager</td>
<td>(936)261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Social Support &amp; Advocacy</td>
<td>Stop-It app</td>
<td>RSVP Manager</td>
<td>Students download the app</td>
</tr>
<tr>
<td>Visa &amp; Immigration Assistance</td>
<td>Referral only</td>
<td>RSVP Manager</td>
<td>(936)261-1468 (832) 853-5288</td>
</tr>
<tr>
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<td>Counseling (Employees)</td>
<td>Counseling</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
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<td>Health</td>
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<td>ComPsych Guidance Resources</td>
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<td>Victim Advocacy</td>
<td>Hospital accompaniment and support</td>
<td>Focusing Families</td>
<td>(979) 826-8024</td>
</tr>
<tr>
<td>Legal Assistance (Employees)</td>
<td>Limited legal advice</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and protective orders</td>
<td>Waller County District Attorney’s Office</td>
<td>(979) 826-7718</td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and protective orders</td>
<td>Harris County District Attorney’s Office</td>
<td>(713) 274-5800</td>
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<td>Legal Assistance</td>
<td>Sexual assault legal services</td>
<td>Legal Aid for Survivors of Sexual Assault (LASSA)</td>
<td><a href="http://www.teajf.org/index.aspx">http://www.teajf.org/index.aspx</a></td>
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<td>Visa and Immigration Assistance</td>
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<td>U.S. Citizenship and Immigration Services (USCIS)</td>
<td><a href="https://www.uscis.gov/">https://www.uscis.gov/</a></td>
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**Institutional Rights and Options (Supportive Measures)**

The institution is obligated to offer and assist the complainant, the respondent, and other affected individuals in obtaining a range of accommodations, support services, academic adjustments, and interim, remedial, and protective measures. The measures are intended to facilitate continued access to university employment, academic programs, and university activities; stop and prevent the reoccurrence of prohibited conduct; and support the individuals involved.
Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, PVAMU will provide written notification to students and employees about remedial measures available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

The institution is obligated to comply with the individual’s reasonable request for a living and/or academic situation change following an allegation of sexual assault, dating violence, domestic violence, or stalking. At the complainant’s request, and to the extent of the complainant’s cooperation and consent, university offices will work cooperatively to assist the complainant in obtaining remedial measures. If reasonably available, upon the request of an individual involved with the report, OTIXC can assist with measures including, but not limited to, changing academic, living, transportation, and working situations and obtaining no contact directives. The various options are provided on a temporary or permanent basis (subject to periodic review), if requested, appropriate, and reasonably available, regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies. The university also provides reasonable interim, remedial, and protective measures to third parties as appropriate and available, taking into account the role of the third party and the nature of any contractual relationship with the university.

When an allegation of sexual assault, dating violence, domestic violence, or stalking is made, the university will take prompt steps to provide interim measures before the investigation and will promptly address any violation of protective measures. These measures may be available regardless of whether a formal or informal disciplinary investigation is pursued. The university will maintain the privacy of a person receiving support services, academic adjustments, or protective measures provided to the extent practical and will promptly address any violation of the protective measures. In determining which institutional measures to impose and the reasonableness of the related measures, OTIXC considers the request; the safety of the complainant, respondent, and the university community; the specific needs of the individuals; the severity or pervasiveness of the allegations; continuing effects; sharing of residence halls, dining halls, classes, transportation, or job locations; other judicial measures already in place; and other factors as appropriate. OTIXC will also consider whether requesting an interim suspension or interim restriction (for student respondents) or an interim administrative action such as a leave of absence (for employee respondents) would enhance the safety and well-being of the complainant, respondent, and campus community.

Measures provided by the university vary and may include, but are not limited to, the following:

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

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

Individuals should be aware that direct contact, refusal to leave a protected area, appearing at a location one reasonably knows the protected party is at, third-party contact, or even an anonymous contact are all potential violations of a no-contact directive. Violations should be reported to OTIXC and may result in further disciplinary action.

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

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

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

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

Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures): The university will maintain as confidential, any accommodations or protective measures provided to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or protective measures. OTIXC is responsible for determining what information and to whom information will be disclosed based on the circumstances of the allegation, the individuals involved, and related safety needs. OTIXC uses discretion and only discloses information to key officials at the institution who perform the tasks necessary for obtaining or providing the particular accommodation or protective measure.
To request changes to academic, living, transportation and/or working situations or protective measures a student or employee who is a complainant of sexual harassment (including sexual misconduct or stalking), domestic violence, or dating violence, whether it occurred on or off-campus, has certain resources, rights and options available such as No-Contact Directive, Interim Administrative Actions for Employees, Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures). For more information contact:

Alexis Boyd (students) at titleixteam@pvamu.edu, 936-261-2166; or,
Renee Williams (employees) at EEOD@pvamu.edu, 936-261-1744

If the complainant wishes to receive assistance in, changing academic, living, transportation, and work situations requesting these measures by the complainant and reasonably available. These requests will be considered by Ms. Alexis Boyd (students) or Ms. Renee Williams (employees) regardless of whether the complainant chooses to report the incident to law enforcement. Examples of potential remedial measures may include assistance in obtaining institutional no contact directive and/or changing living location, transportation, parking location, or class schedules to reduce the chance of continued contact with the alleged offender.

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Tel: (936) 261-2166
titleixteam@pvamu.edu

Renee R. Williams
Director, Equal Opportunity & Diversity Human Resources
Harrington Science Building, Room 109
Prairie View, TX 77446
Tel: (936) 261-1744
EEOD@pvamu.edu

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

Protective Orders: Individuals may apply for protective orders through the Texas criminal justice system. A protective order is an interim protective measure that requires the recipient to stay away from the protected individual's home, workplace, and/or children’s schools (if the children are protected persons in the order) depending on the documented circumstances. It can require the recipient to stop communicating with the protected individual in a harassing or threatening manner, attend counseling, pay child support, and/or pay spousal support. An application for a protective order may be filed by an individual, a prosecuting attorney, or the Texas Department of Family and Protective Services (1-800-252-5400) on behalf of an individual. The application is obtained through the county/district attorney (Waller County District Attorney’s Office, 979-826-7718), or a private attorney. UPD (936-261-1375) will also provide assistance in applying for protective orders.
The application for a protective order must be filed in either the county where the applicant lives or the county where the recipient lives. The applicant’s address can be kept confidential. If the legal criteria for a protective order is met, the county or district attorney’s office will prepare and file all of the paperwork necessary to request a protective order from a court. Such orders provide effective tools for law enforcement when they are called upon to protect an individual and their family. Additionally, an emergency protective order may be recommended and automatically issued by the court following the original report and arrest of the respondent. A hearing is held at a later date to determine if the order should be extended or modified. Violating protective orders generally carry authority for the violator's immediate arrest by UPD or other law enforcement agencies.

**Criminal Trespass Warning:** A criminal trespass warning is an interim protective measure issued by UPD which is directed at those who are considered a danger to the campus community or a danger to a certain individual in the campus community. The warning advises the respondent to leave the premises and forbids him/her from entering and/or remaining on certain property, which can cover either the entire campus or a specific campus location. To request a criminal trespass warning, contact UPD at 936-261-1375 and request to speak with an officer. The UPD officer issues the criminal trespass warning if the respondent is determined to pose a risk to campus safety based on information provided by the requestor as it relates to applicable state law and/or UPD policy.

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

If a person wishes to report an incident that involves another student or employees in a learning environment that potentially violates the Student Code of Conduct, please use our online Title IX Report Form to submit your concern at [https://www.pvamu.edu/titleix/reporting/](https://www.pvamu.edu/titleix/reporting/). To learn about OTIXC and the process, please visit the OTIXC ([https://www.pvamu.edu/titleix/](https://www.pvamu.edu/titleix/)) and PVAMU Student Handbook ([https://www.pvamu.edu/sa/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf](https://www.pvamu.edu/sa/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf)) or contact the OTIXC at 936-261-2166 located in W.R. Banks Building, Ste. 224 or by email TitleIXteam@pvamu.wdu.

Once an incident is reported to the OTIXC, OTIXC will conduct a preliminary assessment to decide whether the OTIXC has jurisdiction to investigate. The TIXC will review each complaint to determine if there is sufficient information to proceed with an investigation or if additional information is needed. If the information is insufficient, the TIXC, in consultation with OGC, may conduct an inquiry into the circumstances of the complaint and:

1. Dismiss it as baseless;
2. Close it for insufficient information to investigate or lack of jurisdiction;
3. Refer it to another office which has responsibility for such complaints. The designated office will notify the complainant of such action in writing; or,
4. With the consent of the parties, as well as with the approval of SECO, refer the complaint to informal resolution.

If the information is sufficient, the TIXC will designate an IA within five (5) business days after the complainant signed a formal complaint form and forward the complaint in order to proceed with the investigation. When a complaint involves the designated university officials, the investigation of such a complaint will be transferred to another administrator designated by the President.
The OTIXC will provide written notification to the complainant(s) and the respondent(s) of:

1. Receipt of the complaint stating the allegation of a violation of System Regulation 08.01.01 Civil Rights Compliance;
2. The appointed investigative authority;
3. The appointed designated administrator;
4. Interim protections imposed, if any; and,
5. Admonishments regarding cooperation and prohibiting retaliation.

Proceedings from an allegation of sexual assault, dating violence, domestic violence, or stalking (prohibited conduct) are provided a prompt, fair, and impartial process from the initial investigation to the final result, including any appeals. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 business days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. They are consistent with the institution’s policies and transparent and equitable to the complainant and respondent. The adjudication process provides that:

- Parties may bring an advisor of their choice to any related meeting or proceeding during the investigation process.
- Timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings will be provided to the complainant, respondent, and appropriate officials.
- During the investigation, the complainant and respondent have timely notice of meetings at which the complainant or respondent, or both, may be present.
- During the investigation, the advisor may not represent the party or inhibit a meeting.
- Following fact-finding, the parties will have the opportunity to review the draft investigation report and submit responses.
- The investigator will review any submitted responses to the investigation and develop a final report, with a review by SECO and OGC. Once finalized, the investigator will submit final report and exhibits to the designated administrator.
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.
- The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding.
- Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.
- At any time prior to the adjudication of a formal complaint, the parties may seek informal resolution to resolve the complaint.

The TIXC, Investigators, Designated Administrators, Informal Resolution Facilitators and Appellate Authorities receive annual training regarding university rules, administrative procedures, state law, handling of civil rights investigations, conducting fair and impartial investigations, trauma-informed investigation techniques, due process protections, and how to conduct an investigation and hearing process. All trainings attended by those involved in the Title IX investigation and adjudication process are listed on the OTIXC website.
Employees who experience, observe, or become aware of prohibited conduct must promptly report all known information, including identities of witness and involved parties, to the university. Student workers are not required to report prohibited conduct if the student worker experiences, observes, or becomes aware of the prohibited conduct outside the context of their student worker employment. Students and third parties are strongly encouraged, but not required, to report prohibited conduct. Once an individual discloses information to OTIXC, a complaint will be considered to be filed with the university, and the investigation process is initiated regardless of whether the complainant choses to pursue criminal charges.

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

• Inform the complainant of formal and informal resolution policies and solicit the complainant’s preferred method for resolving the matter. The complainant may request a formal resolution of the allegations of prohibited conduct by signing a formal complaint. OTIXC may not proceed with an investigation without a signed formal complaint. The TIXC may choose to sign a formal complaint themselves.
• If applicable, inform the complainant of the right to use a pseudonym in university documents related to the complaint.
• Offer assistance to the complainant in submitting a written complaint that details the nature and circumstances of the allegations, including the names of the complainants and respondents, if so inclined.
• Make a preliminary determination about whether to resolve the case informally or through a formal investigation of the allegations.

If a complaint alleges conduct that may be prohibited conduct as well as a violation of one or more university rules or administrative procedures, system policies or regulations, or codes, OTIXC will consult with other university officials, as appropriate, and coordinate procedures to utilize to resolve the allegations, in addition to those required by the policy.

**No Resolution**

If the complainant requests that OTIXC dismiss a complaint, without Title IX resolution of the allegations, the university will seek to honor the request whenever possible without impeding the university’s ability to enhance the safety and security of the complainant and the university community. OTIXC will consider the following factors when evaluating such requests:

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

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

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

Informal Resolution
In order to consider an informal resolution of sex discrimination under Title IX, a formal complaint must be submitted in the manner described in PVAMU Rule 08.01.01.P1. An informal resolution is an option only until initiated final decision has been rendered. Parties may request an informal resolution at any point prior to the determination of a final decision.

If either party requests an informal resolution meeting during the formal complaint, the university will seek to honor the request, and will notify the Pre-Hearing Coordinator (PHC) who will meet with parties to see if an informal resolution can be agreed upon. The PHC will meet with both parties and go over what possible outcomes can occur during the informal resolution and what outcomes are the complainant is comfortable with during the informal resolution meeting. Informal resolution will not impede the university’s ability to enhance the safety and security of the complainant and the university community. The TIXC must agree, in consultation with SECO and OGC, that informal resolution is appropriate in each instance.

To initiate the informal resolution process, both parties must consent in writing to the investigator, the administrative hearing officer, or the TIXC. The PHC will notify both parties in writing of the decision regarding whether the university will initiate an informal resolution meeting.

If the parties reach a resolution and agreement during the informal resolution process, each party will waive their option and right to appeal a decision arising from the same alleged incident. One or both parties may submit a subsequent complaint regarding another party’s failure to abide by any conditions established in the agreement. An informal resolution offer may be withdrawn by either party or the university prior to a final agreement. PHC will notify both parties in writing if the informal resolution is withdrawn.

Formal Resolution
The allegations will be considered for investigation, after the formal complaint has been signed by the complainant, pursuant to the following procedures. OTIXC reserves the right to dismiss a complaint rather than a formal investigation if the allegation does not rise to the level of prohibited conduct.

As soon as practicable after receiving the report, OTIXC may consult with the Texas A&M University System Office of General Counsel (OGC) as needed and make a preliminary determination about whether to conduct a formal investigation of the allegations. The preliminary determination may include, but is not limited to, the following:
• An assessment of whether there is sufficient known or obtainable information to proceed with an investigation of the complaint;
• An assessment of whether the allegations are baseless;
• An assessment of whether the allegations, if true, would constitute prohibited conduct; and,
• An assessment of whether a complainant’s request for dismissal or informal resolution may be honored.

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

Once the formal complaint has been signed by the complainant, it has been determined that the university will proceed with a formal investigation, OTIXC will appoint the Investigative Authority (IA) to initiate the process of determining whether a violation of System Regulation 08.01.01 or other university rule, administrative procedure, code, or policy occurred. An IA is a trained individual appointed to conduct a formal investigation to discover and examine the facts related to an allegation.

After the IA’s appointment, the complainant(s) and respondent(s) shall simultaneously be notified in writing of the commencement of the investigation. The notice of investigation will include:
• the identity (or pseudonym, if requested and applicable) of the complainant and the respondent;
• the date, time (if known), location, and nature of the alleged misconduct;
• the identity of and contact information for the IA; the identity of the Designated Administrator (DA) and Appellate Authority (AA);
• an explanation of the prohibition against retaliation;
• the regulation(s), policy(s), rule(s), administrative procedure(s), informal resolution(s), or code(s) alleged to have been violated;
• an instruction to the parties to preserve any potentially relevant evidence in any format;
• information about the university’s process for challenging the neutrality or bias of the IA, DA, or AA; and,
• In the case of an employee respondent, a redacted copy of the written complaint, if any, with appropriate admonishments about privacy.

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

OTIXC is responsible for all administrative actions required to conduct the investigation. These include, but are not limited to, informing the parties of extensions or other delays affecting the investigation, contacting supervisors or faculty regarding their employees’ or students’ time away from work or class to participate in the investigative process, making reports to university administrators, and other responsibilities necessary to properly conduct the investigation.
To the extent possible, the investigation will be conducted in a manner that protects the privacy of all parties involved. While the university cannot guarantee complete privacy, information collected during the investigation will be communicated only to the parties and those with a need to know in order to fulfill the purposes of university policies and to comply with applicable laws.

If the respondent is an employee, OTIXC shall notify, in writing, the respondent’s department head and/or Vice President, that OTIXC is investigating an allegation that the respondent has engaged in conduct that may be a violation of System Regulation 08.01.01 or other university rules, administrative procedures, codes, or policies.

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

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

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

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

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

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

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

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

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

The IA has the discretion to determine the relevance of evidence and whether it should be included in or excluded from the investigation report. If an IA determines that a party’s submitted information is not relevant to the investigation, the IA will notify the party in writing. The party may then rebut the IA’s decision; the ultimate decision regarding relevance during the investigation lies within the discretion of the IA. With respect to allegations of prohibited conduct based on sex or gender, the sexual history of the complainant or respondent is generally irrelevant and will not be used to prove character or reputation. Sexual history of the parties may be relevant in limited circumstances, such as when it aids in determining the manner and nature of prior communications of consent between the parties.
At the conclusion of the investigation, the IA will prepare a draft investigation report summarizing the relevant information gathered and outlining any relevant contested and uncontested information. The draft investigation report will not include any conclusions as to whether allegations are substantiated, unsubstantiated or that there is insufficient information to substantiate. The parties will be given the opportunity to review the draft investigation report and may submit responses in writing to the IA before the investigation report is finalized.

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

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

Following an investigation of alleged sexual harassment under System Regulation 08.01.01, the DA in Title IX cases will conduct an **administrative hearing**. If the parties agree to resolve a matter prior to the administrative hearing, they may do so in an **administrative conference** or other informal resolution with an **Informal Resolution Facilitator (IRF)**.

- In an Administrative Hearing, the DA will hear cases involving alleged violations of System Regulation 08.01.01 and other university rules (when applicable). The administrative hearing is not analogous to a criminal trial. The focus of inquiry in disciplinary proceedings shall be deciding whether the party violated a university rule or policy. Formal rules of evidence shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to the party results.

- The Administrative Conference is a voluntary meeting between the complainant, the respondent, and a university official who conducts the conference. The Administrative Conference occurs prior to a formal hearing. The purpose of the conference is to determine whether an agreed resolution of the complaint (including sanctions, if applicable) may be reached. Agreed sanctions, if any, must be in compliance with the sanctioning requirements noted in System Regulation 08.01.01, Section 4.5.5. If an agreement is reached, the university official will draft a Voluntary Written Resolution of the Complaint Without a Hearing (“Voluntary Resolution”) which will be signed by the parties and the university official. A party may withdraw from the conference without reaching an agreement at any time prior to signing the Voluntary Resolution. If a party withdraws prior to signing the Voluntary Resolution, neither the university nor the other party may introduce any information shared at the Administrative Conference unless such information was previously documented in the Investigation Report or can be presented by an independent source.

**Designated Administrators**

The respondent is presumed to not have engaged in prohibited conduct until the DA finds that there is sufficient evidence based on a preponderance of the evidence in a formal hearing to find that the respondent has violated **System Regulation 08.01.01** or **PVAMU Rule 08.01.01.P1**. If violation(s) are found, the DA may issue sanctions.

**Sanctioning for Employees**

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

If an employee is found to have engaged in prohibited conduct other than sexual harassment, the DA may assign appropriate sanction(s), which may have educational, restorative, punitive, and rehabilitative components. Sanctions include written warning or reprimand, required training and/or attendance at counseling, no contact directives, probation, suspension, and termination.

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

**Sanctioning for Students**

If a student is found responsible for sexual harassment, sexual assault, domestic abuse/violence, dating abuse/violence, stalking based on sex or gender, or sexual exploitation, the student will be sanctioned in accordance with the Model Sanctioning Matrix, as outlined in System Regulation 08.01.01, which is outlined below. If a student is found responsible for engaging in any other form of prohibited conduct, or if the student is found responsible for violating any other university rule or system regulation, the DA will assign appropriate sanctions, which may have educational, restorative, and rehabilitative components.

**MODEL SANCTIONING MATRIX FOR SEXUAL VIOLENCE AND SEXUAL HARASSMENT VIOLATIONS BY STUDENTS IN THE TEXAS A&M UNIVERSITY SYSTEM**

When a student is found in violation of misconduct related to sexual harassment, sexual assault, relationship violence, domestic violence, sexual exploitation, and stalking, the following information should be utilized to formulate appropriate sanctions.

Sanctioning is not to be considered by a designated administrator or member of an adjudicatory board until a finding of responsibility has been rendered. Once a finding has been established, the hearing officer or hearing panel then considers various sanctions under the following guidelines.

Please note that this guide is a model for member universities to employ and/or adapt as outlined in The Texas A&M University System Regulation 08.01.01. It is not intended to be utilized without appropriate training from the System Ethics and Compliance Office (SECO) or other qualified professionals.

**Sanctioning Considerations**

1. **Nature of the offense**
   a. What are the facts? What happened? What effect has this conduct had on the reporting party?
   b. What additional harm or damage could have occurred?
   c. Does the respondent represent a foreseeable risk of harm to others?
2. Prior disciplinary history of respondent
   a. Does the respondent have a disciplinary record?
   b. Is it for similar offenses?
   c. Is there evidence of escalating behavior?

3. Aggravating factors
   a. What additional factors argue for a more severe sanction? Aggravating factors include, but are not limited to: failure to cooperate with the investigation, providing false information, wrongful personal conduct during the course of the investigations and adjudicatory process (such as violating no-contact orders), use or threat of use of a weapon, and a refusal to accept any culpability even when provided with overwhelming evidence of responsibility.

4. Mitigating factors
   a. What additional factors argue for a less severe sanction? Mitigating factors include, but are not limited to: relationship history of the parties, evidence of unintentional behavior, demonstrations of responsibility for the conduct in question, demonstration of remorse for one’s behavior, commitment to reforming behavior in the future, adherence to directives, cooperation with the investigation, and reduced risk of recurrence or harm to the broader community.

Note that these factors are not necessarily treated equally, and not all will be relevant in each case. For example, the nature of the offense may be deemed so severe that it may outweigh other factors, or a student with a lengthy disciplinary record may be removed from a university for what might otherwise be deemed a relatively minor offense. Hearing officers and hearing panels must carefully scrutinize what factors are most compelling when determining sanctions.

The questions each designated administrator or adjudicatory board must ultimately answer include:
   1. Do we believe the student respondent represents a threat to the complainant and/or other members of the campus community?
   2. What do we want the student respondent to take away from this experience?
   3. What learning outcomes do we want to relay to the student respondent?
   4. How will the sanctions we impose address any potential threat to campus community and appropriate learning outcomes?

As a university with a primary mission of educating its community, the creation of learning outcomes from the answers to these questions should drive the imposition of both inactive and active sanctions.

Inactive and Active Sanctions

Inactive Sanctions

Inactive sanctions are official, written university responses to misconduct that generally do not require any action by the respondent. These sanctions (with the exception of suspension and expulsion) generally do not explicitly serve as teaching tools, but instead provide a baseline for sanctions for any future conduct violations.
Examples include:

**Active Sanctions**

Active sanctions are generally those designed to achieve learning outcomes by the student respondent by providing them with information and/or experiences that help them deepen their understanding of university expectations and cause them to reflect on the implications of their own actions.

Examples of active sanctions include:

- Assessment, treatment, and/or education for alcohol and other drug issues.
- Workshops (e.g., healthy relationships, conflict management, anger management).
- Counseling assessment.
- Interviews and educational essays
- Guided reflection papers

Active sanctions in Title IX cases should generally not place the student respondent in a setting with either the complaining party or other vulnerable parties (such as a shelter or support group).

Additionally, other active sanctions can solidify interim measures and/or deter further contact between the parties, such as contact restrictions and restrictions from specific campus areas or activities.

In general, there should be (except in cases of permanent expulsion) a pairing of inactive and active sanctions that address all desired learning outcomes. All active sanctions should have written reflection components assigned to them that are then included in the student’s conduct record.

It is important to emphasize that disciplinary suspensions should be conditional on, and reinstatement only allowed upon, successful completion of all assigned active sanctions.

**Minimum Sanctions**

The following sanctions are deemed to be appropriate minimum sanctions:

**SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITH PREDATION)**

Examples:

- Dating and domestic violence (with a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.
Inactive Sanctions (as required by 08.01.01)

[Diagram showing a flowchart with steps for inactive sanctions: Reprimand, Censure, Warning, Disciplinary Probation, Suspension, Expulsion]

Active Sanctions
Restriction from campus grounds and/or events.

SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITHOUT PREDATION)

Examples:
- Dating and domestic violence (without a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.

Inactive Sanctions (as required by 08.01.01 and in absence of significant mitigating factors)

[Diagram showing a flowchart with steps for inactive sanctions: Reprimand, Censure, Warning, Disciplinary Probation, Suspension (1 year), Expulsion]

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact)

NONCONSENSUAL SEXUAL CONTACT

Examples:
- Intentional touching (no matter how slight), without consent, of another person’s breasts, thighs, buttocks, genitals, groin; touching another area if the act of touching is sexual in nature; or knowingly touching a person with one’s own genitals, breasts, or buttocks. Touching may be with any part of one’s body and/or any object.

Inactive Sanctions
Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

SEXUAL EXPLOITATION

Examples:
- Secretly videotaping and/or broadcasting sexual activity.
- Purposeful sharing of sexually explicit images, video, or recorded sounds of another person without that person’s full knowledge and consent.
- Nonconsensual voyeurism.
- Invasion of sexual privacy.
- Indecent exposure.
- Knowingly transmitting or exposing someone to a sexually transmitted disease without consent.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

STALKING

Examples:
- Following or conducting surveillance of another person.
- Repeated and unsolicited contact (e.g., phone calls, text messages, social media posts and messages, emails, and gifts).
- Repeated and unsolicited visits to residence, business, or classes when having no legitimate and reasonable purpose for the visit other than to make contact with the person.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).
HARASSMENT OR MISCONDUCT BASED ON SEX

Examples:
- Unwelcome sexual advances, requests for sexual favors or other verbal, nonverbal or physical conduct of a sexual nature constitute sexual harassment when this conduct is so severe, persistent or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work, educational, or campus living environment. These may include:
  - Sexual jokes, questions, remarks, and teasing.
  - Sexual gestures.
  - Inappropriate comments on appearance (dress and/or body parts).
  - Unwelcome gifts of a sexual nature.
  - Attempting to coerce, threaten, or intimidate another into dates and/or sexual acts.
  - Sexually explicit visual or audio material outside of one’s own private residence that is considered inappropriate to the environment and not reasonably attached to academic pursuits for which a student is enrolled.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

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

Appeals requests must be submitted in writing to the investigative authority or the designated administrator(s); and must include a statement outlining the basis for the appeal and any evidence, which supports the appeal. Only appeals that meet the following guidelines are applicable to appeal the decision and the sanction of the designated administrator: (a) A procedural irregularity that affected the outcome. (b) New evidence, not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome. The new evidence must be provided at the time of appeal with the university’s appeals form. (c) The TIXC, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome. (d) The appropriateness or severity of the sanctions.

Appeals requests must be submitted in writing to the IA or the DA within five (5) business days of receipt of the written decision or sanction letter to be appealed requests. Complainants and respondents are
deemed to have received notice of the decision and/or sanctions on the day that the notice is emailed to the party’s university email account or to any other email account that was provided to OTIXC by the party.

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

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

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

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

- Affirm the DA’s decision on responsibility and/or the sanctions. There are no relevant issues of concern related to the ground(s) of the appeal, and, therefore, the decision is affirmed and final.
- Remand the complaint back to the DA because new evidence, which was unknown or unavailable during the investigation, appears to be relevant and could have significantly affected the outcome of the decision on responsibility or the sanctions. The DA will instruct the IA to review the new evidence and amend the investigation report, as appropriate. The IA will submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Remand the complaint back to the DA with an instruction to correct the procedural error or omission. If the procedural error occurred during the investigation phase, the DA will instruct the IA to correct the procedural error or omission and amend the investigation report, as appropriate. The IA will then submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. If the procedural error occurred in the resolution phase, the DA will correct the procedural error or omission and then issue a new decision in accordance with established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Modify the decision of sanctions because the sanctions given were inappropriate or disproportionate to the severity of the conduct after considering all the circumstances. If an employee was found to have sexually harassed another member of the university or agency community, the AA may not render a decision, which modifies the sanctions. The AA will impose new sanctions, which are final.

The AA will forward the appellate decision to OTIXC. The decision of the AA will be final.
Extensions
The university will make every reasonable effort to comply with the timelines required in System Regulation 08.01.01 Civil Rights Compliance. However, extensions may be obtained by the IA, DA, or AA, as appropriate under the circumstances. Circumstances that warrant an extension may include, but are not limited to:

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

All requests for extensions must be justified in writing and shall be sent by the IA, DA, or AA to OTIXC. OTIXC will simultaneously notify the complainant and respondent in writing of any extensions and the reason for the extensions.

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

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

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

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

Primary Prevention and Ongoing Awareness Programs
The university engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:
• Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and,

• Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

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

• A statement that PVAMU prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act).

• The definitions of domestic violence, dating violence, sexual assault, and stalking as defined by VAWA as well as Texas State Law.

• What behaviors and actions constitute consent to sexual activity in the State of Texas.

• PVAMU’s definition of consent and the purposes for which the definition is used.

• A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

• Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

• Information regarding:
  o Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Occurs” elsewhere in this document);
  o How the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  o Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  o Options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and,

• Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

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

The university has developed primary prevention and awareness programs for new students and employees intended to end dating violence, domestic violence, sexual assault and stalking. Violence Against Women Act (VAWA) information is presented to new students during Panther Camp and to new employees during new employee orientation through a web-based training “Creating a Discrimination-Free Workplace”. Information is provided about sexual assault, dating violence, domestic violence, stalking, bystander intervention and risk reduction.

The university has also partnered with EVERFI, an online training platform that will require all incoming students and staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services offers assistance to victims of dating or domestic violence, sexual assault and stalking. Student Counseling Services and the Women’s Center serve victims by offering free and confidential direct services to victims at PVAMU. The TIXC facilitates education with students, faculty, and staff on the role of Title IX at the university. In addition, the TIXC oversees investigations into Title IX-related incidents and partners with campus departments to provide resources to students who have been impacted by sexual assault and harassment, dating and domestic violence and stalking.

Specifically, the university offered the following primary prevention and awareness programs for all incoming students in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault Prevention</td>
<td>Access granted when students enroll</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Panther Camp Title IX Training</td>
<td>August 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>August 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

The university offered the following primary prevention and awareness programs for all new employees in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creating a Discrimination-Free Workplace</td>
<td>Access granted during employees’ respective start dates</td>
<td>Online via TrainTraq</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Preventing Sexual Harassment for Employees</td>
<td>Monthly</td>
<td>Online via Zoom</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Name of Program</td>
<td>Date Held</td>
<td>Location Held</td>
<td>Which Prohibited Behavior* Covered?</td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------------------------------------</td>
<td>---------------</td>
<td>------------------------------------</td>
</tr>
<tr>
<td>Sexual Harassment</td>
<td>Access granted in January and August 2020</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Prevention</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

The university has also partnered with EVERFI, an online training platform that will require all ongoing students and ongoing staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services and the RSVP Program Manager offers assistance to victims of dating or domestic violence, sexual assault and stalking by offering free and confidential individual, group, and couples counseling to the student population. The licensed mental health staff also engages in referral and outreach presentations to students, faculty, staff, and the community on sexual violence, intervention, and prevention methods. The RSVP Program Manager and RSVP Student Advocates, along with the partnership of Title IX and Focusing Families, will present the following ongoing awareness and prevention educational events and materials.

- **RSVP Student Advocacy Program**
  RSVP Student Advocacy Program is for any student interested in serving as an advocate on the PVAMU campus. Students have to fill out an application and go through an interview process in order to be selected for the program. Each student is required to complete 40 hours of training on sexual assault, dating violence, and stalking. At the end of the training, the students are required to take a two-part test. Each student will have to pass each part at 100% in order to become a RSVP Student Advocate. Training sessions are offered twice a week for 1 hour and 15 minutes. Their main job is to provide education to the campus community on the dynamics of sexual assault, dating violence, and stalking. They also serve as student advocates that assist survivors with resources and information. They are liaisons between the RSVP Program Manager and the survivor. Making sure the survivor is aware of the advocacy services provided by the RSVP Program Manager. They are required to inform the RSVP Program Manager of all reports, and to set up an appointment for the survivor to meet with the RSVP Program Manager.

- **The RSVP Volunteer Program**
  Interested students that would like to be a RSVP volunteer will complete an application and go through an interview process to be selected for the program. Those participates are required to complete 15 hours of training before they can volunteer with the program. Their duties are to assist, coordinate, and organize all RSVP events, trainings, and activities. All RSVP Student Advocates and Volunteers are confidential.
• The RSVP Internship Program
RSVP offers an internship with the Sociology department for undergraduate students. Interested students are required to do a research project for their class; and they must complete RSVP training as well. In Spring 2021, the internship will also be available to graduate students. They will be required to complete a research project that includes research of relationship and sexual violence, and they will be required to complete the RSVP Advocacy Training.

• Classroom Presentations
Classroom presentations define sexual assault, dating violence and stalking, presents facts and myths and describes how to recognize, respond to and refer survivors of such crimes.

• Collaboration with OTIXC
The RSVP Program Manager along with the TIXC will assist in providing training for the campus community.

• Awareness Month Activities
Programs, activities, and/or trainings during all of the awareness months. (These are week long activities and/or events.)
January – Stalking Awareness Month
February – Dating Violence Awareness Month
April – Sexual Assault Awareness Month
October – Domestic Violence Awareness Month.

• Trauma Informed and Victim Centered Training
Provide on-going trauma informed victim centered training on relationship and sexual violence to the campus community.

• Relationship and Sexual Violence Support Group
This group is for survivors of relationship and sexual violence that are in the first steps of their healing process. This group is held once a week for 1 hour and 15 minutes and is facilitated by the RSVP Program Manager.

• RSVP Social Media Platforms
RSVP provides education, awareness, information, and resources via Twitter and Instagram. There are weekly post on sexual assault, dating/domestic violence, and/or stalking.

The university 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>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relationship and Sexual Violence Support Group</td>
<td>Bi-weekly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Trauma Informed and Victim Centered Training</td>
<td>Monthly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>RSVP Student Advocacy Program</td>
<td>Weekly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Print Campaigns</td>
<td>Various Dates</td>
<td>Available Throughout Campus</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking
The university 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>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Zone Training</td>
<td>March 22 &amp; 29 and July 24, 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Preventing Sexual Harassment for Employees</td>
<td>Access given in January and August 2020</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
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<tr>
<td>Trauma Informed and Victim Centered Training</td>
<td>Monthly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
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</tbody>
</table>

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

**Bystander Intervention and Risk Reduction**

**Bystander Intervention**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

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

- Create a distraction to interrupt the flow of events.
- Involve others to help you.
- Make an excuse to remove a friend from the situation.
- Point out the unwanted behavior in a safe and respectful manner.
- Call for help, if needed.

Sexual assault is never a victim’s fault. However, there are ways that may reduce the risk of being sexually assaulted including being prepared, alert, and assertive. Consider the following tips:

- Be aware of your surroundings.
- Practice responsible drinking; alcohol is a factor in many sexual assaults.
- Never leave your drink unattended.
- Don’t accept drinks from someone you don’t know or trust.
- Stay with your friends and make sure your friends stay with you.
- Be careful of online relationships.
• Trust your instincts.

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

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

Prairie View A&M University has implemented a Bystander Intervention Program called Be the One. The program is presented in August to all incoming first year students at Panther Camp. Presentations will continue throughout the school year to all students through classroom presentations and workshops. Be the One covers sexual assault, stalking, dating/domestic violence, alcohol, drugs, hazing and bullying.

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

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don't allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
   b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
   c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Other Considerations

Retaliation
Prairie View A&M University prohibits retaliation. An officer, employee, or agent of PVAMU may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act.

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

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

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

The UPD receives notification of registered sex offenders from the Waller County Sheriff's Sex Offender Registration Office that are currently employed, work, teach, volunteer, or attend classes on the campus of PVAMU.
Additional resources for gathering sex offender and sex crime data in the area:
Waller County Sheriff’s Office – (979) 826-8282
Prairie View Police Department – (936) 857-3521

**Definitions for Clery Crime Statistics**

The following information comes from a variety of sources, including the Department of Education’s Handbook for Campus Safety and Security Reporting (2016); Uniform Crime Reporting Handbook; Sex Offenses definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program; and definitions of domestic violence, dating violence, and stalking adapted from the amendments made to the Violence Against Women Reauthorization Act of 2013, and Texas statutes. The following definitions are used when preparing the annual disclosure of crime statistics.

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

**Arrest:** Persons processed by arrest, citation, or summons.

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

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

**Dating Violence:** Violence committed by a person: who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse, but dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or, by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Drug Law Violations:** Violation of state and local 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 drugs or narcotic substance. Arrests for violations of state and local laws,
specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics-manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For the purposes of this section, the categories of bias include the victim’s actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability. For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, sexual offense (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property. Following are the bias categories.

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

- **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.

- **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.

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

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

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

**Additional Hate Crime Definitions:**

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

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

- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property (Except “Arson”):** To willfully or maliciously damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness, Public Intoxication and driving under the influence are not included in this definition).

**Location of Crime:**
- **On-campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- **On-campus Student Housing Facility (Residential Facility):** Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. For students on campus is a subset of the “On-Campus” category.
- **Non-campus Property:** Any building or property owned or controlled by institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.
- **Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

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

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

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

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

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
Referred for Disciplinary Action: The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

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

Sex Assault: Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. The term “Sexual Assault” encompasses an offense that meets the definition of the following:

- **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. This offense includes the rape of both males and females.
- **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 his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: A) Fear for the person’s safety or the safety of others, or B) Suffer substantial emotional distress. For the purposes of this definition:

- **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.
- **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.

Examples of stalking behaviors include, but are not limited to, nonconsensual communication, including face-to-face contact, telephone calls, voice messages, email, texts, written letters; unwanted gifts; threatening or obscene gestures; pursuing or following; surveillance or other observation; trespassing; vandalism; and nonconsensual touching.

Unfounded crimes: An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.
Weapon Law Violations: Violations 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.
### Prairie View A&M University, Prairie View - Reportable Crimes 2017-2019

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Property</th>
<th>Residential Facilities (Subset - On Campus)</th>
<th>Non-Campus Property</th>
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Prairie View A&M University, Prairie View - Reportable Crimes 2017-2019

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Statistics were requested from local law enforcement agencies and PVAMU victim advocate. Local law enforcement were unable to provide crime statistics in a usable format enabling a determination to be made as to whether or not they should be counted. PVAMU victim advocate was able to provide statistics, although the individuals who reported remained confidential and/or did not provide enough information to accurately report for Clery.

**Hate Crime Reporting**
In 2017, 2018 and 2019, there were no hate crimes reported.

**Unfounded Crimes**
Unfounded Crimes are those that a commissioned peace officer has investigated and found to be false or baseless. In 2017, 2018, and 2019, there were no unfounded crimes.
Chapter II – Prairie View A&M University Annual Fire Safety Report

Preparation of the Annual Fire Safety Report
The Prairie View A&M University (PVAMU) Clery Coordinator compiles the Annual Fire Safety Report (AFSR). Information is provided, including the log of fire statistics, from the Campus Fire Marshal. Additionally, other information is provided from various sources such as Housing & Residence Life (HRL), Risk Management & Safety (RMS), and PVAMU Police Department (UPD). The AFSR is published every year on or before October 1st and contains three years of selected campus fire statistics in accordance with the Higher Education Opportunity Act (HEOA). The 2020 Annual Fire Safety Report contains fire statistics for calendar years 2019, 2018, and 2017. Due to the COVID-19 pandemic, publication and distribution of the 2020 AFSR was delayed by the U.S. Department of Education up until but no later than December 31, 2020.

Annual Fire Safety Report and Related Information
The AFSR is required by the HEOA for any Title IV institution that maintains an on-campus student housing facility. Per HEOA, an institution that maintains an on-campus student housing facility must collect fire statistics, maintain a Fire Log, and publish an AFSR.

The Clery Act was amended by HEOA in 2008, requiring future reports to include campus housing fire safety statistics. The information contained in this document relates to fire safety for on-campus student residential housing only. The report can be obtained on the university’s Clery Website.

Fire Log
The Campus Fire Marshal maintains a Fire Log that is available to the public. The Fire Log is maintained by the UPD located at 36142 Owens Rd, Prairie View, Tx 77446. The Fire Log is available for viewing during normal business hours (Monday – Friday; 8:00 am – 5:00 pm). Please contact the Campus Fire Marshal at (936) 261-1334 or via email at eabachtel@pvamu.edu for more information about viewing or obtaining a copy of the Fire Log.

Reporting Fires
Per federal law, PVAMU is required to annually disclose statistical data on all fires that occur in on-campus housing facilities. In the event of an emergency, please call 911 from any phone. For non-emergency purposes of including fire statistics in the AFSR, students and employees should report all instances that a fire occurred in on-campus student housing. If you find evidence of such a fire or if you hear about such a fire occurring in any facility included in this report, please contact one of the following:

<table>
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<th>Contact Group</th>
<th>Contact Information</th>
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<tr>
<td>University Police Department</td>
<td>(936) 261-1375</td>
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<tr>
<td>Campus Fire Marshal</td>
<td>(936) 261-1334</td>
</tr>
<tr>
<td>Clery Coordinator</td>
<td>(936) 261-2117</td>
</tr>
</tbody>
</table>

When calling, please provide as much information as possible about the location, date, time, and cause of the fire to aid in annual fire report statistical disclosures.
Fire Safety Education and Training Programs

At the beginning of each semester, building meetings are held with the residents to discuss safety issues, to include the response procedures referenced in the “Fire Drill and Evacuation Procedures” section. The Residence Hall Handbook is given to each resident along with the police department conducting safety and educational sessions. Such topics discussed during the sessions include: familiarizing new residents with campus rules and regulations; personal safety on and off campus; Resident Survival Skills Workshops; and, Class Action-College Students and Texas Law.

Every community poses its own fire risks. In order to assess the risks at each community, the general manager and maintenance supervisor should complete an annual walk-through with fire department personnel to inspect fire and alarm systems and to identify potential fire hazards in need of correction. This is an excellent time to build a good relationship with the local fire department, so they are familiar with the site in the event of an emergency, and to open doors for building a good programming relationship. Listed below are several safety measures that residence staff are trained in, and which should be implemented at the site level. Although they are divided into areas by staff position, keep in mind that the general manager and/or maintenance supervisor may delegate responsibilities as they deem necessary.

Procedures Students and Employees Should Follow in Case of a Fire

In the event of a fire, the university expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the UPD. Students and/or employees are informed where to relocate to if circumstance warrants at the time of the alarm. In the event fire alarms sound, university policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity as this is inherently dangerous and each community member’s only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

Prevention and Preparedness

Residence staff should:

- Keep office and storage areas clear of large quantities of paper, trash, or other combustible material.
- Keep halls and doorways clear of obstructions.
- Never tamper with, or attach anything to, the fire safety system or related hardware.
- Keep electrical appliances and extension cords in good repair and report any deficiencies to staff at once.
- Keep heating appliances away from walls and combustible materials.
- Take note of the fire extinguishers closest to your area. If you ever notice that a fire extinguisher is missing, damaged or defective, report the matter to the maintenance supervisor immediately.

Use of a Fire Extinguisher:

- Remove pin from handle.
- Stand back approximately eight (8) feet from the fire.
- Aim at the base of the fire and squeeze the handle.
- Direct the spray from side to side to cover the source of the flames.
On-Campus Student Housing Information

All on-campus student housing is located on the main campus of PVAMU in Prairie View, TX, and is on the PVAMU shuttle bus route. American Campus Communities (ACC) manages all on-campus student housing, which is the nation's premier owner and manager of luxurious, academically-oriented student housing. HRL provides liaison, program guidance and evaluation, and oversight for on-campus student housing.

University Village, Phases I & II – 900 sq. ft. 4/2 or 630 sq. ft. 2/2 units
University Village, Phase III – 727 sq. ft. 2/2 units
University College, Phase IV – 252 sq. ft. double bed/1 units
University Village, Phase VI – 1100 sq. ft. 4/4 units
University View, Phase VII – 787 sq. ft. to 1248 sq. ft. 2/2 to 4/4 units
University Square, Phase VIII – 800 sq. ft. to 1300 sq. ft. 2/2 to 4/4 units
University View II, Phase IX – 807 sq. ft. to 1364 sq. ft. 2/2 to 4/4 units

Off-Campus Student Housing Information

All off-campus apartment complexes are subject to change as seen fit by the university. All current leased facilities are on the PVAMU shuttle bus route. HRL manages all off-campus housing.

2018 – 2019 Academic Year
Panther Quarters: 711 Thompson Drive, Prairie View, TX 77446 (4/4 duplexes)
Oxford at The Ranch at Waller: 31200 Farm to Market 2920, Waller, TX 77484 (2/2 and 3/2 units)

2019 – 2020 Academic Year
Panther Quarters: 711 Thompson Drive, Prairie View, TX 77446 (4/4 duplexes)
Oxford at The Ranch at Waller: 31200 Farm to Market 2920, Waller, TX 77484 (2/2 and 3/2 units)

2020 – 2021 Academic Year
PVAMU does not have any off-campus student housing.

Residence Hall Fire Safety

Use of Candles and Other Open Flames: The majority of fires that occur in residence halls across the nation are a result of burning candles. All open flame devices are prohibited in student rooms, including burning incense. If candles are found in your room, they will be confiscated. Use of candles, incense, etc., may result in a student’s referral to the Office of Student Conduct, and may result in one’s relocation or removal from university housing.

Cooking appliances: Used inappropriately, all cooking devices can be extremely hazardous. According to the terms and conditions of student housing, any misuse of cooking appliances or use of non-approved devices may result in a student’s referral to the Office of Student Conduct for disciplinary action.

Electrical Overloads/Extension Cords: Use of extension cords as a permanent power supply (over 8 hours) is prohibited; instead, invest in a power strip. To ensure reasonable safety standards, minimum power strip requirements include that they be 3-prong grounded, have an auto-reset breaker in the strip, be UL-listed, and be made of 12-gauge or larger wire. Do not overload power strips or outlets by plugging
one power strip into another, and do not route cords under doors, carpets, or furniture that will pinch the wire.

**Smoke Detectors:** Never cover, attempt to dismantle, or otherwise tamper with the smoke detectors in your room or hallways. If you see a problem with any smoke detector, immediately report it to the residence hall maintenance personnel. Any malfunctioning or broken smoke detectors will be replaced immediately. Interference with or misuse of fire alarms or other safety/security equipment or programs is a violation of the Student Conduct Code and may result in a student’s relocation or removal from university housing.

**Smoking:** Smoking in bed is extremely dangerous and is one of the primary causes of fires in living areas. Careless disposal of matches and cigarette butts is also a common cause of fires. Smoking is prohibited in all residential facilities and university buildings.

**Halogen Lamps:** Due to high temperatures emitted from halogen lamps, they are prohibited in the residence halls. Many fires have been caused by materials coming in contact with halogen bulbs or other parts of the lamp.

**Decorations:** Flammable items such as tapestries, fishnets, and sheets may not be hung on the ceilings, walls, or lighting fixtures.

**Flammable Liquids/Materials:** Solvents like gasoline, ether, paint, etc., are not permitted in student rooms or storage areas. In addition, charcoal, gas, butane, and propane grills/burners are prohibited.

**Sprinkler Systems:** Sprinkler systems help contain and extinguish fires in buildings. The sprinkler heads are delicate pieces of equipment and will discharge water if damaged. Residents are required to maintain an 18-inch clearance around sprinkler heads. Never play sports in the hall or hang items from sprinkler heads as they are easily damaged and may activate. One sprinkler head will discharge 15-40 gallons of water per minute, can cost several hundred dollars to replace, and can do thousands of dollars of damage to personal property. Misuse/tampering with a sprinkler head is a violation of the Student Conduct Code and may result in a student’s relocation or removal from university housing.

**Fire Safety Inspection Program**

Prairie View A&M University conducts several levels of fire and life safety inspections in its residence facilities. Inspections are done by the ACC staff on a routine, or as needed basis, along with maintenance personnel during repair operations. The Campus Fire Marshal performs inspections in conjunction with fire drills and as requested by students or ACC personnel.

**Residence Halls and On Campus Apartments**

**Weekly Inspections** – Each week ACC personnel in University Village, University View and University Square perform weekly health and wellness checks. Learning Community Coordinators (LLCs) in University College perform these checks as well on a bi-weekly basis.

**Monthly Inspections** – Each month, ACC staff and LCCs conduct egress area fire safety and preventive maintenance inspections. These areas include corridors, stairways, and exit paths.

**Pre-Occupancy Inspections** – Prior to occupancy of residence halls each fall, spring and summer semester, a more in-depth inspection is conducted. These inspections include all common areas, mechanical, electrical, and custodial areas within each building as well as exit paths outside of the facilities.
Annual Inspections – Once each calendar year, a complete fire and life safety inspection is conducted by ACC in conjunction with the Campus Fire Marshal. The intent of these inspections is to increase the level of safety and safety awareness for all occupants of the residence halls and apartments. These inspections include residential rooms and staff offices as well as mechanical and common areas. Safety practices in general and the Fire Life safety rules found in the rules section will be the primary focus of the inspection. These inspections will look for such items as:

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

Off Campus Apartments
For the 2020 – 2021 Academic Year, PVAMU does not have any off-campus student housing. Therefore, there were no fire safety inspections conducted for leased housing structures.

Fire Drill and Evacuation Procedures (Procedures for Student Housing Evacuation)
It is policy that upon activation of an alarm, or upon being instructed to do so by residence facility staff, all occupants of university on-campus residential structures will immediately evacuate and relocate to a safe distance away from the facility. It is the expectation that fire drills be conducted, in coordination with the Campus Fire Marshal, in each on-campus residential structure at least once per year as defined by the Clery Act.

If you are in a building when you become aware of a fire or a smoke or fire alarm sound:

- Immediately evacuate the building via the shortest and safest route. Do not use elevators.
- If you notice smoke, use an alternate escape route.
- If you must go through an area with smoke, crawl as low as possible.
- Use caution before opening any doors. Feel the door with the back or your hand. If the door is cool to the touch, stay low and open the door to exit. If the door feels hot, find an alternate escape route. Close doors behind you.
- Pull the nearest fire alarm if the building alarm has not already sounded.
- Call 911 after you get to safety.
- Do not re-enter your apartment until the fire department has declared that it is safe to do so.
If you are trapped in a building when a fire or smoke alarm sounds:
- Keep the door closed and seal cracks around the door with tape, wet clothes, towels, or sheets, etc.
- Call 911 to report that you are trapped and state your location.
- Hang a light-colored piece of cloth outside your window to signal firefighters.
- Stay low, stay calm and await the arrival of firefighters.

### Plans for Future Improvements in Fire Safety
There has been an administrative change in reporting and personnel with respect to the Campus Fire Marshal position. Current processes are being redefined and formalized for future implementation.

### Description of On-Campus Student Housing Facility Fire Safety Systems

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<th>Fire Detection Information</th>
<th>Fire Suppression Information</th>
<th>Other Fire Safety Features</th>
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<td>Fire Extinguishers</td>
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§Fully Sprinkled means that there are sprinklers in common areas and in individual rooms.

*University View II was not in use by PVAMU prior to Fall 2020.
## 2017 Statistics and Related Information Regarding Fires in Residential Facilities

<table>
<thead>
<tr>
<th>Facility Name</th>
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### 2017 Statistics and Related Information Regarding Fires in Residential Facilities

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<th>Fire Number</th>
<th>Cause of Fire</th>
<th>Number of Injuries Requiring Treatment at a Medical Facility</th>
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### 2018 Statistics and Related Information Regarding Fires in Residential Facilities

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<th>Cause of Fire</th>
<th>Number of Injuries Requiring Treatment at a Medical Facility</th>
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## 2019 Statistics and Related Information Regarding Fires in Residential Facilities

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<th>Facility Name</th>
<th>Total Fires in Each Facility</th>
<th>Fire Number</th>
<th>Cause of Fire</th>
<th>Number of Injuries Requiring Treatment at a Medical Facility</th>
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Chapter III – Prairie View A&M University College of Nursing Annual Security Report

Overview
The College of Nursing (CON) is located at 6436 Fannin Street, Houston, Texas in the Texas Medical Center. The purpose of the CON is to prepare beginning professionals as nurse generalists (BSN); and graduate prepared nurses with an area of specialization (MSN) and/or a doctoral prepared (DNP) expert clinical practice scholar, all of whom have foundations for continuing personal, professional, and educational growth. Graduates are prepared to practice in a variety of settings and to assume leadership roles as socially responsible and accountable professionals in response to the health needs of a rapidly changing, technologically complex society.

Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist the campus community in making decisions which affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions’ obligations under the Act. The Act was also renamed the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (hereafter the Clery Act).

The Clery Coordinator works closely with the Prairie View A&M University Police Department (UPD), Risk Management and Safety office (RMS) and other university officials to prepare and distribute the Annual Security Report (ASR) in compliance with the Clery Act. The ASR is to be published every year on or before October 1st and contains three years of selected campus crime statistics, along with certain campus security policy statements in accordance with the Clery Act. The 2020 ASR contains security policy statements for the 2020 – 2021 academic year and crime statistics for calendar years 2019, 2018, and 2017. Due to the COVID-19 pandemic, publication and distribution of the 2020 ASR was delayed by the U. S. Department of Education up until but no later than December 31, 2020.
The Clery Coordinator composes the ASR and statistical information with input from various sources such as the UPD, local law enforcement agencies, RMS, Student Affairs, and various university officials/departments.

**Annual Security Report Notifications**

Each year, an e-mail and text message notification is sent to all current students, faculty and staff, which provides website access to this report. Upon request, prospective students and employees may obtain a hard copy of the report from the Office of University Compliance, located in the W.R. Banks Building, Suite 224. The building is located directly across from the A.I. Thomas Building. The report may also be obtained on the university’s Clery website.

Prospective employees are provided with the direct link to view the university’s most current ASR on the university’s career site.

Prospective students and parents of students can read about and reference Clery Act information on the Undergraduate Admissions webpage and the Graduate Admissions webpage. Prospective students are notified about the Clery Act via an email that is sent to applicants after they have completed an application in the online enrollment system. Additionally, students who are admitted also receive an email with information related to the ASR. The email includes the availability of the ASR, as well as a direct link to the current ASR.

Additionally, for information related to the ASR can be found on the College of Nursing webpage for prospective students and parents of students to read and reference.

**Campus Law Enforcement Policies**

**Prairie View A&M University Police Department Overview**

Under the Texas Education Code, Subchapter E, Chapter 51, PVAMU is authorized to operate its own police department. The department is staffed by licensed and commissioned police officers.

The UPD takes the lead in providing a safe environment for the university community by protecting life and property. To achieve this protection, the UPD maintains year-round 24-hour per day patrols to deter and detect crime, report fires and safety hazards, and control traffic on campus.

All police officers have completed their training at a state-approved police academy and have the same authority and power as other peace officers within the State of Texas, as set forth in Article 14.03 of the Texas Code of Criminal Procedure, including arrest authority for violations of the law. Police officers enforce all applicable federal, state, county, and city laws as well as university policies.

**College of Nursing Campus Security**

The CON does not have an on-site police department. However, the CON facility is staffed by security guards that patrol the building 24 hours, 7 days a week. The security guards do not have arrest authority. The security guards assist the UPD by responding to alarms, calls for service such as escorts and locking/unlocking doors, and enforcing parking and university policies. The Houston Police Department (HPD) and the Texas Medical Center (TMC) Police patrols the CON campus on an as needed basis and is the primary law enforcement authority for the campus for emergency purposes. Campus security works closely with other state and local police agencies, including the HPD.
University Police Department Jurisdiction, Enforcement Authority, Arrest Authority, Working Relationships & Mutual Agreements, and Interagency Cooperation

The UPD is the primary police authority for PVAMU. PVAMU police officers are certified Texas peace officers as defined in Article 2.12 of the Texas Code of Criminal Procedure. Pursuant to Section 51.203 of the Texas Education Code, PVAMU police officers have full peace officer authority, including authority to detain and arrest, in all counties in which property is owned, leased, rented, or otherwise under the control of PVAMU. However, the primary jurisdiction of PVAMU police officers is the campus of PVAMU and the immediately surrounding streets. As peace officers, the UPD armed police officers have the same authority to detain and arrest as municipal police officers.

The UPD is computer-linked to city, state, and federal criminal justice agencies, which provide access to criminal records, wanted persons, stolen property, and vehicle information. All crimes reported to UPD are investigated and are referred for prosecution through the Offices of the County Attorney and District Attorney when appropriate. Criminal matters involving university students may also be referred to university administration for disciplinary action.

Neither the UPD, nor the CON security contractor have a written mutual aid agreement or memorandum of understanding with any area law enforcement agency pertaining to the investigation of alleged criminal incidents. However, UPD maintains good working relationships with all area law enforcement agencies including the City of Prairie View Police Department, Hempstead Police Department, Waller Police Department, Brookshire Police Department, Houston Police Department, Waller County Sheriff’s Office, Harris County Sheriff’s Office, and the Texas Department of Public Safety. This cooperation extends to the reporting of crimes to the appropriate agencies, participation in police radio communications and computer network training programs, special events coordination, and investigations of serious crimes. Information on crimes that may impact or relate to the surrounding community and state is shared directly with appropriate law enforcement agencies. UPD has an open line of communication between UPD and neighboring agencies, where critical information regarding crimes, crime trends or other relevant information is shared.

When a PVAMU student is involved in an offense at a non-campus location, the UPD may, upon request, assist with the investigation in cooperation with local, state, or federal law enforcement agencies. However, PVAMU does not use local law enforcement to monitor and document criminal activity allegedly perpetrated by students at non-campus locations of officially recognized student organizations.

Professional Standards

The UPD’s relationship with the community, and ensuring that excellent service is provided, is vital to achieving the overall mission of a safe and secure campus. All members of the PVAMU community, and visitors to the campus, can expect to be treated in a courteous and professional manner by members of the police department. The UPD will not tolerate an employee who acts unprofessionally or who does not provide an appropriate level of service. UPD also wishes to recognize instances in which its employees have been especially helpful or have exceeded expectations in the service they have provided.

The quality of police service is dependent in part on feedback from the community which is served. Please help to improve the department by bringing complaints and compliments to the attention of any of the following individuals in a timely manner:
• Request the on-duty police supervisor by calling (936) 261-1375. A supervisor is available 24-hours a day.
• Address written correspondence to: Chief of Police, Prairie View A&M University Police Department, P.O. Box 519: MS#1430, Prairie View, TX 77446.

Prairie View A&M University Police Department Telephone Directory
Website: http://www.pvamu.edu/upd/

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<th>Non-Emergencies/General Assistance</th>
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<td>Anonymous Tips Line</td>
<td>936-261-2222</td>
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Reporting Crimes

Incident Reporting and Response
Any on-campus emergency, criminal offense, or suspected criminal activity, should be reported immediately to the HPD or TMC Police by dialing 911. Report non-emergency public safety incidents (crimes, medical/fire incidents, safety hazards, suspicious behavior, etc.) accurately and promptly to an on-site security guard (713-790-7296). Non-emergency crimes can also be reported to the HPD (713-884-3131), TMC Police (713-795-0000) or the UPD (936-261-1375). For non-emergencies, the UPD also has an online reporting form at: https://www.pvamu.edu/upd/forms/report-an-offense/.

The UPD encourages accurate and prompt reporting of crimes when the victim of such crimes elects or is unable to make such a report.

Response to Reports of Crimes
Dispatchers are available at these respective telephone numbers 24 hours a day to answer your calls. In response to a call, UPD will take the required action, either dispatching an UPD officer, seeking assistance from the HPD or TMC Police or asking the victim to report to UPD to file an incident report. All reported crimes will be investigated by the university and may become a matter of public record. All UPD incident reports are forwarded to the Dean of Students Office and the Office of Student Conduct for review, referral, and potential action, as appropriate. The UPD criminal investigators and UPD patrol officers, provide information regarding victims’ rights, as well as assistance in dealing with the traumatizing consequences of crimes, to those who make a report or who may be reluctant to report. UPD officers provide crime-victim information to victims and witnesses encountered in the field. UPD personnel and university officials will assist crime victims with notifying the proper law enforcement authorities if the victim so chooses. UPD’s goal is to provide assistance wherever the report is made and to ensure that the crime is included in our crime statistics as required.

Reporting Criminal Offenses to University Officials
Faculty, staff, and students are encouraged to report any criminal offenses within the campus environment directly to UPD. For non-campus offenses, we encourage accurate and prompt reporting to the proper local law enforcement agency. However, in certain circumstances, a victim of a crime may be more inclined to report the offense to someone other than a law enforcement officer. For this reason, the Clery Act requires the collection of crime reports from individuals who are considered to be a Campus Security Authority (CSA). According to the 2016 Handbook for Campus Safety and Security Reporting (pgs. 4-2 & 4-3), CSA’s are individuals in the following four groups:
A campus police department or a campus security department of an institution.

Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).

Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.

An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

CSAs commonly report information to the following:

<table>
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<tr>
<th>Contact Group</th>
<th>Contact Information</th>
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<td>University Police Department</td>
<td>(936) 261-1375</td>
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<tr>
<td>Student Affairs</td>
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<td>Title IX Coordinator</td>
<td>(936) 261-2166</td>
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<td>Human Resources</td>
<td>(936) 261-1730</td>
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<td>Clery Coordinator</td>
<td>(936) 261-2117</td>
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<tr>
<td>Dean, College of Nursing</td>
<td>(713) 797-7000</td>
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<tr>
<td>College of Nursing Security Guard</td>
<td>(713) 790-7296</td>
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**Reporting to Meet Disclosure Requirements**

Members of the community are helpful when they immediately report crimes or emergencies to the UPD at 936-261-1375 and/or the Clery Coordinator at 936-261-2117 for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary.

Upon request, CSAs, including professional counselors, should treat crime reports as confidential and respect the privacy of the person making the report, consistent with their reporting obligations and all applicable laws. Professional mental health counselors are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics and to inform them of reporting procedures, especially if the incident may pose an ongoing threat to the campus community.

The CON does not have a full time professional or pastoral counselor on the campus. However, counseling services are available once a week at the CON through the Counseling Services Department. In addition, counseling services are also available at the Prairie View campus for CON students. Counselors are encouraged to refer persons they are counseling, if and when they deem it appropriate, to report crimes on a voluntary, confidential basis for inclusion in the annual statistics, particularly if the incident may pose an ongoing threat to the campus community.

For additional information on the duties and responsibilities of CSAs, see “Resources for Campus Security Authorities” on the Clery website.

**Confidential and Anonymous Reporting of Crimes**

**Confidential Reporting**

Aside from the guidelines above pertaining to professional counselors acting in that capacity, the UPD has policies or procedures for victims and/or witnesses to report crimes on a voluntary, confidential basis for
inclusion in the annual disclosure of crime statistics. However, because UPD reports are public records under state law, they cannot hold reports of crime in confidence. Upon the request of the person making a report, a CSA may maintain that person’s privacy to the extent allowed by law and pass along crime report details to UPD without including personally identifying information for the reporting party.

Anonymous Reporting
The University Police Department encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. Felony crimes can be reported anonymously by calling Crime Stoppers at 1-800-252-8477 or online at: http://crime-stoppers.org/tips.html. Non-emergency crimes can be reported anonymously via the University Police Department web page. UPD also operates a TIPS line (936-261-2222) to allow people to report non-emergency security or safety related concerns anonymously, as well as to provide the police department with information about criminal incidents or behavior.

The UPD and all CSAs will accept anonymous reports of crimes for inclusion in the annual crime statistics for PVAMU.

Security Awareness & Crime Prevention Programs
One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of PVAMU to inform students of good crime prevention and security awareness practices.

During the 2019-2020 academic year, PVAMU offered several crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious and involved, and advised to call the UPD to report suspicious behavior. For additional questions regarding crime prevention, contact the department directly at (936) 261-1375.

As part of the department’s community-oriented policing philosophy, the UPD offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, Rape Aggression Defense (R.A.D.) and property protection strategies. Anyone interested in having a UPD officer speak to his or her classroom or group should contact them at (936) 261-1375.

Timely Warning Notification Policy
The procedures disclosed in this section apply to incidents occurring at the PVAMU main campus, Northwest Houston Center, and the College of Nursing campuses that warrant a Timely Warning (Crime Alert). In the event a crime is reported, or a situation arises, within the PVAMU Clery Geography (On Campus, Public Property and Non-campus property), that, in the judgment of the PVAMU Chief of Police, or designee, and in consultation with the Clery Coordinator, or designee when time permits, constitutes a serious or continuing threat to the campus community, a campus wide “timely warning” notice will be issued.
The circumstances in which a Timely Warning will be generated includes, but are not limited to, the receipt of a good faith report to the UPD or other CSA of a crime reportable under the Clery Act. Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter.
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger PVAMU community).
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis).
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the PVAMU Chief of Police, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the PVAMU Chief of Police, or his or her designee.

The Clery Coordinator and/or the Chief of Police or their designee, is responsible for determining if a Timely Warning will be issued. The determination will be made on a case-by-case basis after due consideration of all available pertinent facts, such as the nature of the crime and whether or not a continuing danger to the campus community exists.

The Chief of Police or their designee and/or the Clery Coordinator is responsible for determining the content of Timely Warnings. The Chief of Police or their designee is primarily responsible for distributing Timely Warnings to the university community. However, the Clery Coordinator and the Office of Information Resource Management (OIRM) can also distribute Timely Warnings, if necessary. The Office of Marketing and Communications (MARCOMM) can also put out information via social media channels as a supplement and update the PVAMU website with information related to the Timely Warning, if deemed necessary. Anyone with information warranting a Timely Warning should report the circumstances immediately to the UPD, by phone (936-261-1375) or in person.

Timely Warnings shall be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential and that will aid in the prevention of similar occurrences. Timely Warnings are primarily distributed to PVAMU students and employees via email; however, if deemed necessary, the information can be distributed via social media and placed on the university’s webpage. Timely Warnings will contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property from similar occurrences. Timely Warnings will generally include:

- A readily understandable description of the type of crime or occurrence.
- The general location, date and time of the offense.
- A physical description of the suspect(s) or composite picture.
• Possible connection to other incidents.
• Date and time the alert was issued.
• Suggested measures that members of the university community can take to help protect themselves.

It is important to note that in some cases law enforcement may need to withhold some facts if releasing the information would compromise an ongoing investigation or the identity of the victim. Victim names are never included in Timely Warnings.

PVAMU is not required to issue a timely warning with respect to crimes reported to a pastoral or professional counselor.

The Clery Coordinator tests the Timely Warning notification system on a quarterly basis.

**Emergency Notification, Response and Evacuation Policy**

The procedures disclosed in this section apply to significant emergencies or dangerous situations occurring on the campuses of the PVAMU main campus, Northwest Houston Center, and the College of Nursing campuses. The institution does not have separate procedures for non-campus property.

**“Panther Alert” Emergency Notification System**

Panther Alert is PVAMU’s emergency notification system that gives the university the ability to communicate health and emergency information by phone, text message, and e-mail. Face to face communication, social media, and the university’s webpage may also be used to communicate information in the event of an emergency situation.

PVAMU will only use the system to provide official notification of critical emergencies (i.e., situations that pose an imminent threat to the community). It is the policy of PVAMU to immediately notify the campus community, via the Panther Alert Emergency Notification System, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The Clery Coordinator and personnel from the UPD, RMS, and MARCOMM coordinate as needed to confirm whether a significant emergency or dangerous situation exists. This is done by evaluating information received from entities, which may include, but are not limited to law enforcement, fire department, emergency medical services, the National Weather Service, other personnel from RMS and various additional offices/departments on campus. Personnel authorized to make a final confirmation of whether or not a significant emergency or dangerous situation exists, and if a Panther Alert should be issued are: The Clery Coordinator, Chief of Police or their designee, the Director of RMS or their designee, and the Director of MARCOMM or their designee.
The University Police Department, Clery Coordinator, RMS, and MARCOMM, if applicable, will collaborate to determine if the message is sent to the entire PVAMU community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

For law-enforcement related incidents, the generation of a Panther Alert message, and activation of the notification system, is generally the responsibility of the Chief of Police or their designee. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the Chief of Police or their designee will, without delay, and taking into account the safety of the community, determine the content of the emergency notification.

The Chief of Police, or their designee, is primarily responsible for distributing Panther Alerts to the university community via blast email, text, and phone call for law-enforcement related incidents. However, the Clery Coordinator, OIRM, RMS, and MARCOMM can also distribute Panther Alerts via blast email, text, and phone messaging system, if necessary.

For non-law enforcement related incidents, the generation of a Panther Alert message, and activation of the notification system is generally the responsibility of RMS and/or MARCOMM. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, RMS and/or MARCOMM will, without delay, and taking into account the safety of the community, determine the content of the emergency notification.

The Directors of RMS and/or MARCOMM, or their designees, are primarily responsible for distributing Panther Alerts to the university community via blast email, text, and phone call for non-law enforcement related incidents. However, UPD, the Clery Coordinator, and OIRM can also distribute Panther Alerts via blast email, text, and phone messaging system, if necessary.

Prairie View A&M University will, without delay and taking into account the safety of the community, determine the content of emergency notifications and initiate the notification system unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

For both law-enforcement related and non-law enforcement related incidents, the content of the notification and necessary follow-up messages will provide information that will aid the campus community in response or evacuation measures. Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm).

The Clery Coordinator tests the Panther Alert system on a quarterly basis.

If there is an immediate threat to the health or safety of students or employees occurring on campus, PVAMU must follow its emergency notification procedures. When following its emergency notification procedures, PVAMU is not required to issue a timely warning based on the same circumstances; however, the university must provide adequate follow-up information to the community as needed.
Registering for “Panther Alert” Emergency Notifications
Students, Faculty, and Staff Access
The Panther Alert emergency notification system allows students, faculty and staff who have a PantherNet username and password (which are the same as their email username and password) to register numbers to receive text message and/or phone calls. Emergency alerts are also sent to all PVAMU email addresses. Students, faculty, and staff are automatically registered to receive the notifications and can update their contact information as needed. Students, faculty and staff that no longer wish to receive emergency notifications are able to update their contact information and “opt out” of receiving these notifications by visiting the university’s Emergency website.

Public Access
Parents, family, and friends of PVAMU can receive voice or text message emergency alerts by subscribing to the Panther Alert System. To learn how, visit: https://pvamu.bbcportal.com/.

Provision of Information to the General Public (Larger Community)
In the event that a crisis occurs on university property, a notification is sent to MARCOMM as soon as possible. As chief spokesperson for the university, MARCOMM will ultimately be responsible for the external communication efforts that relate to the crisis. As such, MARCOMM will coordinate communication efforts as appropriate with the university and/or other governmental agencies that may be involved in the crisis event. MARCOMM will disseminate press releases, respond to media inquiries, produce radio and television announcements, maintain/update the university web site, provide logistics and support for press conferences, and serve in supporting other forms of communication as needed. In case of an emergency, the PVAMU main web site may be updated with current information pertaining to the incident.

Emergency Preparedness
Procedures and Policies
The Emergency Management Plan (EMP) and contents within is a guide to how the university conducts all-hazards response. The EMP is written in support of emergency management and is structured according to the National Response Framework to provide scalable, flexible, and adaptable coordinating guidance to inform those having key roles and responsibilities in the event of an emergency affecting PVAMU.

Drills, Tests, Training & Evacuation Procedures
To ensure that personnel and community first responders are aware of their duties and responsibilities under the EMP and the most current procedures, various trainings, drills, and exercise actions will occur. These include training sessions for all applicable university personnel, a tabletop or functional scenario test of the EMP exercised annually, a full-scale exercise every three years, and tests/exercises with other agencies and emergency response entities. Testing of the EMP may be announced or unannounced.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The university publicizes the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.
Evacuation Procedures
Evacuations in response to emergency situations are often managed by the UPD, RMS, or the fire department. These include large-scale evacuations, persons with function and access needs, and university housing evacuation. Evacuation plans are detailed in the EMP, which is distributed to the campus community on an annual basis in conjunction with the annual test. RMS and the UPD will manage documentation of the test, description of the exercise, date/time, and details related to if the test was announced or unannounced. If an immediate emergency response and/or evacuation is needed, the Panther Alert System (PAS) will be utilized to communicate via text message, email, and phone call.

An evacuation (fire) drill is coordinated at least annually by RMS for all residential facilities on the PVAMU campus. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation.

General Evacuation Procedures
At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify UPD at (936) 261-1375 or dial 911.

1. Remain Calm.
2. Do NOT use Elevators; Use the Stairs.
3. Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform UPD or the responding fire dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Shelter-in-Place Procedures –What it Means to “Shelter-in-Place”
If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance
If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest university building quickly. If police or fire department personnel are on the scene, follow their directions.
How You Will Know to “Shelter-in-Place”
A shelter-in-place notification may come from several sources, UPD, Housing and Residence Life staff members, other university employees, Local PD, or other authorities utilizing the university’s emergency communications tools.

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

• If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.

• Locate a room to shelter inside. It should be:
  o An interior room;
  o Above ground level; and,
  o Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.

• Shut and lock all windows (tighter seal) and close exterior doors.
• Turn off air conditioners, heaters, and fans.
• Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)
• Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to UPD so they know where you are sheltering. If only students are present, one of the students should call in the list.
• Turn on a radio or TV and listen for further instructions.
• Make yourself comfortable.

The Daily Crime Log
Each business day, the UPD publishes a Daily Crime Log using information from the UPD, local law enforcement, Student Conduct, on-site security personnel, and other CSAs. The Daily Crime Log is available to the media, the public, and various campus offices. This summary identifies the type, location, time, and date the crime was reported to UPD and/or the on-site security personnel.

The Daily Crime Log may be viewed via the UPD webpage at: https://www.pvamu.edu/upd/ or in person at 36142 Owens Rd, Prairie View, Tx 77446 or at the CON security desk. A printed copy of the Daily Crime Log may be obtained by calling (936) 261-1375. Note that a request for Daily Crime Log information older than 60 days may take up to two business days from the date the request is received to be fulfilled.

Furthermore, be advised that certain information may be temporarily withheld from the Daily Crime Log if there is clear and convincing evidence that the release of said information would jeopardize an ongoing investigation or the safety of an individual, cause a suspect to flee or evade detection or result in the destruction of evidence. Once it is determined that the release of the information would no longer have such an adverse effect, the information must be added to the Daily Crime Log.

Security of and Access to Campus Facilities
The dean, director, department head, or senior building coordinator is responsible for determining access to facilities under their control.
It is unlawful for any person to trespass on the grounds of any state institution of higher education of this state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education. (Texas Education Code Section 51.204).

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property. (Texas Education Code Section 51.209).

Badges
All faculty, staff and students must have a building access badge to enter the CON. Badges are made during the week of registration and other times as designated. Should a badge need to be replaced, submit a request in the Office of Admissions and Student Services.

Security Desk
Students who do not have their badges will be required to sign in at the security desk, located on the first floor. Visitors to the CON must also sign in at the security desk and wait for approval to proceed beyond the first floor. The CON security desk may be contacted at (713) 797-7296.

Building Hours
Students may use the CON student areas from 6:00 am to 12:00 midnight. After 5:00 pm and prior to 8:00 am students must use their building access card to enter the building and other designated areas. Students must use access badges individually and must not use their badges to allow other students, visitors, etc. to enter building.

Security Considerations Used in the Maintenance of Campus Facilities
Contracted facilities personnel are responsible for maintaining the buildings, grounds, and custodial services for the PVAMU campus. The group addresses maintenance, renovation, and repair projects for facilities, custodial and landscaping. Faculty and staff are encouraged to report maintenance problems to the senior building coordinator, the CON security desk at (713) 797-7296, or to building maintenance at (936) 261-9703.

Alcoholic Beverages, Illegal Drugs, and Weapons

Education Programs & Policies

Alcohol Policy
All members of the campus community and guests are required to comply with federal and state laws regarding the possession, use, and service (including sales) of alcoholic beverages. Except as permitted or expressly authorized by state law, alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person under 21 years of age.
The Texas A&M University System (TAMUS) & PVAMU strictly prohibits the unlawful manufacture, distribution (including sales), possession, or use of alcohol on TAMUS/PVAMU property, while on official duty, and/or as part of any TAMUS/PVAMU activities (System Policy 34.02 Drug and Alcohol Abuse). Possession or consumption of alcoholic beverages on property under control of the TAMUS/PVAMU will not be permitted except in special use buildings and facilities that may be designated by the chief executive officer of the member, approved by the chancellor, and subsequently reported to the board on an annual basis (System Policy 34.03 Alcoholic Beverages). The UPD has primary responsibility for the enforcement of State underage drinking laws.

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

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

As a deterrent to alcohol and other drug use and abuse, PVAMU supports, promotes and sponsors programs to enhance student, faculty, and staff awareness of the devastating effects and consequences of indulging in the use and abuse of alcohol and other drugs. PVAMU has recently implemented a campus wide online training platform, EVERFI, which will require all students to complete an AlcoholEDU training course. AlcoholEDU is an alcohol education course that provides awareness training, alcohol abuse prevention and safe drinking tips for college students.

The Office of Student Affairs is committed to promoting responsible decision making regarding alcohol and drugs through educational programming, resources, and referrals. The Office of Human Resource’s Employee Assistance Program (ComPsych Guidance Resources) manages the alcohol & drug abuse and rehabilitation program for staff and faculty. The Employee Assistance Program also provides counseling and referral services (http://www.guidanceresources.com).

Illegal Drugs Policy
PVAMU prohibits the unlawful possession, use, and sale of illegal drugs on campus. Federal law prohibits the unlawful possession, use, sale, or distribution of drugs. Texas state law prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Texas state law. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Texas Controlled Substances Act. UPD is responsible for enforcing state and federal drug laws. Alleged violations of this law may result in criminal charges and will also be adjudicated through university disciplinary procedures. (System Policy 34.02 Drug and Alcohol Abuse; System Regulation 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs; University Rule 34.02.01.P1 Drug and Alcohol Abuse and Rehabilitation Programs).

Additionally, PVAMU Student Code of Conduct prohibits using, possessing, being under the influence of, manufacturing, or distributing illegal drugs or illegally obtained/possessed controlled substances. (PVAMU Student Code of Conduct). Alleged violations of federal and state laws may result in criminal charges.
University conduct charges may be pursued against those alleged to have violated institutional policies and/or state/federal laws concerning controlled substances.

The Office of Student Affairs is committed to promoting responsible decision making regarding drugs through educational programming, resources, and referrals. The Office of Human Resource’s Employee Assistance Program (ComPsych Guidance Resources) manages the drug abuse and rehabilitation program for faculty and staff. The Employee Assistance Program also provides counseling and referral services (http://www.guidanceresources.com).

**Weapons Policy**

In accordance with Texas Penal Code Ch. 46.03, it is a felony to intentionally, knowingly, or recklessly possess a firearm, location restricted knife, club, or prohibited weapon on the physical premises of a school or educational institution. This includes any grounds or buildings on which an activity sponsored by the school or educational institution is being conducted, or on passenger transportation vehicles under the direct control of the educational institution. A license to carry holder under Chapter 411, Texas Government Code, may carry a concealed handgun on or about the license holder’s person while the license holder is on the premises of the TAMUS/PVAMU offices (where the TAMUS/PVAMU offices has operational responsibility) or in a TAMUS/PVAMU vehicle, unless prohibited by state law or federal law. Concealed carry is prohibited in any premises where TAMUS/PVAMU offices, as directed or approved by the chancellor as necessary for institutional safety, gives effective notice on a temporary basis pursuant to Section 30.06, Texas Penal Code. The open carry of handguns on TAMUS/PVAMU offices’ land or premises is prohibited (System Regulation 34.06.02 Weapons). Please see Campus Carry at PVAMU for a list of places where concealed carry by license holders will be prohibited, as well as additional information to campus carry. (University Rule 34.06.02.P1).

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

In accordance with federal law and Texas A&M University System Regulation 08.01.01 Civil Rights Compliance (System Regulation 08.01.01 & PVAMU Rule 08.01.01.P1), PVAMU prohibits discrimination and harassment on the basis of sex, including sexual assault, dating violence, domestic violence, stalking, (as those terms are defined for the purposes of the Clery Act) and/or related retaliation.

Towards that end, PVAMU issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a university official.

The following are statements of policy that address discrimination, harassment (including non-consensual sexual contact, sexual assault, sexual exploitation, dating violence, domestic violence, stalking, quid pro quo, and hostile environment sexual harassment), complicity, and retaliation as prohibited conduct. The policies apply whether the prohibited conduct occurs on or off campus and when it is reported to the university. All policies described in this section apply to PVAMU students, faculty, and staff.

**Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws**

**Sexual Assault Penal Code**

Texas Penal Code, Sec. 21.01. DEFINITIONS:
(1) "Deviate sexual intercourse" means: (A) any contact between any part of the genitals of one person and the mouth or anus of another person; or (B) the penetration of the genitals or the anus of another person with an object.

(2) "Sexual contact" means, except as provided by Section 21.11, any touching of the anus, breast, or any part of the genitals of another person with intent to arouse or gratify the sexual desire of any person.

(3) "Sexual intercourse" means any penetration of the female sex organ by the male sex organ.

(4) "Spouse" means a person to whom a person is legally married under Subtitle A, Title 1, Family Code, or a comparable law of another jurisdiction.

Texas Penal Code, Sec. 22.011. SEXUAL ASSAULT:
(a) A person commits an offense if:
(1) the person intentionally or knowingly:
   (A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
   (B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or,
   (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
(2) regardless of whether the person knows the age of the child at the time of the offense, the person intentionally or knowingly:
   (A) causes the penetration of the anus or sexual organ of a child by any means;
   (B) causes the penetration of the mouth of a child by the sexual organ of the actor;
   (C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
   (D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or,
   (E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.
(b) A sexual assault under Subsection (a) (1) is without the consent of the other person if:
(1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion;
(2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat;
(3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
(4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
(5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
(6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
(7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
(8) the actor is a public servant who coerces the other person to submit or participate;
(9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;

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

(11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code; or

(12) the actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor.

(c) In this section:

(1) “Child” means a person younger than 17 years of age.

(2) "Spouse" means a person who is legally married to another.

(3) "Health care services provider" means:

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

(4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:

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

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

(6) "Assisted reproduction" and "donor" have the meanings assigned by Section 160.102, Family Code.

(7) "Human reproductive material" means:

(A) a human spermatozoon or ovum; or,
(B) a human organism at any stage of development from fertilized ovum to embryo.

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

(e) It is an affirmative defense to prosecution under Subsection (a)(2):

(1) that the actor was the spouse of the child at the time of the offense; or

(2) that:
(A) the actor was not more than three years older than the victim and at the time of the offense:
   (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
   (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and

(B) the victim:
   (i) was a child of 14 years of age or older; and
   (ii) was not
      (a) a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01
      (b) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.

(f) An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was
   (1) a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.
   (2) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.

Texas Penal Code, Sec. 22.021. AGGRAVATED SEXUAL ASSAULT.

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

(B) the victim is younger than 14 years of age; or
(C) the victim is an elderly individual or a disabled individual.

(b) In this section:
(1) "Child" has the meaning assigned by Section 22.011(c).
(2) "Elderly individual"
(3) "disabled individual" have the meanings assigned by Section 22.04(c).

(c) An aggravated sexual assault under this section is without the consent of the other person if the aggravated sexual assault occurs under the same circumstances listed in Section 22.011(b).

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

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

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

Dating Violence Penal Code
Texas Family Code, Sec. 71.0021. DATING VIOLENCE.

(a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
(1) is committed against a victim:
(A) with whom the actor has or has had a dating relationship; or
(B) because of the victim's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or sexual assault.

(b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
(1) the length of the relationship;
(2) the nature of the relationship; and
(3) the frequency and type of interaction between the persons involved in the relationship.

(c) A casual acquaintance or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

Family Violence (Domestic Violence) Penal Code
Texas Family Code, Sec. 71.004. FAMILY VIOLENCE.
"Family violence" means:
(1) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;

(2) abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family or household toward a child of the family or household; or

(3) dating violence, as that term is defined by Section 71.0021.

Texas Family Code, Sec. 71.005. HOUSEHOLD.
"Household" means a unit composed of persons living together in the same dwelling, without regard to whether they are related to each other.

Texas Family Code, Sec. 71.006. MEMBER OF A HOUSEHOLD.
"Member of a household" includes a person who previously lived in a household.

Stalking Penal Code
Texas Penal Code, Sec. 42.072. STALKING.

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

(1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening:

(A) bodily injury or death for the other person;

(B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or,

(C) that an offense will be committed against the other person's property;

(2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

(3) would cause a reasonable person to:

(A) fear bodily injury or death for himself or herself;

(B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;

(C) fear that an offense will be committed against the person's property; or

(D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:

(1) the laws of another state;

(2) the laws of a federally recognized Indian tribe;

(3) the laws of a territory of the United States; or

(4) federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.

(d) In this section:
(1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.

(2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.

Institutional Definitions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking
Texas A&M University System Regulation

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

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

- Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

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 will be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition:
  - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence. [34 U.S.C. 12291(a)(10)]

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

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- 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,
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. [34 U.S.C. 12291(a)(8)]

**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.

For the purposes of this definition:
- **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.
- **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. [34 CFR 668.46(a)]

**Consent** – clear, voluntary, and ongoing agreement to engage in a specific sexual act. Persons need not verbalize their consent to engage in a sexual act for there to be permission. Permission to engage in a sexual act may be indicated through physical actions rather than words. A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made by threat, coercion, or force, cannot give consent. Consent may be revoked by any party at any time.

**Texas Penal Code**
According to the Texas Penal Code, Sec. 1.02. Objectives of Code, the general purposes of the Texas Penal Code are to establish a system of prohibitions, penalties, and correctional measures to deal with conduct that unjustifiably and inexcusably causes or threatens harm to those individual or public interests for which state protection is appropriate.

Consent is defined in the Texas Penal Code, Section 1.07(11) as assent in fact, whether express or apparent. Without consent is also defined in the Texas Penal Code, Section 22.011(b) within the definition of sexual assault (as described in “Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws” elsewhere in this document).

**Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence, Stalking and Related Retaliation**
Individuals have the option of notifying on-campus and/or local law enforcement authorities to report sexual assault, dating violence, domestic violence, or stalking.

The following local law enforcement agencies may be contacted to report sexual assault, dating violence, domestic violence, or stalking:

PVAMU Police Department: 936-261-1375
Houston Police Department: 713-884-3131
Harris County District Attorney: 713-274-5800
In case of emergency, call 911.

The Houston Police Department and the UPD are available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking; assist in securing medical attention; participate in evidence preservation and collection; conduct criminal investigations of crimes; and inform the individual of legal and administrative options both on and off campus. Criminal investigations may occur independent from a conduct proceeding and are handled in accordance with the Texas Penal Code, the Texas Code of Criminal Procedure, and information from the Harris County and District Attorney Offices. Law enforcement will help individuals understand the process of obtaining protective orders, restraining orders, or similar lawful orders issued by the courts.

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

It is the complainant’s choice whether or not to make a report. Victims also have the right to decline to notify law enforcement.

Individuals also have the option of reporting incidents of sexual assault, dating violence, domestic violence, or stalking to university officials. If a complainant would like to make a report to the university, they may contact:

Alexis Boyd
Director, Title IX Compliance and Title IX Coordinator
W.R. Banks, Suite 224
Prairie View, TX 77446
Tel: (936) 261-2166
titleixteam@pvamu.edu
Electronic reporting:
https://www.pvamu.edu/titleix/reporting/report-to-the-university/

Renee Williams
Director, Equal Opportunity & Diversity Human Resources
Harrington Science Building, Room 109
Prairie View, TX 77446
Tel: (936) 261-1744
EEOD@pvamu.edu

Complainants are also able to anonymously report an incident. The anonymous reports are forwarded directly to the Title IX Coordinator (TIXC) for follow up.
Individuals may file a complaint at any time with any local, state, or federal civil rights office, including, but not limited to, the Equal Employment Opportunity Commission, the Texas Workforce Commission’s Civil Rights Division, the U.S. Department of Education’s Office of Civil Rights, and the U.S. Department of Justice.

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

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

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

When a student reports, in good faith, experiencing or witnessing an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking, the university will not take disciplinary action against that student for violations of the Student Conduct Code occurring at or near the time of the incident reported. The university may, however, investigate to determine whether a report of an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking was made in good faith. The university’s granting of amnesty does not apply to students who report their own commission of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking.

**Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported**

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

The OTIXC conducts an initial review and preliminary assessment of all reports/complaints of alleged prohibited conduct to assess the safety and well-being of the complainant, respondent, and the campus community. As part of the initial review, OTIXC will determine if the alleged prohibited conduct falls under the jurisdiction of OTIXC or if it should be referred to another office. After OTIXC determines
jurisdiction, OTIXC will attempt to meet with the complainant to obtain more information about the allegations. Initial review steps include: (1) informing the individual reporting of the right to file a complaint with law enforcement (if applicable) in addition to filing a complaint with PVAMU; (2) providing assistance in notifying UPD or appropriate law enforcement authorities if the individual so chooses; (3) informing the individual of the right to decline to contact law enforcement; and, (4) informing the individual of the right to file a complaint with state and federal agencies. In coordination and consultation with other university officials, OTIXC will offer the opportunity to request interim support, academic adjustments, and protective measures to provide for the safety of the individual and campus community.

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

The university has procedures in place that serve to be sensitive to complainants who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid 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 changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The university will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the complainant chooses to report the crime to the UPD or local law enforcement.

For reports involving students, contact:
Alexis Boyd
Director, Title IX Compliance and Title IX Coordinator
W.R. Banks Building, Ste. 224
Prairie View, TX 77446
Tel: (936) 261-2166
titleixteam@pvamu.edu

For reports involving employees, contact:
Renee R. Williams
Director, Equal Opportunity & Diversity Human Resources
Harrington Science Building, Room 109
Prairie View, TX 77446
Tel: (936) 261-1744
EEOD@pvamu.edu
If a report of domestic violence, dating violence, sexual assault or stalking is reported to the university, below are the procedures that the university will follow:

<table>
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<tr>
<th>Incident Being Reported</th>
<th>Procedure University Will Follow</th>
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| **Sexual Assault**      | 1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.  
                             2. University will assess which office has jurisdiction of the complaint.  
                             3. University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.  
                             4. University will provide complainant with referrals to on and off campus mental health providers.  
                             5. University will assess need to implement interim or long-term protective measures, if appropriate.  
                             6. University will provide the complainant with a written explanation of the complainant’s rights and options.  
                             7. University will provide a “Criminal Trespass Warning” (CTW) directive to accused party if deemed appropriate.  
                             8. University will provide written instructions on how to apply for Protective Order.  
                             9. University will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.  
                            10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.  
                            11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation. |
| **Stalking**             | 1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.  
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8. University will provide written instructions on how to apply for Protective Order.
9. University will provide a copy of the policy applicable to Domestic Violence to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.
10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

The appropriate OTIXC provides a written notification of available resources, rights, and options to each individual reporting prohibited conduct including sexual assault, dating violence, domestic violence, and stalking (whether the offense occurred on or off campus) regardless of whether the individual chooses to report the incident to local law enforcement or chooses to pursue institutional disciplinary measures or criminal remedies. This includes information regarding:

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

Individuals reporting to Student Health Services and UPD also receive the above information.

Guidelines or Suggestions to Follow After an Incident of Sexual Assault, Dating Violence, Domestic Violence, or Stalking (as applicable to the specific incident)

• Go to a safe place as soon as you can.
• Contact the Police Department at 911 (911 or 4-911 using an on-campus phone).
• Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action. Memorial Hermann Hospital (6400 Fannin Street, Houston, TX 77030), Harris County Hospital District (1615 N Main St, Houston, TX 77009), North Cypress Medical Center (21214 Northwest Fwy., Cypress, TX 77429), or Baylor Scott & White Hospital (700 Scott and White Dr., College Station, TX 77845) are the designated forensic nursing facilities offering a 24/7 program with trained Sexual Assault Nurse Examiners (SANE) and a forensic unit that provides detailed physical examinations, evidence collection, and expert testimony. Go to the hospital’s emergency room and request to be seen by a SANE.
• Try to preserve all physical evidence. Do not wash, use the toilet, swim, brush teeth, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
• Preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.

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

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

Additionally, allegations of prohibited conduct disclosed to confidential employees will not be reported to the institution, except as required by law. Publicly available recordkeeping must not include personally identifying information. Incidents are shared in a way that does not identify the individuals. For example, licensed healthcare providers share de-identified information regarding this conduct that may be statistics in the Clery Annual Security and Fire Safety Report and/or disclosed in the daily crime log without identifying the individuals concerned. The university does not publish the name of crime complainants or other identifiable information regarding complainants in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the complainant and other personally identifiable information about the victim will be withheld.

Personally identifiable information about the complainant and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report, or those involved in providing support services to the complainant, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. Although the confidentiality of the information received, the privacy of the individuals involved, and the wishes of the complainant regarding action by the university cannot be guaranteed, they will be protected to as great a degree as is legally possible.

The university is committed to protecting the privacy of reporting parties, complainants, and respondents. Given the sensitive nature of reports, information will be maintained in a secure manner and will only be disclosed to school officials who are responsible for handling the university’s response. If the individual does not disclose any identifying information about him/herself or any other party involved (e.g. names, department, or unit) during the inquiry, the university’s ability to respond to the allegations may be limited.

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

**Resources, Rights and Options**

Following an allegation of sexual assault, dating violence, domestic violence, stalking, and/or related retaliation the complainant, the respondent, and other affected individuals have certain resources, rights,
and options available to them. Available assistance is also covered through prevention and awareness education.

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

<table>
<thead>
<tr>
<th>On-Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling (Students)</td>
<td>Counseling</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564 8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Health</td>
<td>Medical care and health education</td>
<td>Owens-Franklin Health Center</td>
<td>(936) 261-1410 8:00 a.m. – 6:00 p.m.</td>
</tr>
<tr>
<td>Mental Health (Students)</td>
<td>Mental health assistance</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564 8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Victim Advocacy (Students)</td>
<td>Individual and group support, crisis intervention, housing and coursework advocacy, referrals, student conduct process advising</td>
<td>Relationship &amp; Sexual Violence Program (RSVP) Manager</td>
<td>(936) 261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Legal Assistance (Students)</td>
<td>Legal advocacy</td>
<td>RSVP Manager</td>
<td>(936) 261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>Student financial aid assistance</td>
<td>Office of Student Financial Aid and Scholarships</td>
<td>(936) 261-1000</td>
</tr>
<tr>
<td>Peer Support</td>
<td>Health education peer support</td>
<td>RSVP Manager</td>
<td>(936) 261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Social Support &amp; Advocacy</td>
<td>Stop-It app</td>
<td>RSVP Manager</td>
<td>Students download the app</td>
</tr>
<tr>
<td>Visa &amp; Immigration Assistance</td>
<td>Referral only</td>
<td>RSVP Manager</td>
<td>(936) 261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Off Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling (Employees)</td>
<td>Counseling</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a> 911 or 4-911</td>
</tr>
<tr>
<td>Health</td>
<td>Medical</td>
<td>Emergency Care – EMS</td>
<td>(346)-231-4000</td>
</tr>
<tr>
<td>Off Campus</td>
<td>Type of Services Available</td>
<td>Service Provider</td>
<td>Contact Information</td>
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<tr>
<td></td>
<td>Memorial Hermann Cypress Hospital</td>
<td></td>
<td>(979) 337-5000</td>
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<tr>
<td></td>
<td>Scott &amp; White – Brenham, TX</td>
<td></td>
<td>(281) 516-0911</td>
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<tr>
<td></td>
<td>Memorial Hermann Tomball Hospital</td>
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<tr>
<td>Mental Health</td>
<td>Mental health assistance</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>(Employees)</td>
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<tr>
<td>Victim Advocacy</td>
<td>Hospital accompaniment and support</td>
<td>Focusing Families</td>
<td>(979) 826-8024</td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Limited legal advice</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>(Employees)</td>
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<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and</td>
<td>Waller County District Attorney’s Office</td>
<td>(979) 826-7718</td>
</tr>
<tr>
<td></td>
<td>protective orders</td>
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<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and</td>
<td>Harris County District Attorney’s Office</td>
<td>(713) 274-5800</td>
</tr>
<tr>
<td></td>
<td>protective orders</td>
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</tr>
<tr>
<td>Legal Assistance</td>
<td>Sexual assault legal services</td>
<td>Legal Aid for Survivors of Sexual Assault (LASSA)</td>
<td><a href="http://www.teajf.org/index.aspx">http://www.teajf.org/index.aspx</a></td>
</tr>
<tr>
<td>Visa and Immigration</td>
<td>Visa and Immigration Assistance</td>
<td>U.S. Citizenship and Immigration Services (USCIS)</td>
<td>1-844-303-7233</td>
</tr>
<tr>
<td>Assistance</td>
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</table>

**Institutional Rights and Options (Supportive Measures)**

The institution is obligated to offer and assist the complainant, the respondent, and other affected individuals in obtaining a range of accommodations, support services, academic adjustments, and interim, remedial, and protective measures. The measures are intended to facilitate continued access to university employment, academic programs, and university activities; stop and prevent the reoccurrence of prohibited conduct; and support the individuals involved.

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, PVAMU will provide written notification to students and employees about remedial measures available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).
The institution is obligated to comply with the individual’s reasonable request for a living and/or academic situation change following an allegation of sexual assault, dating violence, domestic violence, or stalking. At the complainant’s request, and to the extent of the complainant’s cooperation and consent, university offices will work cooperatively to assist the complainant in obtaining remedial measures. If reasonably available, upon the request of an individual involved with the report, OTIXC can assist with measures including, but not limited to, changing academic, living, transportation, and working situations and obtaining no contact directives. The various options are provided on a temporary or permanent basis (subject to periodic review), if requested, appropriate, and reasonably available, regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies. The university also provides reasonable interim, remedial, and protective measures to third parties as appropriate and available, taking into account the role of the third party and the nature of any contractual relationship with the university.

When an allegation of sexual assault, dating violence, domestic violence, or stalking is made, the university will take prompt steps to provide interim measures before the investigation and will promptly address any violation of protective measures. These measures may be available regardless of whether a formal or informal disciplinary investigation is pursued. The university will maintain the privacy of a person receiving support services, academic adjustments, or protective measures provided to the extent practical and will promptly address any violation of the protective measures. In determining which institutional measures to impose and the reasonableness of the related measures, OTIXC considers the request; the safety of the complainant, respondent, and the university community; the specific needs of the individuals; the severity or pervasiveness of the allegations; continuing effects; sharing of residence halls, dining halls, classes, transportation, or job locations; other judicial measures already in place; and other factors as appropriate. OTIXC will also consider whether requesting an interim suspension or interim restriction (for student respondents) or an interim administrative action such as a leave of absence (for employee respondents) would enhance the safety and well-being of the complainant, respondent, and campus community.

Measures provided by the university vary and may include, but are not limited to, the following:

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

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

Individuals should be aware that direct contact, refusal to leave a protected area, appearing at a location one reasonably knows the protected party is at, third-party contact, or even an anonymous contact are all potential violations of a no-contact directive. Violations should be reported to OTIXC and may result in further disciplinary action.

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

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

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

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

Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures): The university will maintain as confidential, any accommodations or protective measures provided to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or protective measures. OTIXC is responsible for determining what information and to whom information will be disclosed based on the circumstances of the allegation, the individuals involved, and related safety needs. OTIXC uses discretion and only discloses information to key officials at the institution who perform the tasks necessary for obtaining or providing the particular accommodation or protective measure.

To request changes to academic, living, transportation and/or working situations or protective measures a student or employee who is a complainant of sexual harassment (including sexual misconduct or stalking), domestic violence, or dating violence, whether it occurred on or off-campus, has certain resources, rights and options available such as No-Contact Directive, Interim Administrative Actions for Employees, Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures). For more information contact:

Alexis Boyd (students) at titleixteam@pvamu.edu, 936-261-2166; or,
Renee Williams (employees) at EEOD@pvamu.edu, 936-261-1744

If the complainant wishes to receive assistance in, changing academic, living, transportation, and work situations requesting these measures by the complainant and reasonably available. These requests will be considered by Ms. Alexis Boyd (students) or Ms. Renee Williams (employees) regardless of whether the complainant chooses to report the incident to law enforcement. Examples of potential remedial measures may include assistance in obtaining institutional no contact directive and/or changing living location, transportation, parking location, or class schedules to reduce the chance of continued contact with the alleged offender.

Alexis Boyd
Director, Title IX Compliance and Title IX Coordinator
W.R. Banks Building, Ste. 224
Prairie View, TX 77446
Tel: (936) 261-2166
titleixteam@pvamu.edu

Renee R. Williams
Director, Equal Opportunity & Diversity Human Resources
Harrington Science Building, Room 109
Prairie View, TX 77446
Tel: (936) 261-1744
EEOD@pvamu.edu

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

Protective Orders: Individuals may apply for protective orders through the Texas criminal justice system. A protective order is an interim protective measure that requires the recipient to stay away from the protected individual's home, workplace, and/or children's schools (if the children are protected persons in the order) depending on the documented circumstances. It can require the recipient to stop communicating with the protected individual in a harassing or threatening manner, attend counseling, pay child support, and/or pay spousal support. An application for a protective order may be filed by an individual, a prosecuting attorney, or the Texas Department of Family and Protective Services (1-800-252-5400) on behalf of an individual. The application is obtained through the county/district attorney (Waller County District Attorney’s Office, 979-826-7718), or a private attorney. UPD (936-261-1375) will also provide assistance in applying for protective orders.

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

**Criminal Trespass Warning**: A criminal trespass warning is an interim protective measure issued by UPD which is directed at those who are considered a danger to the campus community or a danger to a certain individual in the campus community. The warning advises the respondent to leave the premises and forbids him/her from entering and/or remaining on certain property, which can cover either the entire campus or a specific campus location. To request a criminal trespass warning, contact UPD at 936-261-1375 and request to speak with an officer. The UPD officer issues the criminal trespass warning if the respondent is determined to pose a risk to campus safety based on information provided by the requestor as it relates to applicable state law and/or UPD policy.

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

If a person wishes to report an incident that involves another student or employees in a learning environment that potentially violates the Student Code of Conduct, please use our online Title IX Report Form to submit your concern at [https://www.pvamu.edu/titleix/reporting/](https://www.pvamu.edu/titleix/reporting/). To learn about OTIXC and the process, visit the OTIXC ([https://www.pvamu.edu/titleix/](https://www.pvamu.edu/titleix/)) and PVAMU Student Handbook ([https://www.pvamu.edu/SA/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf](https://www.pvamu.edu/SA/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf)) or contact the OTIXC at 936-261-2166 located in W.R. Banks Building, Ste. 224 or by email TitleIXteam@pvamu.edu.

Once an incident is reported to the OTIXC, OTIXC will conduct a preliminary assessment to decide whether the OTIXC has jurisdiction to investigate. The TIXC will review each complaint to determine if there is sufficient information to proceed with an investigation or if additional information is needed. If the information is insufficient, the TIXC, in consultation with OGC, may conduct an inquiry into the circumstances of the complaint and:

1. Dismiss it as baseless;
2. Close it for insufficient information to investigate or lack of jurisdiction;
3. Refer it to another office which has responsibility for such complaints. The designated office will notify the complainant of such action in writing; or,
4. With the consent of the parties, as well as with the approval of SECO, refer the complaint to informal resolution.

If the information is sufficient, the TIXC will designate an IA within five (5) business days after the complainant signed a formal complaint form and forward the complaint in order to proceed with the investigation. When a complaint involves the designated university officials, the investigation of such a complaint will be transferred to another administrator designated by the President.

The OTIXC will provide written notification to the complainant(s) and the respondent(s) of:

1. Receipt of the complaint stating the allegation of a violation of System Regulation 08.01.01 Civil Rights Compliance;
2. The appointed investigative authority;
3. The appointed designated administrator;
4. Interim protections imposed, if any; and,
5. Admonishments regarding cooperation and prohibiting retaliation.
Proceedings from an allegation of sexual assault, dating violence, domestic violence, or stalking (prohibited conduct) are provided a prompt, fair, and impartial process from the initial investigation to the final result, including any appeals. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 business days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. They are consistent with the institution’s policies and transparent and equitable to the complainant and respondent. The adjudication process provides that:

- Parties may bring an advisor of their choice to any related meeting or proceeding during the investigation process.
- Timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings will be provided to the complainant, respondent, and appropriate officials.
- During the investigation, the complainant and respondent have timely notice of meetings at which the complainant or respondent, or both, may be present.
- During the investigation, the advisor may not represent the party or inhibit a meeting.
- Following fact-finding, the parties will have the opportunity to review the draft investigation report and submit responses.
- The investigator will review any submitted responses to the investigation and develop a final report, with a review by SECO and OGC. Once finalized, the investigator will submit final report and exhibits to the designated administrator.
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.
- The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding.
- Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.
- At any time prior to the adjudication of a formal complaint, the parties may seek informal resolution to resolve the complaint.

The TIXC, Investigators, Designated Administrators, Informal Resolution Facilitators and Appellate Authorities receive annual training regarding university rules, administrative procedures, state law, handling of civil rights investigations, conducting fair and impartial investigations, trauma-informed investigation techniques, due process protections, and how to conduct an investigation and hearing process. All trainings attended by those involved in the Title IX investigation and adjudication process are listed on the OTIXC website.

Employees who experience, observe, or become aware of prohibited conduct must promptly report all known information, including identities of witness and involved parties, to the university. Student workers are not required to report prohibited conduct if the student worker experiences, observes, or becomes aware of the prohibited conduct outside the context of their student worker employment. Students and third parties are strongly encouraged, but not required, to report prohibited conduct. Once an individual discloses information to OTIXC, a complaint will be considered to be filed with the university, and the investigation process is initiated regardless of whether the complainant choses to pursue criminal charges.
The complaint regarding prohibited conduct is initially reviewed by OTIXC, not only to assess safety, but also to determine whether a potential violation of System Regulation 08.01.01 or other university rule, administrative procedure, code, or policy could have occurred. During the initial review and preliminary assessment, OTIXC will:

- Inform the complainant of formal and informal resolution policies and solicit the complainant’s preferred method for resolving the matter. The complainant may request a formal resolution of the allegations of prohibited conduct by signing a formal complaint. OTIXC may not proceed with an investigation without a signed formal complaint. The TIXC may choose to sign a formal complaint themselves.
- If applicable, inform the complainant of the right to use a pseudonym in university documents related to the complaint.
- Offer assistance to the complainant in submitting a written complaint that details the nature and circumstances of the allegations, including the names of the complainants and respondents, if so inclined.
- Make a preliminary determination about whether to resolve the case informally or through a formal investigation of the allegations.

If a complaint alleges conduct that may be prohibited conduct as well as a violation of one or more university rules or administrative procedures, system policies or regulations, or codes, OTIXC will consult with other university officials, as appropriate, and coordinate procedures to utilize to resolve the allegations, in addition to those required by the policy.

**No Resolution**

If the complainant requests that OTIXC dismiss a complaint, without Title IX resolution of the allegations, the university will seek to honor the request whenever possible without impeding the university’s ability to enhance the safety and security of the complainant and the university community. OTIXC will consider the following factors when evaluating such requests:

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

If the university is able to honor the complainant’s request for dismissal, the university may close the matter with no action taken, refer the matter to another university office or proceed with other appropriate steps, including investigation and disciplinary action against the respondent for violations of other university rules, administrative procedures, regulations, codes, or policies, if applicable.
If the university determines that the complainant’s request cannot be honored, the complainant will be notified of the decision, and OTIXC will take appropriate actions, including but not limited to, (1) offering support services or academic adjustments and imposing protective measures and (2) initiating a formal investigation.

**Informal Resolution**

In order to consider an informal resolution of sex discrimination under Title IX, a formal complaint must be submitted in the manner described in PVAMU Rule 08.01.01.P1. An informal resolution is an option only until initiated final decision has been rendered. Parties may request an informal resolution at any point prior to the determination of a final decision.

If either party requests an informal resolution meeting during the formal complaint, the university will seek to honor the request, and will notify the Pre-Hearing Coordinator (PHC) who will meet with parties to see if an informal resolution can be agreed upon. The PHC will meet with both parties and go over what possible outcomes can occur during the informal resolution and what outcomes are the complainant is comfortable with during the informal resolution meeting. Informal resolution will not impede the university’s ability to enhance the safety and security of the complainant and the university community. The TIXC must agree, in consultation with SECO and OGC, that informal resolution is appropriate in each instance.

To initiate the informal resolution process, both parties must consent in writing to the investigator, the administrative hearing officer, or the TIXC. The PHC will notify both parties in writing of the decision regarding whether the university will initiate an informal resolution meeting.

If the parties reach a resolution and agreement during the informal resolution process, each party will waive their option and right to appeal a decision arising from the same alleged incident. One or both parties may submit a subsequent complaint regarding another party’s failure to abide by any conditions established in the agreement. An informal resolution offer may be withdrawn by either party or the university prior to a final agreement. PHC will notify both parties in writing if the informal resolution is withdrawn.

**Formal Resolution**

The allegations will be considered for investigation, after the formal complaint has been signed by the complainant, pursuant to the following procedures. OTIXC reserves the right to dismiss a complaint rather than a formal investigation if the allegation does not rise to the level of prohibited conduct.

As soon as practicable after receiving the report, OTIXC may consult with the Texas A&M University System Office of General Counsel (OGC) as needed and make a preliminary determination about whether to conduct a formal investigation of the allegations. The preliminary determination may include, but is not limited to, the following:

- An assessment of whether there is sufficient known or obtainable information to proceed with an investigation of the complaint;
- An assessment of whether the allegations are baseless;
- An assessment of whether the allegations, if true, would constitute prohibited conduct; and,
- An assessment of whether a complainant’s request for dismissal or informal resolution may be honored.
If it is determined that there is insufficient information to proceed with an investigation; or that the allegations are baseless; or that the allegations, if true, would not constitute prohibited conduct; or, that an investigation will not occur due to the complainant’s request for no resolution, OTIXC may, after consultation with SECO and OGC, dismiss the complaint or refer the report to a different office at the university. The university office may review the conduct and take disciplinary action against the respondent for violations of other university rules, administrative procedures, regulations, codes, or policies, if applicable.

Once the formal complaint has been signed by the complainant, it has been determined that the university will proceed with a formal investigation, OTIXC will appoint the Investigative Authority (IA) to initiate the process of determining whether a violation of System Regulation 08.01.01 or other university rule, administrative procedure, code, or policy occurred. An IA is a trained individual appointed to conduct a formal investigation to discover and examine the facts related to an allegation.

After the IA’s appointment, the complainant(s) and respondent(s) shall simultaneously be notified in writing of the commencement of the investigation. The notice of investigation will include:

- the identity (or pseudonym, if requested and applicable) of the complainant and the respondent;
- the date, time (if known), location, and nature of the alleged misconduct;
- the identity of and contact information for the IA; the identity of the Designated Administrator (DA) and Appellate Authority (AA);
- an explanation of the prohibition against retaliation;
- the regulation(s), policy(s), rule(s), administrative procedure(s), informal resolution(s), or code(s) alleged to have been violated;
- an instruction to the parties to preserve any potentially relevant evidence in any format;
- information about the university’s process for challenging the neutrality or bias of the IA, DA, or AA; and,
- In the case of an employee respondent, a redacted copy of the written complaint, if any, with appropriate admonishments about privacy.

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

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

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

If the respondent is an employee, OTIXC shall notify, in writing, the respondent’s department head and/or Vice President, that OTIXC is investigating an allegation that the respondent has engaged in conduct that
may be a violation of System Regulation 08.01.01 or other university rules, administrative procedures, codes, or policies.

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

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

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

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

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

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

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

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

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

The IA has the discretion to determine the relevance of evidence and whether it should be included in or excluded from the investigation report. If an IA determines that a party’s submitted information is not relevant to the investigation, the IA will notify the party in writing. The party may then rebut the IA’s decision; the ultimate decision regarding relevance during the investigation lies within the discretion of the IA. With respect to allegations of prohibited conduct based on sex or gender, the sexual history of the complainant or respondent is generally irrelevant and will not be used to prove character or reputation. Sexual history of the parties may be relevant in limited circumstances, such as when it aids in determining the manner and nature of prior communications of consent between the parties.

At the conclusion of the investigation, the IA will prepare a draft investigation report summarizing the relevant information gathered and outlining any relevant contested and uncontested information. The draft investigation report will not include any conclusions as to whether allegations are substantiated, unsubstantiated or that there is insufficient information to substantiate. The parties will be given the opportunity to review the draft investigation report and may submit responses in writing to the IA before the investigation report is finalized.
Whether or not criminal charges are filed, the university or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

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

Following an investigation of alleged sexual harassment under System Regulation 08.01.01, the DA in Title IX cases will conduct an **administrative hearing**. If the parties agree to resolve a matter prior to the administrative hearing, they may do so in an **administrative conference or other informal resolution** with an Informal Resolution Facilitator (IRF).

- In an Administrative Hearing, the DA will hear cases involving alleged violations of System Regulation 08.01.01 and other university rules (when applicable). The administrative hearing is not analogous to a criminal trial. The focus of inquiry in disciplinary proceedings shall be deciding whether the party violated a university rule or policy. Formal rules of evidence shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to the party results.

- The Administrative Conference is a voluntary meeting between the complainant, the respondent, and a university official who conducts the conference. The Administrative Conference occurs prior to a formal hearing. The purpose of the conference is to determine whether an agreed resolution of the complaint (including sanctions, if applicable) may be reached. Agreed sanctions, if any, must be in compliance with the sanctioning requirements noted in System Regulation 08.01.01, Section 4.5.5. If an agreement is reached, the university official will draft a Voluntary Written Resolution of the Complaint Without a Hearing (“Voluntary Resolution”) which will be signed by the parties and the university official. A party may withdraw from the conference without reaching an agreement at any time prior to signing the Voluntary Resolution. If a party withdraws prior to signing the Voluntary Resolution, neither the university nor the other party may introduce any information shared at the Administrative Conference unless such information was previously documented in the Investigation Report or can be presented by an independent source.

**Designated Administrators**

The respondent is presumed to not have engaged in prohibited conduct until the DA finds that there is sufficient evidence based on a preponderance of the evidence in a formal hearing to find that the respondent has violated System Regulation 08.01.01 or PVAMU Rule 08.01.01.P1. If violation(s) are found, the DA may issue sanctions.

**Sanctioning for Employees**

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

If an employee is found to have engaged in prohibited conduct other than sexual harassment, the DA may assign appropriate sanction(s), which may have educational, restorative, punitive, and rehabilitative components. Sanctions include written warning or reprimand, required training and/or attendance at counseling, no contact directives, probation, suspension, and termination.

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

**Sanctioning for Students**

If a student is found responsible for sexual harassment, sexual assault, domestic abuse/violence, dating abuse/violence, stalking based on sex or gender, or sexual exploitation, the student will be sanctioned in accordance with the Model Sanctioning Matrix, as outlined in System Regulation 08.01.01, which is outlined below. If a student is found responsible for engaging in any other form of prohibited conduct, or if the student is found responsible for violating any other university rule or system regulation, the DA will assign appropriate sanctions, which may have educational, restorative, and rehabilitative components.

**MODEL SANCTIONING MATRIX FOR SEXUAL VIOLENCE AND SEXUAL HARASSMENT VIOLATIONS BY STUDENTS IN THE TEXAS A&M UNIVERSITY SYSTEM**

When a student is found in violation of misconduct related to sexual harassment, sexual assault, relationship violence, domestic violence, sexual exploitation, and stalking, the following information should be utilized to formulate appropriate sanctions.

Sanctioning is not to be considered by a designated administrator or member of an adjudicatory board until a finding of responsibility has been rendered. Once a finding has been established, the hearing officer or hearing panel then considers various sanctions under the following guidelines.

Please note that this guide is a model for member universities to employ and/or adapt as outlined in The Texas A&M University System Regulation 08.01.01. It is not intended to be utilized without appropriate training from the System Ethics and Compliance Office (SECO) or other qualified professionals.

**Sanctioning Considerations**

1. **Nature of the offense**
   a. What are the facts? What happened? What effect has this conduct had on the reporting party?
   b. What additional harm or damage could have occurred?
   c. Does the respondent represent a foreseeable risk of harm to others?

2. **Prior disciplinary history of respondent**
   a. Does the respondent have a disciplinary record?
   b. Is it for similar offenses?
   c. Is there evidence of escalating behavior?

3. **Aggravating factors**
   a. What additional factors argue for a more severe sanction? Aggravating factors include, but are not limited to: failure to cooperate with the investigation, providing false information,
wrongful personal conduct during the course of the investigations and adjudicatory process (such as violating no-contact orders), use or threat of use of a weapon, and a refusal to accept any culpability even when provided with overwhelming evidence of responsibility.

4. Mitigating factors
   a. What additional factors argue for a less severe sanction? Mitigating factors include, but are not limited to: relationship history of the parties, evidence of unintentional behavior, demonstrations of responsibility for the conduct in question, demonstration of remorse for one’s behavior, commitment to reforming behavior in the future, adherence to directives, cooperation with the investigation, and reduced risk of recurrence or harm to the broader community.

Note that these factors are not necessarily treated equally, and not all will be relevant in each case. For example, the nature of the offense may be deemed so severe that it may outweigh other factors, or a student with a lengthy disciplinary record may be removed from a university for what might otherwise be deemed a relatively minor offense. Hearing officers and hearing panels must carefully scrutinize what factors are most compelling when determining sanctions.

The questions each designated administrator or adjudicatory board must ultimately answer include:
1. Do we believe the student respondent represents a threat to the complainant and/or other members of the campus community?
2. What do we want the student respondent to take away from this experience?
3. What learning outcomes do we want to relay to the student respondent?
4. How will the sanctions we impose address any potential threat to campus community and appropriate learning outcomes?

As a university with a primary mission of educating its community, the creation of learning outcomes from the answers to these questions should drive the imposition of both inactive and active sanctions.

Inactive and Active Sanctions

Inactive Sanctions

Inactive sanctions are official, written university responses to misconduct that generally do not require any action by the respondent. These sanctions (with the exception of suspension and expulsion) generally do not explicitly serve as teaching tools, but instead provide a baseline for sanctions for any future conduct violations.

Examples include:

![Diagram of sanctions: Reprimand → Censure → Warning → Disciplinary Probation → Suspension → Expulsion]

Active Sanctions

Active sanctions are generally those designed to achieve learning outcomes by the student respondent by providing them with information and/or experiences that help them deepen their understanding of university expectations and cause them to reflect on the implications of their own actions.
Examples include:

- Assessment, treatment, and/or education for alcohol and other drug issues.
- Workshops (e.g., healthy relationships, conflict management, anger management).
- Counseling assessment.
- Interviews and educational essays
- Guided reflection papers

Active sanctions in Title IX cases should generally not place the student respondent in a setting with either the complaining party or other vulnerable parties (such as a shelter or support group).

Additionally, other active sanctions can solidify interim measures and/or deter further contact between the parties, such as contact restrictions and restrictions from specific campus areas or activities.

In general, there should be (except in cases of permanent expulsion) a pairing of inactive and active sanctions that address all desired learning outcomes. All active sanctions should have written reflection components assigned to them that are then included in the student’s conduct record.

It is important to emphasize that disciplinary suspensions should be conditional on, and reinstatement only allowed upon, successful completion of all assigned active sanctions.

**Minimum Sanctions**
The following sanctions are deemed to be appropriate minimum sanctions:

**SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITH PREDATION)**

Examples:

- Dating and domestic violence (with a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.

**Inactive Sanctions** (as required by 08.01.01)

**Active Sanctions**
Restriction from campus grounds and/or events.
SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITHOUT PREDATION)

Examples:
- Dating and domestic violence (without a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.

Inactive Sanctions (as required by 08.01.01 and in absence of significant mitigating factors)

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

NONCONSENSUAL SEXUAL CONTACT

Examples:
- Intentional touching (no matter how slight), without consent, of another person’s breasts, thighs, buttocks, genitals, groin; touching another area if the act of touching is sexual in nature; or knowingly touching a person with one’s own genitals, breasts, or buttocks. Touching may be with any part of one’s body and/or any object.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

SEXUAL EXPLOITATION

Examples:
- Secretly videotaping and/or broadcasting sexual activity.
- Purposeful sharing of sexually explicit images, video, or recorded sounds of another person without that person’s full knowledge and consent.
- Nonconsensual voyeurism.
- Invasion of sexual privacy.
- Indecent exposure.
- Knowingly transmitting or exposing someone to a sexually transmitted disease without consent.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

STALKING

Examples:
- Following or conducting surveillance of another person.
- Repeated and unsolicited contact (e.g., phone calls, text messages, social media posts and messages, emails, and gifts).
- Repeated and unsolicited visits to residence, business, or classes when having no legitimate and reasonable purpose for the visit other than to make contact with the person.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

HARASSMENT OR MISCONDUCT BASED ON SEX

Examples:
- Unwelcome sexual advances, requests for sexual favors or other verbal, nonverbal or physical conduct of a sexual nature constitute sexual harassment when this conduct is so severe, persistent or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work, educational, or campus living environment. These may include:
  - Sexual jokes, questions, remarks, and teasing.
  - Sexual gestures.
  - Inappropriate comments on appearance (dress and/or body parts).
  - Unwelcome gifts of a sexual nature.
○ Attempting to coerce, threaten, or intimidate another into dates and/or sexual acts.
○ Sexually explicit visual or audio material outside of one’s own private residence that is considered inappropriate to the environment and not reasonably attached to academic pursuits for which a student is enrolled.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

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

Appeals requests must be submitted in writing to the investigative authority or the designated administrator(s); and must include a statement outlining the basis for the appeal and any evidence, which supports the appeal. Only appeals that meet the following guidelines are applicable to appeal the decision and the sanction of the designated administrator: (a) A procedural irregularity that affected the outcome. (b) New evidence, not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome. The new evidence must be provided at the time of appeal with the university’s appeals form. (c) The TIXC, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome. (d) The appropriateness or severity of the sanctions.

Appeals requests must be submitted in writing to the IA or the DA within five (5) business days of receipt of the written decision or sanction letter to be appealed requests. Complainants and respondents are deemed to have received notice of the decision and/or sanctions on the day that the notice is emailed to the party’s university email account or to any other email account that was provided to OTIXC by the party.

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

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

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

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

- Affirm the DA’s decision on responsibility and/or the sanctions. There are no relevant issues of concern related to the ground(s) of the appeal, and, therefore, the decision is affirmed and final.
- Remand the complaint back to the DA because new evidence, which was unknown or unavailable during the investigation, appears to be relevant and could have significantly affected the outcome of the decision on responsibility or the sanctions. The DA will instruct the IA to review the new evidence and amend the investigation report, as appropriate. The IA will submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Remand the complaint back to the DA with an instruction to correct the procedural error or omission. If the procedural error occurred during the investigation phase, the DA will instruct the IA to correct the procedural error or omission and amend the investigation report, as appropriate. The IA will then submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. If the procedural error occurred in the resolution phase, the DA will correct the procedural error or omission and then issue a new decision in accordance with established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Modify the decision of sanctions because the sanctions given were inappropriate or disproportionate to the severity of the conduct after considering all the circumstances. If an employee was found to have sexually harassed another member of the university or agency community, the AA may not render a decision, which modifies the sanctions. The AA will impose new sanctions, which are final.

The AA will forward the appellate decision to OTIXC. The decision of the AA will be final.

Extensions

The university will make every reasonable effort to comply with the timelines required in System Regulation 08.01.01 Civil Rights Compliance. However, extensions may be obtained by the IA, DA, or AA, as appropriate under the circumstances. Circumstances that warrant an extension may include, but are not limited to:

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

All requests for extensions must be justified in writing and shall be sent by the IA, DA, or AA to OTIXC. OTIXC will simultaneously notify the complainant and respondent in writing of any extensions and the reason for the extensions.

For all investigations and disciplinary proceedings

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

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

HEOA Victim Notification

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

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

Primary Prevention and Ongoing Awareness Programs

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

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

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

• A statement that PVAMU prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act).
• The definitions of domestic violence, dating violence, sexual assault, and stalking as defined by VAWA as well as Texas State Law.
• What behaviors and actions constitute consent to sexual activity in the State of Texas.
• PVAMU’s definition of consent and the purposes for which the definition is used.
• A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
• Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
• Information regarding:
  o Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Occurs” elsewhere in this document);
  o How the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  o Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  o Options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and,
  o Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

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

The university has developed primary prevention and awareness programs for new students and employees intended to end dating violence, domestic violence, sexual assault and stalking. Violence Against Women Act (VAWA) information is presented to new students during Panther Camp and to new employees during new employee orientation through a web-based training “Creating a Discrimination-Free Workplace”. Information is provided about sexual assault, dating violence, domestic violence, stalking, bystander intervention and risk reduction.
The university has also partnered with EVERFI, an online training platform that will require all incoming students and staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services offers assistance to victims of dating or domestic violence, sexual assault and stalking. Student Counseling Services and the Women’s Center serve victims by offering free and confidential direct services to victims at PVAMU. The TIXC facilitates education with students, faculty, and staff on the role of Title IX at the university. In addition, the TIXC oversees investigations into Title IX-related incidents and partners with campus departments to provide resources to students who have been impacted by sexual assault and harassment, dating and domestic violence and stalking.

Specifically, the university offered the following primary prevention and awareness programs for all incoming students in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* COVERED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault Prevention</td>
<td>Access granted when students enroll</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Panther Camp Title IX Training</td>
<td>August 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>August 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

The university offered the following primary prevention and awareness programs for all new employees in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* COVERED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creating a Discrimination-Free Workplace</td>
<td>Access granted during employees’ respective start dates</td>
<td>Online via TrainTraq</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Preventing Sexual Harassment for Employees</td>
<td>Monthly</td>
<td>Online via Zoom</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Sexual Harassment Prevention</td>
<td>Access granted in January and August 2020</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

Ongoing prevention and awareness campaigns are directed at students and employees. The ongoing campaigns are defined as programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking using a range of strategies with audiences throughout the institution. The same information included in the institution’s primary prevention and awareness programs is incorporated into ongoing prevention and awareness campaigns. Various departments on campus support ongoing campaigns for students and employees as described below.
The university has also partnered with EVERFI, an online training platform that will require all ongoing students and ongoing staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services and the RSVP Program Manager offers assistance to victims of dating or domestic violence, sexual assault and stalking by offering free and confidential individual, group, and couples counseling to the student population. The licensed mental health staff also engages in referral and outreach presentations to students, faculty, staff, and the community on sexual violence, intervention, and prevention methods. The RSVP Program Manager and RSVP Student Advocates, along with the partnership of Title IX and Focusing Families, will present the following ongoing awareness and prevention educational events and materials.

- **RSVP Student Advocacy Program**
  RSVP Student Advocacy Program is for any student interested in serving as an advocate on the PVAMU campus. Students have to fill out an application and go through an interview process in order to be selected for the program. Each student is required to complete 40 hours of training on sexual assault, dating violence, and stalking. At the end of the training, the students are required to take a two-part test. Each student will have to pass each part at 100% in order to become a RSVP Student Advocate. Training sessions are offered twice a week for 1 hour and 15 minutes. Their main job is to provide education to the campus community on the dynamics of sexual assault, dating violence, and stalking. They also serve as student advocates that assist survivors with resources and information. They are liaisons between the RSVP Program Manager and the survivor. Making sure the survivor is aware of the advocacy services provided by the RSVP Program Manager. They are required to inform the RSVP Program Manager of all reports, and to set up an appointment for the survivor to meet with the RSVP Program Manager.

- **The RSVP Volunteer Program**
  Interested students that would like to be a RSVP volunteer will complete an application and go through an interview process to be selected for the program. Those participates are required to complete 15 hours of training before they can volunteer with the program. Their duties are to assist, coordinate, and organize all RSVP events, trainings, and activities. All RSVP Student Advocates and Volunteers are confidential.

- **The RSVP Internship Program**
  RSVP offers an internship with the Sociology department for undergraduate students. Interested students are required to do a research project for their class; and they must complete RSVP training as well. In Spring 2021, the internship will also be available to graduate students. They will be required to complete a research project that includes research of relationship and sexual violence, and they will be required to complete the RSVP Advocacy Training.

- **Classroom Presentations**
  Classroom presentations define sexual assault, dating violence and stalking, presents facts and myths and describes how to recognize, respond to and refer survivors of such crimes.

- **Collaboration with OTIXC**
  The RSVP Program Manager along with the TIXC will assist in providing training for the campus community.

- **Awareness Month Activities**
  Programs, activities, and/or trainings during all of the awareness months.
(These are week long activities and/or events.)
January – Stalking Awareness Month
February – Dating Violence Awareness Month
April – Sexual Assault Awareness Month
October – Domestic Violence Awareness Month.

- **Trauma Informed and Victim Centered Training**
  Provide on-going trauma informed victim centered training on relationship and sexual violence to the campus community.

- **Relationship and Sexual Violence Support Group**
  This group is for survivors of relationship and sexual violence that are in the first steps of their healing process. This group is held once a week for 1 hour and 15 minutes and is facilitated by the RSVP Program Manager.

- **RSVP Social Media Platforms**
  RSVP provides education, awareness, information, and resources via Twitter and Instagram. There are weekly post on sexual assault, dating/domestic violence, and/or stalking.

The university 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>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relationship and Sexual Violence Support Group</td>
<td>Bi-weekly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Trauma Informed and Victim Centered Training</td>
<td>Monthly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>RSVP Student Advocacy Program</td>
<td>Weekly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Print Campaigns</td>
<td>Various Dates</td>
<td>Available Throughout Campus</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

The university 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>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Zone Training</td>
<td>March 22 &amp; 29 and July 24, 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Preventing Sexual Harassment for Employees</td>
<td>Access given in January and August 2020</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Trauma Informed and Victim Centered Training</td>
<td>Monthly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking
Bystander Intervention and Risk Reduction

Bystander Intervention

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

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

- Create a distraction to interrupt the flow of events.
- Involve others to help you.
- Make an excuse to remove a friend from the situation.
- Point out the unwanted behavior in a safe and respectful manner.
- Call for help, if needed.

Sexual assault is never a victim’s fault. However, there are ways that may reduce the risk of being sexually assaulted including being prepared, alert, and assertive. Consider the following tips:

- Be aware of your surroundings.
- Practice responsible drinking; alcohol is a factor in many sexual assaults.
- Never leave your drink unattended.
- Don’t accept drinks from someone you don’t know or trust.
- Stay with your friends and make sure your friends stay with you.
- Be careful of online relationships.
- Trust your instincts.

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

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

Prairie View A&M University has implemented a Bystander Intervention Program called Be the One. The program is presented in August to all incoming first year students at Panther Camp. Presentations will continue throughout the school year to all students through classroom presentations and workshops. Be the One covers sexual assault, stalking, dating/domestic violence, alcohol, drugs, hazing and bullying.
Risk Reduction
With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

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

16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

### Other Considerations

#### Retaliation

Prairie View A&M University prohibits retaliation. An officer, employee, or agent of PVAMU may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act.

#### Sex Offender Registry

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

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

The DPS public web page can be found at: [https://records.txdps.state.tx.us/SexOffender/](https://records.txdps.state.tx.us/SexOffender/).

The UPD receives notification of registered sex offenders from the Harris County Sheriff’s Sex Offender Registration Office that are currently employed, work, teach, volunteer, or attend classes on the campus of PVAMU.

Additional resources for gathering sex offender and sex crime data in the area:
- Harris County Sheriff’s Office – (281) 221-6000
- Houston Police Department – (713) 884-3131

#### Definitions for Clery Crime Statistics

The following information comes from a variety of sources, including the Department of Education’s Handbook for Campus Safety and Security Reporting (2016); Uniform Crime Reporting Handbook; Sex Offenses definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program; and definitions of domestic violence, dating violence, and stalking adapted from the amendments made to the Violence Against Women Reauthorization Act of 2013, and Texas statutes. The following definitions are used when preparing the annual disclosure of crime statistics.

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

**Arrest:** Persons processed by arrest, citation, or summons.

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

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

**Dating Violence:** Violence committed by a person: who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse, but dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or, by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Drug Law Violations:** Violation of state and local 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 drugs or narcotic substance. Arrests for violations of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics- manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability. For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, sexual offense (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property. Following are the bias categories.
  - **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by
descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

• **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.

• **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.

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

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

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

Additional Hate Crime Definitions:

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

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

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

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

**Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness, Public Intoxication and driving under the influence are not included in this definition).

**Location of Crime:**

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

- **On-campus Student Housing Facility (Residential Facility):** Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. For students on campus is a subset of the “On-Campus” category.

- **Non-campus Property:** Any building or property owned or controlled by institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.

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

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

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

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

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

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

**Referred for Disciplinary Action:** The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

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

**Sex Assault:** Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. The term “Sexual Assault” encompasses an offense that meets the definition of the following:

- **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. This offense includes the rape of both males and females.

- **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 his/her age or because of his/her temporary or permanent mental incapacity.

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

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

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: A) Fear for the person’s safety or the safety of others, or B) Suffer substantial emotional distress. For the purposes of this definition:

- 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.

- 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.

Examples of stalking behaviors include, but are not limited to, nonconsensual communication, including face-to-face contact, telephone calls, voice messages, email, texts, written letters; unwanted gifts; threatening or obscene gestures; pursuing or following; surveillance or other observation; trespassing; vandalism; and nonconsensual touching.

**Unfounded crimes:** An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

**Weapon Law Violations:** Violations 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.
<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Property</th>
<th>Residential Facilities (Subset - On Campus)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<td>Murder / Non-negligent Manslaughter</td>
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<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>2018</td>
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<tr>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Manslaughter by Negligence</td>
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<td>Sex Offenses, Rape</td>
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<td>2018</td>
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<td></td>
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<tr>
<td>Burglary</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
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<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
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</tr>
<tr>
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<tr>
<td></td>
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<tr>
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<tr>
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<td></td>
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<td>2019</td>
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<tr>
<td>Dating Violence</td>
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<tr>
<td>Stalking</td>
<td>2017</td>
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<td>0</td>
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<tr>
<td></td>
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<td>0</td>
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<td>Illegal Weapons Possession Arrests</td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>2018</td>
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<tr>
<td>Illegal Weapons Possession Violations Referred for Disciplinary Action</td>
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<td>0</td>
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<tr>
<td></td>
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<td>2019</td>
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<tr>
<td>Drug Law Arrests</td>
<td>2017</td>
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<td>0</td>
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<td></td>
<td>2018</td>
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### PVAMU College of Nursing - Reportable Crimes 2017-2019

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Property</th>
<th>Residential Facilities (Subset - On Campus)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
<td>Referred for Disciplinary Action</td>
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<td>0</td>
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<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Liquor Law Arrests</td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>2018</td>
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<td></td>
<td>2019</td>
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<td>0</td>
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</tr>
<tr>
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<td>2017</td>
<td>0</td>
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</tr>
<tr>
<td>Violations Referred for Disciplinary Action</td>
<td>2018</td>
<td>0</td>
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<td></td>
<td>2019</td>
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</table>

Statistics were requested from local law enforcement agencies. However, they were unable to provide crime statistics in a usable format enabling a determination to be made as to whether or not they should be counted.

**Hate Crime Reporting**

In 2017, 2018 and 2019, there were no hate crimes reported.

**Unfounded Crimes**

Unfounded Crimes are those that a commissioned peace officer has investigated and found to be false or baseless. In 2017, 2018, and 2019, there were no unfounded crimes.
Chapter IV – Prairie View A&M University
Northwest Houston Center Annual Security Report

Overview
A demand for graduate and certification courses in the Northwest Houston area led to the establishment of the Northwest Houston Center (NWHC). The NWHC is located at 9449 Grant Road, Houston, Texas. The two-story facility has approximately 52,000 square feet of classroom, meeting, office, and student services space.

Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist the campus community in making decisions which affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions’ obligations under the Act. The Act was also renamed the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (hereafter the Clery Act).

The Clery Coordinator works closely with the Prairie View A&M University Police Department (UPD), Risk Management and Safety office (RMS) and other university officials to prepare and distribute the Annual Security Report (ASR) in compliance with the Clery Act. The ASR is to be published every year on or before October 1st and contains three years of selected campus crime statistics, along with certain campus security policy statements in accordance with the Clery Act. The 2020 ASR contains security policy statements for the 2020 – 2021 academic year and crime statistics for calendar years 2019, 2018, and 2017. Due to the COVID-19 pandemic, publication and distribution of the 2020 ASR was delayed by the U. S. Department of Education up until but no later than December 31, 2020.

The Clery Coordinator composes the ASR and statistical information with input from various sources such as the UPD, local law enforcement agencies, RMS, Student Affairs, and various university officials/departments.

Annual Security Report Notifications
Each year, an e-mail and text message notification is sent to all current students, faculty and staff, which provides website access to this report. Upon request, prospective students and employees may obtain a hard copy of the report from the Office of University Compliance, located in the W.R. Banks Building,
Suite 224. The building is located directly across from the A.I. Thomas Building. The report may also be obtained on the university’s Clery website.

Prospective employees are provided with the direct link to view the university’s most current ASR on the university’s career site.

Prospective students and parents of students can read about and reference Clery Act information on the Undergraduate Admissions webpage and the Graduate Admissions webpage. Prospective students are notified about the Clery Act via an email that is sent to applicants after they have completed an application in the online enrollment system. Additionally, students who are admitted also receive an email with information related to the ASR. The email includes the availability of the ASR, as well as a direct link to the current ASR.

Additionally, for information related to the ASR can be found on the Northwest Houston Center webpage for prospective students and parents of students to read and reference.

**Campus Law Enforcement Policies**

**Prairie View A&M University Police Department Overview**

Under the Texas Education Code, Subchapter E, Chapter 51, PVAMU is authorized to operate its own police department. The department is staffed by licensed and commissioned police officers.

The UPD takes the lead in providing a safe environment for the university community by protecting life and property. To achieve this protection, the UPD maintains year-round 24-hour per day patrols to deter and detect crime, report fires and safety hazards, and control traffic on campus.

All police officers have completed their training at a state-approved police academy and have the same authority and power as other peace officers within the State of Texas, as set forth in Article 14.03 of the Texas Code of Criminal Procedure, including arrest authority for violations of the law. Police officers enforce all applicable federal, state, county, and city laws as well as university policies.

**Northwest Houston Center Security**

The NWHC does not have an on-site police department. However, the NWHC is staffed by armed security guards that patrol the building 24 hours, 7 days a week. There are cameras allowing the security guards to monitor the parking lots and interior/exterior of the building. The security guards assist the UPD by responding to alarms, calls for service such as escorts and locking/unlocking doors, and enforcing parking and university policies. The security guards do not have arrest authority; however, both the Harris County Sheriff’s Office (HCSO) and the Houston Police Department (HPD) patrol the majority of the NWHC on an as-needed basis. The HPD is the primary law enforcement authority for the NWHC for emergency responses. Campus security works closely with other state and local police agencies, including the HCSO and the HPD.

**University Police Department Jurisdiction, Enforcement Authority, Arrest Authority, Working Relationships & Mutual Agreements, and Interagency Cooperation**

The UPD is the primary police authority for PVAMU. PVAMU police officers are certified Texas peace officers as defined in Article 2.12 of the Texas Code of Criminal Procedure. Pursuant to Section 51.203 of the Texas Education Code, PVAMU police officers have full peace officer authority, including authority to...
detain and arrest, in all counties in which property is owned, leased, rented, or otherwise under the control of PVAMU. However, the primary jurisdiction of PVAMU police officers is the campus of PVAMU and the immediately surrounding streets. As peace officers, the UPD armed police officers have the same authority to detain and arrest as municipal police officers.

The UPD is computer-linked to city, state, and federal criminal justice agencies, which provide access to criminal records, wanted persons, stolen property, and vehicle information. All crimes reported to UPD are investigated and are referred for prosecution through the Offices of the County Attorney and District Attorney when appropriate. Criminal matters involving university students may also be referred to university administration for disciplinary action.

Neither the UPD, nor the NWHC security contractor have a written mutual aid agreement or memorandum of understanding with any area law enforcement agency pertaining to the investigation of alleged criminal incidents. However, UPD maintains good working relationships with all area law enforcement agencies including the City of Prairie View Police Department, Hempstead Police Department, Waller Police Department, Brookshire Police Department, Houston Police Department, Waller County Sheriff’s Office, Harris County Sheriff’s Office, and the Texas Department of Public Safety. This cooperation extends to the reporting of crimes to the appropriate agencies, participation in police radio communications and computer network training programs, special events coordination, and investigations of serious crimes. Information on crimes that may impact or relate to the surrounding community and state is shared directly with appropriate law enforcement agencies. UPD has an open line of communication between UPD and neighboring agencies, where critical information regarding crimes, crime trends or other relevant information is shared.

When a PVAMU student is involved in an offense at a non-campus location, the UPD may, upon request, assist with the investigation in cooperation with local, state, or federal law enforcement agencies. However, PVAMU does not use local law enforcement to monitor and document criminal activity allegedly perpetrated by students at non-campus locations of officially recognized student organizations.

Professional Standards
The UPD’s relationship with the community, and ensuring that excellent service is provided, is vital to achieving the overall mission of a safe and secure campus. All members of the PVAMU community, and visitors to the campus, can expect to be treated in a courteous and professional manner by members of the police department. The UPD will not tolerate an employee who acts unprofessionally or who does not provide an appropriate level of service. UPD also wishes to recognize instances in which its employees have been especially helpful or have exceeded expectations in the service they have provided.

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

- Request the on-duty police supervisor by calling (936) 261-1375. A supervisor is available 24-hours a day.
- Address written correspondence to: Chief of Police, Prairie View A&M University Police Department, P.O. Box 519: MS#1430, Prairie View, TX 77446.
**Prairie View A&M University Police Department Telephone Directory**

Website: [http://www.pvamu.edu/upd/](http://www.pvamu.edu/upd/)

<table>
<thead>
<tr>
<th>Emergencies - from on campus phones/Police/Fire/Medical</th>
<th>Criminal Investigations</th>
<th>Communications</th>
</tr>
</thead>
<tbody>
<tr>
<td>4911 or 911</td>
<td>936-261-1378</td>
<td>936-261-1375</td>
</tr>
<tr>
<td>Non-Emergencies/General Assistance</td>
<td>Anonymous Tips Line</td>
<td>Records</td>
</tr>
<tr>
<td></td>
<td>936-261-1375</td>
<td>936-261-1393</td>
</tr>
</tbody>
</table>

**Reporting Crimes**

**Incident Reporting and Response**

Any on-campus emergency, criminal offense, or suspected criminal activity, should be reported immediately to the HPD by dialing 911. Report non-emergency public safety incidents (crimes, medical/fire incidents, safety hazards, suspicious behavior, etc.) accurately and promptly to an on-site security guard (936-261-1394). Non-emergency crimes can also be reported to the HPD (713-884-3131), or the UPD (936-261-1375). For non-emergencies, the UPD also has an on-line reporting form at: [https://www.pvamu.edu/upd/forms/report-an-offense/](https://www.pvamu.edu/upd/forms/report-an-offense/).

The UPD encourages accurate and prompt reporting of crimes when the victim of such crimes elects or is unable to make such a report.

**Response to Reports of Crimes**

Dispatchers are available at these respective telephone numbers 24 hours a day to answer your calls. In response to a call, UPD will take the required action, either dispatching an UPD officer, seeking assistance from the HCSO or HPD or asking the victim to report to UPD to file an incident report. All reported crimes will be investigated by the university and may become a matter of public record. All UPD incident reports are forwarded to the Dean of Students Office and the Office of Student Conduct for review, referral, and potential action, as appropriate. The UPD criminal investigators and UPD patrol officers, provide information regarding victims’ rights, as well as assistance in dealing with the traumatizing consequences of crimes, to those who make a report or who may be reluctant to report. UPD officers provide crime-victim information to victims and witnesses encountered in the field. UPD personnel and university officials will assist crime victims with notifying the proper law enforcement authorities if the victim so chooses. UPD’s goal is to provide assistance wherever the report is made and to ensure that the crime is included in our crime statistics as required.

**Reporting Criminal Offenses to University Officials**

Faculty, staff, and students are encouraged to report any criminal offenses within the campus environment directly to UPD. For non-campus offenses, we encourage accurate and prompt reporting to the proper local law enforcement agency. However, in certain circumstances, a victim of a crime may be more inclined to report the offense to someone other than a law enforcement officer. For this reason, the Clery Act requires the collection of crime reports from individuals who are considered to be a Campus Security Authority (CSA). According to the 2016 Handbook for Campus Safety and Security Reporting (pgs. 4-2 & 4-3), CSA’s are individuals in the following four groups:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
• Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
• An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

CSAs commonly report information to the following:

<table>
<thead>
<tr>
<th>Contact Group</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Police Department</td>
<td>(936) 261-1375</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>(936) 261-2130</td>
</tr>
<tr>
<td>Title IX Coordinator</td>
<td>(936) 261-2166</td>
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<tr>
<td>Human Resources</td>
<td>(936) 261-1730</td>
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<tr>
<td>Clery Coordinator</td>
<td>(936) 261-2117</td>
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<tr>
<td>Executive Director, NWHC</td>
<td>(713) 790-7146</td>
</tr>
<tr>
<td>NWHC Security Guard</td>
<td>(936) 261-1394</td>
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</tbody>
</table>

**Reporting to Meet Disclosure Requirements**

Members of the community are helpful when they immediately report crimes or emergencies to the UPD at 936-261-1375 and/or the Clery Coordinator at 936-261-2117 for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary.

Upon request CSAs, including professional counselors, should treat crime reports as confidential and respect the privacy of the person making the report, consistent with their reporting obligations and all applicable laws. Professional mental health counselors are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics and to inform them of reporting procedures, especially if the incident may pose an ongoing threat to the campus community.

The NWHC does not have a full time professional or pastoral counselor on the campus. However, counseling services are available once a week at the NWHC through the Counseling Services Department. In addition, counseling services are also available at the Prairie View campus for NWHC students. Counselors are encouraged to refer persons they are counseling, if and when they deem it appropriate, to report crimes on a voluntary, confidential basis for inclusion in the annual statistics, particularly if the incident may pose an ongoing threat to the campus community.

For additional information on the duties and responsibilities of CSAs, see “Resources for Campus Security Authorities” on the Clery website.

**Confidential and Anonymous Reporting of Crimes**

**Confidential Reporting**

Aside from the guidelines above pertaining to professional counselors acting in that capacity, the UPD has policies or procedures for victims and/or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. However, because UPD reports are public records under state law, they cannot hold reports of crime in confidence. Upon the request of the person making a report, a CSA may maintain that person’s privacy to the extent allowed by law and pass along
crime report details to UPD without including personally identifying information for the reporting party.

**Anonymous Reporting**
The University Police Department encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. Felony crimes can be reported anonymously by calling Crime Stoppers at 1-800-252-8477 or online at: [http://crime-stoppers.org/tips.html](http://crime-stoppers.org/tips.html). Non-emergency crimes can be reported anonymously via the University Police Department web page. UPD also operates a TIPS line (936-261-2222) to allow people to report non-emergency security or safety related concerns anonymously, as well as to provide the police department with information about criminal incidents or behavior.

The UPD and all CSAs will accept anonymous reports of crimes for inclusion in the annual crime statistics for PVAMU.

**Security Awareness & Crime Prevention Programs**
One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of PVAMU to inform students of good crime prevention and security awareness practices.

During the 2019-2020 academic year, PVAMU offered several crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious and involved, and advised to call the UPD to report suspicious behavior.

For additional questions regarding crime prevention, contact the department directly at (936) 261-1375.

As part of the department’s community-oriented policing philosophy, the UPD offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, Rape Aggression Defense (R.A.D.) and property protection strategies. Anyone interested in having a UPD officer speak to his or her classroom or group should contact them at (936) 261-1375.

**Timely Warning Notification Policy**
The procedures disclosed in this section apply to incidents occurring at the PVAMU main campus, Northwest Houston Center, and the College of Nursing campuses that warrant a Timely Warning (Crime Alert). In the event a crime is reported, or a situation arises, within the PVAMU Clery Geography (On Campus, Public Property and Non-campus property), that, in the judgment of the PVAMU Chief of Police, or designee, and in consultation with the Clery Coordinator, or designee when time permits, constitutes a serious or continuing threat to the campus community, a campus wide “timely warning” notice will be issued.

The circumstances in which a Timely Warning will be generated includes, but are not limited to, the receipt of a good faith report to the UPD or other CSA of a crime reportable under the Clery Act.
Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter.
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger PVAMU community).
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis).
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the PVAMU Chief of Police, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the PVAMU Chief of Police, or his or her designee in his or her absence.

The Clery Coordinator and/or the Chief of Police or their designee, is responsible for determining if a Timely Warning will be issued. The determination will be made on a case-by-case basis after due consideration of all available pertinent facts, such as the nature of the crime and whether or not a continuing danger to the campus community exists.

The Chief of Police or their designee and/or the Clery Coordinator is responsible for determining the content of Timely Warnings. The Chief of Police or their designee is primarily responsible for distributing Timely Warnings to the university community. However, the Clery Coordinator and the Office of Information Resource Management (OIRM) can also distribute Timely Warnings, if necessary. The Office of Marketing and Communications (MARCOMM) can also put out information via social media channels as a supplement and update the PVAMU website with information related to the Timely Warning, if deemed necessary. Anyone with information warranting a Timely Warning should report the circumstances immediately to the UPD, by phone (936-261-1375) or in person.

Timely Warnings shall be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential and that will aid in the prevention of similar occurrences. Timely Warnings are primarily distributed to PVAMU students and employees via email; however, if deemed necessary, the information can be distributed via social media and placed on the university’s webpage. Timely Warnings will contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property from similar occurrences. Timely Warnings will generally include:

- A readily understandable description of the type of crime or occurrence.
- The general location, date and time of the offense.
- A physical description of the suspect(s) or composite picture.
- Possible connection to other incidents.
• Date and time the alert was issued.
• Suggested measures that members of the university community can take to help protect themselves.

It is important to note that in some cases law enforcement may need to withhold some facts if releasing the information would compromise an ongoing investigation or the identity of the victim. Victim names are never included in Timely Warnings.

PVAMU is not required to issue a timely warning with respect to crimes reported to a pastoral or professional counselor.

The Clery Coordinator tests the Timely Warning notification system on a quarterly basis.

Emergency Notification, Response and Evacuation Policy
The procedures disclosed in this section apply to significant emergencies or dangerous situations occurring on the campuses of the PVAMU main campus, Northwest Houston Center, and the College of Nursing campuses. The institution does not have separate procedures for non-campus property.

“Panther Alert” Emergency Notification System

Panther Alert is PVAMU’s emergency notification system that gives the university the ability to communicate health and emergency information by phone, text message, and e-mail. Face to face communication, social media, and the university’s webpage may also be used to communicate information in the event of an emergency situation.

PVAMU will only use the system to provide official notification of critical emergencies (i.e., situations that pose an imminent threat to the community). It is the policy of PVAMU to immediately notify the campus community, via the Panther Alert Emergency Notification System, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The Clery Coordinator and personnel from the UPD, RMS, and MARCOMM coordinate as needed to confirm whether a significant emergency or dangerous situation exists. This is done by evaluating information received from entities, which may include, but are not limited to law enforcement, fire department, emergency medical services, the National Weather Service, other personnel from RMS and various additional offices/departments on campus. Personnel authorized to make a final confirmation of whether or not a significant emergency or dangerous situation exists, and if a Panther Alert should be issued are: The Clery Coordinator, Chief of Police or their designee, the Director of RMS or their designee, and the Director of MARCOMM or their designee.

The University Police Department, Clery Coordinator, RMS, and MARCOMM, if applicable, will collaborate to determine if the message is sent to the entire PVAMU community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.
For law-enforcement related incidents, the generation of a Panther Alert message, and activation of the notification system, is generally the responsibility of the Chief of Police or their designee. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the Chief of Police or their designee will, without delay, and taking into account the safety of the community, determine the content of the emergency notification.

The Chief of Police, or their designee, is primarily responsible for distributing Panther Alerts to the university community via blast email, text, and phone call for law-enforcement related incidents. However, the Clery Coordinator, OIRM, RMS, and MARCOMM can also distribute Panther Alerts via blast email, text, and phone messaging system, if necessary.

For non-law enforcement related incidents, the generation of a Panther Alert message, and activation of the notification system is generally the responsibility of RMS and/or MARCOMM. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, RMS and/or MARCOMM will, without delay, and taking into account the safety of the community, determine the content of the emergency notification.

The Directors of RMS and/or MARCOMM, or their designees, are primarily responsible for distributing Panther Alerts to the university community via blast email, text, and phone call for non-law enforcement related incidents. However, UPD, the Clery Coordinator, and OIRM can also distribute Panther Alerts via blast email, text, and phone messaging system, if necessary.

Prairie View A&M University will, without delay and taking into account the safety of the community, determine the content of emergency notifications and initiate the notification system unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

For both law-enforcement related and non-law enforcement related incidents, the content of the notification and necessary follow-up messages will provide information that will aid the campus community in response or evacuation measures. Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm).

The Clery Coordinator tests the Panther Alert system on a quarterly basis.

If there is an immediate threat to the health or safety of students or employees occurring on campus, PVAMU must follow its emergency notification procedures. When following its emergency notification procedures, PVAMU is not required to issue a timely warning based on the same circumstances; however, the university must provide adequate follow-up information to the community as needed.

Registering for “Panther Alert” Emergency Notifications
Students, Faculty, and Staff Access
The Panther Alert emergency notification system allows students, faculty and staff who have a PantherNet username and password (which are the same as their email username and password) to register numbers to receive text message and/or phone calls. Emergency alerts are also sent to all PVAMU email addresses. Students, faculty, and staff are automatically registered to receive the
notifications and can update their contact information as needed. Students, faculty and staff that no longer wish to receive emergency notifications are able to update their contact information and “opt out” of receiving these notifications by visiting the university’s Emergency website.

Public Access
Parents, family, and friends of PVAMU can receive voice or text message emergency alerts by subscribing to the Panther Alert System. To learn how, visit: https://pvamu.bbcportal.com/.

Provision of Information to the General Public (Larger Community)
In the event that a crisis occurs on university property, a notification is sent to MARCOMM as soon as possible. As chief spokesperson for the university, MARCOMM will ultimately be responsible for the external communication efforts that relate to the crisis. As such, MARCOMM will coordinate communication efforts as appropriate with the university and/or other governmental agencies that may be involved in the crisis event. MARCOMM will disseminate press releases, respond to media inquiries, produce radio and television announcements, maintain/update the university website, provide logistics and support for press conferences, and serve in supporting other forms of communication as needed. In case of an emergency, the PVAMU main web site may be updated with current information pertaining to the incident.

Emergency Preparedness
Procedures and Policies
The Emergency Management Plan (EMP) and contents within is a guide to how the university conducts all-hazards response. The EMP is written in support of emergency management and is structured according to the National Response Framework to provide scalable, flexible, and adaptable coordinating guidance to inform those having key roles and responsibilities in the event of an emergency affecting PVAMU.

Drills, Tests, Training & Evacuation Procedures
To ensure that personnel and community first responders are aware of their duties and responsibilities under the EMP and the most current procedures, various trainings, drills, and exercise actions will occur. These include training sessions for all applicable university personnel, a tabletop or functional scenario test of the EMP exercised annually, a full-scale exercise every three years, and tests/exercises with other agencies and emergency response entities. Testing of the EMP may be announced or unannounced.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The university publicizes the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

Evacuation Procedures
Evacuations in response to emergency situations are often managed by the UPD, RMS, or the fire department. These include large-scale evacuations, persons with function and access needs, and university housing evacuation. Evacuation plans are detailed in the EMP, which is distributed to the campus community on an annual basis in conjunction with the annual test. RMS and the UPD will manage documentation of the test, description of the exercise, date/time, and details related to if the
test was announced or unannounced. If an immediate emergency response and/or evacuation is needed, the Panther Alert System (PAS) will be utilized to communicate via text message, email, and phone call.

An evacuation (fire) drill is coordinated at least annually by RMS for all residential facilities on the PVAMU campus. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation.

**General Evacuation Procedures**

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify UPD at (936) 261-1375 or dial 911.

1. Remain Calm.
2. Do NOT use Elevators; Use the Stairs.
3. Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform UPD or the responding fire dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

**Shelter-in-Place Procedures –What it Means to “Shelter-in-Place”**

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

**Basic “Shelter-in-Place” Guidance**

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest university building quickly. If police or fire department personnel are on the scene, follow their directions.

**How You Will Know to “Shelter-in-Place”**

A shelter-in-place notification may come from several sources, UPD, Housing and Residence Life staff members, other university employees, Local PD, or other authorities utilizing the university’s emergency communications tools.

**How to “Shelter-in-Place”**

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by local emergency personnel:
If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.

Locate a room to shelter inside. It should be:
- An interior room;
- Above ground level; and,
- Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.

Shut and lock all windows (tighter seal) and close exterior doors.

Turn off air conditioners, heaters, and fans.

Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)

Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to UPD so they know where you are sheltering. If only students are present, one of the students should call in the list.

Turn on a radio or TV and listen for further instructions.

Make yourself comfortable.

The Daily Crime Log
Each business day, the UPD publishes a Daily Crime Log using information from the UPD, local law enforcement, Student Conduct, on-site security personnel, and other CSAs. The Daily Crime Log is available to the media, the public, and various campus offices. This summary identifies the type, location, time, and date the crime was reported to UPD and/or the on-site security personnel.

The Daily Crime Log may be viewed via the UPD webpage at: https://www.pvamu.edu/upd/ or in person at 36142 Owens Rd, Prairie View, Tx 77446 or at the NWHC security office. A printed copy of the Daily Crime Log may be obtained by calling (936) 261-1375. Note that a request for Daily Crime Log information older than 60 days may take up to two business days from the date the request is received to be fulfilled.

Furthermore, be advised that certain information may be temporarily withheld from the Daily Crime Log if there is clear and convincing evidence that the release of said information would jeopardize an ongoing investigation or the safety of an individual, cause a suspect to flee or evade detection or result in the destruction of evidence. Once it is determined that the release of the information would no longer have such an adverse effect, the information must be added to the Daily Crime Log.

Security of and Access to Campus Facilities
The dean, director, department head, or senior building coordinator is responsible for determining access to facilities under their control.

It is unlawful for any person to trespass on the grounds of any state institution of higher education of this state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education. (Texas Education Code Section 51.204).

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may
remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property. (Texas Education Code Section 51.209).

**Security Desk**

All students, faculty, staff, and visitors are required to sign in at the security desk, located on the first floor. The NWHC security desk may be contacted at (936) 261-1394.

**Building Hours**

Students may use the NWHC student areas from 8:00 am to 9:00 pm Monday – Friday and Saturday from 8:00 am to 5:00 pm.

**Security Considerations Used in the Maintenance of Campus Facilities**

Contracted facilities personnel are responsible for maintaining the buildings, grounds, and custodial services for the PVAMU campus. The group addresses maintenance, renovation, and repair projects for facilities, custodial and landscaping. Faculty and staff are encouraged to report maintenance problems to the senior building coordinator, the NWHC security desk at (936) 261-1394, or to building maintenance at (936) 261-9703.

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

**Education Programs & Policies**


**Alcohol Policy**

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

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

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

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

As a deterrent to alcohol and other drug use and abuse, PVAMU supports, promotes and sponsors programs to enhance student, faculty, and staff awareness of the devastating effects and consequences of indulging in the use and abuse of alcohol and other drugs. PVAMU has recently implemented a campus wide online training platform, EVERFI, which will require all students to complete an AlcoholEDU training course. AlcoholEDU is an alcohol education course that provides awareness training, alcohol abuse prevention and safe drinking tips for college students.

The Office of Student Affairs is committed to promoting responsible decision making regarding alcohol and drugs through educational programming, resources, and referrals. The Office of Human Resource’s Employee Assistance Program (ComPsych Guidance Resources) manages the alcohol & drug abuse and rehabilitation program for staff and faculty. The Employee Assistance Program also provides counseling and referral services (http://www.guidanceresources.com).

**Illegal Drugs Policy**

PVAMU prohibits the unlawful possession, use, and sale of illegal drugs on campus. Federal law prohibits the unlawful possession, use, sale, or distribution of drugs. Texas state law prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the Texas Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Texas state law. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Texas Controlled Substances Act. UPD is responsible for enforcing state and federal drug laws. Alleged violations of this law may result in criminal charges and will also be adjudicated through university disciplinary procedures. (System Policy 34.02 Drug and Alcohol Abuse; System Regulation 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs; University Rule 34.02.01.P1 Drug and Alcohol Abuse and Rehabilitation Programs).

Additionally, PVAMU Student Code of Conduct prohibits using, possessing, being under the influence of, manufacturing, or distributing illegal drugs or illegally obtained/possessed controlled substances. (PVAMU Student Code of Conduct). Alleged violations of federal and state laws may result in criminal charges. University conduct charges may be pursued against those alleged to have violated institutional policies and/or state/federal laws concerning controlled substances.

The Office of Student Affairs is committed to promoting responsible decision making regarding drugs through educational programming, resources, and referrals. The Office of Human Resource’s Employee Assistance Program (ComPsych Guidance Resources) manages the drug abuse and rehabilitation program for faculty and staff. The Employee Assistance Program also provides counseling and referral services (http://www.guidanceresources.com).

**Weapons Policy**

In accordance with Texas Penal Code Ch. 46.03, it is a felony to intentionally, knowingly, or recklessly possess a firearm, location restricted knife, club, or prohibited weapon on the physical premises of a school.
Sexual Assault, Dating Violence, Domestic Violence, and Stalking

In accordance with federal law and Texas A&M University System Regulation 08.01.01 Civil Rights Compliance (System Regulation 08.01.01 & PVAMU Rule 08.01.01.P1), PVAMU prohibits discrimination and harassment on the basis of sex, including sexual assault, dating violence, domestic violence, stalking, (as those terms are defined for the purposes of the Clery Act) and/or related retaliation.

Towards that end, PVAMU issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a university official.

The following are statements of policy that address discrimination, harassment (including non-consensual sexual contact, sexual assault, sexual exploitation, dating violence, domestic violence, stalking, quid pro quo, and hostile environment sexual harassment), complicity, and retaliation as prohibited conduct. The policies apply whether the prohibited conduct occurs on or off campus and when it is reported to the university. All policies described in this section apply to PVAMU students, faculty, and staff.

Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws

Sexual Assault Penal Code

Texas Penal Code, Sec. 21.01. DEFINITIONS:

(1) "Deviate sexual intercourse" means: (A) any contact between any part of the genitals of one person and the mouth or anus of another person; or (B) the penetration of the genitals or the anus of another person with an object.

(2) "Sexual contact" means, except as provided by Section 21.11, any touching of the anus, breast, or any part of the genitals of another person with intent to arouse or gratify the sexual desire of any person.

(3) "Sexual intercourse" means any penetration of the female sex organ by the male sex organ.

(4) "Spouse" means a person to whom a person is legally married under Subtitle A, Title 1, Family Code, or a comparable law of another jurisdiction.

Texas Penal Code, Sec. 22.011. SEXUAL ASSAULT:

(a) A person commits an offense if:
(1) the person intentionally or knowingly:
   (A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
   (B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or,
   (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
(2) regardless of whether the person knows the age of the child at the time of the offense, the person intentionally or knowingly:
   (A) causes the penetration of the anus or sexual organ of a child by any means;
   (B) causes the penetration of the mouth of a child by the sexual organ of the actor;
   (C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
   (D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or,
   (E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b) A sexual assault under Subsection (a) (1) is without the consent of the other person if:
(1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion;
(2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat;
(3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
(4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
(5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
(6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
(7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
(8) the actor is a public servant who coerces the other person to submit or participate;
(9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
(10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser;
(11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code; or,
(12) the actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor.
(c) In this section:
(1) “Child” means a person younger than 17 years of age.
(2) "Spouse" means a person who is legally married to another.
(3) "Health care services provider" means:
   (A) a physician licensed under Subtitle B, Title 3, Occupations Code;
   (B) a chiropractor licensed under Chapter 201, Occupations Code;
   (C) a physical therapist licensed under Chapter 453, Occupations Code;
   (D) a physician assistant licensed under Chapter 204, Occupations Code; or,
   (E) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
(4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:
   (A) licensed social worker as defined by Section 505.002, Occupations Code;
   (B) chemical dependency counselor as defined by Section 504.001, Occupations Code;
   (C) licensed professional counselor as defined by Section 503.002, Occupations Code;
   (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
   (E) member of the clergy;
   (F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or,
   (G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.
(5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.
(6) "Assisted reproduction" and "donor" have the meanings assigned by Section 160.102, Family Code.
(7) "Human reproductive material" means:
   (A) a human spermatozoon or ovum; or,
   (B) a human organism at any stage of development from fertilized ovum to embryo.
(d) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.
(e) It is an affirmative defense to prosecution under Subsection (a)(2):
(1) that the actor was the spouse of the child at the time of the offense; or
(2) that:
   (A) the actor was not more than three years older than the victim and at the time of the offense:
      (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
      (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and
   (B) the victim:
      (i) was a child of 14 years of age or older; and
      (ii) was not
         (a) a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01
         (b) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.
An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was

1. a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

2. a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.

Texas Penal Code, Sec. 22.021. AGGRAVATED SEXUAL ASSAULT.

(a) A person commits an offense:

1. if the person:
   (A) intentionally or knowingly:
      (i) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
      (ii) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
      (iii) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
   (B) regardless of whether the person knows the age of the child at the time of the offense, intentionally or knowingly:
      (i) causes the penetration of the anus or sexual organ of a child by any means;
      (ii) causes the penetration of the mouth of a child by the sexual organ of the actor;
      (iii) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
      (iv) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
      (v) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor; and

2. if:
   (A) the person:
      (i) causes serious bodily injury or attempts to cause the death of the victim or another person in the course of the same criminal episode;
      (ii) by acts or words places the victim in fear that any person will become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or that death, serious bodily injury, or kidnapping will be imminently inflicted on any person;
      (iii) by acts or words occurring in the presence of the victim threatens to cause any person to become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or to cause the death, serious bodily injury, or kidnapping of any person;
      (iv) uses or exhibits a deadly weapon in the course of the same criminal episode;
      (v) acts in concert with another who engages in conduct described by Subdivision (1) directed toward the same victim and occurring during the course of the same criminal episode; or,
      (vi) administers or provides flunitrazepam, otherwise known as rohypnol, gamma hydroxybutyrate, or ketamine to the victim of the offense with the intent of facilitating the commission of the offense;
   (B) the victim is younger than 14 years of age; or
   (C) the victim is an elderly individual or a disabled individual.

(b) In this section:
(1) "Child" has the meaning assigned by Section 22.011(c).
(2) "Elderly individual"
(3) "disabled individual" have the meanings assigned by Section 22.04(c).
(c) An aggravated sexual assault under this section is without the consent of the other person if the
aggravated sexual assault occurs under the same circumstances listed in Section 22.011(b).
(d) The defense provided by Section 22.011(d) applies to this section.
(e) An offense under this section is a felony of the first degree.
(f) The minimum term of imprisonment for an offense under this section is increased to 25 years if:
(1) the victim of the offense is younger than six years of age at the time the offense is committed; or
(2) the victim of the offense is younger than 14 years of age at the time the offense is committed,
and the actor commits the offense in a manner described by Subsection (a)(2)(A).

**Dating Violence Penal Code**
Texas Family Code, Sec. 71.0021. DATING VIOLENCE.
(a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
(1) is committed against a victim:
   (A) with whom the actor has or has had a dating relationship; or
   (B) because of the victim's marriage to or dating relationship with an individual with whom the
   actor is or has been in a dating relationship or marriage; and
(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat
   that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or
   sexual assault.
(b) For purposes of this title, "dating relationship" means a relationship between individuals who have
or have had a continuing relationship of a romantic or intimate nature. The existence of such a
relationship shall be determined based on consideration of:
(1) the length of the relationship;
(2) the nature of the relationship; and
(3) the frequency and type of interaction between the persons involved in the relationship.
(c) A casual acquaintanceship or ordinary fraternization in a business or social context does not
constitute a "dating relationship" under Subsection (b).

**Family Violence (Domestic Violence) Penal Code**
Texas Family Code, Sec. 71.004. FAMILY VIOLENCE.
"Family violence" means:
(1) an act by a member of a family or household against another member of the family or
household that is intended to result in physical harm, bodily injury, assault, or sexual assault or
that is a threat that reasonably places the member in fear of imminent physical harm, bodily
injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
(2) abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family
or household toward a child of the family or household; or
(3) dating violence, as that term is defined by Section 71.0021.

Texas Family Code, Sec. 71.005. HOUSEHOLD.
"Household" means a unit composed of persons living together in the same dwelling, without regard
to whether they are related to each other.
Texas Family Code, Sec. 71.006. MEMBER OF A HOUSEHOLD.

"Member of a household" includes a person who previously lived in a household.

**Stalking Penal Code**

Texas Penal Code, Sec. 42.072. STALKING.

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

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

(2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

(3) would cause a reasonable person to:
   (A) fear bodily injury or death for himself or herself;
   (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
   (C) fear that an offense will be committed against the person's property; or
   (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:

(1) the laws of another state;
(2) the laws of a federally recognized Indian tribe;
(3) the laws of a territory of the United States; or
(4) federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.

(d) In this section:

(1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.

(2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.

**Institutional Definitions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking**

Texas A&M University System Regulation

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

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

- **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**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 will be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition:
  - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence. [34 U.S.C. 12291(a)(10)]

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

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- 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,
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. [34 U.S.C. 12291(a)(8)]

**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.
For the purposes of this definition:

- 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.
- 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.  [34 CFR 668.46(a)]

Consent – clear, voluntary, and ongoing agreement to engage in a specific sexual act. Persons need not verbalize their consent to engage in a sexual act for there to be permission. Permission to engage in a sexual act may be indicated through physical actions rather than words. A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made by threat, coercion, or force, cannot give consent. Consent may be revoked by any party at any time.

Texas Penal Code
According to the Texas Penal Code, Sec. 1.02, Objectives of Code, the general purposes of the Texas Penal Code are to establish a system of prohibitions, penalties, and correctional measures to deal with conduct that unjustifiably and inexcusably causes or threatens harm to those individual or public interests for which state protection is appropriate.

Consent is defined in the Texas Penal Code, Section 1.07(11) as assent in fact, whether express or apparent. Without consent is also defined in the Texas Penal Code, Section 22.011(b) within the definition of sexual assault (as described in “Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws” elsewhere in this document).

Institutional Definitions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking
Texas A&M University System Regulation
System Regulation 08.01.01, Civil Rights Compliance provides guidance in complying with local, state and federal civil rights laws and regulations and related system policy. This regulation establishes system wide standards for the receipt and processing of complaints, appeals, or reports of discrimination, sexual harassment and/or related retaliation based on protected class including complaints made by employees, students, and/or third parties. The following information is provided in accordance with System Regulation 08.01.01.

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- 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.
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giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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- The existence of such a relationship will be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition:
  o Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
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**Domestic violence** — a felony or misdemeanor crime of violence committed by:

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- 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,
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. [34 U.S.C. 12291(a)(8)]

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- fear for the person's safety or the safety of others; or
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**Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence, Stalking and Related Retaliation**
Individuals have the option of notifying on-campus and/or local law enforcement authorities to report sexual assault, dating violence, domestic violence, or stalking.

The following local law enforcement agencies may be contacted to report sexual assault, dating violence, domestic violence, or stalking:

- **PVAMU Police Department**: 936-261-1375
- **Houston Police Department**: 713-884-3131
- **Harris County District Attorney**: 713-274-5800

In case of emergency, call 911.

The Houston Police Department and the UPD are available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking; assist in securing medical attention; participate in evidence preservation and collection; conduct criminal investigations of crimes; and inform the individual of legal and administrative options both on and off campus. Criminal investigations may occur independent from a conduct proceeding and are handled in accordance with the Texas Penal Code, the Texas Code of Criminal Procedure, and information from the Harris County and District Attorney Offices. Law enforcement will help individuals understand the process of obtaining protective orders, restraining orders, or similar lawful orders issued by the courts.

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

It is the complainant’s choice whether or not to make a report. Victims also have the right to decline to notify law enforcement.
Individuals also have the option of reporting incidents of sexual assault, dating violence, domestic violence, or stalking to university officials. If a complainant would like to make a report to the university, they may contact:

Alexis Boyd  
**Director, Title IX Compliance and Title IX Coordinator**  
W.R. Banks, Suite 224  
Prairie View, TX 77446  
Tel: (936) 261-2166  
titleixteam@pvamu.edu  
Electronic reporting:  
https://www.pvamu.edu/titleix/reporting/report-to-the-university/

Renee Williams  
**Director, Equal Opportunity & Diversity Human Resources**  
Harrington Science Building, Room 109  
Prairie View, TX 77446  
Tel: (936) 261-1744  
EEOD@pvamu.edu

Complainants are also able to anonymously report an incident. The anonymous reports are forwarded directly to the Title IX Coordinator (TIXC) for follow up.

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

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

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

The filing of a report will not stop, delay, or affect pending personnel or disciplinary actions. This includes, but is not limited to, performance evaluations or disciplinary actions related to an employee or student who is not performing at acceptable levels or standards or who has violated institutional policies, regulations, or university rules.
When a student reports, in good faith, experiencing or witnessing an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking, the university will not take disciplinary action against that student for violations of the Student Conduct Code occurring at or near the time of the incident reported. The university may, however, investigate to determine whether a report of an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking was made in good faith. The university’s granting of amnesty does not apply to students who report their own commission of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking.

**Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported**

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

The OTIXC conducts an initial review and preliminary assessment of all reports/complaints of alleged prohibited conduct to assess the safety and well-being of the complainant, respondent, and the campus community. As part of the initial review, OTIXC will determine if the alleged prohibited conduct falls under the jurisdiction of OTIXC or if it should be referred to another office. After OTIXC determines jurisdiction, OTIXC will attempt to meet with the complaint to obtain more information about the allegations. Initial review steps include: (1) informing the individual reporting of the right to file a complaint with law enforcement (if applicable) in addition to filing a complaint with PVAMU; (2) providing assistance in notifying UPD or appropriate law enforcement authorities if the individual so chooses; (3) informing the individual of the right to decline to contact law enforcement; and, (4) informing the individual of the right to file a complaint with state and federal agencies. In coordination and consultation with other university officials, OTIXC will offer the opportunity to request interim support, academic adjustments, and protective measures to provide for the safety of the individual and campus community.

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

The university has procedures in place that serve to be sensitive to complainants who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid 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 changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The university will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the complainant chooses to report the crime to the UPD or local law enforcement.
For reports involving students, contact:
Alexis Boyd
Director, Title IX Compliance and Title IX Coordinator
W.R. Banks Building, Ste. 224
Prairie View, TX 77446
Tel: (936) 261-2166
titleixteam@pvamu.edu

For reports involving employees, contact:
Renee R. Williams
Director, Equal Opportunity & Diversity Human Resources
Harrington Science Building, Room 109
Prairie View, TX 77446
Tel: (936) 261-1744
EEOD@pvamu.edu

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

<table>
<thead>
<tr>
<th>Incident Being Reported</th>
<th>Procedure University Will Follow</th>
</tr>
</thead>
<tbody>
<tr>
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11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

### Domestic Violence

1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.
2. University will assess which office has jurisdiction of the complaint.
3. University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.
4. University will provide complainant with referrals to on and off campus mental health providers.
5. University will assess need to implement interim or long-term protective measures, if appropriate.
6. University will provide the complainant with a written explanation of the complainant’s rights and options.
7. University will provide a “Criminal Trespass Warning” (CTW) directive to accused party if deemed appropriate.
8. University will provide written instructions on how to apply for Protective Order.
9. University will provide a copy of the policy applicable to Domestic Violence to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.
10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

The appropriate OTIXC provides a written notification of available resources, rights, and options to each individual reporting prohibited conduct including sexual assault, dating violence, domestic violence, and stalking (whether the offense occurred on or off campus) regardless of whether the individual chooses to
report the incident to local law enforcement or chooses to pursue institutional disciplinary measures or criminal remedies. This includes information regarding:

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

Individuals reporting to Student Health Services and UPD also receive the above information.

Guidelines or Suggestions to Follow After an Incident of Sexual Assault, Dating Violence, Domestic Violence, or Stalking (as applicable to the specific incident)

- Go to a safe place as soon as you can.
- Contact the Police Department at 911 (911 or 4-911 using an on-campus phone).
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action. Memorial Hermann Hospital (6400 Fannin Street, Houston, TX 77030), Harris County Hospital District (1615 N Main St, Houston, TX 77009), North Cypress Medical Center (21214 Northwest Fwy., Cypress, TX 77429), or Baylor Scott & White Hospital (700 Scott and White Dr., College Station, TX 77845) are the designated forensic nursing facilities offering a 24/7 program with trained Sexual Assault Nurse Examiners (SANE) and a forensic unit that provides detailed physical examinations, evidence collection, and expert testimony. Go to the hospital’s emergency room and request to be seen by a SANE.
- Try to preserve all physical evidence. Do not wash, use the toilet, swim, brush teeth, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.

**Medical Treatment**

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

**Confidentiality**

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

Additionally, allegations of prohibited conduct disclosed to confidential employees will not be reported to the institution, except as required by law. Publicly available recordkeeping must not include personally identifying information. Incidents are shared in a way that does not identify the individuals. For example, licensed healthcare providers share de-identified information regarding this conduct that may be statistics in the Clery Annual Security and Fire Safety Report and/or disclosed in the daily crime log without identifying the individuals concerned. The university does not publish the name of crime complainants or other identifiable information regarding complainants in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the complainant and other personally identifiable information about the victim will be withheld.

Personally identifiable information about the complainant and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report, or those involved in providing support services to the complainant, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. Although the confidentiality of the information received,
the privacy of the individuals involved, and the wishes of the complainant regarding action by the university cannot be guaranteed, they will be protected to as great a degree as is legally possible.

The university is committed to protecting the privacy of reporting parties, complainants, and respondents. Given the sensitive nature of reports, information will be maintained in a secure manner and will only be disclosed to school officials who are responsible for handling the university’s response. If the individual does not disclose any identifying information about him/herself or any other party involved (e.g. names, department, or unit) during the inquiry, the university’s ability to respond to the allegations may be limited.

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

Resources, Rights and Options
Following an allegation of sexual assault, dating violence, domestic violence, stalking, and/or related retaliation the complainant, the respondent, and other affected individuals have certain resources, rights, and options available to them. Available assistance is also covered through prevention and awareness education.

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

<table>
<thead>
<tr>
<th>On-Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling (Students)</td>
<td>Counseling</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564 8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Health</td>
<td>Medical care and health education</td>
<td>Owens-Franklin Health Center</td>
<td>(936) 261-1410 8:00 a.m. – 6:00 p.m.</td>
</tr>
<tr>
<td>Mental Health (Students)</td>
<td>Mental health assistance</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564 8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Victim Advocacy (Students)</td>
<td>Individual and group support, crisis intervention, housing and coursework advocacy, referrals, student conduct process advising</td>
<td>Relationship &amp; Sexual Violence Program (RSVP) Manager</td>
<td>(936) 261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Legal Assistance (Students)</td>
<td>Legal advocacy</td>
<td>RSVP Manager</td>
<td>(936) 261-1468 (832) 853-5288 (RSVP after hours line)</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>Student financial aid assistance</td>
<td>Office of Student Financial Aid and Scholarships</td>
<td>(936) 261-1000</td>
</tr>
<tr>
<td>On-Campus</td>
<td>Type of Services Available</td>
<td>Service Provider</td>
<td>Contact Information</td>
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<tr>
<td>Peer Support</td>
<td>Health education peer support</td>
<td>RSVP Manager</td>
<td>(936)261-1468 (RSVP after hours line)</td>
</tr>
<tr>
<td>Social Support &amp; Advocacy</td>
<td>Stop-It app</td>
<td>RSVP Manager</td>
<td>Students download the app</td>
</tr>
<tr>
<td>Visa &amp; Immigration Assistance</td>
<td>Referral only</td>
<td>RSVP Manager</td>
<td>(936)261-1468 (RSVP after hours line)</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Off Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling (Employees)</td>
<td>Counseling</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Health</td>
<td>Medical</td>
<td>Emergency Care – EMS</td>
<td>911 or 4-911</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Memorial Hermann Cypress Hospital</td>
<td>(346)-231-4000</td>
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<tr>
<td></td>
<td></td>
<td>Scott &amp; White – Brenham, TX</td>
<td>(979) 337-5000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Memorial Hermann Tomball Hospital</td>
<td>(281) 516-0911</td>
</tr>
<tr>
<td>Mental Health (Employees)</td>
<td>Mental health assistance</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Victim Advocacy</td>
<td>Hospital accompaniment and support</td>
<td>Focusing Families</td>
<td>(979) 826-8024</td>
</tr>
<tr>
<td>Legal Assistance (Employees)</td>
<td>Limited legal advice</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and protective orders</td>
<td>Waller County District Attorney’s Office</td>
<td>(979) 826-7718</td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and protective orders</td>
<td>Harris County District Attorney’s Office</td>
<td>(713) 274-5800</td>
</tr>
</tbody>
</table>
### Legal Assistance
- **Type of Services Available:** Legal services
- **Service Provider:** Legal Aid for Survivors of Sexual Assault (LASSA)
- **Contact Information:**
  - [http://www.teajf.org/index.aspx](http://www.teajf.org/index.aspx)
  - 1-844-303-7233

### Visa and Immigration Assistance
- **Type of Services Available:** Visa and Immigration Assistance
- **Service Provider:** U.S. Citizenship and Immigration Services (USCIS)
- **Contact Information:** [https://www.uscis.gov/](https://www.uscis.gov/)

### Institutional Rights and Options (Supportive Measures)

The institution is obligated to offer and assist the complainant, the respondent, and other affected individuals in obtaining a range of accommodations, support services, academic adjustments, and interim, remedial, and protective measures. The measures are intended to facilitate continued access to university employment, academic programs, and university activities; stop and prevent the reoccurrence of prohibited conduct; and support the individuals involved.

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

The institution is obligated to comply with the individual’s reasonable request for a living and/or academic situation change following an allegation of sexual assault, dating violence, domestic violence, or stalking. At the complainant’s request, and to the extent of the complainant’s cooperation and consent, university offices will work cooperatively to assist the complainant in obtaining remedial measures. If reasonably available, upon the request of an individual involved with the report, OTIXC can assist with measures including, but not limited to, changing academic, living, transportation, and working situations and obtaining no contact directives. The various options are provided on a temporary or permanent basis (subject to periodic review), if requested, appropriate, and reasonably available, regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies. The university also provides reasonable interim, remedial, and protective measures to third parties as appropriate and available, taking into account the role of the third party and the nature of any contractual relationship with the university.

When an allegation of sexual assault, dating violence, domestic violence, or stalking is made, the university will take prompt steps to provide interim measures before the investigation and will promptly address any violation of protective measures. These measures may be available regardless of whether a formal or informal disciplinary investigation is pursued. The university will maintain the privacy of a person receiving support services, academic adjustments, or protective measures provided to the extent practical and will promptly address any violation of the protective measures. In determining which institutional measures to impose and the reasonableness of the related measures, OTIXC considers the request; the safety of the complainant, respondent, and the university community; the specific needs of the individuals; the severity or pervasiveness of the allegations; continuing effects; sharing of residence halls, dining halls, classes, transportation, or job locations; other judicial measures already in place; and other factors as appropriate. OTIXC will also consider whether requesting an interim suspension or interim restriction (for student
respondents) or an interim administrative action such as a leave of absence (for employee respondents) would enhance the safety and well-being of the complainant, respondent, and campus community.

Measures provided by the university vary and may include, but are not limited to, the following:

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

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

Individuals should be aware that direct contact, refusal to leave a protected area, appearing at a location one reasonably knows the protected party is at, third-party contact, or even an anonymous contact are all potential violations of a no-contact directive. Violations should be reported to OTIXC and may result in further disciplinary action.

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

Interim suspensions may be imposed only to ensure the safety and well-being of members of the university community or guest, or preservation of university property; to ensure the student’s own physical or emotional safety and well-being; and/or if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the university.
The interim suspension does not replace the investigation and resolution process. The investigation and resolution process shall proceed as outlined in the policy, except that the timelines referenced in the policy may not be followed and the allegations will be resolved as soon as possible.

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

Confidentiality/Privacy of Accommodations and Protective Measures includes interim measures: The university will maintain as confidential, any accommodations or protective measures provided to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or protective measures. OTIXC is responsible for determining what information and to whom information will be disclosed based on the circumstances of the allegation, the individuals involved, and related safety needs. OTIXC uses discretion and only discloses information to key officials at the institution who perform the tasks necessary for obtaining or providing the particular accommodation or protective measure.

To request changes to academic, living, transportation and/or working situations or protective measures a student or employee who is a complainant of sexual harassment (including sexual misconduct or stalking), domestic violence, or dating violence, whether it occurred on or off-campus, has certain resources, rights and options available such as No-Contact Directive, Interim Administrative Actions for Employees, Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures). For more information contact:

Alexis Boyd (students) at titleixteam@pvamu.edu, 936-261-2166; or,
Renee Williams (employees) at EEOD@pvamu.edu, 936-261-1744

If the complainant wishes to receive assistance in, changing academic, living, transportation, and work situations requesting these measures by the complainant and reasonably available. These requests will be considered by Ms. Alexis Boyd (students) or Ms. Renee Williams (employees) regardless of whether the complainant chooses to report the incident to law enforcement. Examples of potential remedial measures may include assistance in obtaining institutional no contact directive and/or changing living location, transportation, parking location, or class schedules to reduce the chance of continued contact with the alleged offender.

Alexis Boyd
Director, Title IX Compliance and Title IX Coordinator
W.R. Banks Building, Ste. 224
Prairie View, TX 77446
Tel: (936) 261-2166
titleixteam@pvamu.edu

Renee R. Williams
Director, Equal Opportunity & Diversity Human Resources
Harrington Science Building, Room 109
Prairie View, TX 77446
Legal Rights and Options
The university provides information and assistance to the complainant, the respondent, and other affected individuals in obtaining lawful orders issued by a criminal, civil, or tribal court including protective orders and criminal trespass warnings as discussed below. Failure to comply with any of the terms of lawful interim protective measures may be considered a separate violation in the institutional disciplinary proceeding.

Protective Orders: Individuals may apply for protective orders through the Texas criminal justice system. A protective order is an interim protective measure that requires the recipient to stay away from the protected individual's home, workplace, and/or children's schools (if the children are protected persons in the order) depending on the documented circumstances. It can require the recipient to stop communicating with the protected individual in a harassing or threatening manner, attend counseling, pay child support, and/or pay spousal support. An application for a protective order may be filed by an individual, a prosecuting attorney, or the Texas Department of Family and Protective Services (1-800-252-5400) on behalf of an individual. The application is obtained through the county/district attorney (Waller County District Attorney’s Office, 979-826-7718), or a private attorney. UPD (936-261-1375) will also provide assistance in applying for protective orders.

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

Criminal Trespass Warning: A criminal trespass warning is an interim protective measure issued by UPD which is directed at those who are considered a danger to the campus community or a danger to a certain individual in the campus community. The warning advises the respondent to leave the premises and forbids him/her from entering and/or remaining on certain property, which can cover either the entire campus or a specific campus location. To request a criminal trespass warning, contact UPD at 936-261-1375 and request to speak with an officer. The UPD officer issues the criminal trespass warning if the respondent is determined to pose a risk to campus safety based on information provided by the requestor as it relates to applicable state law and/or UPD policy.

Investigations and Disciplinary Proceedings for Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Retaliation
If a person wishes to report an incident that involves another student or employees in a learning environment that potentially violates the Student Code of Conduct, please use our online Title IX Report Form to submit your concern at https://www.pvamu.edu/titleix/reporting/. To learn about OTIXC and the process, please visit the OTIXC (https://www.pvamu.edu/titleix/) and PVAMU Student Handbook (https://www.pvamu.edu/sa/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf) or contact the OTIXC at 936-261-2166 located in W.R. Banks Building, Ste. 224 or by email TitleIXteam@pvamu.wdu.
Once an incident is reported to the OTIXC, OTIXC will conduct a preliminary assessment to decide whether the OTIXC has jurisdiction to investigate. The TIXC will review each complaint to determine if there is sufficient information to proceed with an investigation or if additional information is needed. If the information is insufficient, the TIXC, in consultation with OGC, may conduct an inquiry into the circumstances of the complaint and:

1. Dismiss it as baseless;
2. Close it for insufficient information to investigate or lack of jurisdiction;
3. Refer it to another office which has responsibility for such complaints. The designated office will notify the complainant of such action in writing; or,
4. With the consent of the parties, as well as with the approval of SECO, refer the complaint to informal resolution.

If the information is sufficient, the TIXC will designate an IA within five (5) business days after the complainant signed a formal complaint form and forward the complaint in order to proceed with the investigation. When a complaint involves the designated university officials, the investigation of such a complaint will be transferred to another administrator designated by the President.

The OTIXC will provide written notification to the complainant(s) and the respondent(s) of:

1. Receipt of the complaint stating the allegation of a violation of System Regulation 08.01.01 Civil Rights Compliance;
2. The appointed investigative authority;
3. The appointed designated administrator;
4. Interim protections imposed, if any; and,
5. Admonishments regarding cooperation and prohibiting retaliation.

Proceedings from an allegation of sexual assault, dating violence, domestic violence, or stalking (prohibited conduct) are provided a prompt, fair, and impartial process from the initial investigation to the final result, including any appeals. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 business days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. They are consistent with the institution's policies and transparent and equitable to the complainant and respondent. The adjudication process provides that:

- Parties may bring an advisor of their choice to any related meeting or proceeding during the investigation process.
- Timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings will be provided to the complainant, respondent, and appropriate officials.
- During the investigation, the complainant and respondent have timely notice of meetings at which the complainant or respondent, or both, may be present.
- During the investigation, the advisor may not represent the party or inhibit a meeting.
- Following fact-finding, the parties will have the opportunity to review the draft investigation report and submit responses.
- The investigator will review any submitted responses to the investigation and develop a final report, with a review by SECO and OGC. Once finalized, the investigator will submit final report and exhibits to the designated administrator.
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.
The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding.

Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

At any time prior to the adjudication of a formal complaint, the parties may seek informal resolution to resolve the complaint.

The TIXC, Investigators, Designated Administrators, Informal Resolution Facilitators and Appellate Authorities receive annual training regarding university rules, administrative procedures, state law, handling of civil rights investigations, conducting fair and impartial investigations, trauma-informed investigation techniques, due process protections, and how to conduct an investigation and hearing process. All trainings attended by those involved in the Title IX investigation and adjudication process are listed on the OTIXC website.

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

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

- Inform the complainant of formal and informal resolution policies and solicit the complainant’s preferred method for resolving the matter. The complainant may request a formal resolution of the allegations of prohibited conduct by signing a formal complaint. OTIXC may not proceed with an investigation without a signed formal complaint. The TIXC may choose to sign a formal complaint themselves.
- If applicable, inform the complainant of the right to use a pseudonym in university documents related to the complaint.
- Offer assistance to the complainant in submitting a written complaint that details the nature and circumstances of the allegations, including the names of the complainants and respondents, if so inclined.
- Make a preliminary determination about whether to resolve the case informally or through a formal investigation of the allegations.

If a complaint alleges conduct that may be prohibited conduct as well as a violation of one or more university rules or administrative procedures, system policies or regulations, or codes, OTIXC will consult with other university officials, as appropriate, and coordinate procedures to utilize to resolve the allegations, in addition to those required by the policy.
No Resolution
If the complainant requests that OTIXC dismiss a complaint, without Title IX resolution of the allegations, the university will seek to honor the request whenever possible without impeding the university’s ability to enhance the safety and security of the complainant and the university community. OTIXC will consider the following factors when evaluating such requests:

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

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

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

Informal Resolution
In order to consider an informal resolution of sex discrimination under Title IX, a formal complaint must be submitted in the manner described in PVAMU Rule 08.01.01.P1. An informal resolution is an option only until initiated final decision has been rendered. Parties may request an informal resolution at any point prior to the determination of a final decision.

If either party requests an informal resolution meeting during the formal complaint, the university will seek to honor the request, and will notify the Pre-Hearing Coordinator (PHC) who will meet with parties to see if an informal resolution can be agreed upon. The PHC will meet with both parties and go over what possible outcomes can occur during the informal resolution and what outcomes are the complainant is comfortable with during the informal resolution meeting. Informal resolution will not impede the university’s ability to enhance the safety and security of the complainant and the university community. The TIXC must agree, in consultation with SECO and OGC, that informal resolution is appropriate in each instance.
To initiate the informal resolution process, both parties must consent in writing to the investigator, the administrative hearing officer, or the TIXC. The PHC will notify both parties in writing of the decision regarding whether the university will initiate an informal resolution meeting.

If the parties reach a resolution and agreement during the informal resolution process, each party will waive their option and right to appeal a decision arising from the same alleged incident. One or both parties may submit a subsequent complaint regarding another party’s failure to abide by any conditions established in the agreement. An informal resolution offer may be withdrawn by either party or the university prior to a final agreement. PHC will notify both parties in writing if the informal resolution is withdrawn.

### Formal Resolution

The allegations will be considered for investigation, after the formal complaint has been signed by the complainant, pursuant to the following procedures. OTIXC reserves the right to dismiss a complaint rather than a formal investigation if the allegation does not rise to the level of prohibited conduct.

As soon as practicable after receiving the report, OTIXC may consult with the Texas A&M University System Office of General Counsel (OGC) as needed and make a preliminary determination about whether to conduct a formal investigation of the allegations. The preliminary determination may include, but is not limited to, the following:

- An assessment of whether there is sufficient known or obtainable information to proceed with an investigation of the complaint;
- An assessment of whether the allegations are baseless;
- An assessment of whether the allegations, if true, would constitute prohibited conduct; and,
- An assessment of whether a complainant’s request for dismissal or informal resolution may be honored.

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

Once the formal complaint has been signed by the complainant, it has been determined that the university will proceed with a formal investigation, OTIXC will appoint the Investigative Authority (IA) to initiate the process of determining whether a violation of System Regulation 08.01.01 or other university rule, administrative procedure, code, or policy occurred. An IA is a trained individual appointed to conduct a formal investigation to discover and examine the facts related to an allegation.

After the IA’s appointment, the complainant(s) and respondent(s) shall simultaneously be notified in writing of the commencement of the investigation. The notice of investigation will include:

- the identity (or pseudonym, if requested and applicable) of the complainant and the respondent;
- the date, time (if known), location, and nature of the alleged misconduct;
- the identity of and contact information for the IA; the identity of the Designated Administrator (DA) and Appellate Authority (AA);
- an explanation of the prohibition against retaliation;
• the regulation(s), policies(s), rule(s), administrative procedure(s), informal resolution(s), or code(s)
alleged to have been violated;
• an instruction to the parties to preserve any potentially relevant evidence in any format;
• information about the university’s process for challenging the neutrality or bias of the IA, DA, or AA; and,
• In the case of an employee respondent, a redacted copy of the written complaint, if any, with
appropriate admonishments about privacy.

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

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

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

If the respondent is an employee, OTIXC shall notify, in writing, the respondent’s department head and/or
Vice President, that OTIXC is investigating an allegation that the respondent has engaged in conduct that
may be a violation of System Regulation 08.01.01 or other university rules, administrative procedures, codes,
or policies.

The IA will review the complaint, conduct a prompt, fair, thorough, and impartial investigation, and provide
a draft investigation report for OGC review. Abuse of the investigation and resolution process is subject
to disciplinary action up to and including dismissal or separation from the university. Examples of abuse
of process include, but are not limited to:
  o Failure to appear at a meeting, interview, hearing, or conference as set forth in a notice issued by
    OTIXC;
  o Falsification, distortion, destruction, or misrepresentation of evidence or information;
  o Disruption or interference with the orderly conduct of an investigation, interview, meeting, hearing
    or conference;
  o Intentionally initiating or causing a false report to be initiated;
  o Attempting to discourage an individual’s proper participation in, or use of, the investigation and
    resolution process, disciplinary process, or legal process;
  o Attempting to influence the impartiality of the IA, AA, or DA prior to, and/or during the course
    of the investigation and resolution process;
  o Verbal or physical intimidation, and/or retaliation of any party to the investigation and resolution
    process prior to, during, and/or afterwards;
  o Failure to abide by the terms of university administered sanctions;
Failure of a witness to appear for a meeting with the IA (student witnesses may decline to provide information but must appear for the meeting);
- Influencing or attempting to influence another person to commit an abuse of the investigation and resolution process; and/or,
- Failure to cooperate fully with the IA (applies to employees only).

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

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

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

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

When the university is made aware that there is a concurrent criminal investigation, OTIXC may inform the law enforcement agency that a university investigation is also in progress; ascertain the status of the criminal investigation; and determine the extent to which any evidence collected by law enforcement may be available to the university in its investigation.
At the request of law enforcement, the university may temporarily defer part or all of the investigation until after the initial evidence-gathering phase of the law enforcement investigation is complete. The IA will communicate with the parties (as appropriate) about the law enforcement agency’s request; the university’s obligations and supportive resources; procedural options; anticipated timing; and the implementation of any necessary interim measures for the safety and well-being of all affected individuals.

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

The IA has the discretion to determine the relevance of evidence and whether it should be included in or excluded from the investigation report. If an IA determines that a party’s submitted information is not relevant to the investigation, the IA will notify the party in writing. The party may then rebut the IA’s decision; the ultimate decision regarding relevance during the investigation lies within the discretion of the IA. With respect to allegations of prohibited conduct based on sex or gender, the sexual history of the complainant or respondent is generally irrelevant and will not be used to prove character or reputation. Sexual history of the parties may be relevant in limited circumstances, such as when it aids in determining the manner and nature of prior communications of consent between the parties.

At the conclusion of the investigation, the IA will prepare a draft investigation report summarizing the relevant information gathered and outlining any relevant contested and uncontested information. The draft investigation report will not include any conclusions as to whether allegations are substantiated, unsubstantiated or that there is insufficient information to substantiate. The parties will be given the opportunity to review the draft investigation report and may submit responses in writing to the IA before the investigation report is finalized.

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

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

Following an investigation of alleged sexual harassment under System Regulation 08.01.01, the DA in Title IX cases will conduct an **administrative hearing**. If the parties agree to resolve a matter prior to the administrative hearing, they may do so in an **administrative conference** or other informal resolution with an **Informal Resolution Facilitator (IRF)**.

- In an Administrative Hearing, the DA will hear cases involving alleged violations of System Regulation 08.01.01 and other university rules (when applicable). The administrative hearing is not analogous to a criminal trial. The focus of inquiry in disciplinary proceedings shall be deciding whether the party violated a university rule or policy. Formal rules of evidence shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to the party results.
- The Administrative Conference is a voluntary meeting between the complainant, the respondent, and a university official who conducts the conference. The Administrative Conference occurs prior to a formal hearing. The purpose of the conference is to determine whether an agreed resolution of the complaint (including sanctions, if applicable) may be reached. Agreed sanctions, if any, must be in compliance with the sanctioning requirements...
noted in System Regulation 08.01.01, Section 4.5.5. If an agreement is reached, the university official will draft a Voluntary Written Resolution of the Complaint Without a Hearing (“Voluntary Resolution”) which will be signed by the parties and the university official. A party may withdraw from the conference without reaching an agreement at any time prior to signing the Voluntary Resolution. If a party withdraws prior to signing the Voluntary Resolution, neither the university nor the other party may introduce any information shared at the Administrative Conference unless such information was previously documented in the Investigation Report or can be presented by an independent source.

**Designated Administrators**

The respondent is presumed to not have engaged in prohibited conduct until the DA finds that there is sufficient evidence based on a preponderance of the evidence in a formal hearing to find that the respondent has violated System Regulation 08.01.01 or PVAMU Rule 08.01.01.P1. If violation(s) are found, the DA may issue sanctions.

**Sanctions for Employees**

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

If an employee is found to have engaged in prohibited conduct other than sexual harassment, the DA may assign appropriate sanction(s), which may have educational, restorative, punitive, and rehabilitative components. Sanctions include written warning or reprimand, required training and/or attendance at counseling, no contact directives, probation, suspension, and termination.

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

**Sanctioning for Students**

If a student is found responsible for sexual harassment, sexual assault, domestic abuse/violence, dating abuse/violence, stalking based on sex or gender, or sexual exploitation, the student will be sanctioned in accordance with the Model Sanctioning Matrix, as outlined in System Regulation 08.01.01, which is outlined below. If a student is found responsible for engaging in any other form of prohibited conduct, or if the student is found responsible for violating any other university rule or system regulation, the DA will assign appropriate sanctions, which may have educational, restorative, and rehabilitative components.
MODEL SANCTIONING MATRIX FOR SEXUAL VIOLENCE AND SEXUAL HARASSMENT VIOLATIONS BY STUDENTS IN THE TEXAS A&M UNIVERSITY SYSTEM

When a student is found in violation of misconduct related to sexual harassment, sexual assault, relationship violence, domestic violence, sexual exploitation, and stalking, the following information should be utilized to formulate appropriate sanctions.

Sanctioning is not to be considered by a designated administrator or member of an adjudicatory board until a finding of responsibility has been rendered. Once a finding has been established, the hearing officer or hearing panel then considers various sanctions under the following guidelines.

Please note that this guide is a model for member universities to employ and/or adapt as outlined in The Texas A&M University System Regulation 08.01.01. It is not intended to be utilized without appropriate training from the System Ethics and Compliance Office (SECO) or other qualified professionals.

Sanctioning Considerations

1. **Nature of the offense**
   a. What are the facts? What happened? What effect has this conduct had on the reporting party?
   b. What additional harm or damage could have occurred?
   c. Does the respondent represent a foreseeable risk of harm to others?

2. **Prior disciplinary history of respondent**
   a. Does the respondent have a disciplinary record?
   b. Is it for similar offenses?
   c. Is there evidence of escalating behavior?

3. **Aggravating factors**
   a. What additional factors argue for a more severe sanction? Aggravating factors include, but are not limited to: failure to cooperate with the investigation, providing false information, wrongful personal conduct during the course of the investigations and adjudicatory process (such as violating no-contact orders), use or threat of use of a weapon, and a refusal to accept any culpability even when provided with overwhelming evidence of responsibility.

4. **Mitigating factors**
   a. What additional factors argue for a less severe sanction? Mitigating factors include, but are not limited to: relationship history of the parties, evidence of unintentional behavior, demonstrations of responsibility for the conduct in question, demonstration of remorse for one’s behavior, commitment to reforming behavior in the future, adherence to directives, cooperation with the investigation, and reduced risk of recurrence or harm to the broader community.

Note that these factors are not necessarily treated equally, and not all will be relevant in each case. For example, the nature of the offense may be deemed so severe that it may outweigh other factors, or a student with a lengthy disciplinary record may be removed from a university for what might otherwise be deemed a relatively minor offense. Hearing officers and hearing panels must carefully scrutinize what factors are most compelling when determining sanctions.
The questions each designated administrator or adjudicatory board must ultimately answer include:

1. Do we believe the student respondent represents a threat to the complainant and/or other members of the campus community?
2. What do we want the student respondent to take away from this experience?
3. What learning outcomes do we want to relay to the student respondent?
4. How will the sanctions we impose address any potential threat to campus community and appropriate learning outcomes?

As a university with a primary mission of educating its community, the creation of learning outcomes from the answers to these questions should drive the imposition of both inactive and active sanctions.

Inactive and Active Sanctions

Inactive Sanctions

Inactive sanctions are official, written university responses to misconduct that generally do not require any action by the respondent. These sanctions (with the exception of suspension and expulsion) generally do not explicitly serve as teaching tools, but instead provide a baseline for sanctions for any future conduct violations.

Examples include:

- Reprimand
- Censure
- Warning
- Disciplinary Probation
- Suspension
- Expulsion

Active Sanctions

Active sanctions are generally those designed to achieve learning outcomes by the student respondent by providing them with information and/or experiences that help them deepen their understanding of university expectations and cause them to reflect on the implications of their own actions.

Examples include:

- Assessment, treatment, and/or education for alcohol and other drug issues.
- Workshops (e.g., healthy relationships, conflict management, anger management).
- Counseling assessment.
- Interviews and educational essays
- Guided reflection papers

Active sanctions in Title IX cases should generally not place the student respondent in a setting with either the complaining party or other vulnerable parties (such as a shelter or support group).

Additionally, other active sanctions can solidify interim measures and/or deter further contact between the parties, such as contact restrictions and restrictions from specific campus areas or activities.

In general, there should be (except in cases of permanent expulsion) a pairing of inactive and active sanctions that address all desired learning outcomes. All active sanctions should have written reflection components assigned to them that are then included in the student’s conduct record.
It is important to emphasize that disciplinary suspensions should be conditional on, and reinstatement only allowed upon, successful completion of all assigned active sanctions.

Minimum Sanctions
The following sanctions are deemed to be appropriate minimum sanctions:

**SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITH PREDATION)**

Examples:
- Dating and domestic violence (with a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.

Inactive Sanctions (as required by 08.01.01)

Active Sanctions
Restriction from campus grounds and/or events.

**SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITHOUT PREDATION)**

Examples:
- Dating and domestic violence (without a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.

Inactive Sanctions (as required by 08.01.01 and in absence of significant mitigating factors)

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact)
NONCONSENSUAL SEXUAL CONTACT

Examples:
- Intentional touching (no matter how slight), without consent, of another person’s breasts, thighs, buttocks, genitals, groin; touching another area if the act of touching is sexual in nature; or knowingly touching a person with one’s own genitals, breasts, or buttocks. Touching may be with any part of one’s body and/or any object.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

SEXUAL EXPLOITATION

Examples:
- Secretly videotaping and/or broadcasting sexual activity.
- Purposeful sharing of sexually explicit images, video, or recorded sounds of another person without that person’s full knowledge and consent.
- Nonconsensual voyeurism.
- Invasion of sexual privacy.
- Indecent exposure.
- Knowingly transmitting or exposing someone to a sexually transmitted disease without consent.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

STALKING

Examples:
- Following or conducting surveillance of another person.
- Repeated and unsolicited contact (e.g., phone calls, text messages, social media posts and messages, emails, and gifts).
Repeated and unsolicited visits to residence, business, or classes when having no legitimate and reasonable purpose for the visit other than to make contact with the person.

Inactive Sanctions

**Active Sanctions**

As appropriate for desired learning outcomes (based on the finding of fact).

**HARASSMENT OR MISCONDUCT BASED ON SEX**

Examples:

- Unwelcome sexual advances, requests for sexual favors or other verbal, nonverbal or physical conduct of a sexual nature constitute sexual harassment when this conduct is so severe, persistent or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work, educational, or campus living environment. These may include:
  - Sexual jokes, questions, remarks, and teasing.
  - Sexual gestures.
  - Inappropriate comments on appearance (dress and/or body parts).
  - Unwelcome gifts of a sexual nature.
  - Attempting to coerce, threaten, or intimidate another into dates and/or sexual acts.
  - Sexually explicit visual or audio material outside of one’s own private residence that is considered inappropriate to the environment and not reasonably attached to academic pursuits for which a student is enrolled.

Inactive Sanctions

**Active Sanctions**

As appropriate for desired learning outcomes (based on the finding of fact).

**Appeals**

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

Appeals requests must be submitted in writing to the investigative authority or the designated administrator(s); and must include a statement outlining the basis for the appeal and any evidence, which supports the appeal. Only appeals that meet the following guidelines are applicable to appeal the decision and the sanction of the designated administrator: (a) A procedural irregularity that affected the outcome. (b) New evidence, not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome. The new evidence must be provided at the time of appeal with the university’s appeals form. (c) The TIXC, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome. (d) The appropriateness or severity of the sanctions.

Appeals requests must be submitted in writing to the IA or the DA within five (5) business days of receipt of the written decision or sanction letter to be appealed requests. Complainants and respondents are deemed to have received notice of the decision and/or sanctions on the day that the notice is emailed to the party’s university email account or to any other email account that was provided to OTIXC by the party.

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

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

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

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

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

- Modify the decision of sanctions because the sanctions given were inappropriate or disproportionate to the severity of the conduct after considering all the circumstances. If an employee was found to have sexually harassed another member of the university or agency community, the AA may not render a decision, which modifies the sanctions. The AA will impose new sanctions, which are final.

The AA will forward the appellate decision to OTIXC. The decision of the AA will be final.

**Extensions**

The university will make every reasonable effort to comply with the timelines required in System Regulation 08.01.01 Civil Rights Compliance. However, extensions may be obtained by the IA, DA, or AA, as appropriate under the circumstances. Circumstances that warrant an extension may include, but are not limited to:

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

All requests for extensions must be justified in writing and shall be sent by the IA, DA, or AA to OTIXC. OTIXC will simultaneously notify the complainant and respondent in writing of any extensions and the reason for the extensions.

**For all investigations and disciplinary proceedings**

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

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

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

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

Primary Prevention and Ongoing Awareness Programs

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

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

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

- A statement that PVAMU prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act).
- The definitions of domestic violence, dating violence, sexual assault, and stalking as defined by VAWA as well as Texas State Law.
- What behaviors and actions constitute consent to sexual activity in the State of Texas.
- PVAMU’s definition of consent and the purposes for which the definition is used.
- A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- Information regarding:
  - Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, and stalking occurs (as described in “Procedures Victims Should Follow
if a Crime of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Occurs” elsewhere in this document);

- How the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);

- Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);

- Options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and,

- Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

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

The university has developed primary prevention and awareness programs for new students and employees intended to end dating violence, domestic violence, sexual assault and stalking. Violence Against Women Act (VAWA) information is presented to new students during Panther Camp and to new employees during new employee orientation through a web-based training “Creating a Discrimination-Free Workplace”. Information is provided about sexual assault, dating violence, domestic violence, stalking, bystander intervention and risk reduction.

The university has also partnered with EVERFI, an online training platform that will require all incoming students and staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services offers assistance to victims of dating or domestic violence, sexual assault and stalking. Student Counseling Services and the Women’s Center serve victims by offering free and confidential direct services to victims at PVAMU. The TIXC facilitates education with students, faculty, and staff on the role of Title IX at the university. In addition, the TIXC oversees investigations into Title IX-related incidents and partners with campus departments to provide resources to students who have been impacted by sexual assault and harassment, dating and domestic violence and stalking.
Specifically, the university offered the following primary prevention and awareness programs for all incoming students in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault Prevention</td>
<td>Access granted when students enroll</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Panther Camp Title IX Training</td>
<td>August 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>August 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

The university offered the following primary prevention and awareness programs for all new employees in 2020:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creating a Discrimination-Free Workplace</td>
<td>Access granted during employees’ respective start dates</td>
<td>Online via TrainTraq</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Preventing Sexual Harassment for Employees</td>
<td>Monthly</td>
<td>Online via Zoom</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Sexual Harassment Prevention</td>
<td>Access granted in January and August 2020</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

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

The university has also partnered with EVERFI, an online training platform that will require all ongoing students and ongoing staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services and the RSVP Program Manager offers assistance to victims of dating or domestic violence, sexual assault and stalking by offering free and confidential individual, group, and couples counseling to the student population. The licensed mental health staff also engages in referral and outreach presentations to students, faculty, staff, and the community on sexual violence, intervention, and prevention methods. The RSVP Program Manager and RSVP Student Advocates,
along with the partnership of Title IX and Focusing Families, will present the following ongoing awareness and prevention educational events and materials.

- **RSVP Student Advocacy Program**
  RSVP Student Advocacy Program is for any student interested in serving as an advocate on the PVAMU campus. Students have to fill out an application and go through an interview process in order to be selected for the program. Each student is required to complete 40 hours of training on sexual assault, dating violence, and stalking. At the end of the training, the students are required to take a two-part test. Each student will have to pass each part at 100% in order to become a RSVP Student Advocate. Training sessions are offered twice a week for 1 hour and 15 minutes. Their main job is to provide education to the campus community on the dynamics of sexual assault, dating violence, and stalking. They also serve as student advocates that assist survivors with resources and information. They are liaisons between the RSVP Program Manager and the survivor. Making sure the survivor is aware of the advocacy services provided by the RSVP Program Manager. They are required to inform the RSVP Program Manager of all reports, and to set up an appointment for the survivor to meet with the RSVP Program Manager.

- **The RSVP Volunteer Program**
  Interested students that would like to be a RSVP volunteer will complete an application and go through an interview process to be selected for the program. Those participate are required to complete 15 hours of training before they can volunteer with the program. Their duties are to assist, coordinate, and organize all RSVP events, trainings, and activities. All RSVP Student Advocates and Volunteers are confidential.

- **The RSVP Internship Program**
  RSVP offers an internship with the Sociology department for undergraduate students. Interested students are required to do a research project for their class; and they must complete RSVP training as well. In Spring 2021, the internship will also be available to graduate students. They will be required to complete a research project that includes research of relationship and sexual violence, and they will be required to complete the RSVP Advocacy Training.

- **Classroom Presentations**
  Classroom presentations define sexual assault, dating violence and stalking, presents facts and myths and describes how to recognize, respond to and refer survivors of such crimes.

- **Collaboration with OTIXC**
  The RSVP Program Manager along with the TIXC will assist in providing training for the campus community.

- **Awareness Month Activities**
  Programs, activities, and/or trainings during all of the awareness months. (These are week long activities and/or events.)
  - January – Stalking Awareness Month
  - February – Dating Violence Awareness Month
  - April – Sexual Assault Awareness Month
  - October – Domestic Violence Awareness Month.

- **Trauma Informed and Victim Centered Training**
  Provide on-going trauma informed victim centered training on relationship and sexual violence to the campus community.
• **Relationship and Sexual Violence Support Group**
  This group is for survivors of relationship and sexual violence that are in the first steps of their healing process. This group is held once a week for 1 hour and 15 minutes and is facilitated by the RSVP Program Manager.

• **RSVP Social Media Platforms**
  RSVP provides education, awareness, information, and resources via Twitter and Instagram. There are weekly posts on sexual assault, dating/domestic violence, and/or stalking.

The university 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>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relationship and Sexual Violence Support Group</td>
<td>Bi-weekly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Trauma Informed and Victim Centered Training</td>
<td>Monthly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>RSVP Student Advocacy Program</td>
<td>Weekly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Print Campaigns</td>
<td>Various Dates</td>
<td>Available Throughout Campus</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

The university 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>Which Prohibited Behavior* Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Zone Training</td>
<td>March 22 &amp; 29 and July 24, 2020</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Preventing Sexual Harassment for Employees</td>
<td>Access given in January and August 2020</td>
<td>Online via EverFi</td>
<td>DoV, DaV, SA, S</td>
</tr>
<tr>
<td>Trauma Informed and Victim Centered Training</td>
<td>Monthly</td>
<td>Virtual</td>
<td>DoV, DaV, SA, S</td>
</tr>
</tbody>
</table>

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

**Bystander Intervention and Risk Reduction**

**Bystander Intervention**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt. Below is a list of some ways to be an active bystander.

- Create a distraction to interrupt the flow of events.
- Involve others to help you.
- Make an excuse to remove a friend from the situation.
- Point out the unwanted behavior in a safe and respectful manner.
- Call for help, if needed.

Sexual assault is never a victim’s fault. However, there are ways that may reduce the risk of being sexually assaulted including being prepared, alert, and assertive. Consider the following tips:

- Be aware of your surroundings.
- Practice responsible drinking; alcohol is a factor in many sexual assaults.
- Never leave your drink unattended.
- Don’t accept drinks from someone you don’t know or trust.
- Stay with your friends and make sure your friends stay with you.
- Be careful of online relationships.
- Trust your instincts.

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

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

Prairie View A&M University has implemented a Bystander Intervention Program called Be the One. The program is presented in August to all incoming first year students at Panther Camp. Presentations will continue throughout the school year to all students through classroom presentations and workshops. Be the One covers sexual assault, stalking, dating/domestic violence, alcohol, drugs, hazing and bullying.

**Risk Reduction**

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

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

Retaliation
Prairie View A&M University prohibits retaliation. An officer, employee, or agent of PVAMU may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act.

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

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

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

The UPD receives notification of registered sex offenders from the Harris County Sheriff’s Sex Offender Registration Office that are currently employed, work, teach, volunteer, or attend classes on the campus of PVAMU.

Additional resources for gathering sex offender and sex crime data in the area:
Harris County Sheriff’s Office – (281) 221-6000
Houston Police Department – (713) 884-3131

Definitions for Clery Crime Statistics
The following information comes from a variety of sources, including the Department of Education’s Handbook for Campus Safety and Security Reporting (2016); Uniform Crime Reporting Handbook; Sex Offenses definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program; and definitions of domestic violence, dating violence, and stalking adapted from the amendments made to the Violence Against Women Reauthorization Act of 2013, and Texas statutes. The following definitions are used when preparing the annual disclosure of crime statistics.

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

Arrest: Persons processed by arrest, citation, or summons.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, aircraft, personal property of another, etc.
**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Dating Violence:** Violence committed by a person: who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse, but dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or, by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Drug Law Violations:** Violation of state and local 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 drugs or narcotic substance. Arrests for violations of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics- manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim’s actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability. For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, sexual offense (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property. Following are the bias categories.

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

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

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

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

Additional Hate Crime Definitions:

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

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

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

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

**Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness, Public Intoxication and driving under the influence are not included in this definition).

**Location of Crime:**

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

• **On-campus Student Housing Facility (Residential Facility):** Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. For students on campus is a subset of the “On-Campus” category.
• **Non-campus Property:** Any building or property owned or controlled by institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.

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

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

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

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

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

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

**Referred for Disciplinary Action:** The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

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

**Sex Assault:** Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. The term “Sexual Assault” encompasses an offense that meets the definition of the following:

- **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. This offense includes the rape of both males and females.
- **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 his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.
Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: A) Fear for the person’s safety or the safety of others, or B) Suffer substantial emotional distress. For the purposes of this definition:

- Course of conduct means two or more acts, including, but not limited to, acts which the stalker directs, 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.
- 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.

Examples of stalking behaviors include, but are not limited to, nonconsensual communication, including face-to-face contact, telephone calls, voice messages, email, texts, written letters; unwanted gifts; threatening or obscene gestures; pursuing or following; surveillance or other observation; trespassing; vandalism; and nonconsensual touching.

Unfounded crimes: An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

Weapon Law Violations: Violations 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.
<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Property</th>
<th>Residential Facilities (Subset - On Campus)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
<td>Dating Violence</td>
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<td>2019</td>
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<tr>
<td>Illegal Weapons Possession Arrests</td>
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<td>0</td>
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<td>2019</td>
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<td>Drug Law Arrests</td>
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<td></td>
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<td>2019</td>
<td>0</td>
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### PVAMU Northwest Houston Center - Reportable Crimes 2017-2019

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Property</th>
<th>Residential Facilities (Subset - On Campus)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
<td>Drug Law Violations Referred for Disciplinary Action</td>
<td>2017</td>
<td>0</td>
<td>0</td>
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<td>2019</td>
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<tr>
<td>Liquor Law Arrests</td>
<td>2017</td>
<td>0</td>
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<tr>
<td>Liquor Law Violations Referred for Disciplinary Action</td>
<td>2017</td>
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<td>2018</td>
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</tbody>
</table>

Statistics were requested from local law enforcement agencies. However, they were unable to provide crime statistics in a usable format enabling a determination to be made as to whether or not they should be counted.

**Hate Crime Reporting**

In 2017, 2018 and 2019, there were no hate crimes reported.

**Unfounded Crimes**

Unfounded Crimes are those that a commissioned peace officer has investigated and found to be false or baseless. In 2017, 2018, and 2019, there were no unfounded crimes.
Chapter V – Prairie View A&M University RELLIS Academic Alliance Campus Annual Security Report

Overview
The RELLIS campus, formerly known as the Riverside campus, is owned and controlled by The Texas A&M University System (TAMUS) for purposes of the Clery Act, and located eight miles from the Texas A&M University main campus in College Station (Texas A&M University). RELLIS was renamed in 2016 to represent the Aggie core values of respect, excellence, leadership, loyalty, integrity, and selfless services. Recent construction of RELLIS facilities created an expanded campus where students participate in research and testing with multiple agencies in the TAMUS; federal, state, and local governments; and private industry. Additional paths toward workforce development and college degrees have also been established at RELLIS. Post-secondary degree education and training are being offered with programs through Blinn College and multiple universities under the TAMUS. The educational program at RELLIS is comprehensively called the RELLIS Academic Alliance and includes plans for further facility expansion. Starting in 2020, PVAMU’s ASR includes the RELLIS campus location to capture information and statistics related to PVAMU’s academic programs at RELLIS. In prior years, the statistics were included as a non-campus location in the Texas A&M University College Station Annual Security Report.

Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist the campus community in making decisions which affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions’ obligations under the Act. The Act was also renamed the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (hereafter the Clery Act).

The Clery Coordinator works closely with the Prairie View A&M University Police Department (UPD), Risk Management and Safety office (RMS) and other university officials to prepare and distribute the Annual Security Report (ASR) in compliance with the Clery Act. The ASR is to be published every year on or before October 1st and contains three years of selected campus crime statistics, along with certain campus
security policy statements in accordance with the Clery Act. The 2020 ASR contains security policy statements for the 2020 – 2021 academic year and crime statistics for calendar years 2019, 2018, and 2017. Prior to 2016, RELLIS statistics were included as a non-campus location in the Texas A&M University College Station Annual Security Report. Due to the COVID-19 pandemic, publication and distribution of the 2020 ASR was delayed by the U. S. Department of Education up until but no later than December 31, 2020.

In accordance with the Clery Act, Prairie View A&M University (PVAMU) recognizes the RELLIS campus as a separate campus. PVAMU did not have students on the RELLIS campus prior to the fall of 2018.

Policy statements in this ASR are relevant to PVAMU students, faculty, and staff located at the RELLIS campus and reflect the same policies, practices, and services that are applicable to PVAMU unless otherwise stated. RELLIS Academic Alliance students and employees not enrolled or employed by PVAMU, may have differing policies, practices, and services provided by other entities that are not required to be disclosed in this ASR. The administration of the student conduct process for PVAMU students enrolled in classes at the RELLIS campus is delegated to the Associate Director of the RELLIS Academic Alliance.

The Clery Coordinator composes the ASR and statistical information with input from various sources such as The Texas A&M University System (TAMUS), RELLIS personnel, the UPD, local law enforcement agencies, RMS, Student Affairs, and various university officials/departments.

**Annual Security Report Notifications**

Each year, an e-mail and text message notification is sent to all current students, faculty and staff, which provides website access to this report. Upon request, prospective students and employees may obtain a hard copy of the report from the Office of University Compliance, located in the W.R. Banks Building, Suite 224. The building is located directly across from the A.I. Thomas Building. The report may also be obtained on the university’s Clery website.

Prospective employees are provided with the direct link to view the university’s most current ASR on the university’s career site.

Prospective students and parents of students can read about and reference Clery Act information on the Undergraduate Admissions webpage and the Graduate Admissions webpage. Prospective students are notified about the Clery Act via an email that is sent to applicants after they have completed an application in the online enrollment system. Additionally, students who are admitted also receive an email with information related to the ASR. The email includes the availability of the ASR, as well as a direct link to the current ASR.

**Campus Law Enforcement Policies**

**RELLIS Campus Police Department Overview**

An infrastructure agreement is in place between the TAMUS and Texas A&M University to provide primary police and security service at RELLIS through the Texas A&M University Police Department (TAMUPD). TAMUPD provides law enforcement and security services to all components of Texas A&M University located in Brazos County, including RELLIS, and a variety of other satellite facilities throughout the Brazos County.
To provide a safe campus for our students, faculty, staff, and visitors, the TAMUPD has uniformed officers on patrol 24-hours a day, year-round at the main campus who are available to respond to the RELLIS campus. To provide this around-the-clock coverage, TAMUPD officers work in two 12 hour shifts with an additional third overlapping 12-hour shift as staffing allows. TAMUPD security officers work closely with TAMUPD armed patrol officers by constantly patrolling university properties and staffing fixed posts at some facilities. Additionally, TAMUPD patrols the RELLIS campus as part of a normal random patrol pattern and TAMUPD security personnel patrol the RELLIS campus each evening, including weekends, for an eight-hour period beginning at dusk.

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

**Jurisdiction, Arrest Authority, Enforcement Authority, Working Relationships & Mutual Agreements, and Interagency Cooperation**

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

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

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

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

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

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

**Monitoring Non-Campus Locations**
When a PVAMU student is involved in an offense at a non-campus location, the TAMUPD may, upon request, assist with the investigation in cooperation with local, state, or federal law enforcement agencies. However, PVAMU does not use local law enforcement to monitor and document criminal activity allegedly perpetrated by students at non-campus locations of officially recognized student organizations.

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

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

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

**Reporting Crimes**

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

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

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

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

**Reporting Criminal Offenses to University Officials**

Students, faculty, and staff are encouraged to report any criminal offenses within the campus environment directly to TAMUPD or BCPD located at RELLIS.

The RELLIS Campus is located at 3100 TX-47, Bryan, TX, 979-317-3410. The RELLIS Associate Director is located in the Academic Complex, Phase 1 Building 106F at RELLIS, 979-317-3402.

**Campus Law Enforcement Telephone Directory**

Texas A&M University Police [http://upd.tamu.edu](http://upd.tamu.edu)


| Emergencies from on-campus phones/Police/Fire/Medical | TAMU Chief of Police 845-2345 | Uniform Patrol Division 845-2345 | Criminal Investigations Division 845-8063 | Uniform Security Division 862-3375 | Field Operations Division 845-6633 | Special Events Operations 845-8900 | Non-Emergencies/General Assistance 845-2345 | Community Services Division 845-0070 | Records Division 845-2347 | Recruiting Division 862-8125 | Public Information 845-0070 | Training Division 845-8055 | Victim Services 458-9767 |
Blinn Police at RELLIS 209-7600 TAMUPD Police at RELLIS 845-2345

For non-campus offenses, we encourage accurate and prompt reporting to the proper local law enforcement agency. However, in certain circumstances, a victim of a crime may be more inclined to report the offense to someone other than a law enforcement officer. For this reason, the Clery Act requires the collection of crime reports from individuals who are considered to be a Campus Security Authority (CSA). According to the 2016 Handbook for Campus Safety and Security Reporting (pgs. 4-2 & 4-3), CSA’s are individuals in the following four groups:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

CSAs commonly report information to the following:

<table>
<thead>
<tr>
<th>Contact Group</th>
<th>Contact Information</th>
</tr>
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<tbody>
<tr>
<td>PVAMU University Police Department</td>
<td>(936) 261-1375</td>
</tr>
<tr>
<td>PVAMU Student Affairs</td>
<td>(936) 261-2130</td>
</tr>
<tr>
<td>PVAMU Title IX Coordinator</td>
<td>(936) 261-2166</td>
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<tr>
<td>PVAMU Human Resources</td>
<td>(936) 261-1730</td>
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<tr>
<td>PVAMU Clery Coordinator</td>
<td>(936) 261-2117</td>
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<tr>
<td>RELLIS Asst. Provost &amp; Title IX Coordinator</td>
<td>(979) 317-3402</td>
</tr>
<tr>
<td>TAMUPD Police at RELLIS</td>
<td>(979) 845-2345</td>
</tr>
<tr>
<td>Blinn Police at RELLIS</td>
<td>(979) 209-7600</td>
</tr>
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</table>

**Reporting to Meet Disclosure Requirements**

Members of the community are helpful when they immediately report crimes or emergencies to the TAMUPD or BCPD located at RELLIS for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary.

Upon request CSAs, including professional counselors, should treat crime reports as confidential and respect the privacy of the person making the report, consistent with their reporting obligations and all applicable laws. Professional mental health counselors are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics and to inform them of reporting procedures, especially if the incident may pose an ongoing threat to the campus community.

For additional information on the duties and responsibilities of CSAs, see “Resources for Campus Security Authorities” on the Clery website.

**Confidential and Anonymous Reporting of Crimes**

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

Voluntary confidential reports, for purposes of inclusion in the annual disclosure of crime statistics and crime log, can generally be made by victims, witnesses, and others to the campus security authorities listed above and all other campus security authorities. Annual crime statistics and the crime log are confidential in that personally identifiable information is not included in the disclosure.

Anonymous Reporting
The TAMUPD encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. Felony crimes can be reported anonymously by calling Crime Stoppers at 1-800-252-8477 or online at: http://crime-stoppers.org/tips.html. Non-emergency crimes can be reported anonymously by calling Crime Stoppers at 979-775-TIPS (8477) to allow people to report non-emergency security or safety related concerns anonymously, as well as to provide the police department with information about criminal incidents or behavior.

The UPD and all CSAs will accept anonymous reports of crimes for inclusion in the annual crime statistics for PVAMU.

Security Awareness & Crime Prevention Programs
One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of PVAMU to inform students of good crime prevention and security awareness practices.

During the 2019-2020 academic year, PVAMU offered several crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious and involved, and advised to call the UPD to report suspicious behavior. For additional questions regarding crime prevention, contact the department directly at (936) 261-1375.

As part of the department’s community-oriented policing philosophy, the UPD offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, Rape Aggression Defense (R.A.D.) and property protection strategies. Anyone interested in having a UPD officer speak to his or her classroom or group should contact them at (936) 261-1375.

Timely Warning Notification Policy
The procedures disclosed in this section apply to incidents occurring at the RELLIS campus that warrant a Timely Warning (Crime Alert).
Texas A&M University Police Department coordinates with the main Texas A&M University campus, the Blinn Police Department, and TAMUS to generate and issue Crime Alerts on behalf of the RELLIS campus using established procedures as described below.

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

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

Crime Alerts are issued through email to students, faculty, and staff in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. Recipients include, but are not limited to, Texas A&M University students and employees located at RELLIS and students and employees that are part of the RELLIS Academic Alliance. Information regarding the Crime Alert may be forwarded to local media outlets through a formal press release. Crime Alerts contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property. Crime Alerts generally include:

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

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

**Emergency Notification, Response and Evacuation Policy**

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

**Emergency Notification System**

The TAMUPD coordinates with the main Texas A&M University campus and Blinn College to generate and issue emergency notifications on behalf of the RELLIS campus using two emergency notification systems. Established procedures are described below.

The Blinn College emergency notification system, called Blinn Alert, is provided through the Code Blue program and is utilized to notify Academic Alliance students and employees located at RELLIS of significant emergencies or dangerous situations occurring at the RELLIS campus.

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

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

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

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

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

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

Registering for Emergency Notifications
Students, Faculty, and Staff Access
The Blinn Alert emergency notification system allows Academic Alliance students, faculty and staff at RELLIS to receive phone call, email and text message alerts. Emergency alerts are automatically sent to all Academic Alliance cell phone and email addresses registered with the TAMUS.

Public Access
The public cannot register for Blinn Alert.

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

Emergency Preparedness

The Director of the RELLIS Campus has primary responsibility for emergency preparedness at the RELLIS campus. Duties and responsibilities range from working with departments to write and exercise building evacuation plans, to developing and maintaining emergency plans as deemed necessary.

The RELLIS campus Emergency Operations Plan is the primary plan that describes the general framework for emergency response at the campus. The RELLIS Campus Director in coordination with TAMUS Risk Management is responsible for maintaining and updating this plan. This plan shall be reviewed at least annually and updated based upon deficiencies identified during actual emergency situations, trainings, exercises, and when changes in hazards, resources, capabilities or organizational structure occur. A revised or updated plan will be provided to all departments and individuals tasked within this plan in addition to TAMUS Risk Management.

The Emergency Operations Plan will be tested and exercised at least annually utilizing a discussion-based level exercise or higher and tests of the emergency notification system. An operations-based exercise will be performed at least every three years. The agencies and emergency response entities that interface with RELLIS officials during an actual emergency situation will be invited to participate in the campus exercises. Actual emergency situations or false emergency alarms will not be used to meet the requirements for testing and exercising the RELLIS Emergency Operations Plan. The tests and appropriate follow-through activities are designed for assessment and evaluation of emergency plans and capabilities and are performed and documented. Tests may be announced or unannounced. Testing reports and review documentation will include a description of the exercise, the date the test was held, the start and end time of the exercise, and whether the test was announced or unannounced.

Texas A&M University Environmental Health and Safety, in cooperation with lead administrators for each occupied facility, oversee a Building Evacuation Program for all occupied facilities on the RELLIS campus. Environmental Health and Safety works with each facility representative to maintain and test building evacuation procedures annually for occupied facilities on campus through emergency evacuation drills.

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

General Evacuation Procedures
At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify TAMUPD at (979) 845-2345, BCPD at (979) 209-7600 or dial 911.
1. Remain Calm.
2. Do NOT use Elevators; Use the Stairs.
3. Assist the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform UPD or the responding fire dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Shelter-in-Place Procedures – What it Means to “Shelter-in-Place”
If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance
If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest university building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to “Shelter-in-Place”
A shelter-in-place notification may come from several sources, UPD, Housing and Residence Life staff members, other university employees, Local PD, or other authorities utilizing the university’s emergency communications tools.

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

- If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be:
  - An interior room;
  - Above ground level; and,
  - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- Shut and lock all windows (tighter seal) and close exterior doors.
- Turn off air conditioners, heaters, and fans.
- Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)
- Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to UPD so they know where you are sheltering. If only students are present, one of the students should call in the list.
- Turn on a radio or TV and listen for further instructions.
• Make yourself comfortable.

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

Security of and Access to Campus Facilities
General Provisions
The Director of the RELLIS campus is responsible for determining access to the RELLIS campus. Access to facilities are the responsibility of TAMUS member agencies and department directors. For security and safety reasons, segregation or separation is required for certain activities located on the RELLIS campus. Applicable areas are secured by barriers and/or enhanced controls that may restrict public access.

It is unlawful for any person to trespass on the grounds of any state institution of higher education or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education as indicated in Texas Education Code Section 51.204. Texas Penal Code Criminal Trespass Section 30.05 and Criminal Mischief Section 28.03 are State statutes that are similar in nature and are also widely utilized to help support Texas Education Code Section 51.204.

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property. (Texas Education Code Section 51.209). The TAMUPD's Community Services Division, upon request, will prepare a security survey of the facility to determine security coverage and appropriate access control.

Residence Halls
The RELLIS campus has no residential facilities for students strictly enrolled in the PVAMU RELLIS programs.

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

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

**Security Considerations Used in the Maintenance of Campus Facilities**

Contracted facilities personnel are responsible for maintaining the buildings, grounds, and custodial services for the RELLIS campus. The group addresses maintenance, renovation, and repair projects for facilities, custodial and landscaping. After-hours or emergency repairs should be directed to maintenance personnel through the 24-hour Communications Center at 979-845-4311.

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

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

**Education Programs & Policies**


**Alcohol Policy**

The following alcohol policy applies at the RELLIS campus.

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

The TAMUS strictly prohibits the unlawful manufacture, distribution (including sales), possession, or use of alcohol on TAMUS property, while on official duty, and/or as part of any TAMUS activities (System Policy 34.02, Drug and Alcohol Abuse). Possession or consumption of alcoholic beverages on property under control of the TAMUS will not be permitted except in special use buildings and facilities that may be designated by the chief executive officer of the member, approved by the chancellor, and subsequently reported to the board on an annual basis (System Policy 34.03, Alcoholic Beverages).
The purchase, service (including sales), possession, and consumption of alcohol beverages in facilities under the control of the TAMUS shall in all respects comply with state law (System Policy 34.03, Alcoholic Beverages). All purchases of alcoholic beverages by any member must comply with guidelines as established in System Policy 34.03, Alcoholic Beverages regarding the purchase’s source of funds, purpose, and required documentation.

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

The Work/Life Solutions Program by GuidanceResources (1-866-301-9612) manages the alcohol, drug abuse, and rehabilitation program for employees and provides licensed counseling and referral services.

### Illegal Drugs Policy

The following illegal drug policy applies at the RELLIS campus.

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

The Work/Life Solutions Program by GuidanceResources (1-866-301-9612) manages the alcohol, drug abuse, and rehabilitation program for employees and provides licensed counseling and referral services.

### Resources related to AOD

- National Institute on Alcohol Abuse and Alcoholism [www.niaaa.nih.gov](http://www.niaaa.nih.gov)

### Weapons Policy

The following weapons policy applies at the RELLIS campus.

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

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

In accordance with federal law and Texas A&M University System Regulation 08.01.01 Civil Rights Compliance (System Regulation 08.01.01), PVAMU and the RELLIS Academic Alliance campus prohibit discrimination and harassment on the basis of sex, including sexual assault, dating violence, domestic violence, stalking, (as those terms are defined for the purposes of the Clery Act) and/or related retaliation.

Towards that end, PVAMU issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a university official.

The following are statements of policy that address discrimination, harassment (including non-consensual sexual contact, sexual assault, sexual exploitation, dating violence, domestic violence, stalking, quid pro quo and hostile environment sexual harassment), complicity, and retaliation as prohibited conduct. The policies apply whether the prohibited conduct occurs on or off campus and when it is reported to the university. All policies described in this section apply to PVAMU students, faculty, and staff located at the RELLIS campus.

**Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws**

**Sexual Assault Penal Code**

Texas Penal Code, Sec. 21.01. DEFINITIONS:

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

Texas Penal Code, Sec. 22.011. SEXUAL ASSAULT:

(a) A person commits an offense if:

   (1) the person intentionally or knowingly:
(A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
(B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or,
(C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
(2) regardless of whether the person knows the age of the child at the time of the offense, the person intentionally or knowingly:
(A) causes the penetration of the anus or sexual organ of a child by any means;
(B) causes the penetration of the mouth of a child by the sexual organ of the actor;
(C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
(D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or,
(E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b) A sexual assault under Subsection (a) (1) is without the consent of the other person if:
(1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion;
(2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat;
(3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
(4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
(5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
(6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
(7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
(8) the actor is a public servant who coerces the other person to submit or participate;
(9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
(10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser;
(11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code; or,
(12) the actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor.
(c) In this section:
   (1) “Child” means a person younger than 17 years of age.
   (2) "Spouse" means a person who is legally married to another.
   (3) "Health care services provider" means:
       (A) a physician licensed under Subtitle B, Title 3, Occupations Code;
       (B) a chiropractor licensed under Chapter 201, Occupations Code;
       (C) a physical therapist licensed under Chapter 453, Occupations Code;
       (D) a physician assistant licensed under Chapter 204, Occupations Code; or,
       (E) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
   (4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:
       (A) licensed social worker as defined by Section 505.002, Occupations Code;
       (B) chemical dependency counselor as defined by Section 504.001, Occupations Code;
       (C) licensed professional counselor as defined by Section 503.002, Occupations Code;
       (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
       (E) member of the clergy;
       (F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or,
       (G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.
   (5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.
   (6) "Assisted reproduction" and "donor" have the meanings assigned by Section 160.102, Family Code.
   (7) "Human reproductive material" means:
       (A) a human spermatozoon or ovum; or,
       (B) a human organism at any stage of development from fertilized ovum to embryo.
   (d) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.
   (e) It is an affirmative defense to prosecution under Subsection (a)(2):
       (1) that the actor was the spouse of the child at the time of the offense; or
       (2) that:
           (A) the actor was not more than three years older than the victim and at the time of the offense:
               (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
               (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and
           (B) the victim:
               (i) was a child of 14 years of age or older; and
               (ii) was not
                   (a) a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.
(b) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.

(f) An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was

(1) a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

(2) a person with whom the actor was prohibited from engaging in sexual intercourse or deviate sexual intercourse under Section 25.02.

Texas Penal Code, Sec. 22.021. AGGRAVATED SEXUAL ASSAULT.

(a) A person commits an offense:

(1) if the person:

(A) intentionally or knowingly:

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

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

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

(B) regardless of whether the person knows the age of the child at the time of the offense, intentionally or knowingly:

(i) causes the penetration of the anus or sexual organ of a child by any means;

(ii) causes the penetration of the mouth of a child by the sexual organ of the actor;

(iii) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;

(iv) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or

(v) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor; and

(2) if:

(A) the person:

(i) causes serious bodily injury or attempts to cause the death of the victim or another person in the course of the same criminal episode;

(ii) by acts or words places the victim in fear that any person will become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or that death, serious bodily injury, or kidnapping will be imminently inflicted on any person;

(iii) by acts or words occurring in the presence of the victim threatens to cause any person to become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or to cause the death, serious bodily injury, or kidnapping of any person;

(iv) uses or exhibits a deadly weapon in the course of the same criminal episode;

(v) acts in concert with another who engages in conduct described by Subdivision (1) directed toward the same victim and occurring during the course of the same criminal episode; or,

(vi) administers or provides flunitrazepam, otherwise known as rohypnol, gamma hydroxybutyrate, or ketamine to the victim of the offense with the intent of facilitating the commission of the offense;
(B) the victim is younger than 14 years of age; or
(C) the victim is an elderly individual or a disabled individual.

(b) In this section:
(1) "Child" has the meaning assigned by Section 22.011(c).
(2) "Elderly individual"
(3) "disabled individual" have the meanings assigned by Section 22.04(c).

(c) An aggravated sexual assault under this section is without the consent of the other person if the aggravated sexual assault occurs under the same circumstances listed in Section 22.011(b).

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

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

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

Dating Violence Penal Code
Texas Family Code, Sec. 71.0021. DATING VIOLENCE.

(a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
(1) is committed against a victim:
   (A) with whom the actor has or has had a dating relationship; or
   (B) because of the victim's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or sexual assault.

(b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
(1) the length of the relationship;
(2) the nature of the relationship; and
(3) the frequency and type of interaction between the persons involved in the relationship.

(c) A casual acquaintance or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

Family Violence (Domestic Violence) Penal Code
Texas Family Code, Sec. 71.004. FAMILY VIOLENCE.

"Family violence" means:
(1) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
(2) abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family or household toward a child of the family or household; or
(3) dating violence, as that term is defined by Section 71.0021.
PVAMU ANNUAL SECURITY AND FIRE SAFETY REPORT | 2020

Texas Family Code, Sec. 71.005. HOUSEHOLD.

"Household" means a unit composed of persons living together in the same dwelling, without regard to whether they are related to each other.

Texas Family Code, Sec. 71.006. MEMBER OF A HOUSEHOLD.

"Member of a household" includes a person who previously lived in a household.

Stalking Penal Code
Texas Penal Code, Sec. 42.072. STALKING.

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

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

(2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

(3) would cause a reasonable person to:
   (A) fear bodily injury or death for himself or herself;
   (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
   (C) fear that an offense will be committed against the person's property; or
   (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:

(1) the laws of another state;
(2) the laws of a federally recognized Indian tribe;
(3) the laws of a territory of the United States; or
(4) federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.

(d) In this section:

(1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.

(2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.
Institutional Definitions for Sexual Assault, Dating Violence, Domestic Violence, and Stalking

Texas A&M University System Regulation

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

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

- **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

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 will be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition:
  - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence. [34 U.S.C. 12291(a)(10)]

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

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner;
- 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,
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. [34 U.S.C. 12291(a)(8)]
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.

For the purposes of this definition:

- 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, surveills, threatens, or communicates to or about a person, or interferes with a person's property.
- 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. [34 CFR 668.46(a)]

Consent – clear, voluntary, and ongoing agreement to engage in a specific sexual act. Persons need not verbalize their consent to engage in a sexual act for there to be permission. Permission to engage in a sexual act may be indicated through physical actions rather than words. A person who is asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made by threat, coercion, or force, cannot give consent. Consent may be revoked by any party at any time.

Texas Penal Code
According to the Texas Penal Code, Sec. 1.02. Objectives of Code, the general purposes of the Texas Penal Code are to establish a system of prohibitions, penalties, and correctional measures to deal with conduct that unjustifiably and inexcusably causes or threatens harm to those individual or public interests for which state protection is appropriate.

Consent is defined in the Texas Penal Code, Section 1.07(11) as assent in fact, whether express or apparent. Without consent is also defined in the Texas Penal Code, Section 22.011(b) within the definition of sexual assault (as described in “Sexual Assault, Dating Violence, Domestic Violence and Stalking State Laws” elsewhere in this document).

Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence, Stalking and Related Retaliation
Individuals have the option of notifying on-campus and/or local law enforcement authorities to report sexual assault, dating violence, domestic violence, or stalking.

The following local law enforcement agencies may be contacted to report sexual assault, dating violence, domestic violence, or stalking:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Texas A&amp;M University Police Department</td>
<td>979-845-2345</td>
</tr>
<tr>
<td>Bryan Police Department</td>
<td>979-361-3888</td>
</tr>
<tr>
<td>Agency</td>
<td>Phone</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>College Station Police Department</td>
<td>979-764-3600</td>
</tr>
<tr>
<td>Blinn College Police Department</td>
<td>979-209-7600</td>
</tr>
<tr>
<td>Brazos County Sheriff’s Department</td>
<td>979-361-4980</td>
</tr>
<tr>
<td>Emergency</td>
<td>911</td>
</tr>
</tbody>
</table>

The TAMUPD is available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking; assist in securing medical attention; participate in evidence preservation and collection; conduct criminal investigations of crimes; and inform the individual of legal and administrative options both on and off campus. Criminal investigations may occur independent from a conduct proceeding and are handled in accordance with the Texas Penal Code, the Texas Code of Criminal Procedure, and information from the Brazos County District Attorney’s Office. Law enforcement will help individuals understand the process of obtaining protective orders, restraining orders, or similar lawful orders issued by the courts.

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

It is the complainant’s choice whether or not to make a report. Victims also have the right to decline to notify law enforcement.

Individuals also have the option of reporting incidents of sexual assault, dating violence, domestic violence, or stalking, that has occurred on the RELLIS campus, to university officials. If a complainant would like to make a report to the university, they may contact:

**Isaiah Vance**  
Assistant Provost and Title IX Coordinator  
RELLIS Academic Alliance Campus  
979-317-3402  
[Civilrights@rellis.tamus.edu](mailto:Civilrights@rellis.tamus.edu)

**Alexis Boyd**  
Director, Title IX Compliance and Title IX Coordinator  
Prairie View A&M University  
W.R. Banks, Suite 224  
Prairie View, TX 77446  
Tel: (936) 261-2166  
[titleixteam@pvamu.edu](mailto:titleixteam@pvamu.edu)
Electronic reporting:
https://www.pvamu.edu/titleix/reporting/report-to-the-university/

Renee Williams
**Director, Equal Opportunity & Diversity Human Resources**
Prairie View A&M University
Harrington Science Building, Room 109
Prairie View, TX 77446
Tel: (936) 261-1744
EEOD@pvamu.edu

Complainants are also able to anonymously report an incident. The anonymous reports are forwarded directly to the Title IX Coordinator (TIXC) for follow up.

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

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

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

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

When a student reports, in good faith, experiencing or witnessing an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking, the university will not take disciplinary action against that student for violations of the Student Conduct Code occurring at or near the time of the incident reported. The university may, however, investigate to determine whether a report of an incident of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking was made in good faith. The university’s granting of amnesty does
not apply to students who report their own commission of sexual harassment, sexual assault, sexual exploitation, dating abuse/violence, domestic abuse/violence, or stalking.

**Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported**

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

The appropriate Title IX Coordinator or office conducts an initial review and preliminary assessment of all reports/complaints of alleged prohibited conduct to assess the safety and well-being of the complainant, respondent, and the campus community. As part of the initial review, OTIXC will determine if the alleged prohibited conduct falls under the jurisdiction of OTIXC or if it should be referred to another office. After OTIXC determines jurisdiction, OTIXC will attempt to meet with the complainant to obtain more information about the allegations. Initial review steps include: (1) informing the individual reporting of the right to file a complaint with law enforcement (if applicable) in addition to filing a complaint with PVAMU; (2) providing assistance in notifying UPD or appropriate law enforcement authorities if the individual so chooses; (3) informing the individual of the right to decline to contact law enforcement; and, (4) informing the individual of the right to file a complaint with state and federal agencies. In coordination and consultation with other university officials, OTIXC will offer the opportunity to request interim support, academic adjustments, and protective measures to provide for the safety of the individual and campus community.

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

The university has procedures in place that serve to be sensitive to complainants who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid 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 changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The university will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the complainant chooses to report the crime to the TAMUPD or local law enforcement.

For reports involving students, contact:

**Isaiah Vance**  
Assistant Provost and Title IX Coordinator  
RELLIS Academic Alliance Campus
If a report of domestic violence, dating violence, sexual assault or stalking is reported to the university, below are the procedures that the university will follow:

<table>
<thead>
<tr>
<th>Incident Being Reported</th>
<th>Procedure University Will Follow</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault</td>
<td>1. Depending on when reported (immediate vs delayed report), university will provide complainant with access to medical care and assess immediate safety needs of complainant.</td>
</tr>
<tr>
<td></td>
<td>2. University will assess which office has jurisdiction of the complaint.</td>
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<td>3. University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.</td>
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<td>4. University will provide complainant with referrals to on and off campus mental health providers.</td>
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<td>6. University will provide the complainant with a written explanation of the complainant’s rights and options.</td>
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<td>7. University will provide a “Criminal Trespass Warning” (CTW) directive to accused party if deemed appropriate.</td>
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<td>8. University will provide written instructions on how to apply for Protective Order.</td>
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<td>9. University will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.</td>
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<tr>
<td></td>
<td>10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.</td>
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11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

### Stalking

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### Dating Violence

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8. University will provide written instructions on how to apply for Protective Order.
9. University will provide a copy of the policy applicable to Dating Violence to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.
10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
11. University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

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The appropriate OTITXC provides a written notification of available resources, rights, and options to each individual reporting prohibited conduct including sexual assault, dating violence, domestic violence, and stalking (whether the offense occurred on or off campus) regardless of whether the individual chooses to report the incident to local law enforcement or chooses to pursue institutional disciplinary measures or criminal remedies. This includes information regarding:

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

Individuals reporting to Student Health Services and UPD also receive the above information.

**Guidelines or Suggestions to Follow After an Incident of Sexual Assault, Dating Violence, Domestic Violence, or Stalking (as applicable to the specific incident)**

- Go to a safe place as soon as you can.
- Contact the Police Department at 911 or 9-911 using an on-campus phone.
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action. Baylor Scott & White Medical Center in College Station (979-207-0100, [https://www.bswhealth.com/specialties/forensic-medicine/](https://www.bswhealth.com/specialties/forensic-medicine/)) is the community’s designated forensic nursing facility offering a 24/7 program with trained Sexual Assault Nurse Examiners (SANE) and a forensic unit that provides detailed physical examinations, evidence collection, and expert testimony. CHI St. Joseph Regional Hospital in Bryan (979-776-3777) also conducts forensic exams. Go to the hospital’s emergency room and request to be seen by a SANE. A forensic examination can also be performed for victims of domestic violence.
- Try to preserve all physical evidence. Do not wash, use the toilet, swim, brush teeth, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.
- Personnel are available to help explain options, give information, and provide emotional support. Personnel include: PVAMU Title IX Compliance 936-261-2166, PVAMU Equal Opportunity & Diversity 936-261-1744, RELLIS Title IX Coordinator 979-317-3402, Counseling & Psychological Services 979-845-4427, RELLIS Health and Wellness 979-845-8017, TAMUPD Victim Services
Medical Treatment
It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries sustained; second, to test for sexually transmitted infections or pregnancy and treat or take preventive measures; and third, to gather and preserve evidence that may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protective order. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infection. After an incident of sexual assault and/or domestic violence, the victim may consider seeking medical attention at Baylor Scott & White Medical Center in College Station (979-207-0100), or RELLIS Health and Wellness 979-845-8017.

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

Additionally, allegations of prohibited conduct disclosed to confidential employees will not be reported to the institution, except as required by law. Publicly available recordkeeping must not include personally identifying information. Incidents are shared in a way that does not identify the individuals. For example, licensed healthcare providers share de-identified information regarding this conduct that may be statistics in the Clery Annual Security and Fire Safety Report and/or disclosed in the daily crime log without identifying the individuals concerned. The university does not publish the name of crime complainants or other identifiable information regarding complainants in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the complainant and other personally identifiable information about the victim will be withheld.

Personally identifiable information about the complainant and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report, or those involved in providing support services to the complainant, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. Although the confidentiality of the information received,
the privacy of the individuals involved, and the wishes of the complainant regarding action by the university cannot be guaranteed, they will be protected to as great a degree as is legally possible.

The university is committed to protecting the privacy of reporting parties, complainants, and respondents. Given the sensitive nature of reports, information will be maintained in a secure manner and will only be disclosed to school officials who are responsible for handling the university’s response. If the individual does not disclose any identifying information about him/herself or any other party involved (e.g. names, department, or unit) during the inquiry, the university’s ability to respond to the allegations may be limited.

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

At RELLIS, the following are considered confidential reporters: Mental health providers for students - Counseling and Psychological Services (979-845-4427), Health and Wellness (979-845-8017); and Mental health providers for employees - The Work/Life Solutions program by GuidanceResources (866-301-9612 or TTY 800-697-0353). Confidential reports are available to support both complainants and respondents.

**Resources, Rights, and Options**
Following an allegation of sexual assault, dating violence, domestic violence, stalking, and/or related retaliation the complainant, the respondent, and other affected individuals have certain resources, rights, and options available to them. Available assistance is also covered through prevention and awareness education.

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

**PVAMU On-Campus Resources (Main Campus)**

<table>
<thead>
<tr>
<th>On-Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling</td>
<td>Counseling</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564</td>
</tr>
<tr>
<td>(Students)</td>
<td></td>
<td></td>
<td>8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Health</td>
<td>Medical care and health education</td>
<td>Owens-Franklin Health Center</td>
<td>(936) 261-1410</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8:00 a.m. – 6:00 p.m.</td>
</tr>
<tr>
<td>Mental Health</td>
<td>Mental health assistance</td>
<td>Student Counseling Services</td>
<td>(936) 261-3564</td>
</tr>
<tr>
<td>(Students)</td>
<td></td>
<td></td>
<td>8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>On-Campus</td>
<td>Type of Services Available</td>
<td>Service Provider</td>
<td>Contact Information</td>
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</tr>
<tr>
<td>Victim Advocacy (Students)</td>
<td>Individual and group support, crisis intervention, housing and coursework advocacy, referrals, student conduct process advising</td>
<td>Relationship &amp; Sexual Violence Program (RSVP) Manager</td>
<td>(936)261-1468</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(832) 853-5288</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(RSVP after hours line)</td>
</tr>
<tr>
<td>Legal Assistance (Students)</td>
<td>Legal advocacy</td>
<td>RSVP Manager</td>
<td>(936)261-1468</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(832) 853-5288</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(RSVP after hours line)</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>Student financial aid assistance</td>
<td>Office of Student Financial Aid and Scholarships</td>
<td>(936) 261-1000</td>
</tr>
<tr>
<td>Peer Support</td>
<td>Health education peer support</td>
<td>RSVP Manager</td>
<td>(936)261-1468</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(832) 853-5288</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(RSVP after hours line)</td>
</tr>
<tr>
<td>Social Support &amp; Advocacy</td>
<td>Stop-It app</td>
<td>RSVP Manager</td>
<td>(936)261-1468</td>
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<td></td>
<td></td>
<td></td>
<td>(832) 853-5288</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(RSVP after hours line)</td>
</tr>
<tr>
<td>Visa &amp; Immigration Assistance</td>
<td>Referral only</td>
<td>RSVP Manager</td>
<td>(936)261-1468</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>(832) 853-5288</td>
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<td>(RSVP after hours line)</td>
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### PVAMU Off Campus Resources

<table>
<thead>
<tr>
<th>Off Campus</th>
<th>Type of Services Available</th>
<th>Service Provider</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling (Employees)</td>
<td>Counseling</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Health</td>
<td>Medical</td>
<td>Memorial Hermann Tomball Hospital</td>
<td>(281) 516-0911</td>
</tr>
<tr>
<td>Mental Health (Employees)</td>
<td>Mental health assistance</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Victim Advocacy</td>
<td>Hospital accompaniment and support</td>
<td>Focusing Families</td>
<td>(979) 826-8024</td>
</tr>
<tr>
<td>Legal Assistance (Employees)</td>
<td>Limited legal advice</td>
<td>ComPsych Guidance Resources</td>
<td><a href="http://www.guidanceresources.com">http://www.guidanceresources.com</a></td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal complaints and protective orders</td>
<td>Waller County District Attorney’s Office</td>
<td>(979) 826-7718</td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Assistance with criminal</td>
<td>Harris County District Attorney’s Office</td>
<td>(713) 274-5800</td>
</tr>
<tr>
<td>Off Campus</td>
<td>Type of Services Available</td>
<td>Service Provider</td>
<td>Contact Information</td>
</tr>
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<td>-----------------</td>
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</tr>
<tr>
<td>Legal Assistance</td>
<td>complaints and protective orders</td>
<td>Legal Aid for Survivors of Sexual Assault (LASSA)</td>
<td><a href="http://www.teajf.org/index.aspx">http://www.teajf.org/index.aspx</a></td>
</tr>
<tr>
<td>Visa and Immigration Assistance</td>
<td>Sexual assault legal services</td>
<td>U.S. Citizenship and Immigration Services (USCIS)</td>
<td>1-844-303-7233 <a href="https://www.uscis.gov/">https://www.uscis.gov/</a></td>
</tr>
</tbody>
</table>

**RELLIS Campus Resources**

<table>
<thead>
<tr>
<th>TAMU Police Department</th>
<th>1111 Research Parkway, College Station, TX</th>
<th>979-845-2345</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blinn College Police Department</td>
<td>2423 Blinn Blvd., Building S, Room 106, Bryan, TX</td>
<td>979-209-7600</td>
</tr>
<tr>
<td>Bryan Police Department</td>
<td>303 East 29th Street, Bryan, TX</td>
<td>979-361-3888</td>
</tr>
<tr>
<td>College Station Police Department</td>
<td>800 Krenek Tap Road, College Station, TX</td>
<td>979-764-3600</td>
</tr>
<tr>
<td>Brazos County Sheriff's Department</td>
<td>1700 Highway 21 West, Bryan, TX</td>
<td>979-361-4980</td>
</tr>
<tr>
<td>Counseling &amp; Psychological Services</td>
<td>471 Houston St., Student Services Bldg., 4th floor</td>
<td>979-845-4427</td>
</tr>
<tr>
<td>Baylor Scott &amp; White Medical Center</td>
<td>700 Scott &amp; White Drive, College Station, TX</td>
<td>979-207-0100</td>
</tr>
<tr>
<td>CHI St. Joseph Health College Station Hospital</td>
<td>1604 Rock Prairie Road, College Station, TX</td>
<td>979-764-5100</td>
</tr>
<tr>
<td>CHI St. Joseph Health Regional Hospital</td>
<td>2801 Franciscan Drive, Bryan TX</td>
<td>979-776-3777</td>
</tr>
<tr>
<td>Texas A&amp;M Physicians Clinic</td>
<td>2900 East 29th Street, Bryan TX</td>
<td>979-776-6905</td>
</tr>
<tr>
<td>Office of Disability Services</td>
<td>230 Walter C. Schwartz Building</td>
<td>979-209-8947</td>
</tr>
<tr>
<td>TAMU Police Department Victim Services</td>
<td>1111 Research Parkway, College Station TX</td>
<td>979-458-9767</td>
</tr>
<tr>
<td>Brazos County Victim Assistance Division</td>
<td>300 East 26th Street, suite 310, Bryan TX</td>
<td>979-361-4320</td>
</tr>
</tbody>
</table>
Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

http://www.rainn.org – Rape, Abuse & Incest National Hotline 1-800-656-HOPE (4673)
http://www2.ed.gov/about/offices/list/ocr/index.html - Dept. of Education, Office of Civil Rights

**Institutional Rights and Options (Supportive Measures)**

The institution is obligated to offer and assist the complainant, the respondent, and other affected individuals in obtaining a range of accommodations, support services, academic adjustments, and interim, remedial, and protective measures. The measures are intended to facilitate continued access to university employment, academic programs, and university activities; stop and prevent the recurrence of prohibited conduct; and support the individuals involved.

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

The institution is obligated to comply with the individual’s reasonable request for a living and/or academic situation change following an allegation of sexual assault, dating violence, domestic violence, or stalking. At the complainant’s request, and to the extent of the complainant’s cooperation and consent, university offices will work cooperatively to assist the complainant in obtaining remedial measures. If reasonably available, upon the request of an individual involved with the report, OTIXC can assist with measures including, but not limited to, changing academic, living, transportation, and working situations and obtaining no contact directives. The various options are provided on a temporary or permanent basis (subject to periodic review), if requested, appropriate, and reasonably available, regardless of whether the individual chooses to report the incident to law enforcement or pursue disciplinary remedies. The university also provides reasonable interim, remedial, and protective measures to third parties as appropriate and available, taking into account the role of the third party and the nature of any contractual relationship with the university.
When an allegation of sexual assault, dating violence, domestic violence, or stalking is made, the university will take prompt steps to provide interim measures before the investigation and will promptly address any violation of protective measures. These measures may be available regardless of whether a formal or informal disciplinary investigation is pursued. The university will maintain the privacy of a person receiving support services, academic adjustments, or protective measures provided to the extent practical and will promptly address any violation of the protective measures. In determining which institutional measures to impose and the reasonableness of the related measures, OTIXC considers the request; the safety of the complainant, respondent, and the university community; the specific needs of the individuals; the severity or pervasiveness of the allegations; continuing effects; sharing of residence halls, dining halls, classes, transportation, or job locations; other judicial measures already in place; and other factors as appropriate. OTIXC will also consider whether requesting an interim suspension or interim restriction (for student respondents) or an interim administrative action such as a leave of absence (for employee respondents) would enhance the safety and well-being of the complainant, respondent, and campus community.

Measures provided by the university vary and may include, but are not limited to, the following:

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

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

Individuals should be aware that direct contact, refusal to leave a protected area, appearing at a location one reasonably knows the protected party is at, third-party contact, or even an anonymous contact are all potential violations of a no-contact directive. Violations should be reported to OTIXC and may result in further disciplinary action.
Interim Suspensions of Students: A student may not be expelled or suspended prior to a decision of responsibility for prohibited conduct or for other violations of university rules, policies, regulations, codes, or administrative procedures except when the Dean of Students believes that an interim suspension should be imposed.

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

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

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

Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures): The university will maintain as confidential, any accommodations or protective measures provided to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or protective measures. OTIXC is responsible for determining what information and to whom information will be disclosed based on the circumstances of the allegation, the individuals involved, and related safety needs. OTIXC uses discretion and only discloses information to key officials at the institution who perform the tasks necessary for obtaining or providing the particular accommodation or protective measure.

To request changes to academic, living, transportation and/or working situations or protective measures a student or employee who is a complainant of sexual harassment (including sexual misconduct or stalking), domestic violence, or dating violence, whether it occurred on or off-campus, has certain resources, rights and options available such as No-Contact Directive, Interim Administrative Actions for Employees, Confidentiality/Privacy of Accommodations and Protective Measures (includes interim measures). For more information contact:

Isaiah Vance (students) at Civilrights@rellis.tamus.edu, 979-317-3402;
Alexis Boyd (students) at titleixteam@pvamu.edu, 936-261-2166; or,
Renee Williams (employees) at EEOD@pvamu.edu, 936-261-1744

If the complainant wishes to receive assistance in, changing academic, living, transportation, and work situations requesting these measures by the complainant and reasonably available. These requests will be considered by Mr. Isaiah Vance or Ms. Alexis Boyd (students) or Ms. Renee Williams (employees) regardless of whether the complainant chooses to report the incident to law enforcement. Examples of potential remedial measures may include assistance in obtaining institutional no contact directive and/or changing living location, transportation, parking location, or class schedules to reduce the chance of continued contact with the alleged offender.
Isaiah Vance  
Assistant Provost and Title IX Coordinator  
RELLIS Academic Alliance Campus  
979-317-3402  
Civilrights@rellis.tamus.edu

Alexis Boyd  
Director, Title IX Compliance and Title IX Coordinator  
Prairie View A&M university  
W.R. Banks Building, Ste. 224  
Prairie View, TX 77446  
Tel: (936) 261-2166  
titleixteam@pvamu.edu

Renee R. Williams  
Director, Equal Opportunity & Diversity Human Resources  
Prairie View A&M university  
Harrington Science Building, Room 109  
Prairie View, TX 77446  
Tel: (936) 261-1744  
EEOD@pvamu.edu

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

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

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

_Criminal Trespass Warning:_ A criminal trespass warning is an interim protective measure issued by UPD which is directed at those who are considered a danger to the campus community or a danger to a certain individual in the campus community. The warning advises the respondent to leave the premises and forbids him/her from entering and/or remaining on certain property, which can cover either the entire campus or a specific campus location. To request a criminal trespass warning, contact UPD at 936-261-1375 and request to speak with an officer. The UPD officer issues the criminal trespass warning if the respondent is determined to pose a risk to campus safety based on information provided by the requestor as it relates to applicable state law and/or UPD policy.

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

_Investigations and Disciplinary Proceedings for Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Related Retaliation:_

If a person wishes to report an incident that involves another student or employees in a learning environment that potentially violates the Student Code of Conduct, please use our online Title IX Report Form to submit your concern at [https://www.pvamu.edu/titleix/reporting/](https://www.pvamu.edu/titleix/reporting/). To learn about OTIXC and the process, please visit the OTIXC [https://www.pvamu.edu/titleix/](https://www.pvamu.edu/titleix/) and PVAMU Student Handbook [https://www.pvamu.edu/sa/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf](https://www.pvamu.edu/sa/wp-content/uploads/sites/77/PVAMU-Code-of-Student-Conduct.pdf) or contact the OTIXC at 936-261-2166 located in W.R. Banks Building, Ste. 224 or by email TitleIXteam@pvamu.wdu.

Once an incident is reported to the OTIXC, OTIXC will conduct a preliminary assessment to decide whether the OTIXC has jurisdiction to investigate. The TIXC will review each complaint to determine if there is sufficient information to proceed with an investigation or if additional information is needed. If the information is insufficient, the TIXC, in consultation with OGC, may conduct an inquiry into the circumstances of the complaint and:

1. Dismiss it as baseless;
2. Close it for insufficient information to investigate or lack of jurisdiction;
3. Refer it to another office which has responsibility for such complaints. The designated office will notify the complainant of such action in writing; or,
4. With the consent of the parties, as well as with the approval of SECO, refer the complaint to informal resolution.

If the information is sufficient, the TIXC will designate an IA within five (5) business days after the complainant signed a formal complaint form and forward the complaint in order to proceed with the
investigation. When a complaint involves the designated university officials, the investigation of such a complaint will be transferred to another administrator designated by the President.

The OTIXC will provide written notification to the complainant(s) and the respondent(s) of:
1. Receipt of the complaint stating the allegation of a violation of System Regulation 08.01.01 Civil Rights Compliance;
2. The appointed investigative authority;
3. The appointed designated administrator;
4. Interim protections imposed, if any; and,
5. Admonishments regarding cooperation and prohibiting retaliation.

Proceedings from an allegation of sexual assault, dating violence, domestic violence, or stalking (prohibited conduct) are provided a prompt, fair, and impartial process from the initial investigation to the final result, including any appeals. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 business days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. They are consistent with the institution’s policies and transparent and equitable to the complainant and respondent. The adjudication process provides that:

- Parties may bring an advisor of their choice to any related meeting or proceeding during the investigation process.
- Timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings will be provided to the complainant, respondent, and appropriate officials.
- During the investigation, the complainant and respondent have timely notice of meetings at which the complainant or respondent, or both, may be present.
- During the investigation, the advisor may not represent the party or inhibit a meeting.
- Following fact-finding, the parties will have the opportunity to review the draft investigation report and submit responses.
- The investigator will review any submitted responses to the investigation and develop a final report, with a review by SECO and OGC. Once finalized, the investigator will submit final report and exhibits to the designated administrator.
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.
- The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding.
- Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.
- At any time prior to the adjudication of a formal complaint, the parties may seek informal resolution to resolve the complaint.

The TIXC, Investigators, Designated Administrators, Informal Resolution Facilitators and Appellate Authorities receive annual training regarding university rules, administrative procedures, state law, handling of civil rights investigations, conducting fair and impartial investigations, trauma-informed investigation techniques, due process protections, and how to conduct an investigation and hearing process. All trainings
Employees who experience, observe, or become aware of prohibited conduct must promptly report all known information, including identities of witness and involved parties, to the university. Student workers are not required to report prohibited conduct if the student worker experiences, observes, or becomes aware of the prohibited conduct outside the context of their student worker employment. Students and third parties are strongly encouraged, but not required, to report prohibited conduct. Once an individual discloses information to OTIXC, a complaint will be considered to be filed with the university, and the investigation process is initiated regardless of whether the complainant choses to pursue criminal charges.

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

- Inform the complainant of formal and informal resolution policies and solicit the complainant’s preferred method for resolving the matter. The complainant may request a formal resolution of the allegations of prohibited conduct by signing a formal complaint. OTIXC may not proceed with an investigation without a signed formal complaint. The TIXC may choose to sign a formal complaint themselves.
- If applicable, inform the complainant of the right to use a pseudonym in university documents related to the complaint.
- Offer assistance to the complainant in submitting a written complaint that details the nature and circumstances of the allegations, including the names of the complainants and respondents, if so inclined.
- Make a preliminary determination about whether to resolve the case informally or through a formal investigation of the allegations.

If a complaint alleges conduct that may be prohibited conduct as well as a violation of one or more university rules or administrative procedures, system policies or regulations, or codes, OTIXC will consult with other university officials, as appropriate, and coordinate procedures to utilize to resolve the allegations, in addition to those required by the policy.

No Resolution
If the complainant requests that OTIXC dismiss a complaint, without Title IX resolution of the allegations, the university will seek to honor the request whenever possible without impeding the university’s ability to enhance the safety and security of the complainant and the university community. OTIXC will consider the following factors when evaluating such requests:

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

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

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

**Informal Resolution**

In order to consider an informal resolution of sex discrimination under Title IX, a formal complaint must be submitted in the manner described in PVAMU Rule 08.01.01.P1. An informal resolution is an option only until initiated final decision has been rendered. Parties may request an informal resolution at any point prior to the determination of a final decision.

If either party requests an informal resolution meeting during the formal complaint, the university will seek to honor the request, and will notify the Pre-Hearing Coordinator (PHC) who will meet with parties to see if an informal resolution can be agreed upon. The PHC will meet with both parties and go over what possible outcomes can occur during the informal resolution and what outcomes are the complainant is comfortable with during the informal resolution meeting. Informal resolution will not impede the university’s ability to enhance the safety and security of the complainant and the university community. The TIXC must agree, in consultation with SECO and OGC, that informal resolution is appropriate in each instance.

To initiate the informal resolution process, both parties must consent in writing to the investigator, the administrative hearing officer, or the TIXC. The PHC will notify both parties in writing of the decision regarding whether the university will initiate an informal resolution meeting.

If the parties reach a resolution and agreement during the informal resolution process, each party will waive their option and right to appeal a decision arising from the same alleged incident. One or both parties may submit a subsequent complaint regarding another party’s failure to abide by any conditions established in the agreement. An informal resolution offer may be withdrawn by either party or the university prior to a final agreement. PHC will notify both parties in writing if the informal resolution is withdrawn.

**Formal Resolution**

The allegations will be considered for investigation, after the formal complaint has been signed by the complainant, pursuant to the following procedures. OTIXC reserves the right to dismiss a complaint rather than a formal investigation if the allegation does not rise to the level of prohibited conduct.
As soon as practicable after receiving the report, OTIXC may consult with the Texas A&M University System Office of General Counsel (OGC) as needed and make a preliminary determination about whether to conduct a formal investigation of the allegations. The preliminary determination may include, but is not limited to, the following:

- An assessment of whether there is sufficient known or obtainable information to proceed with an investigation of the complaint;
- An assessment of whether the allegations are baseless;
- An assessment of whether the allegations, if true, would constitute prohibited conduct; and,
- An assessment of whether a complainant’s request for dismissal or informal resolution may be honored.

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

Once the formal complaint has been signed by the complainant, it has been determined that the university will proceed with a formal investigation, OTIXC will appoint the Investigative Authority (IA) to initiate the process of determining whether a violation of System Regulation 08.01.01 or other university rule, administrative procedure, code, or policy occurred. An IA is a trained individual appointed to conduct a formal investigation to discover and examine the facts related to an allegation.

After the IA’s appointment, the complainant(s) and respondent(s) shall simultaneously be notified in writing of the commencement of the investigation. The notice of investigation will include:

- the identity (or pseudonym, if requested and applicable) of the complainant and the respondent;
- the date, time (if known), location, and nature of the alleged misconduct;
- the identity of and contact information for the IA; the identity of the Designated Administrator (DA) and Appellate Authority (AA);
- an explanation of the prohibition against retaliation;
- the regulation(s), policies(s), rule(s), administrative procedure(s), informal resolution(s), or code(s) alleged to have been violated;
- an instruction to the parties to preserve any potentially relevant evidence in any format;
- information about the university’s process for challenging the neutrality or bias of the IA, DA, or AA; and,
- In the case of an employee respondent, a redacted copy of the written complaint, if any, with appropriate admonishments about privacy.

If the complainant has requested that a pseudonym be used in the university’s paperwork, the respondent will be verbally notified of the complainant’s name at the respondent’s intake meeting. The notice will also include an assurance that the parties will be kept apprised of the status of the investigation and resolution process and provide a contact person for the party to contact for periodic update.
OTIXC is responsible for all administrative actions required to conduct the investigation. These include, but are not limited to, informing the parties of extensions or other delays affecting the investigation, contacting supervisors or faculty regarding their employees’ or students’ time away from work or class to participate in the investigative process, making reports to university administrators, and other responsibilities necessary to properly conduct the investigation.

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

If the respondent is an employee, OTIXC shall notify, in writing, the respondent’s department head and/or Vice President, that OTIXC is investigating an allegation that the respondent has engaged in conduct that may be a violation of System Regulation 08.01.01 or other university rules, administrative procedures, codes, or policies.

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

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

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

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

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

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

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

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

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

The IA has the discretion to determine the relevance of evidence and whether it should be included in or excluded from the investigation report. If an IA determines that a party’s submitted information is not
relevant to the investigation, the IA will notify the party in writing. The party may then rebut the IA’s decision; the ultimate decision regarding relevance during the investigation lies within the discretion of the IA. With respect to allegations of prohibited conduct based on sex or gender, the sexual history of the complainant or respondent is generally irrelevant and will not be used to prove character or reputation. Sexual history of the parties may be relevant in limited circumstances, such as when it aids in determining the manner and nature of prior communications of consent between the parties.

At the conclusion of the investigation, the IA will prepare a draft investigation report summarizing the relevant information gathered and outlining any relevant contested and uncontested information. The draft investigation report will not include any conclusions as to whether allegations are substantiated, unsubstantiated or that there is insufficient information to substantiate. The parties will be given the opportunity to review the draft investigation report and may submit responses in writing to the IA before the investigation report is finalized.

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

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

Following an investigation of alleged sexual harassment under System Regulation 08.01.01, the DA in Title IX cases will conduct an administrative hearing. If the parties agree to resolve a matter prior to the administrative hearing, they may do so in an administrative conference or other informal resolution with an Informal Resolution Facilitator (IRF).

- In an Administrative Hearing, the DA will hear cases involving alleged violations of System Regulation 08.01.01 and other university rules (when applicable). The administrative hearing is not analogous to a criminal trial. The focus of inquiry in disciplinary proceedings shall be deciding whether the party violated a university rule or policy. Formal rules of evidence shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to the party results.

- The Administrative Conference is a voluntary meeting between the complainant, the respondent, and a university official who conducts the conference. The Administrative Conference occurs prior to a formal hearing. The purpose of the conference is to determine whether an agreed resolution of the complaint (including sanctions, if applicable) may be reached. Agreed sanctions, if any, must be in compliance with the sanctioning requirements noted in System Regulation 08.01.01, Section 4.5.5. If an agreement is reached, the university official will draft a Voluntary Written Resolution of the Complaint Without a Hearing (“Voluntary Resolution”) which will be signed by the parties and the university official. A party may withdraw from the conference without reaching an agreement at any time prior to signing the Voluntary Resolution. If a party withdraws prior to signing the Voluntary Resolution, neither the university nor the other party may introduce any information shared at the Administrative Conference unless such information was previously documented in the Investigation Report or can be presented by an independent source.

**Designated Administrators**

The respondent is presumed to not have engaged in prohibited conduct until the DA finds that there is sufficient evidence based on a preponderance of the evidence in a formal hearing to find that the respondent
has violated System Regulation 08.01.01 or PVAMU Rule 08.01.01.P1. If violation(s) are found, the DA may issue sanctions.

**Sanctioning for Employees**

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

If an employee is found to have engaged in prohibited conduct other than sexual harassment, the DA may assign appropriate sanction(s), which may have educational, restorative, punitive, and rehabilitative components. Sanctions include written warning or reprimand, required training and/or attendance at counseling, no contact directives, probation, suspension, and termination.

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

**Sanctioning for Students**

If a student is found responsible for sexual harassment, sexual assault, domestic abuse/violence, dating abuse/violence, stalking based on sex or gender, or sexual exploitation, the student will be sanctioned in accordance with the Model Sanctioning Matrix, as outlined in System Regulation 08.01.01, which is outlined below. If a student is found responsible for engaging in any other form of prohibited conduct, or if the student is found responsible for violating any other university rule or system regulation, the DA will assign appropriate sanctions, which may have educational, restorative, and rehabilitative components.

**MODEL SANCTIONING MATRIX FOR SEXUAL VIOLENCE AND SEXUAL HARASSMENT VIOLATIONS BY STUDENTS IN THE TEXAS A&M UNIVERSITY SYSTEM**

When a student is found in violation of misconduct related to sexual harassment, sexual assault, relationship violence, domestic violence, sexual exploitation, and stalking, the following information should be utilized to formulate appropriate sanctions.

Sanctioning is not to be considered by a designated administrator or member of an adjudicatory board until a finding of responsibility has been rendered. Once a finding has been established, the hearing officer or hearing panel then considers various sanctions under the following guidelines.

Please note that this guide is a model for member universities to employ and/or adapt as outlined in The Texas A&M University System Regulation 08.01.01. It is not intended to be utilized without appropriate training from the System Ethics and Compliance Office (SECO) or other qualified professionals.
Sanctioning Considerations

1. Nature of the offense
   a. What are the facts? What happened? What effect has this conduct had on the reporting party?
   b. What additional harm or damage could have occurred?
   c. Does the respondent represent a foreseeable risk of harm to others?

2. Prior disciplinary history of respondent
   a. Does the respondent have a disciplinary record?
   b. Is it for similar offenses?
   c. Is there evidence of escalating behavior?

3. Aggravating factors
   a. What additional factors argue for a more severe sanction? Aggravating factors include, but are not limited to: failure to cooperate with the investigation, providing false information, wrongful personal conduct during the course of the investigations and adjudicatory process (such as violating no-contact orders), use or threat of use of a weapon, and a refusal to accept any culpability even when provided with overwhelming evidence of responsibility.

4. Mitigating factors
   a. What additional factors argue for a less severe sanction? Mitigating factors include, but are not limited to: relationship history of the parties, evidence of unintentional behavior, demonstrations of responsibility for the conduct in question, demonstration of remorse for one’s behavior, commitment to reforming behavior in the future, adherence to directives, cooperation with the investigation, and reduced risk of recurrence or harm to the broader community.

Note that these factors are not necessarily treated equally, and not all will be relevant in each case. For example, the nature of the offense may be deemed so severe that it may outweigh other factors, or a student with a lengthy disciplinary record may be removed from a university for what might otherwise be deemed a relatively minor offense. Hearing officers and hearing panels must carefully scrutinize what factors are most compelling when determining sanctions.

The questions each designated administrator or adjudicatory board must ultimately answer include:

1. Do we believe the student respondent represents a threat to the complainant and/or other members of the campus community?
2. What do we want the student respondent to take away from this experience?
3. What learning outcomes do we want to relay to the student respondent?
4. How will the sanctions we impose address any potential threat to campus community and appropriate learning outcomes?

As a university with a primary mission of educating its community, the creation of learning outcomes from the answers to these questions should drive the imposition of both inactive and active sanctions.

Inactive and Active Sanctions

Inactive Sanctions

Inactive sanctions are official, written university responses to misconduct that generally do not require any action by the respondent. These sanctions (with the exception of suspension and expulsion) generally do not explicitly serve as teaching tools, but instead provide a baseline for sanctions for any future conduct violations.
Examples include:

**Active Sanctions**

Active sanctions are generally those designed to achieve learning outcomes by the student respondent by providing them with information and/or experiences that help them deepen their understanding of university expectations and cause them to reflect on the implications of their own actions.

Examples include:

- Assessment, treatment, and/or education for alcohol and other drug issues.
- Workshops (e.g., healthy relationships, conflict management, anger management).
- Counseling assessment.
- Interviews and educational essays
- Guided reflection papers

Active sanctions in Title IX cases should generally not place the student respondent in a setting with either the complaining party or other vulnerable parties (such as a shelter or support group).

Additionally, other active sanctions can solidify interim measures and/or deter further contact between the parties, such as contact restrictions and restrictions from specific campus areas or activities.

In general, there should be (except in cases of permanent expulsion) a pairing of inactive and active sanctions that address all desired learning outcomes. All active sanctions should have written reflection components assigned to them that are then included in the student’s conduct record.

It is important to emphasize that disciplinary suspensions should be conditional on, and reinstatement only allowed upon, successful completion of all assigned active sanctions.

**Minimum Sanctions**

The following sanctions are deemed to be appropriate minimum sanctions:

**SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITH PREDATION)**

Examples:

- Dating and domestic violence (with a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person’s anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.
Inactive Sanctions (as required by 08.01.01)

Reprimand → Censure → Warning → Disciplinary Probation → Suspension → Expulsion

Active Sanctions
Restriction from campus grounds and/or events.

SEX-BASED VIOLENCE AND/OR NONCONSENSUAL PENETRATION (WITHOUT PREDATION)

Examples:
- Dating and domestic violence (without a pattern of previous violence or predation).
- Penetration (with predation), no matter how slight, of a person's anus or vagina with any bodily part or object.
- Performing oral sex on another person without consent or forcing a person to perform oral sex.

Inactive Sanctions (as required by 08.01.01 and in absence of significant mitigating factors)

Reprimand → Censure → Warning → Disciplinary Probation → Suspension (1 year) → Expulsion

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact)

NONCONSENSUAL SEXUAL CONTACT

Examples:
- Intentional touching (no matter how slight), without consent, of another person's breasts, thighs, buttocks, genitals, groin; touching another area if the act of touching is sexual in nature; or knowingly touching a person with one's own genitals, breasts, or buttocks. Touching may be with any part of one's body and/or any object.

Inactive Sanctions

Reprimand → Censure → Warning → Disciplinary Probation → Suspension → Expulsion
Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

SEXUAL EXPLOITATION

Examples:
- Secretly videotaping and/or broadcasting sexual activity.
- Purposeful sharing of sexually explicit images, video, or recorded sounds of another person without that person’s full knowledge and consent.
- Nonconsensual voyeurism.
- Invasion of sexual privacy.
- Indecent exposure.
- Knowingly transmitting or exposing someone to a sexually transmitted disease without consent.

Inactive Sanctions

STALKING

Examples:
- Following or conducting surveillance of another person.
- Repeated and unsolicited contact (e.g., phone calls, text messages, social media posts and messages, emails, and gifts).
- Repeated and unsolicited visits to residence, business, or classes when having no legitimate and reasonable purpose for the visit other than to make contact with the person.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).
HARASSMENT OR MISCONDUCT BASED ON SEX

Examples:
- Unwelcome sexual advances, requests for sexual favors or other verbal, nonverbal or physical conduct of a sexual nature constitute sexual harassment when this conduct is so severe, persistent or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work, educational, or campus living environment. These may include:
  - Sexual jokes, questions, remarks, and teasing.
  - Sexual gestures.
  - Inappropriate comments on appearance (dress and/or body parts).
  - Unwelcome gifts of a sexual nature.
  - Attempting to coerce, threaten, or intimidate another into dates and/or sexual acts.
  - Sexually explicit visual or audio material outside of one’s own private residence that is considered inappropriate to the environment and not reasonably attached to academic pursuits for which a student is enrolled.

Inactive Sanctions

Active Sanctions
As appropriate for desired learning outcomes (based on the finding of fact).

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

Appeals requests must be submitted in writing to the investigative authority or the designated administrator(s); and must include a statement outlining the basis for the appeal and any evidence, which supports the appeal. Only appeals that meet the following guidelines are applicable to appeal the decision and the sanction of the designated administrator: (a) A procedural irregularity that affected the outcome. (b) New evidence, not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome. The new evidence must be provided at the time of appeal with the university’s appeals form. (c) The TIXC, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome. (d) The appropriateness or severity of the sanctions.

Appeals requests must be submitted in writing to the IA or the DA within five (5) business days of receipt of the written decision or sanction letter to be appealed requests. Complainants and respondents are
deemed to have received notice of the decision and/or sanctions on the day that the notice is emailed to the party’s university email account or to any other email account that was provided to OTIXC by the party.

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

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

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

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

- Affirm the DA’s decision on responsibility and/or the sanctions. There are no relevant issues of concern related to the ground(s) of the appeal, and, therefore, the decision is affirmed and final.
- Remand the complaint back to the DA because new evidence, which was unknown or unavailable during the investigation, appears to be relevant and could have significantly affected the outcome of the decision on responsibility or the sanctions. The DA will instruct the IA to review the new evidence and amend the investigation report, as appropriate. The IA will submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Remand the complaint back to the DA with an instruction to correct the procedural error or omission. If the procedural error occurred during the investigation phase, the DA will instruct the IA to correct the procedural error or omission and amend the investigation report, as appropriate. The IA will then submit the amended investigation report, without conclusions, to the parties for review and response and then to the DA for a new decision in accordance with the established formal investigation procedures. If the procedural error occurred in the resolution phase, the DA will correct the procedural error or omission and then issue a new decision in accordance with established formal investigation procedures. The new decision of the DA may be appealed by the parties in accordance with the previously described appeal procedures.
- Modify the decision of sanctions because the sanctions given were inappropriate or disproportionate to the severity of the conduct after considering all the circumstances. If an employee was found to have sexually harassed another member of the university or agency community, the AA may not render a decision, which modifies the sanctions. The AA will impose new sanctions, which are final.

The AA will forward the appellate decision to OTIXC. The decision of the AA will be final.
Extensions
The university will make every reasonable effort to comply with the timelines required in System Regulation 08.01.01 Civil Rights Compliance. However, extensions may be obtained by the IA, DA, or AA, as appropriate under the circumstances. Circumstances that warrant an extension may include, but are not limited to:

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

All requests for extensions must be justified in writing and shall be sent by the IA, DA, or AA to OTIXC. OTIXC will simultaneously notify the complainant and respondent in writing of any extensions and the reason for the extensions.

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

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

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

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

Primary Prevention and Ongoing Awareness Programs
The university engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:
• Are culturally relevant, inclusive of diverse communities and identifies, sustainable responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
• Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

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

• A statement that PVAMU prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act).
• The definitions of domestic violence, dating violence, sexual assault, and stalking as defined by VAWA as well as Texas State Law.
• What behaviors and actions constitute consent to sexual activity in the State of Texas.
• PVAMU’s definition of consent and the purposes for which the definition is used.
• A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
• Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
• Information regarding:
  o Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Occurs” elsewhere in this document);
  o How the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  o Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  o Options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and,
  o Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

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

The university has developed primary prevention and awareness programs for new students and employees intended to end dating violence, domestic violence, sexual assault, and stalking. Violence Against Women Act (VAWA) information is presented to new students during Panther Camp and to new employees during new employee orientation through a web-based training “Creating a Discrimination-Free Workplace”. Information is provided about sexual assault, dating violence, domestic violence, stalking, bystander intervention and risk reduction.

The university has also partnered with EVERFI, an online training platform that will require all incoming students and staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services offers assistance to victims of dating or domestic violence, sexual assault and stalking. Student Counseling Services and the Women’s Center serve victims by offering free and confidential direct services to victims at PVAMU. The TIXC facilitates education with students, faculty, and staff on the role of Title IX at the university. In addition, the TIXC oversees investigations into Title IX-related incidents and partners with campus departments to provide resources to students who have been impacted by sexual assault and harassment, dating and domestic violence and stalking.

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

The university has also partnered with EVERFI, an online training platform that will require all ongoing students and ongoing staff to complete a sexual assault prevention training. The online training is a comprehensive education and training solution that fosters healthy relationship behaviors and prepares students for recognizing and responding to sexual assault and harassment.

Student Counseling Services and the RSVP Program Manager offers assistance to victims of dating or domestic violence, sexual assault and stalking by offering free and confidential individual, group, and couples counseling to the student population. The licensed mental health staff also engages in referral and outreach presentations to students, faculty, staff, and the community on sexual violence, intervention, and prevention methods. The RSVP Program Manager and RSVP Student Advocates, along with the partnership of Title IX and Focusing Families, will present the following ongoing awareness and prevention educational events and materials.

- **Awareness Month Activities**
  - Programs, activities, and/or trainings during all of the awareness months.
  - (These are week long activities and/or events.)
  - January – Stalking Awareness Month
February – Dating Violence Awareness Month
April – Sexual Assault Awareness Month
October – Domestic Violence Awareness Month.

- **RSVP Social Media Platforms**
  RSVP provides education, awareness, information, and resources via Twitter and Instagram. There are weekly posts on sexual assault, dating/domestic violence, and/or stalking.

**Bystander Intervention and Risk Reduction**

**Bystander Intervention**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

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

- Create a distraction to interrupt the flow of events.
- Involve others to help you.
- Make an excuse to remove a friend from the situation.
- Point out the unwanted behavior in a safe and respectful manner.
- Call for help, if needed.

Sexual assault is never a victim’s fault. However, there are ways that may reduce the risk of being sexually assaulted including being prepared, alert, and assertive. Consider the following tips:

- Be aware of your surroundings.
- Practice responsible drinking; alcohol is a factor in many sexual assaults.
- Never leave your drink unattended.
- Don’t accept drinks from someone you don’t know or trust.
- Stay with your friends and make sure your friends stay with you.
- Be careful of online relationships.
- Trust your instincts.

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

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

Prairie View A&M University has implemented a Bystander Intervention Program called Be the One. The program is presented in August to all incoming first year students at Panther Camp. Presentations will continue throughout the school year to all students through classroom presentations and workshops. Be the One covers sexual assault, stalking, dating/domestic violence, alcohol, drugs, hazing and bullying.

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

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don't allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
12. Don’t accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

### Other Considerations

**Retaliation**

Prairie View A&M University prohibits retaliation. An officer, employee, or agent of PVAMU may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery Act.

**Sex Offender Registry**

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

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

The DPS public web page can be found at: [https://records.txdps.state.tx.us/SexOffender/](https://records.txdps.state.tx.us/SexOffender/).

The TAMUPD receives notification of registered sex offenders that are currently employed, work, teach, volunteer, or attend classes on the RELLIS campus. Notification may come from the Brazos County Sheriff’s Sex Offender Registration Office.

Additional resources for gathering sex offender and sex crime data in the area:
- Brazos County Sheriff’s Office 979-361-4980
- Bryan Police Department 979-209-5300
- College Station Police Department 979-764-3600
- Blinn College Police Department 979-361-3888
Definitions for Clery Crime Statistics

The following information comes from a variety of sources, including the Department of Education's Handbook for Campus Safety and Security Reporting (2016); Uniform Crime Reporting Handbook; Sex Offenses definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program; and definitions of domestic violence, dating violence, and stalking adapted from the amendments made to the Violence Against Women Reauthorization Act of 2013, and Texas statutes. The following definitions are used when preparing the annual disclosure of crime statistics.

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

**Arrest:** Persons processed by arrest, citation, or summons.

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

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

**Dating Violence:** Violence committed by a person: who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse, but dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or, by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Drug Law Violations:** Violation of state and local 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 drugs or narcotic substance. Arrests for violations of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin,
codeine); marijuana; synthetic narcotics- manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For the purposes of this section, the categories of bias include the victim’s actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability. For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias: Murder and non-negligent manslaughter, sexual offense (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property. Following are the bias categories.

- **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
- **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.
- **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.
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Additional Hate Crime Definitions:

- **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
- **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property (Except “Arson”):** To willfully or maliciously damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
Liquor Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness, Public Intoxication and driving under the influence are not included in this definition).

Location of Crime:

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

- **On-campus Student Housing Facility (Residential Facility)**: Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. For students on campus is a subset of the “On-Campus” category.

- **Non-campus Property**: Any building or property owned or controlled by institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.

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

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

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

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

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

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

Referred for Disciplinary Action: The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.
**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence, or by putting the victim in fear.

**Sex Assault:** Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. The term “Sexual Assault” encompasses an offense that meets the definition of the following:

- **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. This offense includes the rape of both males and females.
- **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 his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: A) Fear for the person’s safety or the safety of others, or B) Suffer substantial emotional distress. For the purposes of this definition:

- 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.
- 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.

Examples of stalking behaviors include, but are not limited to, nonconsensual communication, including face-to-face contact, telephone calls, voice messages, email, texts, written letters; unwanted gifts; threatening or obscene gestures; pursuing or following; surveillance or other observation; trespassing; vandalism; and nonconsensual touching.

**Unfounded crimes:** An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

**Weapon Law Violations:** Violations 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.
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</table>
Hate Crime Reporting
In 2017, 2018 and 2019, there were no hate crimes reported.

Unfounded Crimes
Unfounded Crimes are those that a commissioned peace officer has investigated and found to be false or baseless. In 2017, 2018, and 2019, there were no unfounded crimes.