



2023

# Annual Security Report & Fire Safety Report

Crime and Fire Statistics for Calendar Years 2020, 2021, and 2022

Texas Christian University  
Police Department  
3025 Lubbock Ave, Fort Worth, TX 76129  
[police.tcu.edu](http://police.tcu.edu)

Applies to the TCU main campus and the Burnett School of Medicine at TCU

*Published September 27, 2023*

Texas Christian University, in compliance with the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act and the Higher Education Opportunity Act, publishes the **Annual Security Report & Fire Safety Report** to provide its students, employees, and prospective students and employees with an overview of the University's security and safety resources, policies, and procedures. These policies and procedures are subject to change at any time.

Texas Christian University's **Annual Security Report & Fire Safety Report** is the result of the efforts of many people on campus and within agencies in the surrounding community. The Clery Compliance Committee, in conjunction with the TCU Police Department, the Fort Worth Police Department, any Federal or State Agency and other law enforcement jurisdiction that has taken action on our campus, TCU Housing and Residence Life, Office of Institutional Equity, Office of Compliance, Human Resources, Dean of Students Office, Department of Public Safety, and various departments within the Division of Student Affairs work in coordination to prepare this report. Each entity provides updated information on their educational efforts, including prevention and awareness programs, to comply with the Act.

Crime statistics reported to designated campus officials, including but not limited to officials with significant responsibility for student and campus activities and law enforcement agencies with jurisdiction over all other reportable university properties, are included in this report. No formal police report is required for a crime to be included in the statistics.

We invite you to contact any of the departments or programs referenced in this report for more information about our policies or resources. Safety is an important issue for the Texas Christian University community. Each member of the campus community, including students, faculty and staff, should take an active role in preventing and reporting incidents that jeopardize safety on and around campus.

#### **Obtain a Copy of the Annual Security Report & Fire Safety Report**

The University distributes a notice of the availability of this Annual Security Report by no later than October 1 of each year to every member of the University community, including all students and employees, via email. Anyone, including prospective students and prospective employees, may obtain a hard copy of this document by contacting the Texas Christian University Police Department at 817- 257-7930, or obtain an electronic copy at <https://police.tcu.edu/annual-security-report>. Copies of the report can also be obtained from the TCU Police Department at 3025 Lubbock, Fort Worth, Texas 76129. The University also reports the annual crime and fire statistics contained in this report to the U.S. Department of Education. A searchable database containing those statistics can be found at <http://ope.ed.gov/security>.

## A MESSAGE FROM TCU CHIEF OF POLICE ROBERT RANGEL

The overarching mission of TCU is to educate individuals to think and act as ethical leaders and responsible citizens in the global society. A safe learning environment is critical to achieving TCU's mission. The Annual Security Report and Fire Safety Report contains information pertaining to safety and security efforts, policies and procedures on the TCU campus. The TCU Office of Compliance prepares this report annually, in collaboration with the TCU Police Department (TCUPD) and the Clery Compliance Committee. In addition to describing the University's crime prevention and security programs, the report provides statistics addressing crime on its campus and reflects TCU's commitment to the palpable safe environment experienced by students, faculty, staff and visitors.

TCU Public Safety, comprised of the TCUPD, Office of Emergency Management, Parking and Transportation, reports to Assistant Vice Chancellor, Adrian Andrews, and are collectively responsible for developing services, programs and strategies for maintaining a safe campus.

The TCUPD is committed to applying genuine Community Policing principles towards achieving more effective crime control, reduced fear of crime and improving the quality of life on our campus. Fostering a safe and secure living, learning and working environment is the goal of its Community Policing philosophy, which recognizes a

shared responsibility with our community. A proactive reliance on collaboration encourages every member of our Horned Frog community to practice good personal safety habits and report suspicious behavior to the police. It also assumes a greater need for police accountability, shared decision making and mutual respect. The extraordinary quality, experience and skill of our public safety staff and the integration of security technology, significantly contribute to achieving our goal of a safe environment for everyone.

The Office of Emergency Management is responsible for creating the framework within which the Horned Frog community increases institutional disaster resilience. TCU Emergency Management facilitates a comprehensive emergency management program built upon industry standards and best practices across the phase of emergency management: prevention, mitigation, preparedness, response and recovery.

This report contains valuable information about, safety and security on campus, and how our community members, can help *us* keep *them* safe. Please take time to review the crime statistics, security programs, prevention and awareness programs, on and off-campus resources, and the safety tips contained within this annual report. If you have any questions, please direct them to, Robert R. Rangel, Chief of Police, [R.Rangel@tcu.edu](mailto:R.Rangel@tcu.edu).



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## **Clergy Act Requirements**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal consumer protection law that requires institutions of higher education participating in the federal student aid program to maintain and disclose campus crime statistics and statements of security policy to the campus community and general public. It was first enacted by Congress in 1990 and most recently amended in 2013 by the Violence Against Women Reauthorization Act. The purpose of the Clery Act is to provide current and prospective students and employees with accurate, complete, and timely information about campus safety so they can make informed decisions.

The Clery Act requires colleges and universities to:

- Publish and disseminate an annual security and fire report, by October 1 of each year, that contains three years of campus crime and fire statistics;
- Submit crime statistics to the U.S. Department of Education via the Campus Safety and Security Survey web-based reporting tool.
- Disclose crime statistics for reported crimes that occurred on campus; and in certain non-campus buildings or property owned, leased, or controlled by TCU;
- Disclose institutional policies and procedures addressing campus safety and security;
- Issue timely warnings and campus alerts to the campus community for Clery crimes that represent an ongoing threat to the safety of students and employees, or emergency notifications upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and employees;
- Maintain and make available in a public log, all crimes and alleged crimes which occurred on campus or within the patrol jurisdiction.
- Disclose missing student notification procedures pertaining to students residing in on-campus student housing facilities.

For additional information on the Clery Act and its reporting requirements, visit the United States Department of Education website at <https://www2.ed.gov/admins/lead/safety/campus.html>.

## **Clergy Compliance Committee**

Complying with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a shared responsibility. The Clery Compliance Committee includes an interdisciplinary team of campus stakeholders charged with managing TCU's compliance with the Clery Act. The Committee will meet at least once each quarter and more regularly as needed. Members of the Committee include the following:

Greg Arrington —Corporal Support Division/Clery Compliance, TCU Police Department  
Holly Ellman— Associate Director, Communications  
Karen Morgan – Dean of Students  
Steven Enright—Commander Support Division, TCU Police Department  
Andrea McDew—Title IX Coordinator  
Andrea Nordmann—Chief University Compliance Officer  
Robert Rangel—Chief of Police, TCU Police Department  
Jeremy Steidl—Assistant Dean of Students  
Sean Taylor, Director of Emergency Management  
John Thornhill—Firearms/Instructor/Administration, TCU Police Department  
Norma Ramirez - Assistant Director of Housing & Residence Life

## **Notice of Non-Discrimination and Retaliation Prohibition**

TCU is committed to providing a positive learning and working environment free from discrimination and harassment. TCU prohibits discrimination and harassment on the basis of age, race, color, religion, sex (including sexual harassment and sexual violence), sexual orientation, gender, gender identity, gender expression, national origin, ethnic origin, disability, genetic information, covered veteran status and any other basis protected by law, in the University's programs and activities as required by Title IX, Title VII, The Age Discrimination Act of 1975, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and other applicable laws and regulations.

The university prohibits unlawful harassment of students, employees and third parties on the basis of any protected characteristics as identified above. The university also prohibits retaliation against any individual because the individual files a good faith report or formal complaint, testifies, assists or otherwise participates in an investigation of conduct of the type prohibited by the university's Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation Policy.

Inquiries about TCU's policies and compliance with Title IX and nondiscrimination policies or inquiries on how to file a complaint of discrimination should be directed to:

**Ms. Sharon F. Gooding**  
*Director of Office of Institutional Equity*  
TCU Box 298980  
The Harrison 1802  
Fort Worth, TX 76129  
817-257-4748  
[s.gooding@tcu.edu](mailto:s.gooding@tcu.edu)

Inquiries about TCU's policies and compliance with Title IX, should be directed to:

**Ms. Andrea McDew**  
*Title IX Coordinator*  
TCU Box 298980  
The Harrison 1800  
817-257-8228  
[a.vircks@tcu.edu](mailto:a.vircks@tcu.edu)

Inquiries about TCU's policies and compliance with Title VII, The Age Discrimination Act of 1975, or other aspects of TCU's equal opportunity or affirmative action programs should be directed to:

**Ms. Yohna Chambers**  
*Vice Chancellor and Chief Human Resources Officer*  
TCU Box 298200  
2701 West Berry Street  
817-257-5103  
[y.chambers@tcu.edu](mailto:y.chambers@tcu.edu)

Individuals seeking an accommodation for a documented disability should contact the following: For students: [Student Access and Accommodation](#); For employees: [Human Resources](#). Inquiries regarding campus accessibility or accessibility of the TCU website, as required by the Americans with Disabilities Act, Section 504 of the Rehabilitation Act and related regulations and statutes should be directed to:

**Ms. Andrea Nordmann**  
*Chief University Compliance Officer*  
TCU Box 297080  
The Harrison 3209  
Fort Worth, TX 76129  
817-257-5520  
[askcompliance@tcu.edu](mailto:askcompliance@tcu.edu) or [To Report a Barrier](#)

*Complaints and inquiries regarding discrimination, harassment, and retaliation involving federal laws may be directed to the individuals previously listed or to the following:*

**U.S. Department of Education Office for Civil Rights**

Dallas Office  
1999 Bryan Street, Suite 1620  
Dallas, Texas 75201-6810  
214-661-9600 or 800-241-3481

**U.S. Equal Employment Opportunity Commission**

Dallas Office  
207 S. Houston St., 3rd Floor  
Dallas, Texas 75202  
214-253-2720 or 800-669-6820

*Complaints and inquiries regarding discrimination, harassment, and retaliation involving state laws may be directed to the individuals listed above or to the following:*

**Texas Workforce Commission**

Civil Rights Division  
301 W. 13th St.  
Fort Worth, Texas 76102  
817-438-2445

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

Texas Christian University publishes its Annual Security Report & Fire Safety Report annually, on or before October 1st, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires . The university's Office of Compliance, in cooperation with the TCU Police Department (TCUPD) and several other departments, publishes this report.

The TCUPD is responsible for requesting and collecting annual crime statistics from several sources, including records of crimes reported to the TCUPD, Fort Worth Police Department, state of Texas, and national and international law enforcement agencies. Additionally, statistics contained in this report include crimes that are reported through collaboration with several University departments including the Dean of Students Office, the Office of Institutional Equity, Title IX Office, Human Resources, Housing and Residence Life, Substance Use & Recovery Services, and TCU's designated campus security authorities, as defined on [page xx](#). The statistics reported for the categories on liquor laws, drug laws and weapons offenses represent the number of individuals arrested or referred to campus judicial authorities for respective violations.

***The following information provides context for the crime statistics reported as a part of compliance with the Clery Act.***

The statistics contained in this report are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal regulations. Annually, TCU submits crime statistics published in this report to the Department of Education, which is available to the public through the Department of Education website. Additionally, these crime statistics are compiled and reported to the campus community via this report, the Annual Security Report and Fire Safety Report.

On an annual basis, the Office of Compliance sends an email notification to all enrolled students and current employees, informing of the availability of the *Annual Security Report and Fire Safety Report* and the exact URL at which the report is posted: <https://police.tcu.edu/annual-security-report>. Information outlining how to obtain a copy of the report from the TCUPD is also included in the notification.

TCU provides prospective students with notice of the availability of the Annual Security Report & Fire Safety Report on various admissions webpage. Prospective employees are advised of the availability of the Annual Security Report & Fire Safety Report on TCU employment webpages and notice is provided within each job posting. Information outlining how to obtain a copy of the report from the TCUPD is also included. Additionally, prospective students and employees of the University are informed of the guide's availability and online location of the report, provided with a summary of its contents, and instructions on how to request a printed copy of the report from the TCUPD.

## Safety at TCU

### PUBLIC SAFETY—[PUBLICSAFETY.TCU.EDU](http://PUBLICSAFETY.TCU.EDU)

The TCU Police Department and the Office of Emergency Management are key departments within Public Safety that work together to educate and protect TCU's campus and create partnerships that encourage safety and mutual respect for the community. The Department of Public Safety is led by Assistant Vice Chancellor, Adrian Andrews.

### TCU POLICE DEPARTMENT

The TCU Police Department provides a safe and secure learning environment through professional service to the university community. In addition to providing patrol services, the Department also coordinates safety and security for a variety of on-campus events, including Commencement, athletics contests, and concerts. The TCU Police Department also provides crime prevention and awareness education to the campus community.



**OUR CAMPUS**  
IS NOW PROTECTED BY

**FrogShield**  
Smartphone App

Anonymously report safety concerns while attaching photos / videos

Contact TCU Police quickly and directly in emergency situations

COMPLETELY FREE

ALLOW LOCATION SERVICES & CONNECT TO Wi-Fi FOR BEST RESULTS

TCU STUDENT AFFAIRS | Police

Available on Google Play and App Store

**FrogShield** is a free, personal safety app designed for members of the TCU community. Using geo-fences and the nation's first Indoor Positioning System (IPS) for public safety, the FrogShield app systems can send accurate locations and pertinent information about 911 callers directly to the TCU Police Department. Instantly and anonymously, users can send tips about suspicious activity, safety concerns, or even service requests using the iReport feature.

The all-in-one Anonymous Report feature makes it easy to help detect and prevent unsafe conditions. Additionally, when an Anonymous Tip is submitted, a conversation can be started by the TCU Police Department, without disclosing your identity, allowing a further understanding of the situation and the ability to take action quickly.

FriendWatch allows app users to enter emergency contact phone numbers of friends and family members in their profile, then activate FriendWatch's time before an activity (e.g., walking in a parking garage, going for a run, etc.). Visit <https://police.tcu.edu/about/police-services/#FrogShield> for more information.

### HEALTH and SAFETY: RISK MANAGEMENT and ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT

The primary function of Risk Management and the Environmental Health and Safety Department is to assist all members of the campus in providing safe and health conditions for work, research, and study. The University's health and safety programs are designed to minimize unreasonable risks through, sound common-sense practices. These departments are responsible for ensuring compliance with federal, state, and local regulations and standards; providing inspections, offering a range of occupational safety and environmental training to University departments; and preparing for and responding to hazards on campus.

### CAMPUS ADVOCACY, RESOURCES, and EDUCATION (CARE)

The mission of CARE is to advocate and support students impacted by sexual and gender-based harassment, sexual assault, dating and domestic violence, and stalking while promoting education and awareness that empowers lasting change in the TCU community. CARE provides confidential support, addressing the needs to those who experience forms of violence or trauma.

### SUBSTANCE USE & RECOVERY SERVICES

The mission of the TCU Substance Use & Recovery Services office is to enhance the student's overall academic experiences and personal development through the promotion of responsible decision making and healthy lifestyle choices, especially regarding alcohol, drugs, and related issues.

## **TITLE IX COORDINATOR**

The university has designated a Title IX Coordinator, responsible for coordinating, implementing and overseeing compliance with Title IX of the Education Amendment Act of 1972 (Title IX) and the Violence Against Women Act (VAWA), in addition to working with the TCU Police Department, Dean of Students Office, Office of Compliance, and Human Resources on compliance with the Clery Act and other applicable laws.

The Title IX Coordinator oversees and tracks all Title IX complaints and reports of alleged violations of TCU's [Discrimination, Harassment, Sexual Misconduct and Retaliation Policy](#) (Policy 1.008). The Title IX Coordinator may address a complaint alleging a violation of this Policy or may delegate responsibilities under this Policy to designated University officials who have appropriate training and/or experience. Additionally, the Title IX Coordinator can provide information about TCU's policies regarding Title IX and will assist the parties in receiving support services and will facilitate any interim measures during an investigation.

## ***Separate campuses***

*All statements of policy contained in this report are applicable to both campuses – (1) TCU Main Campus; and (2) Burnett School of Medicine Campus – unless otherwise indicated.*

### **Campus Law Enforcement Policies and Jurisdiction**

#### **TCU Main Campus: TCU Police Department**

The TCU Police Department's (TCUPD) mission is to provide a safe and secure learning environment for students, faculty, staff and visitors through mutual respect and shared responsibility of community policy. The core values of the TCUPD are service, integrity, and respect.

All TCU Police Officers are fully qualified law enforcement Officers with full police duties, responsibilities, and powers of arrest for offenses committed on property owned or controlled by TCU. All TCU commissioned officers are licensed and certified by the Texas Commission on Law Enforcement (TCOLE) as meeting or exceeding the minimum training requirements of the State of Texas for peace officers. TCUPD operates 24 hours a day, 365 days a year.

The TCUPD has a full-time staff of 31 police officers, 5 full-time dispatchers, 17 security guards, a Director of Parking and Transportation, and a Coordinator of Transportation and Parking. The department maintains an auxiliary staff pool, including 12 police officers, 3 dispatchers, and over 25 student workers to assist in staffing large events and maintain minimum staffing at all times. The TCUPD employs three full-time detectives who investigate crimes committed on campus, conduct threat assessments, and work as liaisons with regional, state, and federal law enforcement resources.

The Patrol Division is the core of the TCUPD. There are 25 fully certified officers assigned to the Division, which enforce Texas State and Federal criminal laws, as well as University policies. These officers are the most visible to our TCU community as they patrol the campus 24 hours a day, 7 days a week, 365 days a year. Patrol officers are the first responders to calls for service and/or crimes in progress and may be seen in marked police cars, bicycles, golf carts and on foot.

The Support Division includes The Criminal Investigation Section (CIS), Dispatch Office and Special Events Team. Criminal Investigation Section detectives investigate all crimes and file their cases directly with the Tarrant County District Attorney's Office with the exception of sexual assaults, which are investigated by the Fort Worth Police Department. The Dispatch Office handles all calls for service and monitors a variety of security and safety systems. A dispatcher can always be reached by calling 817-257-7777, on the numerous emergency blue phones throughout campus, or in person at 3025 Lubbock Ave. The Special Events Team conducts security assessments of all special events on campus and plans, and coordinates the appropriate resources to provide a safe environment for all.

TCUPD employs security guards who are responsible for maintaining a safe and secure environment by observing and reporting suspicious activity, patrolling areas, and identifying parking violations. The patrol jurisdiction of security guards is limited to any buildings or property owned or controlled by TCU. They are responsible for monitoring traffic by directing drivers and they issue parking citations and on occasion, they staff positions in parking lots to control/enforce parking regulations, including during special events. TCUPD security guards inspect buildings, equipment and access points. They prevent losses and damage by reporting irregularities in addition to informing violators of policy and procedures. Additionally, security guards deliver customer service by providing on-campus safety escort services, answering questions, and giving directions. They are responsible for completing reports by recording observations, information, occurrences and surveillance activities. Security guards have no arrest or detention authority.

The TCUPD also employs students who carry out a variety of roles, including operating the Froggie Five-O student escort program.

#### **Police Authority**

The TCU Police Department's sworn officers derive their law enforcement authority from the Texas Education Code, Sec. 51.212 and the Texas Code of Criminal Procedure, Title 1, Chapter 2, Art. 2.12: <http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.51.htm>. TCU Police officers have the same law enforcement powers as Fort Worth Police officers and they have the authority to make arrests on campus and in certain circumstances in all of Tarrant County.

## **Jurisdiction**

The TCU Police Department has jurisdiction on all property owned or controlled by Texas Christian University and surrounding areas under [Section 51.212 of the Education Code](#).

## **Interagency Relationships with Local and State Law Enforcement**

The relationship between the TCU Police Department and the Fort Worth Police Department is a cooperative one. A Fort Worth Neighborhood Patrol Officer (NPO) is assigned to the TCU campus and coordinates activities with the TCUPD. The Fort Worth NPO is available to answer questions or provide programs for students. The TCUPD responds to all crimes on campus and may utilize the assistance of the Fort Worth Police Department during the course of investigations. Victims of on-campus crime at TCU who have made a report to the TCUPD may also report the offense to Fort Worth Police Department if circumstances dictate.

The Fort Worth Police Department is the lead agency in investigations of homicide, suicide, or sexual assault and may take the lead on other major felony crimes, when they are part of a broader city-wide investigation. The TCUPD and the Fort Worth Police Department work closely together to solve crimes in and near the campus. There is no written memorandum of understanding (MOU) pertaining to the investigation of alleged criminal incidents; however, the two departments have been working under this understanding for the past 25 years. The TCUPD operates on the same radio communications system with the Fort Worth Police Department.

In addition to ongoing efforts to build and maintain a constructive working relationship with the Fort Worth Police Department, the TCUPD maintains a close working partnership with State and Federal law enforcement agencies to keep the TCU community safe. Partner agencies include: Texas Department of Public Safety (DPS), Texas Alcohol Beverage Commission (TABC), the Federal Bureau of Investigation (FBI), and Department of Homeland Security (DHS).

When students are handled by the TCUPD officers on matters that constitute violations of local, state, or federal laws, the students are subject to arrest or citation as allowed by law. Additionally, in criminal cases involving students, the case will also be referred through the Dean of Students Office for possible University sanctions and/or discipline.

## **Monitoring and Recording of Criminal Activity by Students at Noncampus Locations of Recognized Student Organizations**

When the University becomes aware of off-campus student behavior that may negatively impact the university community, the Dean of Students Office may investigate. Based on the results of the investigation, disciplinary action may be taken by the University. Recognized student organizations at TCU are not permitted to own or rent houses off campus. Therefore, TCU does not have officially recognized student organizations that own or control housing facilities outside of the TCU main campus. If incidents caused by student organizations do occur off campus, the Fort Worth Police Department may report such problems to the TCU Police Department. If TCU students are implicated in criminal activity occurring off-campus, including non-campus locations of student organizations officially recognized by TCU (activities off-campus recognized by university authority), the law enforcement agency with jurisdiction may notify the TCU Police Department; however, there is no official policy requiring such notification. Students in these cases may be subject to both arrest by the law enforcement officers and to the University's Code of Student Conduct.

## **Burnett School of Medicine Campus: Fort Worth Police Department**

The Burnett School of Medicine Campus does not have a campus police agency. Law enforcement services on the Burnett School of Medicine Campus are provided by the Fort Worth Police Department. Anyone who becomes aware of an emergency, either at International Plaza or Harris Place, should call the TCU Police Department at 817-257-777 or 911. Following a call to TCUPD and/or 911, individuals at International Plaza should also report that emergency to the receptionist or security officer on duty at (817) 377-6229 or via the International Plaza answering service at (817) 571-7051.

## **Reporting Criminal Offenses and Other Emergencies**

Texas Christian University is committed to providing a safe campus environment for its students and employees. Members of the TCU community must assume personal responsibility for their own safety, while working collaboratively to enhance the safety of the TCU main campus and the Burnett School of Medicine campus.

### **TCU Main Campus: Contacting the TCU Police Department**

Texas Christian University provides protective services through a fully empowered police force, security guards/Communications Officers/Public Services Officers, or a combination of both. The University's overall safety policy encourages accurate and prompt reporting of all crimes and emergencies, including when the victim elects to, or is unable to, make such a report. Criminal actions and other emergencies may be reported by anyone, in person, via telephone or online, to the respective campus police and/or security department listed in this publication. Students, faculty, and staff are urged to report any crime or safety related problem to the TCU Police Department to ensure a police response, for the purpose of issuing a timely warning notice, and for inclusion in the annual crime statistics.

Anyone who is the victim or witness to any crime is encouraged to accurately and promptly report the incident to the police or appropriate police agencies when the victim of crime elects to, or is unable to make such a report. TCUPD has an emergency reporting telephone system that allows an individual to make immediate contact with the TCUPD by simply pressing the button at one of the emergency phones indicated by a blue light and strategically placed throughout the campus. The TCUPD can also be reached by dialing **7777** from any campus phone extension or **817-257-7777** from an outside line, or through the Frog Shield smartphone app. Additionally, the TCUPD monitors all emergency 911 calls from campus phone lines that are automatically directed to concurrent jurisdiction emergency services agencies. You may also visit the TCUPD at 3025 Lubbock St. The TCUPD is open 24 hours a day, seven days a week throughout the year to respond to requests for assistance.

If you are the victim of a crime at an off-campus location, notify the police agency with responsibility for that specific area (typically the Fort Worth Police Department at 817-392-4222) or call 911. If you need assistance in reporting, call TCUPD.

Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other TCU campus security authorities, which are outlined within this report.

### **Burnett School of Medicine Campus: Contacting the Fort Worth Police Department**

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

For Emergencies		
Call the TCU Police Department at 817-257-7777	Call the Fort Worth Police Department by dialing 911	Individuals with hearing impairments should dial 800-RELAY TX (TTY)
All emergencies in International Plaza reported to TCUPD and/or FWPD should also be reported to the receptionist or security officer on duty at 817-377-6229.		

## **Reporting Responsibilities: Duty to Report**

### **All Community Members**

1. It is the responsibility of each community member to promptly report violations or concerns about violations of laws, regulations and University policies that come to their attention.
2. **Mandatory Reporters:** Employees of TCU have a mandatory duty to report to the Office of Institutional Equity any violations related to prohibitions enumerated in TCU's [Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation policy](#) (Policy 1.008). Failure to do so will result in a report to TCU Human Resources and may result in disciplinary action, up to and including termination, and/or civil and criminal charges in some circumstances. Under Texas law, if an employee learns of an incident of sexual harassment or harassment that is based on sex and fails to timely report the incident to TCU's Title IX Coordinator, Texas law may require TCU to terminate the employee, and the employee may be subject to criminal prosecution.

### **Special Duty to Report**

1. Individuals in positions of authority who hold a supervisory position at the University have a special duty to report alleged violation of TCU's [Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation policy](#) (Policy 1.008). Therefore, when a supervisor receives a report of conduct that may violate Policy 1.008 or has reason to believe that a violation of Policy 1.008 has occurred, the supervisor has a mandatory duty to contact the Office of Institutional Equity and report the conduct or possible occurrence.
2. An individual in a position of authority who is made aware of, or in the exercise of reasonable care should have known of, a violation of Policy 1.008 by a person under their authority or supervision and fails to take appropriate action is subject to disciplinary action and may be subject to legal action.

### **Exceptions**

Individuals who are considered Confidential Resources are exempt from this mandatory reporting obligation when they receive information in the context of providing professional services to a student. Confidential Resources are University officials who can maintain legally-protected confidentiality within the University for the individual who share the information. The following University employees serve as TCU's Confidential Resources: licensed mental health professionals at the Counseling Center; licensed medical professional at the Health Center; TCU Title IX Confidential Advocate(s); and ordained University Chaplains in the Office of Religious and Spiritual Life. Licensed physicians on TCU's Sports Medicine staff are also Confidential Resources for student-athletes when they receive information in the context of providing professional services. See the *Counselors and Confidential Crime Reporting* section on page 16 in this report for additional information.

### **Anonymous Reporting**

You may make an anonymous report to the TCU Police Department if you are the victim of a crime and do not wish to pursue action within the criminal justice system or the university system, or if you are a witness to a crime and do not wish to reveal your identity. Providing information helps the university protect the safety of the campus community and helps the university maintain accurate records regarding the number of incidents involving students, employees and visitors. However, reporting anonymously may limit the University's ability to investigate and appropriately address the allegations. Reports filed in this manner are included in TCU's annual crime statistics, and when they involve allegations of sexual misconduct, including sexual harassment, they are made available to the Office of Institutional Equity and the Title IX Coordinator.

If you wish to report a crime, but want to remain anonymous, you may use the "[Anonymous Tips](#)" page on the police department's website <https://police.tcu.edu/report-a-crime/> or use the FrogShield mobile device app. You may also report incidents anonymously using the [TCU Ethics & Compliance Hotline](#). TCU has contracted with a third-party vendor, NAVEX EthicsPoint, to enable students, faculty, and staff to communicate issues and concerns associated with unethical or illegal activities while maintaining anonymity and confidentiality.

### **Confidential Reporting**

It is TCU's policy that all crimes should be reported to the TCUPD and it is also TCU policy to comply with all federal requirements for disclosure of crime statistics. Because police reports are public records under the state law and may be subject to some

disclosure under [Texas' Public Information Act](#), the TCUPD cannot hold reports of crime in confidence. Confidential reports can generally be made to University pastoral counselors and professional counselors, which are outlined within this report. Reporting in this manner allows for other types of university response and for inclusion in the annual disclosure of crime statistics.

## Counselors and Confidential Crime Reporting

Individuals may make confidential reports to ordained University pastoral counselors in the Office of Religious and Spiritual Life, the Confidential Advocate in the TCU CARE Office, and/or licensed mental health professionals assigned to the Counseling Center. When the communication takes place within the scope of the provision of professional services, these confidential resources will not disclose personally identifying information communicated to them by a student or employee without the student or employee's permission, as they are not considered to be campus security authorities to TCUPD.

As permitted by the Clery Act, pastoral and professional counselors who receive confidential reports are not required to report these crimes to University police for inclusion in the annual disclosure of crime statistics or for the purpose of a timely warning. Pastoral and professional counselors, if and when they deem appropriate, are encouraged to inform the persons they are counseling of the procedures to report a crime to the TCUPD for inclusion in the annual disclosure of crime statistics. TCU students seeking pastoral counseling may contact the Office of Religious & Spiritual Life at 817-257-7830 or via the internet at <https://faith.tcu.edu/contact-us/>.

## Reporting to Campus Security Authorities

A Campus Security Authority (CSA) is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution. These groups include:

1. A campus police department or a campus security department of an institution.
2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or campus security department.
3. 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.
4. 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.

Individuals are encouraged to report alleged crimes to law enforcement; however, there are campus officials to whom you may also report a crime. These CSAs are identified as any member of the TCU Police Department, its officers and staff; and any University official who has significant responsibility for student and campus activities, including, but not limited to, the Dean of Students Office; designated members of the Housing & Residence Life office staff, including Hall Directors and Residential Advisors; Coaches and designated administrators within the Department of Athletics; the Chancellor, President, Vice Chancellors, and designated Administrators, and any other University official who has the authority and duty to take action or respond to particular issues on behalf of the University. Crimes should be reported to the TCUPD and the primary CSAs listed below, for inclusion in the annual statistical disclosure of crimes, if appropriate, and for assessment for an Emergency Notification or Timely Warning.

While the University has identified several hundred CSAs, TCU officially designates the following offices as Primary CSAs—places where campus community members may report crimes:

OFFICE/DEPARTMENT	CAMPUS ADDRESS	PHONE NUMBER
TCU Police Department	3025 Lubbock Ave. Fort Worth, TX 76129	817-257-7930 817-257-7777 (Emergency)
Title IX Coordinator	The Harrison 1800	817-257-8228
Vice Chancellor for Student Affairs	The Harrison 2200	817-257-7820
Dean of Students Office	The Harrison 1600	817-257-7926
Housing & Residence Life	Pamela and Edward Clark Hall—Garden Level	817-257-7865
Office of Compliance	The Harrison 3200	817-257-5520

An informed campus community proactively contributes to the safe and secure environment of TCU. The Assistant Vice Chancellor for Public Safety, TCU Chief of Police, Dean of Students Office, and the Vice Chancellor for Student Affairs are available to respond to any questions you may have concerning campus safety and security.

### **Statistical Disclosure of Reported Incidents**

Incidents reported to the TCU Police Department that are determined to meet one of the required reporting classifications as defined by the Clery Act and the National Incident-Based Reporting System (NIBRS), will be disclosed as a statistic in the crime table within this Annual Security Report and Fire Safety Report. Additionally, on an annual basis TCU sends written request to CSAs, requesting information about all reported Clery crimes that occurred within TCU's Clery geography. These reported crimes are also disclosed as a statistic in the same manner.

### **Reporting to the Fort Worth Police Department**

A person reporting a crime to the TCU Police Department has a right to report the Fort Worth Police Department by calling 911 or by calling the Fort Worth non-emergency number at 817-392-4222. TCU Police Officers discuss this option with the victim of a crime and will assist the victim with that process. The TCU Police Department has a working relationship with the Fort Worth Police Department.

Fort Worth Police Department			
Fort Worth Police—Emergency 911			
Fort Worth Police— Non-Emergency	817-392-4222	Criminal Investigations	817-394-4300
Fort Worth Police Administration	817-392-4200	Homicide	817-392-4330
Berry Street Store Front	817-923-1720	Automobile Pound	817-392-6730
Traffic Division	817-871-7110	Municipal Court	817-392-6730
Records	817-392-4160	Victim's Assistance	817-392-4390

### **Response to a Crime Report**

#### **TCU Main Campus**

Dispatchers are available at the respective telephone numbers listed in this report 24 hours a day to answer your calls. In response to a call, TCUPD will take the required action, either dispatching an officer or asking the victim to report to TCUPD to file an incident report. All incidents reported to the TCUPD are investigated by the TCUPD and may be followed up by University administrative officials. Police reports are reviewed daily by the Vice Chancellor for Student Affairs or their designee. Student behavior is governed by the Code of Student Conduct, which outlines the expected behavioral standards on the TCU campus. The Code of Student Conduct is available to all students, and may be accessed online at <https://deanofstudents.tcu.edu/student-handbook/>. Violations of the Code of Student Conduct, and actions by members of this community that threaten the safety and security of the campus, are taken very seriously. Disciplinary outcomes will be imposed if the facts warrant such action. The University also reserves the right to file civil and/or criminal charges when it is deemed appropriate. The Dean of Students office coordinates the campus discipline process and is the responsible agency for implementing disciplinary procedures for major violations of the Code of Student Conduct. The Office of Housing and Residence Life and the Office of Fraternity and Sorority Life also are involved in investigating and addressing inappropriate student behavior.

#### **Burnett School of Medicine Campus**

On the Burnett School of Medicine campus, TCUPD, in coordination with the Fort Worth Police Department, will review reports of alleged criminal activity and will either send an officer immediately or refer the report for subsequent investigation, depending upon the nature and seriousness of the offense involved. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the crime was committed. All criminal incidents are investigated by the TCUPD. TCUPD response (s) include, but are not limited to:

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

## Daily Crime Log & Fire Log

TCUPD maintains and publishes a Daily Crime and Fire Log of reported crimes occurring on or within the TCU Clery Geography and expanded patrol jurisdiction and fires occurring in TCU's on-campus student housing facilities. The Daily Crime and Fire Log will record specific information about all criminal incidents reported to the TCUPD, and at a minimum include the following required elements: (1) the date the crime was reported; (2) the date and time the crime occurred; (3) the nature of the crime; (4) the general location of the crime; and (5) the disposition of the complaint, if known. Entries in the Daily Crime and Fire Log, and changes in the disposition of a complaint, will be recorded within two business days of TCUPD's receipt of the report. The institution is not required to update the disposition of a crime log entry if the disposition changes after 60 days have passed; however, TCUPD may choose to do so.

For each fire incident that has occurred in an on-campus TCU residential building, the log will include: (1) the date the fire was reported; (2) the nature of the fire; (3) the date and time of the fire; and (4) the general location of the fire. The Fire Log is a live document and is updated as events are reported.

TCUPD may temporarily withhold entries from the Daily Crime and Fire Log only if there is clear and convincing evidence that the release of information would: (a) jeopardize an ongoing investigation; (b) jeopardize the safety of an individual; (c) cause a suspect to flee or evade detection; or (d) result in the destruction of evidence. Once the information is no longer likely to prove harmful, TCUPD will make the entry on the Daily Crime and Fire Log. If an entry is delayed, TCUPD will clearly document the reason for doing so.

The Daily Crime and Fire Log is available 24 hours a day to the public on the TCUPD website (<https://police.tcu.edu/daily-crime-fire-log/>). The most current 60 days of information is also available for public inspection at the TCUPD located at 3025 Lubbock Ave., Fort Worth, TX 76129.

TCUPD maintains all records related solely to law enforcement subject to disclosure under the Texas Public Information Act (PIA). All requests submitted to TCUPD under the PIA must be submitted using the [Public Information Request Form](#) and the TCUPD will review all requests for public records and respond to the requestor within 10 business days. The Police Department Record Custodian is available to the public from 8:30 a.m. to 5:00 p.m., Monday through Friday and closed on weekends and University holidays.

## **Timely Warnings**

### **Issuance of Timely Warning Notifications**

Institutions must issue a timely warning, as soon as the pertinent information is available, for any Clery Crime occurring within Clery geography (On Campus, Public Property and Noncampus property), that in the judgment of the Assistant Vice Chancellor of Public Safety, or designee, represents an ongoing or serious threat to the safety of students and employees.

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
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in 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 TCU 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 Assistant Vice Chancellor of Public Safety, 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 Assistant Vice Chancellor of Public Safety, or their designee in their absence.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

Issuance of a Timely Warning is determined on a case-by-case basis by TCU Officials:

- TCU Department of Public Safety (TCU DPS), represented by the Director of Emergency Management, the TCU Police Dispatcher and their direct supervisor, to include the Assistant Vice Chancellor of Public Safety, the Chief of Police, the Lieutenant, or the most senior Sergeant on Duty, will gather enough substantial information, and without delay, determine the most appropriate TCU Alert messaging to send to the TCU community with the intention of mitigating damages and saving lives.
- Upon receipt of a call notifying of an emergency situation on campus, TCU DPS will evaluate the facts and circumstances and consider the following in making a determination to initiate a Timely Warning:
  1. The information related to the reported crime;
  2. The nature of the reported crime;
  3. Whether the reported crime is a crime subject to the Clery Act's Timely Warning requirements;
  4. What actions could be taken to aid in the prevention of similar crimes;
  5. Whether the reported crime or a series of crimes represents a continuing threat to students, faculty, and staff; and
  6. Whether an Emergency Notification is more appropriate, and recognizing that a Timely Warning is not required if an Emergency Notification is issued.

In the case of a crime that might be an ongoing or serious threat to students and employees of the campus, an email and text alert

will be sent to all students, faculty and staff. Under certain circumstances, TCU DPS may also utilize the TCU Alert system, as well as posters and flyers in residence halls and other strategic campus locations. The campus radio station will also be requested to make periodic announcements regarding the danger or threat if such actions are warranted.

TCU DPS designees, or members of the Crisis Communication Team will:

- Determine if a Timely Warning or additional information related to an earlier Timely Warning needs to be issued;
- Formulate a warning; and
- Disseminate the warning using the appropriate system(s).

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

### **Emergency Response and Evacuation Procedures**

In accordance with the TCU Emergency Operations Plan (EOP), TCU has installed a comprehensive emergency notification system (EMNS), **TCU Alert**, to alert the campus community of impending danger. When activated, the system sends warnings through email, text, indoor speakers, and outdoor high-power speaker arrays. In conjunction with EMNS, messages may be posted on the TCU website and social media. Depending on the nature of the emergency, some or all of these systems will be used to disseminate information.

To facilitate dissemination of warnings and campus instructions, a set of scripted warning messages and public information messages suitable for use in likely emergency situations is in place. They are included in the TCU Alert templates. These scripted messages may be used as written or tailored as needed for specific circumstances. The TCU Department of Public Safety (DPS) oversees the creation of and holds approval responsibility for all scripted messages.

TCU DPS consists of the TCU Office of Emergency Management, Parking and Transportation, and the TCU Police Department, which report to the Assistant Vice Chancellor for Public Safety. Under appropriate circumstances, the TCU DPS will issue Emergency Notifications, Timely Warnings, and/or safety bulletins regarding criminal activity or safety issue concerning campus as required by law.

TCU DPS is responsible for confirming facts that indicate a notification is necessary, sometimes in conjunction with campus administrators, local first responders and/or the national weather center.

Individuals can report emergencies occurring at TCU by calling the TCU Police Department at 7777 or 817-257-7777.

TCU DPS has primary responsibility for issuing, coordinating, and determining content methods of delivery of Emergency Notifications, Timely Warnings, and safety bulletins. TCU DPS representatives, typically a TCU Dispatcher, will determine the most appropriate TCU messaging to send to the TCU community with the intention of mitigating damages and saving lives.

When there is a call into the TCU dispatch notifying of an emergency situation on campus, the following process is required to take place:

- The TCU dispatcher will ascertain significant information pertaining to what is happening, where it is happening on campus and any information on those involved.
- The TCU dispatcher will then use the radio to send the appropriate TCU Police resources to sufficiently confront the ongoing situation and activate the TCU Alert of either, “Lockdown”, “Evacuate”, or “Seek Shelter” immediately if the situation warrants immediate activation.
- The TCU dispatcher will contact the most senior TCU Police management team member, informing them of the current situation.
- Pending the situation and after receiving instructions from the senior TCU Police management team member, the dispatcher will activate the TCU Alert of either, “Lockdown”, “Evacuate”, or “Seek Shelter”.
- After activating the TCU Alert, and if necessary, the dispatcher will reach out to the Fort Worth Police Department and/or other Fort Worth first responders for additional support.

TCU PDS will determine the initial message and the system to send the message. When the Emergency Operations Center has been

activated, the Crisis Communications Team will determine who needs to be warned and how. TCU DPS will normally execute the warnings by activating the warning systems. The Marketing and Communication Department may disseminate emergency public information directly to the media. The local news media may be utilized to disseminate emergency information to members of the larger community. The larger community can also access emergency information via the TCU homepage and/or social media.

Authority to activate the TCU Alert System is conveyed to the following personnel in order of precedence:

- The Incident Commander or Acting Incident Commander
- Assistant Vice Chancellor for Public Safety
- Director of Emergency Management
- TCU Chief of Police
- All TCU Police Department shift supervisors, assigned or acting

Given the urgent and immediate nature of some emergencies, it is understood that the TCU Police Shift Supervisor on duty, the Campus Police Chief, Incident Commander and Director of Emergency Management are authorized to activate the TCU Alert System in any situation where students, faculty, staff, and visitors are at immediate risk of death or injury.

Type of Threat	System to Use	Primary Message Creator	Backup Message Creator	Authority for Approving & Sending Messages	Primary Message Sender/Distributor	Backup Message Sender/Distributor
<b>Primary System</b>						
Life-Threatening	TCU Alert	AVC or DEM	AVC, DEM or Chief of Police	TCU Dispatcher	TCU Dispatcher	TCU Facilities
Non Life-Threatening	TCU Alert	AVC or DEM	AVC, DEM or Chief of Police	AVC, DEM, Chief of Police or designee	TCU Dispatcher	TCU Facilities
<b>Secondary System</b>						
Life-Threatening	FrogShield	TCU Police	AVC or DEM	Chief of Police or designee	Chief of Police or designee	Chief of Police or designee
Non Life-Threatening	FrogShield	TCU Police	AVC or DEM	Chief of Police or designee	Chief of Police or designee	Chief of Police or designee

## Receiving TCU Alerts

TCU Alert pulls contact information from an internal database maintained by the University for students, faculty and staff. This information may include home or cell phone numbers. As a faculty/staff member or student, you may update your contact information by visiting [my.tcu.edu](http://my.tcu.edu) (in the Contact Details section). All current students, faculty and staff will remain in the university database and may not be removed.

## Issuance of Emergency Notifications: Notifications to the University about an Immediate Threat or Emergency

TCU is committed to ensuring the campus community receives immediate notification upon the confirmation of a significant emergency or dangerous situation on campus that poses an immediate threat to the health or safety of students and employees occurring on campus. Without delay, the institution will notify the campus community or the appropriate segments of the community that may be affected by the situation.

The TCU DPS will determine the content of the message and will use some or all of the systems described in this report to communicate the threat to the TCU community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. TCU DPS, or members of the Crisis Communication Team, will verify the facts and circumstances and consider the following before issuing an Emergency Notification:

1. Information related to the threat;
2. The nature of the threat;
3. Whether the threat is a significant emergency or dangerous situation involving and immediate threat to the health and safety of students, faculty, staff, and visitors on campus or TCU-owned properties; and
4. What action may be taken to promote the safety of the community.

If there is an immediate threat to health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

TCU will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the TCU Alert mass notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. An Emergency Notification may not be issued if it will compromise those efforts to assist a victim or to contain, respond to, or mitigate the emergency.

### **Crime Alert/Safety Bulletin**

When the TCU community is not in immediate danger, TCU Police may send out a Crime Alert/Safety Bulletin to enhance community safety, prevent future crimes and help solve crimes. Along with information about the incident, the bulletin will include the following bullet points:

#### **Crimes in Residence Halls**

- Keep doors locked.
- Do not prop outside doors open. Do not let anyone else into the residence hall.
- Do not allow “tailgating” or let others use their ID card to access the residence hall.
- When reporting suspicious activity, be a good witness. Describe exactly what you observe with as many details as possible. Give complete descriptions such as gender, race, height, weight, hair color, clothing, etc.

#### **Off-Campus Crimes**

- Use extreme caution if you observe or are approached by a person who appears to be acting strangely or suspiciously. Avoid them and call the police. Trust your instincts.
- If possible, always travel in pairs with trusted companions, especially at night or in remote areas. On campus, use the shuttle service, Froggie 5-0 and other escort services when available. If not available, call TCU Police at 817-257-7777.
- When reporting suspicious activity, be a good witness. Describe exactly what you observe with as many details as possible. Give complete descriptions such as gender, race, height, weight, hair color, clothing, etc. If a vehicle is involved, note the color, make, model, and if possible, the license plate.

TCU DPS or members of the Communications Team will consider and issue additional information (perhaps but not necessarily using the same Notification System(s) used initially), to provide adequate follow-up to an earlier Emergency Notification or Crime Alert/Safety Bulletin.

### **Notification Systems**

TCU has implemented various notification systems to assist the university in alerting the campus community of emergency situations. These systems may be used to issue warnings, disseminate campus instructions, a set of scripted warning messages, and public information messages suitable for use in likely emergencies. The scripted messages are included in the TCU Alert templates and may be used as written or tailored for specific circumstances.

The notification systems include:

#### **Edwards EST-3 Fire Alarm Panels (FireWorks)**

Every building on campus is protected by an Edwards EST-3 Fire Alarm panel that contains the EMNS components and is connected to a dedicated, campus-wide fiber optic network. EMNS control is done via FireWorks control panels located at TCU Police Department and Facilities, with monitoring a station at the Emergency Operations Center and remote access from the Marketing

and Communications Office.

#### Indoor Speakers

All building fire alarm panels include a VoIP module that allows live voice announcement from EST-3 panel in building or remotely from TCU Police Department or Facilities. In addition, pre-recorded messages containing emergency instructions and information can be broadcast over indoor speakers. This information is to advise students, faculty, staff and guests of conditions and actions that require their immediate attention to ensure their safety. In an emergency situation, all emergency messages can be initiated and controlled at any of the locations noted above.

#### Outdoor High-Power Speaker Arrays

This system component includes six outdoor High-Power Speaker Arrays that are strategically located across the campus and optimized to ensure intelligible communications campus-wide. As with indoor speaker and visual components, control of the HPSA is controlled primarily from TCU Police Department and Facilities.

#### TCU Alert (Rave)

This part of the University Emergency Mass Notification System is a web-based system leased from Rave. The system provides high speed, mass messaging services via voice, email and text messaging. The system is capable of sending thoughts of messages per minute to all registered users or to select groups of campus as defined by the university.

If any of these systems fail or the University deems it appropriate, in person communication may be used to communicate an emergency.

### **Emergency Response Drills**

The EMNS will be tested on an ongoing basis at least once per semester, either announced or unannounced. Regularly scheduled testing of the system will be done in the following manner:

- Emergency Mass Notification System: Each semester the EMNS will be tested utilizing each component including TCU Alert, interior notification and all outdoor High-Power Speaker Arrays (HPSA) notification speakers.
- Indoor speakers: Tested as required by code and in accordance with repair and maintenance schedules. Advance notification of this testing is provided to the campus community via email and the University website.
- Outdoor: TCU's outdoor HPSA will be tested in conjunction with and on the same schedule with the TCU Alert test.

TCU has adopted an annual, unannounced mandatory testing of the TCU Alert system that includes three (3) emergency messages ("Lockdown", "Evacuate", and "Seek Shelter") for every occupied building on campus. The testing of these buildings is typically conducted in conjunction with the annual training for the Building Deputies and the Building Emergency Coordinators assigned to their respective buildings. TCU DPS conducts after-action reviews of all emergency management exercises, drills and tests, including documentation of the exercise, the date the exercise was conducted, the start and end time, and whether it was announced or unannounced. Pertinent information from the after-action review is communicated to the campus community via email by the Assistant Vice Chancellor for Public Safety. The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise or drill) that meets all of the requirements of the Higher Education Opportunity Act.

*Tests were previously conducted August 30, 2022; January 24, 2023; and during the week of May 16 –23, 2023.*

The testing for all residence halls is conducted twice a year. Because the residence halls are mandated under Texas state law to conduct an evacuation drill at least one time per semester, TCU conducts the mandated evacuation drills first, then executes the "Lockdown" and "Seek Shelter" drills immediately following. These drills are scheduled to be completed during the first few weeks of the fall and spring semesters. *Tests within the residence halls were previously conducted on August 23, 2022; August 24, 2022; August 25, 2022; August 30, 2022; August 31, 2022; January 11, 2023; January 17, 2023; January 18, 2023; January 24, 2023; and January 25, 2023.*

**Training for EMNS Operators:** Training of EMNS primary and backup operators is held in conjunction with the testing of the system. Competency training is held quarterly for all operators and their backups in addition to after each update to the EMNS

system.

**Training for Students and Employees:** TCU's Department of Public Safety offers training and planning assistance to individuals or groups of students, faculty, and staff. Participants learn how to prepare, respond and recover from different emergency situations. To request emergency management training, visit <https://publicsafety.tcu.edu/public-safety-training/>.

- Disaster Preparedness and Local Hazards
- Emergency First Aid
- Fire Safety and Suppression
- Building Emergency Coordinator Training
- L.E.S.S. is More
- Run, Hide, Fight—Active Shooter Response

### **TCU Alert “Lockdown” Notification**

The TCU Alert notification system will provide notification of a “Lockdown” emergency. The system will automatically contact the proper authorities. The TCU Alert notification system may be supplemented by a live voice from the Campus Police department giving vital instructions for the campus. **Listen carefully and respond accordingly.**

### **General “Lockdown” Procedures**

When emergency conditions involve an active shooter or a violent situation involving the police, the safest method to protect individuals may be to “Lockdown” the building and take shelter inside and await further instructions. When in a “Lockdown” situation, one must do the following:

#### **Run, Hide, Fight**

- **RUN!**
  - ◆ If you know where the shooter is and you know you can get away, do so.
  - ◆ If you hear gun fire, run tactically (run from cover to cover).
  - ◆ Help others escape.
  - ◆ Warn others to keep away from the danger area.
  - ◆ Try to remain calm.
- **HIDE!**
  - ◆ Stay hidden from the shooter’s view.
  - ◆ Find somewhere that will provide protection, such as in a locked room, behind furniture.
  - ◆ Make no noises.
  - ◆ Avoid places that will trap or restrict movement (in case evacuation is possible later).
  - ◆ Keep the shooter out by locking a door, creating a blockade, etc.
  - ◆ Turn off lights, cell phone ringers, and all noises – remain silent.
  - ◆ Do not huddle together – spread out.
- **FIGHT!**
  - ◆ As a last resort, prepare to fight the shooter if you are confronted.
  - ◆ Throw things.
  - ◆ Use furniture to rush the shooter.
  - ◆ Create a plan to seriously disable the shooter.

#### **Once the police arrive:**

- ◆ Raise your hands and spread your fingers.
- ◆ Remain calm and **follow their instructions.**

- ◆ Drop any items in your hands.
- ◆ Avoid sudden movements toward the officers.
- ◆ Avoid pointing, screaming, or yelling.
- ◆ Do not ask questions when evacuating.

### **At the End of the TCU Alert “Lockdown” Notification**

The “All Clear” Message will be delivered by the TCU Alert notification system by outdoor sirens and indoor speakers, followed by text messages, emails and phone calls. If the speakers have been turned off as a safety precaution then the “All Clear” Message will be sent by text messages, emails and phone calls only.

An “All Clear” message will always follow a TCU Alert Message. Not hearing the TCU Alert notification system does not mean the emergency situation has ended. Remain vigilant until you hear the “All Clear”.

### **TCU Alert “Evacuation” Notification**

The TCU Alert notification system will provide notification of a fire in the facility. The system will automatically contact the proper authorities. In the event of any emergency, always call TCU PD at 7777 or 817-257-7777. The Building Emergency Coordinator should begin evacuation procedures upon the sounding of the alarm.

### **General Evacuation Procedures**

An evacuation is an organized departure from a building. Upon hearing the TCU Alert notification system 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 the TCU Police Department by dialing 911 or 817-257-7777 (7777 from a campus phone).

- Remain calm and leave the building by the nearest and safest exit
- Obey the instructions of the Building Emergency Coordinators and Emergency Floor Officers during an emergency or drill
- If time allows, dress appropriately for the weather
- Take only essentials (eyeglasses, medications, wallet, phone), do not pack belongings
- If time allows, turn off potentially hazardous equipment and appliances
- If time allows, close the door to your room as you exit
- Avoid using the elevator
- If able, ask and provide help for those who need assistance in evacuating the facility
- Meet at the designated Rally Point.

### **At the End of the TCU Alert “Evacuation” Notification**

The “All Clear” Message will be delivered by the TCU Alert notification system by outdoor sirens and indoor speakers, followed by text messages, emails and phone calls. If the speakers have been turned off as a safety precaution then the “All Clear” Message will be sent by text messages, emails and phone calls only.

An “All Clear” message will always follow a TCU Alert Message. Not hearing the TCU Alert notification system does not mean the emergency situation has ended. Remain vigilant until you hear the “All Clear”.

### **TCU “Seek Shelter” Notification**

The TCU Alert notification system will provide notification of a weather-related emergency. That system will automatically contact the proper authorities. The TCU Alert notification may be supplemented by a live voice from the TCUPD giving vital instructions for the campus. During a “Seek Shelter” emergency:

- Remain alert and look/listen for signs of an emergency in the building
- Relay any information to the Building Emergency Coordinator or emergency response personnel

- Be prepared to assist emergency response personnel if asked by the Building Emergency Coordinator

## **General “Seek Shelter” Procedures**

If an incident occurs and the buildings 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 belongings (phone, wallet, ID card, etc.) and follow the evacuation procedures for your building. Once you have evacuated, seek shelter at the nearest University building quickly. If TCU PD or Fort Worth Fire Department personnel are on the scene, follow their direction.

When taking shelter:

- Get to the lowest, most interior location in the building
- Put as many walls between you and the weather emergency as possible
- Avoid exterior windows
- Always seek out the closest, safe path when securing a safe space within the facility
- Take a cell phone with you
- If available, take a flashlight and radio or designated emergency kit to the “Seek Shelter” area to track emergency status
- Avoid using the elevator
- Keep telephone lines free for emergency responders. Do not call 911 for updates or information
- If able, provide assistance to people needing help reporting to the “Seek Shelter” safe area

The “Seek Shelter” safety areas include the lowest interior stairwells or hallways, lowest floor restrooms, and lowest floor rooms without exterior windows. No individuals should remain on the second or higher floors.

## **At the End of the TCU Alert “Seek Shelter” Notification**

The “All Clear” Message will be delivered by the TCU Alert notification system by outdoor sirens and indoor speakers, followed by text messages, emails and phone calls. If the speakers have been turned off as a safety precaution then the “All Clear” Message will be sent by text messages, emails and phone calls only.

An “All Clear” message will always follow a TCU Alert Message. Not hearing the TCU Alert notification system does not mean the emergency situation has ended. Remain vigilant until you hear the “All Clear”.

## **Burnett School of Medicine Campus**

Emergencies and disasters are unpredictable and strike without warning. It is for that reason the Property Management Department at International Plaza has implemented organization and preplanning, as well as equipping and training individuals within the International Plaza Building for effective emergency action. The International Plaza Building Emergency Handbook outlines emergency procedures on (1) How to report an emergency; (2) What to do; (3) Who will assist; and (4) What help will come from building and city emergency units during such emergencies.

The TCUPD encourages the School of Medicine students to enroll in TCU Alert, allowing the university to send messages to keep them informed before, during, and after a campus emergency.

## **Emergency Management at TCU: Emergency Drills, Testing & Evacuation Policies and Procedures**

### **TCU Main Campus**

TCU is committed to providing a safe environment for its faculty, staff and students. Safety is the result of careful attention to operations and everyone’s willingness to be prepared should an emergency arise.

Emergency response and evacuation procedures are documented on the TCU Emergency Management website. Procedures for potential emergencies can be found at: <https://publicsafety.tcu.edu/emergency-management/>.

### **Building Emergency Coordinator Program**

To assist in emergencies, the University established a program using Building Emergency Coordinators (BECs) that are assigned to

each floor of most major buildings on campus. These BECs direct evacuation or seek shelter actions toward the appropriate exits for their floor while ensuring the elevator is not utilized. They are identifiable through their purple BEC vests. Visit <https://publicsafety.tcu.edu/building-emergency-coordinators/> or contact the Office of Emergency Management at 817-257-7771, for further information on this program.

## Training, Drills, Tests, and Exercises

Announced and/or unannounced drills are scheduled and executed annually to test evacuation and emergency procedures. In conjunction with other emergency agencies, the University conducts emergency response drills and exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Effective training in the Emergency Notification System (EMNS), its many components and interrelationships is done on an ongoing basis and all drills are documented by the TCU Department of Public Safety. This training is done in conjunction with the testing of TCU Alert. The systems may be tested and training accomplished more often based on the best judgement of the Emergency Policy Group.

**Event Follow-up:** As soon as possible following the conclusion of an event, the Director of Emergency Management schedules and chairs an after-action review meeting for essential players to review the emergency notification issues that need refinement or attention based on the performance of the system and the response teams. The [After-Action Improvement Processes](#) are updated and expanded as necessary and “lessons learned” are incorporated into future training and testing sessions.

**Hot Wash:** A Hot Wash, or debriefing, shall be conducted immediately following each operational period of event, exercise or incident on campus. The discussion will be directed by the exercise facilitator, incident commander, EOC director or the individual response leaders of each function in an event/incident. Hot Wash leaders shall facilitate a brief and constructive discussion to outline:

- Strengths identified in the response
- Areas for improvement identified in the response
- Potential for future hazards derived from the event or associated psychological impacts

**After-Action Meeting:** The After-Action Meeting is a meeting, facilitated by the Director of Emergency Management, held among exercising or response organizations to debrief the exercise or incident and to review and refine the draft After-Action Report/Improvement Plan. The After-Action Meeting should be an interactive session providing attendees the opportunity to review items from the Hot Wash, and to collaborate on collective strengths and areas for improvement from the response.

Corrective actions to address areas for improvement will be identified at this meeting, as well expected completion dates and responsible parties for these corrective actions. Corrective actions are concrete, actionable steps that are intended to resolve capability gaps and shortcomings identified in exercises or real-world events. Corrective actions will be one of the following categories:

- Equipment
- Exercise
- Organization
- Personnel
- Planning
- Training

**Improvement Planning:** Following the After-Action Meeting, the Director of Emergency Management develops an After-Action Report and Improvement Plan. The Improvement Plan identifies specific corrective actions, assigns them to responsible parties, and establishes target dates for their completion. Corrective actions are tracked and continually reported on at Emergency Operations Center Working Group Meetings by the Director of Emergency Management until their completion. Responsible parties review and verify all corrective actions under their control. The Assistant Vice Chancellor for Public Safety presents updates on progress of corrective actions, and unmet needs to fulfill corrective actions to the Emergency Policy Group at least once per year.

## **Burnett School of Medicine Campus**

The Burnett School of Medicine is committed to ensure a safe and secure environment for its students, faculty and staff on the campus as well as at affiliated clinical training sites. Education on emergency preparedness protocols for the Burnett School of Medicine is provided to all student, faculty, and staff via the L.E.S.S. Is More program.

Students are encouraged to enroll in the TCU Alert system and be familiar with emergency procedures specific to the campus and environment. Student safety orientation is provided to all incoming first-year students by the TCU Police Department and other administrators during the Introduction to Medicine course that occurs during the first two weeks of student enrollment. Additional security, safety and emergency preparedness information is contained within the Burnett School of Medicine Security, Safety, and Emergency Preparedness Policy and the International Plaza Building Emergency Handbook.

Affiliation agreements with clinical teaching sites address the importance of safe environments for onsite educational experiences. When at affiliated clinical teaching sites, students and faculty will follow the security, safety, and emergency preparedness plans of the affiliated clinical facility. Affiliated clinical hospital sites review the security, safety, and emergency plans with students at orientation, and the students complete attestation with these affiliates that they have reviewed affiliate mandated materials.

<b>EMERGENCY PREPAREDNESS &amp; RESPONSE: PROGRAMS AND TRAINING</b>	
<b>Required Training and Programs for Students and Employees</b>	
<b>Description of Program</b>	<b>Additional Information/Frequency</b>
<b>L.E.S.S. Is More:</b> TCU Department of Public Safety facilitates a comprehensive emergency management program built upon industry standards and best practices across the phases of emergency management: prevention, mitigation, preparedness, response and recovery. The L.E.S.S. Is More initiative trains individuals on three emergency responses: Lockdown, Evacuate, and Seek Shelter.	Required of all students and employees  Ongoing drills and tests scheduled throughout each semester.
<b>Critical Incident &amp; Crisis Management Protocols:</b> This training is conducted annually and covers the topics of Fire/Major Facilities Concerns, Physical Altercations/Weapons/Student Arrest, Power Outages, Sexual Assault, Domestic Violence, Dating Violence and Stalking, Medical Transport, Non-Life Threatening Medical Transport, Potential Life Threatening Medical Transport, Suicidal behavior/Severe Psychological or Mental Health Concerns, Student Death, Administrative Inspection Procedures, Vandalism, Hate/Intolerance and Injustice, and Criminal Trespass Warnings.	Annual required training for all Housing & Residence Life, Campus Life and Fraternity and Sorority professional staff members
<b>Emergency Preparedness Training for Resident Assistants and Chapter Resident Advisors:</b> This training is conducted annually and covers the many roles you play in an emergency situation. The types of emergencies covered in the training are threats of violence, fire emergencies, persons of harm, weather related issues, power outages, hazardous materials, and natural disasters.	Annual required training for all Resident Advisors and Chapter Resident Advisors

## **Campus Facilities: Security & Access**

### **TCU Main Campus**

#### **Security of and Access to University Residence Halls**

University housing facilities represent unique communities and everyone shares the responsibility for security of the building and all residents. According to University regulations, all campus residence halls, including fraternity and sorority facilities, are locked 24 hours a day. An ID/Access card must be used to enter a residence hall and all exterior doors should remain locked or attended and no exterior doors are to be propped open. Tampering with the security of a University housing facility, such as propping doors open, affects the safety of all residents and is taken very seriously. Persons visiting residents must be escorted by their hosts in all areas of the building. Visitation on the floors of the residence halls is regulated and enforced by residence hall staff. In addition, security cameras are positioned in strategic locations throughout the campus and each facility. Residence Halls, except fraternity and sorority chapter houses, have desk assistants (student workers) who oversee and monitor hall entrances Sunday—Wednesday: 12:00 pm - 12:00 am and Thursday—Saturday: 12:00 pm—3:00 am daily, in addition to Hall Directors and Resident assistants who make routine floor and building inspections several times a day as part of their assigned duties to monitor security related matters. TCUPD routinely check buildings during preventative patrol time for security related issues (e.g., propped doors). Concurrently, TCUPD dispatch personnel monitor external CCTV cameras throughout the campus to include residential facilities while TCU security officers conduct external patrols of residential facilities 24-hours a day.

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

Security is provided to the campus in the form of 24-hour police patrol, security patrols and CCTV surveillance. Officers incorporate walking patrol, vehicle patrol, golf cart patrol and bicycle patrol throughout the patrol day. Academic buildings are locked each evening by the TCU Police and by remote electronic access systems. These buildings are reopened by 7:00 am each day except Saturdays and Sundays. The schedule for closing depends on the building and the use of that facility, but usually occurs between 10 p.m. and midnight. Building access is dictated by building department heads or Deans. TCUPD conduct routine patrols of campus buildings to evaluate and monitor security related matters.

#### **Security Considerations Used in the Maintenance of Campus Facilities**

All security systems, including cameras, intrusion and panic alarms, are installed and maintained by the Building Maintenance Department, with input from the TCU Police Department. Electronic access, more commonly known as card access, is installed and maintained by the Building Maintenance Department. Approval for a card access system must be received from Student Affairs Information Services; following approval, materials will be ordered and a system installed. Additionally, on an annual basis, the Director of the TCU ID Center, working with the TCU Police Department, tests the emergency Lockdown system and "safe cards" to ensure that the campus buildings can be locked in the event of an emergency. As one preventive measure, students and university representatives conduct a periodic "lighting walk". Through this action and the analysis of police reports, campus lighting needs are assessed. In addition, community members may report any malfunctioning lighting so that the problem may be addressed. The TCU Police Department's Officers are responsible for coordinating all on-campus crime prevention activities. Such activities include conducting informational programs in most residence halls, fraternity and sorority houses, and with student organizations; providing campus safety and security programs in the Brown Lupton University Union; walking campus buildings to note safety and security problems and making recommendations to correct them; and distributing safety and security literature to students, faculty and staff. The TCU Police Department also lends materials to students, faculty, and staff to mark equipment and other personal articles to deter theft.

### **Burnett School of Medicine Campus**

The Burnett School of Medicine is located in a shared facility and this facility has public streets running adjacent to it. The School does not have on-campus student-housing. Only authorized students, faculty, and staff may enter upon the space occupied by the School. Unauthorized persons, once identified, are asked to leave the facility. The entrance to International Plaza Building is staffed by a building monitor who greets all visitors. At the main lobby station there are multiple camera motions which include various views of both the internal and external locations of the building. The second and third floors of the building are exclusive to the School. The entrance doors, which have proximity card required access, are covered by a camera, showing anyone entering or exiting. Key personnel within the TCUPD, each patrol vehicle, and dispatch with the TCUPD have proximity cards that allow for access to the space within the building that is exclusive to the School.

## **Firearms and Weapons**

Texas Christian University is committed to providing a safe and secure environment for the campus community and visitors. The [Firearms and Weapons policy](#) informs the campus community and visitors that TCU is a weapons-free campus and all firearms, whether openly carried or in a concealed manner, are strictly prohibited on the TCU campus and other TCU property except in the limited exceptions identified in the policy.

This policy applies to students, employees (faculty and staff), outside contractors, and visitors.

To the fullest extent of federal and Texas law, Texas Christian University prohibits the possession, storage or use of all firearms (openly carried or in a concealed manner) and weapons on the TCU campus, TCU property, at athletic events, on all grounds and buildings on which an activity sponsored by TCU is being conducted, and all TCU passenger transportation vehicles.

Firearms and weapons include, but are not limited to, handguns, rifles, shotguns, air powered guns, blow guns, stun guns, ammunition, illegal knives, clubs, sling shots, tasers, explosives, bombs, hoax bombs, fireworks, flammable liquids, martial arts devices, or any other weapon illegal to possess under state or federal law. In accordance with Section 411.2031, Texas Government Code, the Texas Christian University Board of Trustees, after consultation with the campus community, voted to prohibit handgun license holders from carrying concealed handguns on campus.

All students, employees, outside contractors, and visitors holding a valid license issued by the State of Texas to carry a handgun are forbidden from entering in or on the TCU campus or TCU property with a concealed handgun and are given the following statutory notice with which they must comply: CONCEALED HANDGUNS PROHIBITED.

Pursuant to Section 30.06, Penal Code, (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

The only exceptions to this policy are:

- a. A person, including a student enrolled at TCU, who holds a valid handgun license issued by the state may store or transport a lawfully possessed firearm or ammunition in a locked, privately owned or leased motor vehicle on a campus street or driveway or in a TCU parking lot, parking garage, or other campus parking area (See Section 411.2032(b), Texas Government Code).
- b. Students and employees may bring unloaded hunting rifles, shotguns, or other approved firearms and ammunition directly to the TCU Police Department to be checked in and stored in a locked gun vault.
- c. Law enforcement officers and other officials authorized by state law.
- d. Authorization in writing from the TCU Police Department's Chief of Police.

Violation of this policy will result in appropriate disciplinary action, and may also subject the violator to removal from campus, arrest and criminal prosecution.

## **Workplace Violence**

To ensure the safety and security of the workplace, the University has implemented processes for addressing threats and/or threatening behavior, or acts of violence by University employees against staff members, faculty, students, visitors, or other individuals on University property, or by University employees while in the conduct of University business off campus. A member of the University community who exhibits inappropriate or disruptive behavior deemed to be threatening or potentially threatening may be subject to disciplinary action. The employee may be required to attend an employee assistance program for assessment and counseling as a condition of continued employment.

All staff members should report threatening or violent behavior, whether that behavior is exhibited by a member of the TCU community or a visitor to campus. A report can be made to the TCU Police Department, the Dean of Students Office or to the Division of Human Resources.

## **Violence Against Women Act (VAWA): Dating Violence, Domestic Violence, Sexual Assault, and Stalking**

TCU prohibits the offenses of dating violence, domestic violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the university community. Toward that end, TCU issues this statement of policy to inform the campus community 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.

### **Federal Clery Act Definitions**

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

#### **Domestic Violence**

- i. A Felony or misdemeanor crime of violence committed:
  - A. By a current or former spouse or intimate partner of the victim;
  - B. By a person with whom the victim shares a child in common;
  - C. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - D. By a person similarly situated to a spouse of the victim under the domestic violence or family violence laws of the jurisdiction in which the crime of violence occurred; or
  - E. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- ii. For the purpose of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

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

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition—
  - A. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - B. Dating violence does not include acts covered under the definition of domestic violence.
- iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

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

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

## **Stalking**

- i. 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.
- ii. For the purposes of this definition—
  - A. *Course of conduct* means two or more acts, including but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - B. *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
  - C. *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

## **Jurisdictional Definitions of Dating Violence, Domestic Violence, Sexual Assault, Stalking and Consent**

### **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.

### **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 or applicant for a protective order:
    - A) with whom the actor has or had a dating relationship; or
    - B) because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
  - 2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably laces the victim or applicant in fear of imminent physical harm, bodily injury, assault, or sexual assault.

- b) For purposes of this title, “dating relationship” means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
- the length of the relationship;
  - the nature of the relationship; and
  - the frequency and type of interaction between the persons involved in the relationship.
- c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a “dating relationship” under Subsection (b).

**Domestic Violence:** Texas statutes do not specifically define domestic violence – refer to definition of **Family Violence** under the Texas Family Code.

**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), (G), (H), (I), (J), (K), and (M), by a member of a family or household toward a child of the family or household; or
- 3) dating violence, as that term is defined by Section [71.0021](#) (see above).

#### **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 for an individual with whom the other person has a dating relationship to be place 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 law 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 in 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.

## Consent

The state of Texas defines consent as, assent in fact, whether express or apparent.

The institution’s definition of consent: For the purposes of [Policy 1.008](#), consent to sexual activity is: action(s) or words that a reasonable person would understand to communicate voluntary permission among participants to engage in mutually agreed upon sexual activity. Consent cannot be obtained through force, threat of force, coercion, intimidation, or by taking advantage of another person’s incapacitation. An individual is incapacitated and cannot give consent if a reasonable person would conclude, based on the information available, that the individual is not capable of giving consent because the individual is mentally and/or physically helpless, either voluntarily or involuntarily, or the individual is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. A person may not be capable of giving consent as a result of the consumption of alcohol and/or other drugs, or due to a temporary or permanent physical or mental health condition.

## How to Be an Active Bystander

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.”<sup>1</sup> We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list<sup>2</sup> of some ways to be an active bystander. Further information regarding bystander intervention is available. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive toward another and it is not safe for you to intervene.

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

For additional information, please review the [Dating Violence Handout](#) made available by the TCU Campus Advocacy, Resources & Education (CARE) office.

<sup>1</sup> Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

<sup>2</sup> Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse.

## Risk Reduction

The TCU Police Department takes an active role in preventing crime, and encourage members of the TCU campus community to assume responsibility for their own personal safety and the security of their personal property. TCU shares many of the same concerns as other urban institutions.

Sexual assault, in addition to other forms of violence, is never the fault of the person assaulted. Risk reduction is defined as options designed to decrease perpetration and bystander inaction, increase empowerment for victims in order to promote safety, and help individuals and communities address conditions that facilitate violence. Being alert and conscious of your surroundings contributes immensely to your safety, as well as other. Some personal safety tips you should consider are:

- First and foremost, **pay attention** to actions occurring around you and recognize situations of potential harm.
- Be familiar with your surroundings, identifying emergency phone locations and occupied buildings.
- Utilize the **TCU Frog Shield Smartphone App** for added personal safety.
- **Walk with a purpose** and exude confidence—have your keys and/or ID Card in hand when approaching buildings or your vehicle.
- **Walk with a partner** at night. If no one is available, call the TCU Police Department (817-257-7777) or Froggie 5-0 (817-257-5856) for an escort.
- **Avoid dark or isolated areas** during hours of darkness. If you sense that you are being followed, travel to a well-lit, populated area.
- If you notice someone in your residence hall that does not belong, is behaving in a suspicious manner, or both, please contact a hall staff member. If the person is displaying dangerous or threatening behavior, call the TCU Police Department at 817-257-7777. Do not confront the person yourself.
- When attending a social gathering, **go with a group of friends**. Arrive together and leave together.
- **Watch out for your friends**, and vice versa. Identify safe and effective intervention options in order to prevent harm or intervene when there is a risk of violence.

You can significantly reduce the chance of becoming a victim of crime by using the buddy system. Walking with at least another person at night or when in unfamiliar areas makes you less of a target for criminals. Make it a point to know where emergency telephones are located throughout the campus and do not hesitate to use them should you feel at risk or witness a crime. Notify TCU Police at 817-257-7777 immediately if anyone on campus has bothered you, followed you, harmed or attempted to harm you. The TCU Police Department offers security guard, police officer, or use of shuttle buses to provide safety escorts 24 hours a day, 7 days a week. The [Froggie 5-0 Safety Escort Service](#) provides safety escorts between the hours of 7:00 pm and 12:30 am, 7 days a week when classes are in session. You can request a Froggie 5-0 Safety Escort by calling 817-257-8563.

Property crime is a concern on campus and your actions can help prevent theft and burglary. Some precautions that you can take to avoid being a victim are:

- Never leave valuables in plain sight, whether in your vehicle or residence hall.
- Do not bring valuables to campus unless it is necessary to do so.
- Register your bicycle through the TCU Police Department.
- Always keep your room/apartment door closed and locked, even when you are inside.
- Record serial numbers of all electronics and store this list in a safe place.

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

TCU 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 campus community needs, and informed by research; and
- consider environmental risk and proactive factors as they occur on the individual, relationship, institutional, community and societal levels.

The educational programming at TCU consists of **primary prevention and awareness programs** for all incoming students and new employees and **ongoing awareness and prevention campaigns** for continuing students and employees that:

- emphasizes the institution's prohibition of the crimes of dating violence, domestic violence, sexual assault, and stalking (as defined by the Clery Act);
- includes the definitions of dating violence, domestic violence, sexual assault, and stalking according to any applicable jurisdictional terms;
- includes the definition of consent , in reference to sexual activity, in the state of Texas;
- outlines the behaviors and actions that constitute consent, in reference to sexual activity, in the state of Texas;
- includes a description of safe and positive options for bystander intervention;
- includes information on risk reduction, including 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; and
- addresses additional information regarding:
  - \* Procedures victims should follow if a crime of dating violence, domestic 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" on page 42).
  - \* How the institution will protect the confidentiality of the victim and other necessary parties (as described in "Assistance for Complainants: Rights and Options" on page 47).
  - \* Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both on and off campus (as described in "On and Off Campus Services for Complainants and Respondents" on page 46).
  - \* Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in Assistance and Interim Measures Available for Complainants" on page 45-46).
  - \* Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Adjudication of Violations" on page 47).

These programs and activities, occurring online and in-person, are sponsored by various departments and organizations throughout the year.

## Primary Prevention and Awareness Programs

Annually, required online training is provided for new employees and required online and live training is provided for all students new to TCU, including first year, transfer, and graduate students. Specifically TCU offered the following **primary prevention and awareness programs** for all incoming students in 2022-2023:

Name of Program & Description	Date	Prohibited Behavior Addressed
<b>Need 2 Know:</b> Need 2 Know is a mandatory program for all incoming first year students with education on accessing mental health counseling, alcohol and substance use education, and sexual assault, dating violence, domestic violence, and stalking prevention. Each area focuses on TCU policies, understanding harmful behaviors, and how to seek resources. Presenters focus on pro-social bystander intervention, including safe and positive options, to create a safe and healthy TCU community.	August 2022—presented during the weekend prior to the start of classes for the fall semester	Dating Violence, Domestic Violence, Sexual Assault and Stalking
<b>Sexual Assault Prevention for Undergraduates:</b> The Sexual Assault Prevention for Undergraduates course includes training on the following: Values, Identities, and Relationships; Gender Identities and Stereotypes; Sexual Harassment and Stalking; Consent, Coercion, and Stepping In; and Reporting Options and Responding to a Survivor. The definitions of dating violence, domestic violence, sexual assault, stalking, and consent (in reference to sexual activity), including those applicable to the local jurisdiction, are addressed in this course. By completing this course, participants can expect to identify characteristics of healthy and unhealthy relationships, with an emphasis on personal values and caring communities, distinguish between consent and non-consent, and increase behaviors that lead to mutually agreed-upon (consensual) intimacy, recognize the pervasiveness of sexual/relationship violence in our culture, understand misperceptions about this violence, and experience decreased tolerance of sexual assault, relationship violence and stalking (including language, attitudes, and behaviors that support violence), feel increased compassion for victims of sexual assault, violence, or stalking and confidence in their ability to offer support to someone who has experienced one of these crimes and recognize the behaviors of a responsible bystander, and identify ways in which they can safely engage in bystander intervention and support others.	Assigned online in Summer 2022 (and January 2023 for spring enrollees). Required completion prior to first day of classes	Dating Violence, Domestic Violence, Sexual Assault and Stalking
<b>Sexual Assault Prevention for Graduate Students:</b> Online course containing Title IX and Clery Act training to support graduate students' interactions with advisors, faculty members, peers, and undergraduate students (including responding to disclosures). Course equips graduate students with the tools needed to navigate new and complex relationships including how to identify and respond to harassment from a faculty member or advisor, other workplace-based harassment, how to respectfully engage with undergraduate students, and how to respond to student disclosures. This course reflects training requirements outlined in the 2020 Title IX changes.	Assigned online in Summer 2022 (and January 2023 for spring enrollees). Required completion prior to first day of classes	Dating Violence, Domestic Violence, Sexual Assault and Stalking
<b>AlcoholEdu for College:</b> AlcoholEdu is for all students, including abstainers, light to moderate drinkers, and frequent heavy drinkers. This interactive online program uses the latest evidence-based prevention methods to create a highly engaging user experience, inspiring students to make healthier decisions related to alcohol and other drugs.	Assigned online in Summer 2022 (and January 2023 for spring enrollees). Required completion prior to first day of	Use of alcohol and other drugs
<b>Prescription Drug Misuse Prevention:</b> Online education course providing knowledge, skills and tools to help students make healthy, informed decisions about prescription medications, using an evidenced-based, population-level approach to prevention.	Assigned online July 1, 2022, to all School of Medicine students	Use of prescription medications

TCU offered the following **primary prevention and awareness programs** for all **new employees** in 2022-2023:

Name of Program & Description	Date	Prohibited Behavior
<b>Preventing Harassment &amp; Discrimination with Title IX/Clergy module:</b> This course prepares faculty and staff to cultivate and maintain a workplace culture resistant to discrimination, harassment and retaliation. Faculty and Staff will be equipped with the information and skills that promote intervention, empathy, and ally ship. This course includes a section specific to requirements under Title IX and the Clery Act. The Creating Safe and Healthy Campuses module contained within this course delivers an overview of Title IX and the Clery Act and provides discussion and skills assessment regarding intimate partner violence, domestic violence, dating violence and stalking. The definitions of dating violence, domestic violence, sexual assault, stalking, and consent (in reference to sexual activity), including those applicable to the local jurisdiction, are addressed in this course. The learning objectives include the following: (1) Identifying the factors that contribute to a safe and health campus community; (2) Understanding the rights and responsibilities under Title IX; (3) Recognizing different forms of sexual harassment, sexual assault, dating violence, domestic violence and stalking that are common in a college environment; (4) Identifying safe, positive and effective responses, and intervention options applicable to people experiencing sexual and relationship violence; (5) Practicing empathetic and active listening to someone who has experiences sexual or relationship harassment or violence; and (6) Understanding the reporting options and disciplinary proceedings for sexual and relationship misconduct.	Assigned online July 20, 2022, and upon hire for those hired after the initial assignment date. Completion required within 45 days of assignment.	Dating Violence, Domestic Violence, Sexual Assault, Stalking, Sexual Harassment, Harassment, and Discrimination
<b>Workplace Conduct: Code of Conduct:</b> The code of conduct establishes the foundation of the institution's compliance with complex legal and ethical standards. This module covers discriminatory, harassing, disrespectful, and offensive behaviors, including that threatens employee safety and well-being. The course teaches employees how workforces come from and work in a wide variety of cultural and legal contexts.	Assigned online July 20, 2022, and upon hire for those hired after the initial assignment date. Completion required within 45 days of assignment.	Harassment, Discrimination, Retaliation
<b>Diversity, Inclusion, and Belonging:</b> This course uses the unique experiences of relatable individuals to explore key concepts such as power, communication, identity, and privilege. The course will help faculty and staff think about the importance of a respectful working environment and the barriers that prevent full participation. By gaining a better appreciation for shared experiences of difference, shared expectations of respect, and a shared need to feel appreciated and belong, faculty and staff are empowered to create more inclusive and respective workplaces. The course topics include anti-racism; respect, empathy, civility, and other behaviors that support DEI; socio-historical inequity; identity & power dynamics; awareness of unconscious biases and strategies for addressing; and	Assigned online July 20, 2022, and upon hire for those hired after the initial assignment date. Completion required within 45 days of assignment.	Harassment, Discrimination, Retaliation

TCU offered the following **prevention and awareness programming** for designated employees in 2022-2023:

Name of Program & Description	Date	Prohibited Behavior
<b>Campus Security Authority Training (Safety Skills course):</b> This online course provides an overview of the history and purpose of the Clery Act, as well as information on how to identify which employees are designated as Campus Security Authorities (CSA) and what procedures they must follow. This course also includes reporting procedures and categories outlined in the Violence Against Women Reauthorization Act of 2013.	Assigned online August 29-30, 2022, and upon hire for those hired after the initial assignment date.	Dating Violence, Domestic Violence, Sexual Assault, Stalking and all other Clery crimes
<b>Sexual Assault Response Protocol Training:</b> Annual in-person training session for all Resident Assistants and Hall Directors. The training provides information regarding reporting requirements, privacy and confidentiality, the role of a Resident Assistant (Respond, Report and Support), the effects of alcohol and other drugs, and rights, options & resources.	August 2022	Dating Violence, Domestic Violence, Sexual Assault, and Stalking
<b>Athletics Staff Title IX Training:</b> This training is conducted in-person by the Office of Institutional Equity and Title IX Coordinator. The topics addressed include the federal regulations and TCU policies associated with discrimination, harassment, sexual misconduct and retaliation.	August 23, 2022	Dating Violence, Domestic Violence, Sexual Assault, Stalking, Discrimination, Harassment, and Retaliation
<b>Title IX Issues, Definitions Training:</b> Annual training session for all Resident Assistants and Hall Directors.	August 2022	Dating Violence, Domestic Violence, Sexual Assault, and Stalking

## Ongoing Prevention and Awareness Campaigns

Annually, required online training is provided for returning employees, and online and live training and programs are provided for all students. Specifically the University offered the following **ongoing awareness and prevention programs for students** in 2022-2023:

Name of Program & Description	Date	Prohibited Behavior Addressed
<b>Sexual Assault Prevention for Athletes:</b> The course topics include: (1) Value & Respect: Bystander intervention techniques; (2) Positive Relationships: Students practice supportive intervention techniques to use when they believe someone might be experiencing sexual harassment; (3) Bullying: Active listening techniques as a way to support teammates or peers that are being bullied; and (4) Sexual Violence and Misconduct: Explore consent and strategies to support survivors, including reporting options.	Assigned online August 30, 2022. Required completion by all student athletes	Dating Violence, Domestic Violence, Sexual Assault, and Stalking
<b>Retaking Our Story: Reframing the Sexual Assault Conversation; Combating Sexual Violence/Redefining Masculinity/Provoking Change:</b> Fall Speaker Series Honoring the 50 <sup>th</sup> Anniversary of Title IX. Speaker Tim Mousseau, a male survivor of sexual assault, research, and widely published author on topics of masculinity, has seen firsthand how frequently students want to have conversations concerning the ever-changing idea of masculinity.	September 8, 2022; open to all students	Dating Violence, Domestic Violence, Sexual Assault, and Stalking
<b>Wanna Make Out? A Conversation About Consent:</b> Fall Speaker Series Honoring the 50 <sup>th</sup> Anniversary of Title IX. Dr. Lori Bednarchik provides a unique, positive, uninhibited and uncensored approach to talking about sexual consent and communication. Dr. Bednarchik creates a judgment-free space to have honest, uncensored, positive conversations about sexual assault prevention and healthy relationships.	September 21, 2022; open to all students	Dating Violence, Domestic Violence, and Sexual Assault
<b>No-Yes: the Story and Journey of Katie Koestner:</b> As the first woman to publicly speak out about being a victim of date rape and featured on the cover of TIME magazine, Katie shares her story and thought-provoking challenges around relationships, respect, alcohol, and healthy decision-making.	November 1, 2022; open to all students	Sexual assault and use of alcohol.
<b>Listen, Believe, Support: Title IX Education Session:</b> The Women's Program presents information and definitions of sexual violence, including sexual assault, dating/domestic violence, stalking and harassment. Trauma-informed response training that equips students, faculty and staff with understandable and applicable tools to respond to survivors of sexual violence. By listening, believing, and supporting sexual assault survivors, individuals will be able to positively impact a survivor's recovery from sexual violence. Participants also learn the concept of bystander intervention to prevent sexual or gender-based violence, learn about TCU's campus-wide sexual violence prevention initiatives, and practice bystander intervention skills through the use of scenarios and group discussions.	Presented various times throughout academic year and open sessions as part of Sexual Assault Awareness Month in April 2023; open to all students	Dating Violence, Domestic Violence, Sexual Assault, and Stalking
<b>Take Back the Night:</b> The TCU Community gathered to speak out against sexual violence. Featuring a survivor speak out and keynote by Dr. Kendra Bowen, Graduate Director and Associate Professor of the TCU Department of Criminology & Criminal Justice. At Take Back the Night, TCU provides survivors with an opportunity to speak out and share their stories.	April 11, 2023; open to all students	Dating Violence, Domestic Violence, Sexual Assault, and Stalking
<b>A Kiss Is Not a Contract:</b> A workshop and discussion for students to talk about healthy boundaries surrounding sex and consent. Presented in partnership – CARE and the Community Scholars	April 12, 2023; open to all students	Dating Violence, Domestic Violence, Sexual Assault, and Stalking
<b>Journey to Healing: Peer Support Community:</b> Student support group open to any student who is a survivor of trauma, including sexual assault, dating violence, stalking, and/or harassment. This is a space for students to connect, reflect, and heal.	Every Tuesday during academic year in the Counseling Center suite;	Dating Violence, Domestic Violence, Sexual Assault, and Stalking

TCU offered the following **ongoing awareness and prevention programs** for employees in 2022-2023:

Name of Program & Description	Date	Prohibited Behavior Addressed
<b>Preventing Harassment &amp; Discrimination with Title IX/Clergy module:</b> This course prepares faculty and staff to cultivate and maintain a workplace culture resistant to discrimination, harassment and retaliation. Faculty and Staff will be equipped with the information and skills that promote intervention, empathy, and ally ship. This course includes a section specific to requirements under Title IX and the Clergy Act. The Creating Safe and Healthy Campuses module contained within this course delivers an overview of Title IX and the Clergy Act and provides discussion and skills assessment regarding intimate partner violence, domestic violence, dating violence and stalking. The definitions of dating violence, domestic violence, sexual assault, stalking, and consent (in reference to sexual activity), including those applicable to the local jurisdiction, are addressed in this course. The learning objectives include the following: (1) Identifying the factors that contribute to a safe and healthy campus community; (2) Understanding the rights and responsibilities under Title IX; (3) Recognizing different forms of sexual harassment, sexual assault, dating violence, domestic violence and stalking that are common in a college environment; (4) Identifying safe, positive and effective responses, and intervention options applicable to people experiencing sexual and relationship violence; (5) Practicing empathetic and active listening to someone who has experienced sexual or relationship harassment or violence; and (6) Understanding the reporting options and disciplinary proceedings for sexual and relationship misconduct.	Assigned online July 20, 2022. Completion required within 45 days of assignment.	Dating Violence, Domestic Violence, Sexual Assault, Stalking, Sexual Harassment, Harassment, and Discrimination
<b>Workplace Conduct: Code of Conduct:</b> The code of conduct establishes the foundation of the institution's compliance with complex legal and ethical standards. This module covers discriminatory, harassing, disrespectful, and offensive behaviors, including those that threaten employee safety and well-being. The course teaches employees how workforces come from and work in a wide variety of cultural and legal contexts.	Assigned online July 20, 2022. Completion required within 45 days of assignment.	Harassment, Discrimination, Retaliation
<b>Diversity, Inclusion, and Belonging:</b> This course uses the unique experiences of relatable individuals to explore key concepts such as power, communication, identity, and privilege. The course will help faculty and staff think about the importance of a respectful working environment and the barriers that prevent full participation. By gaining a better appreciation for shared experiences of difference, shared expectations of respect, and a shared need to feel appreciated and belong, faculty and staff are empowered to create more inclusive and respective workplaces. The course topics include anti-racism; respect, empathy, civility, and other behaviors that support DEI; socio-historical inequity; identity & power dynamics; awareness of unconscious biases and strategies for addressing; and allyship, advocacy, and activism.	Assigned online July 20, 2022. Completion required within 45 days of assignment.	Harassment, Discrimination, Retaliation
<b>Bystander to Upstander:</b> Workshop empowers participants to transform from bystanders to upstanders to build communities that support difference and unify against tolerance.	Conducted various dates throughout the 2022-2023 academic year;	Sexual violence, racism, sexism and heterosexism
<b>Bystander to Upstander: Transforming Culture:</b> Interactive, train-the-trainer workshop. Transforming Culture workshop participants learn how to identify harmful behaviors such as sexual violence, racism, and sexism, learn upstander skills to impact positive change and promote a culture of nonviolence, and practice upstander strategies with real-life scenarios.	Conducted various dates throughout the 2022-2023 academic year; open to all employees	Sexual violence, racism, sexism and heterosexism

## **Procedures Victims Should Follow if a Crime of Dating Violence, Domestic Violence, Sexual Assault, and Stalking Occurs**

After an incident of sexual assault, dating violence, domestic violence, or stalking, the University encourages individuals to seek the appropriate medical assistance both on- and off-campus. The TCU Police Department can assist in transporting individuals to John Peter Smith hospital for a medical evaluation and/or a sexual assault medical forensic exam (SANE exam).

Individuals reporting an incident of sexual assault, dating violence, domestic violence, or stalking should preserve evidence that may assist in the investigation of the alleged incident and/or may also be helpful in obtaining a protection order. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of dating violence, domestic violence, sexual assault, and stalking are encouraged to also preserve electronic communications by saving text messages, instant messages, social networking pages, other communications, and keeping photographic evidence (pictures), logs or other copies of documents, if they have any, that would be useful to University investigators, adjudicators, or campus police or local law enforcement.

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

### **Involvement of Law Enforcement and Campus Authorities**

Although the university strongly encourages all members of the campus community to report allegations of dating violence, domestic violence, sexual assault, and stalking to law enforcement (including TCU Police Department and/or local law enforcement), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, the Office of Institutional Equity (OIE) will assist any victim with notifying law enforcement if the victim so desires. The TCU Police Department (TCUPD) can be reached by dialing 7777 from any campus phone extension, 817-257-7777 from an outside line, or through the Frog Shield app. Additionally, the TCUPD monitors all emergency 911 calls from campus phone lines that are automatically directed to concurrent jurisdiction emergency services agencies. You may also visit the TCUPD at 3025 Lubbock St. The TCUPD is open 24 hours a day, seven days a week throughout the year to respond to requests for assistance. Additional information about the TCUPD may be found online at <https://police.tcu.edu/>.

An individual reporting a violation of dating violence, domestic violence, sexual assault, and stalking has a right to report to the Fort Worth Police Department by calling 911 or by calling the Fort Worth non-emergency number at 817-392-4222. TCU Police Officers discuss this option with the complainant and will assist the complainant with that process if requested.

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

If an individual has been the victim of dating violence, domestic violence, sexual assault, or stalking, they should promptly report the incident to the Title IX Coordinator, Dr. Andrea McDew, housed within the Office of Institutional Equity. There are several ways to report an incident:

- Call the Title IX Coordinator at 817-257-8228
- File a written compliant with the Title IX Coordinator via email: [oie@tcu.edu](mailto:oie@tcu.edu)
- Make an appointment to see the Title IX Coordinator: The Harrison, Suite 1800
- Make an appointment to see one of the Deputy Title IX Officers: <https://www.tcu.edu/institutional-equity/title-ix/deputy-officers.php>
- Make an OIE report: <https://www.tcu.edu/institutional-equity/make-a-report.php>

As noted above, an individual may also report, or chose not to report, an incident to the TCU Police Department or local law enforcement. Reports of all dating violence, domestic violence, sexual assault and stalking made to the TCU Police Department will

automatically be shared with the Title IX Coordinator, regardless of if the individual chooses to pursue criminal charges.

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

The University has procedures in place that serve to be sensitive to complainants who report dating violence, domestic violence, sexual assault, and stalking. When a student or employee reports an incident of sexual assault, dating violence, domestic violence, or stalking to the University, whether the incident occurred on or off campus, TCU will provide that employee or student a written notification of rights and options. This written notification informs individuals of 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. Also outlined within the notification are options available for assistance in, and how to request appropriate changes to a living arrangement, on-campus academic classes and/or interactions, transportation, employment and working environment, and protective measures/orders. TCU will make such accommodations or interim measures, if the complainant requests them and if they are reasonably available. Regardless of whether the complainant chooses to report the crime to the TCU Police Department or local law enforcement.

Students and employees have the right to apply for an Order of Protection, restraining order, or similar order with the City of Fort Worth. Parties may also discuss a No Contact Order with OIE or the Dean of Students Office (students)/Human Resources (employees). TCU works in good faith to implement the requirements of judicially-issued protective orders and similar orders, to the extent that doing so is within its authority. TCU respects the confidentiality and disclosure choices and maintains as private any accommodations, interim or protective measures. Publicly available recordkeeping does not include personally identifiable information about the parties.

Upon receipt of a report of dating violence, domestic violence, sexual assault or stalking to the University, below are the procedures that the University will follow:

<b>Incident Being Reported</b>	<b>Procedures TCU Will Follow</b>
<b>Sexual Assault</b>	<ul style="list-style-type: none"><li>• Depending on when reported (immediate vs. delayed report), the institution will provide the complainant with access to medical care.</li><li>• The institution will assess immediate safety needs of the complainant.</li><li>• The institution will assist the complainant with contacting the TCUPD or local law enforcement if the complainant requests, and provide the complainant with contact information for the TCUPD or local law enforcement.</li><li>• The institution will provide the complainant with referrals to on and off campus mental health providers.</li><li>• The institution will assess the need to implement interim or long-term interim measures, if appropriate.</li><li>• The institution will provide the complainant with a written explanation of rights and options.</li><li>• The institution will provide a No Contact Order to either or both parties if deemed appropriate.</li><li>• The institution will provide the complainant with written instructions on how to apply for an Order of Protection.</li><li>• The institution will provide a copy of the applicable policies, Policy 1.008 Prohibited Discrimination, Harassment, Sexual Misconduct and Retaliation and Policy 1.009 Responding to Reports of Prohibited Discrimination, Harassment, Sexual Misconduct and Retaliation, to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.</li><li>• The institution will inform the complainant of the outcome of the investigation, whether or not the respondent will be administratively charged, and what the outcome of the hearing is.</li><li>• The institution will enforce TCU anti-retaliation policy and take immediate and separate action against parties that retaliate against an individual for making a complaint of sex-based discrimination or for assisting in an investigation.</li></ul>

Incident Being Reported	Procedures TCU Will Follow
<b>Dating Violence,</b>	<ul style="list-style-type: none"> <li>The institution will assess immediate safety needs to the complainant.</li> </ul>
<b>Domestic Violence, or Stalking</b>	<ul style="list-style-type: none"> <li>The institution will assist the complainant with contacting the TCUPD or local law enforcement if the complainant request, and provide the complainant with contact information for the TCUPD or local law enforcement.</li> <li>The institution will provide the complainant with written instructions on how to apply for an Order of Protection.</li> <li>The institution will provide written information to the complainant on how to preserve evidence.</li> <li>The institution will assess the need to implement interim or long-term protective measures, if appropriate.</li> <li>The institution will provide the complainant with a written explanation of rights and options.</li> <li>The institution will provide a No Contact Order to the accused party if deemed appropriate.</li> </ul>

### **Assistance for Complainants: Rights & Options**

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

- The procedures complainants should follow if a crime of dating violence, domestic violence, sexual assault, or stalking has occurred.
- Information about how the institution will protect the confidentiality of complainants and other necessary parties;
- A statement that the institution will provide written notification to students and employees about the availability of services and resources on and off campus.
- A statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and Orders of Protection; and
- An explanation of the procedures for institutional disciplinary action.

TCU respects the confidentiality and disclosure choices and maintains as private any accommodations, interim or protective measures. Publicly available recordkeeping does not include personally identifiable information about the parties.

Upon receipt of a report of sexual assault, dating violence, domestic violence, stalking, or sexual harassment, the OIE will make an initial inquiry to determine what actions should be taken based on the report, including whether interim measures (see below for additional information) are appropriate, and the next steps for resolving the report, including whether the complainant, if any, or the OIE will submit a written complaint and proceed to an investigation.

TCU's OIE and Campus Advocacy, Resources, and Education (CARE) websites provide complainants and respondents with access to on-campus and off-campus resources and provide general information pertaining to Title IX for individuals seeking guidance. Accommodations or interim measures are available if the complainant requests them, regardless of whether the complainant chooses to report the crime to campus police or local law enforcement. For additional information about and/or making a request for an interim measure or accommodation because of an incident of sexual assault, dating violence, domestic violence, or stalking, individuals shall contact the OIE or Title IX Coordinator (or designee).

### **Rights of Complainants and the Institution's Responsibilities of Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution**

TCU complies with Texas law in recognizing orders of protection. All TCUPD officers are sworn and licensed police officers with full duties and responsibilities attached to this position. They comply with all statutory regulations and enforce active protection orders to the full extent of the law.

The University may issue an institutional no contact order if deemed appropriate or at the request of the complainant or

respondent. If the University receives a report such that an institutional no contact order has been violated, the University will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

### **Accommodations and Interim Measures Available for Complainants**

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

TCU may provide reasonable and appropriate interim measures designed to preserve a party's educational or work experience; protect all parties during an investigation; address safety concerns for the broader TCU community; maintain the integrity of the investigative and/or resolution process; deter retaliation; and/or any other reason deemed appropriate or necessary by the OIE. These measures may be supportive, remedial (measures designed to maintain continued access to educational programs and activities) or protective. During the initial inquiry, the OIE will inform the complainant of the availability of interim measures. Similarly, any Notice of Investigation to the respondent shall include information about the availability of interim measures. Interim measures may include but are not limited to: counselling; modifications of work or class schedules; changes in work or housing locations; and transportation accommodations [e.g., campus escort(s)]. The OIE will consider the complainant's and respondent's requests regarding interim measures.

Interim measures are equally available to both the complainant and respondent and are not designed to be punitive or to materially interfere with a party's access to a living, learning, or working environment. If the OIE determines that for the safety of a party or the community or to prevent further violations of TCU policy the University needs to implement interim measures that materially and adversely impact a party's activities as an employee or as a student (e.g., interim suspension for a student or administrative leave for an employee), the determination on any such interim measure may be made by the Critical Incident Response Team (CIRT), the Dean of Students office or the Vice Chancellor and Chief Human Resources Officer (for employees) or their designees. In implementing any such interim measure, the University will comply with any policies and processes that may apply to such interim action.

These interim measures include:

<b>Interim Measures</b>	
<b>Restriction from university activities</b>	Prohibition for participating in student activities; representing TCU in any capacity such as playing on an official team, serving in student government, performing in an official band, ensemble, or production; participating in a recognized student organization; or participating in other University activities or privileges for which the Respondent might otherwise be eligible.
<b>Suspension</b>	This includes denying access to campus, including classes.
<b>Imposition of a "no contact directive"</b>	An administrative remedy designed to curtail direct or indirect contact and communication between the responding student and other identified individuals, including a reporting party/victim/complainant.
<b>Modification of a class schedule</b>	Changes to a student's class schedule, including transferring the student's course sections may be made on a temporary basis in the event it is deemed appropriate by the Dean of Students Office or OIE.
<b>Modification of a University work schedule or job assignment</b>	Changes to a student's work schedule or job assignment may be made on a temporary basis in the event it is deemed appropriate by the Office of Institutional Equity, Dean of Students Office (students) or Human Resources (employees).
<b>Changes in campus housing location</b>	A campus housing relocation/reassignment, which includes denying access to specified University housing buildings may be deemed appropriate.

Interim Measures (cont.)	
Residence hall suspension	This includes denying access to University housing.
Access to counseling and medical services	Facilitating access to counseling and medical services.
Transportation accommodations	Campus escort and other safety planning steps

To receive assistance and/or to request changes in academic, living, transportation, and/or working situations or protective measures, a complainant should contact the Dean of Students Office (817-257-7926)/Human Resources (817-257-7710), or the Office of Institutional Equity (817-257-8228).

### On and Off Campus Services for Complainants and Respondents

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

Other resources available to persons who report being the victim of dating violence, domestic violence, sexual assault, or stalking include:

<b>On Campus</b> <i>see page 101 for additional on-campus resources</i>			
	Type of Services Available	Service Provider	Contact Information
Counseling	Psychological treatment and recovery services	Counseling & Mental Health Center	817-257-7863
Mental Health	Psychiatric services	Brown Lupton Health Center	817-257-7940
Advocacy	Confidential support to survivors of sexual assault, dating & domestic violence and stalking	Campus Advocacy, Resources and Education (CARE)	817-257-5225
Legal Assistance	Provide individuals with options for legal assistance available within community	Office of Institutional Equity	817-257-8228
Visa and Immigration Assistance	Support and direction regarding immigration, federal and state laws	Office of International Services	817-257-7292
Student Financial Aid	Assistance with financial aid	Office of Scholarships & Financial Aid	817-257-7858

<b>Off Campus</b> <i>see page 102 for additional off-campus resources</i>			
	Type of Services Available	Service Provider	Contact Information
Counseling	JPS Health Network—outpatient services	John Peter Smith Hospital	817-392-4222
Mental Health	Texas Health Behavioral Health—Inpatient and outpatient services	THR—Harris Methodist Hospital	817-250-2000
Advocacy	Domestic violence service provider	SafeHaven of Tarrant County	877-701-7233
Legal Assistance	Civil legal help through representation and advocacy.	Legal Aid of Northwest Texas	817-336-3943
Other	Rape crisis and victims services	Women's Center of Tarrant County	817-927-2737

### National Organizations/Resources

Rape, Abuse and Incest National Network (RAINN) <http://www.rainn.org>

Department of Justice <http://www.ovw.usdoj.gov/sexassault.htm>

Department of Education—Office for Civil Rights <http://www2.ed.gov/about/offices/list/ocr/index.html>

## **Confidentiality**

Complainants and respondents may request that directory information on file with the University be withheld by request made to the Registrar's Office or this option can be elected via their my.TCU account. Contact information for the Registrar's Office is as follows: Phone—817-257-7237; Email—[registrar\\_office@tcu.edu](mailto:registrar_office@tcu.edu).

Regardless of whether a complainant or respondent has opted-out of allowing the University to share "directory information", personally identifiable information about the complainant, respondent, 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 the report or those who are providing support services, including accommodations and interim measures). By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or interim 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 interim measures.

The University does not publish the name of complainants or other identifiable information regarding victims of crime in the Daily Crime and Fire 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. Furthermore, if a Timely Warning Notification is issued on the basis of a report of dating violence, domestic violence, sexual assault, or stalking, the name of the complainant or other personally identifiable information about the complainant will be withheld.

## **Adjudication of Violations**

The university's disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policies (TCU Policy 1.008 and TCU Policy 1.009) and that is transparent to the complainant and the respondent. Usually, the resolution of dating violence, domestic violence, sexual assault, and stalking complaints are completed within the timeframe specified in TCU Policy 1.008 and TCU Policy 1.009 maintained by the institution. However, each procedure allows for extensions of timeframes for good cause with written notice to the complainant and respondent of the delay and the reason for the delay. University officials involved in the investigation or adjudication of dating violence, domestic violence, sexual assault and stalking complaints are trained annually on the issues related to dating violence, domestic violence, sexual assault and stalking, as well as how to conduct an investigation and hearing processes that protect protects the safety of the complainant and promotes accountability. Furthermore, the policies previously referenced provide that:

1. The complainant and respondent will have timely notice for meetings at which the complainant or respondent, or both, may be present;
2. The complainant, the respondent and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meetings and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the respondent;
4. The complainant and the respondent will have the same opportunities to have others present during any institutional disciplinary proceeding. The complainant and the respondent each have the opportunity to be advised by an advisor. The University will not limit the choice of the advisor or presence for either the complainant or the respondent in any meeting or institutional disciplinary proceeding. However, the University may establish restrictions that apply equally to all parties regarding the extent to which the advisor may participate in the proceedings. During any stage of the process, including during the investigation, the advisor may provide support and advice to the parties at any meeting and/or proceeding. They may not speak on behalf of the parties, make any type of argument or presentation during any meeting or interview at which they are present, or otherwise participate in, or in any manner delay, disrupt, or interfere with meetings and/or proceedings, with the exception of the process as outlined in the Code of Student Conduct;
5. The complainant and respondent will be notified simultaneously, in writing, of any initial, interim and final decision of any disciplinary proceedings; and
6. Where an appeal is permitted under TCU Policy 1.008 and TCU Policy 1.009, the complainant and the respondent will be notified simultaneously in writing of the procedures for the complainant and the respondent to appeal the result

of the institutional disciplinary proceeding. When an appeal is filed, the complainant and the respondent 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.

## **Disciplinary Proceedings Utilized in Cases of Alleged Dating Violence, Domestic Violence, Sexual Assault and Stalking for Students and Employees**

Whether or not criminal charges are filed, the university or any person may file a complaint of dating violence, domestic violence, sexual assault, and stalking under the following policies depending on the status of the respondent (student or employee):

[TCU Policy 1.008—Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation](https://tcu.navexone.com/content/docview/?docid=135&public=true) (<https://tcu.navexone.com/content/docview/?docid=135&public=true>)

[TCU Policy 1.009—Responding to Reports of Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation](https://tcu.navexone.com/content/docview/?docid=140&public=true) (<https://tcu.navexone.com/content/docview/?docid=140&public=true>).

### **How to File a Disciplinary Complaint Under Policy 1.008 and Policy 1.009**

Complaints or reports of dating violence, domestic violence, sexual assault, and stalking may be reported in the following ways:

- Make an OIE report: <https://www.tcu.edu/institutional-equity/make-a-report.php>
- Leave a private message for the Title IX Coordinator at 817-257-8228
- File a written complaint with the Title IX Coordinator: [bie@tcu.edu](mailto:bie@tcu.edu)
- Make an appointment to see the Title IX Coordinator: <https://www.tcu.edu/institutional-equity/title-ix/deputy-officers.php>
- Complaints against a student for conduct alleged to have been committed by a student in violation of the Prohibited Discrimination, Harassment, Sexual Misconduct and Retaliation Policy may be made to the Dean of Students Office.
- Report the alleged conduct in person to OIE, located in The Harrison, Suite 1800.

Complainants may also report, or choose not to report, an incident to the TCU Police Department or local law enforcement.

### **How the University Determines Whether Policy 1.008 and Policy 1.009 will be Used**

Policy 1.008 and Policy 1.009 apply to any report that a member of the TCU community has been the target of alleged misconduct or has allegedly engaged in misconduct that may violate TCU Policy 1.008. These policies apply to the following members of the TCU community: students (as defined in the Code of Student Conduct); employees; trustees; third-party consultants; vendors and contractors when they are doing business with TCU; individuals who perform services for TCU as volunteers; and visitors, guests and other third parties under circumstances within TCU's control.

Any employee or student who engages in conduct prohibited by Policy 1.008 may be subject to disciplinary action and sanctions up to and including termination or expulsion from the University. TCU will take steps to prevent retaliation against anyone making a good faith report and to prevent the recurrence of any harassment and to correct its potential discriminatory effects on a complainant, and if applicable, the TCU community.

Upon receipt of a report of a possible violation of Policy 1.008, including instances of dating violence, domestic violence, sexual assault, and stalking, the Office of Institutional Equity (OIE) will conduct an initial inquiry to determine what actions should be taken based on the report, including whether interim measures are appropriate; and the next steps for resolving the report, including whether the complainant, if any or the OIE will submit a written complaint.

As part of the initial inquiry, the OIE will: contact the person who reported the conduct, if appropriate; contact the complainant, if any; assess the nature of the report; address immediate needs of the complainant and the campus community; implement or recommend interim measures, as appropriate; discuss available options for resolution with the Complainant; provide the complainant with information about resources both on and off campus; and assess for pattern evidence or other similar conduct by the respondent. This assessment will continue until the OIE has sufficient information to determine an

appropriate course of action to resolve the report. In some instances, the OIE will engage in limited fact-finding to gain a better understanding of the context of the report or take other appropriate steps, including contacting the respondent and consulting with other TCU units that may have relevant information (e.g., TCU’s Critical Incident Response Team, or CIRT, the TCU Police Department, Dean of Students Office, and/or Human Resources).

During the initial inquiry, the OIE will determine if the complainant wishes to submit a written complaint. When a complainant requests anonymity or does not choose to submit a written complaint and participate in any informal or formal resolution process to resolve a report, the OIE will consider this request in the context of TCU’s responsibility to provide a safe and nondiscriminatory environment for all members of the TCU community.

#### Anonymity

TCU’s ability to respond fully to or investigate a report may be limited if the complainant requests anonymity or declines to submit a complaint or participate in an investigation or resolution process. A complainant who initially requests anonymity or declines to submit a complaint can always change their mind and request to pursue a resolution through submitting a complaint.

Even if the complainant does not wish to submit a complaint, the OIE may elect to submit a complaint based on the information in the report or information gathered during the initial inquiry. If the OIE elects to submit a written complaint, it shall timely inform the complainant it has elected to do so. The OIE may consolidate complaints where appropriate and necessary.

The submission of a complaint concludes the initial inquiry. If no complaint is submitted by the complainant or the OIE, the OIE may also conclude an initial inquiry by: 1) determining that the matter has been resolved without the submission of a complaint; 2) the complainant declines to move forward or is non-responsive; or 3) concluding that the report will be referred to another TCU office for appropriate and necessary steps to resolve the report or because the report includes information that may violate other University policies or standards.

#### **Steps in the Disciplinary Process, Sources of Information to be Considered, and Anticipated Timelines**

As outlined above, following receipt of a report of alleged dating violence, domestic violence, sexual assault, and stalking, the OIE will conduct an initial inquiry. Ordinarily, the OIE should complete an initial inquiry within fifteen (15) business days of receiving a report. If the report involves a complainant, the OIE will inform the complainant of the outcome of the initial inquiry. If in the process of conducting an initial inquiry the respondent was made aware of the report, the OIE may also inform the respondent that the initial inquiry has been concluded.

If the complainant or the OIE submits a Complaint, the OIE will assign an investigator(s) to conduct the investigation, and the investigator may be a TCU employee or an independent contractor retained by the OIE to conduct the investigation. The investigator may be the same person who conducted the initial inquiry.

Within five (5) business days of receiving a Complaint, the OIE will provide the complainant and respondent a written **notice of investigation** that includes:

- the identities of the parties involved in the incident, if known;
- the behavior and/or actions allegedly constituting the misconduct and the specific potential policy violation(s);
- the date and location of the alleged incident(s), if known;
- the availability of interim measures;
- a description of any interim measures in place that may impact the parties;
- notice to the parties that each may have an advisor of their choice present at any and all meetings or proceedings;
- notice that providing false statements or submitting false information is prohibited by TCU policies;
- notice that the parties may request to review information gathered during the formal resolution process of a Title IX complaint;
- notice that retaliatory behavior will not be tolerated;
- notice that the respondent is presumed not responsible for any conduct alleged in the complaint, and that no

determination of responsibility will be made until the conclusion of the formal resolution and related processes; and

- an electronic copy of Policy 1.008 as it provides an explanation of the investigation and formal resolution process.

If in the course of an investigation, the OIE discovers additional conduct that may violate Policy 1.008, relevant parties will be notified of any additional allegations to be included in the investigation. If in the course of the investigation the OIE discovers possible violations of other TCU policies, the OIE will notify the appropriate office(s) for possible additional actions.

During the investigation, the OIE may **dismiss the complaint** if the Investigator determines: 1) that the facts alleged in the Complaint, even if true, would not violate TCU's policy on Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation; or 2) even if the facts alleged in the Complaint are true, the alleged Respondent is not a TCU community member over whom TCU can exercise authority; or 3) even if the facts alleged in the Complaint are true, the issue has been resolved in a manner consistent with applicable law and/or TCU Policy 1.008. This dismissal does not preclude the OIE taking other steps to address information in a Complaint or preclude TCU from taking action under another university policy. The Complaint may be referred to another department for resolution under a separate provision of the University's code of conduct for employees or for students (e.g., Dean of Students Office, Human Resources). Upon dismissal of a Complaint, the OIE will send written notice of dismissal and reason(s) for dismissal to the parties. A dismissal may occur prior to the issuance of a notice of investigation.

As a part of the **investigation** (during the investigative process), the investigator(s) will attempt to meet or communicate separately with the complainant, respondent, and relevant witnesses. The investigator(s) may also consult with other University units that may have relevant information (e.g., TCU's Critical Incident Response Team, or CIRT, the TCU Police Department, Dean of Students Office, and/or Human Resources). The parties may each consult with a collegial or professional support person/advisor (see below) who may accompany them to the interview(s) with the investigator(s). In general, a person's medical and counseling records are confidential and not accessible to the investigator(s) unless the person voluntarily chooses to share those records with the investigator(s). In those instances, the relevant information from the records will be shared with the other party. The investigator(s) may also consider information publicly available from social media or other online sources that comes to the attention of the investigator(s). The investigator(s) may visit relevant sites or locations and record observations through written, photographic, or other means. In some cases, the investigator may consult medical, forensic, technological, or other experts when expertise on a topic is needed.

The investigator(s) will also provide an equal opportunity for all parties to identify witnesses for the investigator(s) to interview, to provide the investigator(s) information from such witnesses, including fact and expert witnesses, and to provide other relevant information to the investigator(s). The investigator(s) may consider any evidence determined to be relevant and credible by the investigator(s), including history and pattern evidence. Generally, information considered relevant by the investigator(s) will be provided to the parties for their review and comment, as described in this policy. The investigator(s) may address any evidentiary concerns of the parties, may exclude irrelevant or immaterial evidence, and may disregard evidence lacking in credibility or that is more prejudicial than probative (the probative value is outweighed by a danger of unfair prejudice, confusing the issues, misleading the factfinder, undue delay, wasting time, or needlessly presenting cumulative evidence). The investigator(s) will not consider polygraph test results nor individuals named and proffered as character witnesses. Evidence available during the investigative process, but not provided by parties until after the 10-day response period may not be considered by the assigned investigator or during any other university conduct processes.

Ordinarily, within forty-five (45) business days of the submission of a Complaint, the investigator(s) will prepare a summary of the information gathered and considered by the investigator(s), including a summary of the information provided by the witnesses and a list of any documents or other any materials considered. This summary will not include any preliminary investigative finding (i.e., determination of responsibility). The investigator(s) will provide access to the complainant, if any, and to the respondent and their respective advisors to the summary of information gathered. For cases of sexual harassment, such access will be provided to the parties and advisors in electronic format or they will be provided hard copies. Additionally, for cases of sexual harassment only, parties and their respective advisors will receive access to any documents or other relevant materials considered by the investigator(s). In all cases, the parties will have ten (10) calendar days to submit a written response which the investigator(s) will consider prior to the completion of the Investigative Report. If the 10th calendar day falls on the weekend, the response will be due the next business day. In cases of sexual harassment, OIE may provide an additional five (5) days for parties to review additional information provided during the 10-day response period.

The investigator(s) will complete the investigative report (**conclusion of the investigation**) within seven (7) business days after receipt of the parties' comments or additional information following their review of the summary. This time period may be extended if significant additional investigative steps are required based on the comments or additional information provided

by the parties.

Under applicable federal Title IX regulations that take effect and apply to some conduct occurring on or after August 14, 2020 by the United States Department of Education (2020 Title IX Regulations), the resolution of Complaints involving allegations of sexual harassment requires a **hearing with certain enhanced processes** as prescribed by the regulations. TCU reserves the right to take action without a resolution through a hearing with enhanced processes prescribed by federal 2020 Title IX Regulations if TCU concludes it has a legal duty to do so.

For the **enhanced processes where the respondent is a student**, (a complaint involving a respondent(s) who primarily relates to the University as a student), the investigative report will not include any investigative findings or determination of responsibility. The OIE will deliver the investigative report to the Dean of Students Office for determination of responsibility and appropriate sanctions and/or remedies. In making such determinations, the Dean of Students Office will follow applicable student conduct procedures set forth in the TCU Code of Student Conduct, including providing for a hearing with enhanced processes if required to do so by federal Title IX regulations. If the student is also an employee at TCU, any determination of responsibility may also be shared with the Office of Human Resources to determine if any personnel action is appropriate. When the OIE provides the investigative report to the Dean of Students Office, the OIE will provide the complainant and respondent written notice that the matter has been transferred to the Dean of Students Office for determination of responsibility and appropriate sanctions and/or remedies.

The respondent student and complainant shall be allowed to attend the entire portion of the Title IX Conduct Panel hearing at which information is received, excluding Panel deliberations. In Title IX Conduct Panel hearings involving more than one respondent, hearings will be conducted separately for each respondent, even when the reported misconduct arises from the same facts or circumstances or involves multiple Title IX Conduct Panel hearings involving more than one respondent may be consolidated into one hearing at the discretion of the assigned Student Conduct Administrator, OIE, and/or the Title IX Coordinator, or their designee, as appropriate, to ensure procedural fairness and prevent undue delay.

During the formal Title IX Conduct Panel, the respondent and complainant(s):

- a. May speak on their own behalf and answer questions posed by their own advisor, the other party's advisor, or conduct panel members;
- b. If the credibility of information presented to the panel is in question or dispute, will be given a meaningful opportunity to probe the credibility of the information (including documents, statements, or other information presented by a party or witness), as guided by the Title IX Conduct Panel chair;
- c. Will be notified of witnesses to be called no less than five (5) days prior to the scheduled hearing; and
- d. Are required to maintain and ensure the privacy of any information disclosed, determined, exposed, communicated or otherwise revealed in the course and scope of their involvement in the Title IX panel hearing process.

University notification of the date, time, and location of a Title IX Conduct Panel hearing will be provided simultaneously to the complainant, respondent, and their respective advisors, if any, no less than ten (10) days prior to the hearing.

University notification of the names and University positions of all panelists for the Title IX Conduct Panel hearing will be given to the complainant, respondent, and their respective advisors no less than sixteen (16) days prior to the hearing. Any objections to the designated panelists, including the rationale for each objection, must be provided to the assigned Student Conduct Administrator in writing no less than twelve (12) days prior to the scheduled Title IX Conduct Panel hearing for consideration. The Dean of Students has discretion to determine the merit of any objection to a designated panelist.

At the close of the investigation by OIE, upon completion of the final investigative report, the Office of the Dean of Students shall provide the complainant, respondent, and their respective advisors, if any, electronic access to the final investigative report, together with all information gathered or submitted by the parties throughout the course of the investigation. The Dean of Students shall provide such access no less than sixteen (16) days prior to the scheduled Title IX Conduct Panel hearing. The parties may submit written final responses to the Dean of Students no less than six (6) days prior to a scheduled hearing. The Dean of Students will provide the complainant, respondent, and their respective advisors, if any, electronic access to the other party's written final responses no less than five (5) days prior to the scheduled hearing. The timeline for the resolution of Title IX complaints by a Title IX Conduct Panel hearing, as outlined in the policy, may be shortened under exigent circumstances, but not

less than ten (10) days, at the discretion of the assigned Student Conduct Administrator, OIE, and/or the Title IX Coordinator, or their designee, as appropriate.

To ensure the orderly administration of the Title IX Conduct Panel hearing process, any witness who will attend the hearing must notify the assigned Student Conduct Administrator no less than six (6) days prior to the scheduled hearing in order to participate.

The Title IX Conduct Panel may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the complainant, respondent, and/or other witnesses during the hearing by providing hearing participation while in separate facilities or locations through videophone, video conferencing, or other digital means, as determined to be appropriate in the judgment of a University Conduct Officer or their designee. However, if provided, these accommodations must ensure that both parties are able to hear and see one another to facilitate direct and cross-examination in real time.

Both the complainant and the respondent must have an advisor. If a party does not have an advisor on any day of a scheduled hearing, the University will pause the hearing and provide a trained advisor at no expense to the party before resuming the hearing process.

All evidence gathered and obtained during a Title IX investigation by the Office of Institutional Equity must be made available at the hearing to give each party an equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

The panel chair will determine whether any information gathered or submitted, or question proposed or posed is admissible and may be considered by the conduct panel. For any information or question the panel chair determines is not admissible, the panel chair must provide an oral or written justification for that determination. Either party may challenge the panel chair's determination by timely noting the challenge in the digital recording of the Title IX Conduct Panel hearing. Any challenge timely noted may be considered on appeal, if any. Any challenge not timely noted is waived.

- a. Only relevant and credible evidence will be admitted during a Title IX Conduct Panel hearing. Relevant evidence includes evidence that is more probative of a material fact. Evidence which confuses the issues in the case, misleads the conduct panel, or is presented to cause undue delay will be excluded as irrelevant. Relevancy determinations will be made on the basis of logic and common sense, and within the sole discretion of the panel chair.
- b. The following information or evidence will not be admitted for consideration at the hearing: (1) information that is protected by a legally recognized privilege; (2) medical records unless offered with the voluntary, expressed consent of the subject of the medical records. All medical records of the subject offered with voluntary, expressed consent will be included with admitted evidence in a Title IX Conduct Panel hearing; the subject may only withdraw expressed consent for all submitted medical records in their entirety, not select portions of the records.
- c. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are generally irrelevant to a Title IX Conduct Panel. Questions or evidence about the complainant's sexual predisposition or prior sexual behavior may be admissible, however, when offered 1) to prove that someone other than the respondent committed the alleged misconduct or 2) to prove the complainant's consent through questions or evidence concerning specific incidents of the complainant's sexual behavior with respect to or toward the respondent.
- d. During the course of the hearing, the panel chair may rule on the admissibility of questions posed by panel members, the parties, or the parties' advisors. The chair may exclude or disallow a question, or require a party to rephrase a question, if the question is not relevant, if it has been asked an answered, or if it is argumentative, abusive, or harassing. The panel chair will not rule on the relevancy of a proposed question or line of questions before the hearing.
- e. Before the hearing, the panel chair will determine the admissibility of any material or information gathered by or submitted to OIE during the investigation, as provided in [Policy 1.009](#), or submitted by the parties to the Dean of Students. Admissibility determinations by the panel chair will be shared with the parties and their advisors by the Dean of Student no less than two (2) days before the hearing.
- f. Ordinarily, the hearing panel will only consider written materials and information (other tangible evidence, documents, images, or recordings) gathered by or submitted to OIE during the investigation (before the completion of the final investigative report). In extraordinary circumstances, the panel chair may admit new information submitted by the parties after the close of the investigation, if the information was not available to the offering party at the time of the

investigation or for other good cause.

- g. Panelists may not consider inadmissible evidence when determining if the respondent is in violation of the Code of Student Conduct; however, such evidence may inform questions asked by the panel of both parties and witnesses during the hearing.

The Title IX Conduct Panel chair has the authority and discretion to maintain the decorum of the hearing to ensure it is respectful and not abusive or intimidating. This may include terminating or excluding a line of questioning that harasses a party or witness or that the panel chair deems to be repetitious or duplicative. The panel chair may also remove a party, witness, or advisor who fails to alter their behavior after receiving a warning from the panel chair from the hearing.

If the credibility of any evidence presented by any party or otherwise considered by the panel is at issue, the Title IX Panel chair will ensure the panel and the parties are afforded a meaningful opportunity to probe the credibility of such information.

The Title IX Conduct Panel must refrain from drawing an inference regarding a determination of in violation of this Code based solely on the absence of, or refusal to answer questions by, a party or witness, regardless of the reason for the absence or refusal. The faulty memory of a party or witness, or their inability to recount each specific detail of an incident in sequence, does not automatically imply that they are lying or making intentionally false statements. The respondent is presumed to be not in violation of the Code of Student Conduct until a determination is made by the Title IX Conduct Panel through the hearing process. Title IX Conduct Panel members may ask questions of both parties and witnesses during the hearing.

Advisors are not permitted to testify or provide answers to the they advise during a Title IX Conduct Panel hearing. Advisors must reserve their role to asking direct questions of, and providing support to the party they advise, and to examining the other party and any witnesses. A Title IX Conduct Panel hearing is not a judicial or legal process; instead it is an educational, disciplinary process. The panel chair has the authority and discretion to admonish an advisor on the record who violates the requirements of this section. If the advisor fails to alter their behavior after being warned, the panel chair may remove the advisor from the hearing.

After a Title IX Conduct Panel hearing has been completed and all pertinent information has been received, the Title IX Conduct Panel, in closed session, will deliberate and determine, by majority vote, if the preponderance of the evidence shows that the respondent has violated [Section 3.2.16](#) and/or any other section of the Code of Student Conduct in which an allegation is made against the student. The Title IX Conduct Panel chair serves as a non-voting member of the conduct panel and will not participate in the vote to determine whether the respondent is in violation of the Code of Student Conduct; however, they will participate in reviewing the information and in case deliberations. The assigned Student Conduct Administrator will be available as a resource during all deliberations of the Title IX Conduct Panel. The Student Conduct Administrator has no decision-making authority in a Title IX Conduct Panel.

The existence of past and/or current Code violations and/or outcomes will not be shared with the Title IX Conduct Panel until after a finding that the respondent is in violation of the Code has been made. After such a finding is made by the Title IX Conduct Panel, the assigned Student Conduct Administrator will provide the Title IX Conduct Panel with information regarding past and/or current Code violations for consideration. The voting panelists will then deliberate and determine, by majority vote, an appropriate educational, conduct outcome(s) to be imposed against the respondent and if remedies must be provided to restore or preserve the complainant's educational access.

At the conclusion of all Title IX Conduct Panel hearings, a written deliberation report will be prepared, including:

- a. Identification of the allegations against the respondent;
- b. A description of the procedural steps taken from receipt of the reported misconduct through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- c. Conclusions made by the panel regarding the applicability of the Code of Student Conduct to the facts;
- d. A statement of, and rationale for, the result as to each allegation, including a determination regarding whether the respondent is in violation of the Code;
- e. Any disciplinary outcome determination to be imposed on the respondent;
- f. A statement of whether remedies to restore or preserve the complainant's educational access must be provided. Specific

remedies shall not be included in the written deliberation report, unless a remedy will directly affect the responding respondent. Any such remedies shall be determined through a post-hearing remedies determination by the University Title IX Coordinator in collaboration with the complainant;

- g. Evidentiary findings of fact supporting the determination of responsibility and all conclusions made by the panel;
- h. Any information the panel excluded from its consideration and why; and
- i. The procedures and permissible bases for the complainant and respondent to appeal.

All members of the Title IX Conduct Panel hearing will have the opportunity to review and revise the deliberation report for accuracy and completeness, as appropriate, before written notification of the hearing outcome is provided to the complainant and respondent. The deliberation report shall be the property of the University and maintained as a part of the University's disciplinary records.

The University shall audiotape and/or digitally record all Title IX Conduct Panel hearings; however, panel deliberations will not be recorded. No other recordings of the Title IX Conduct Panel hearing will be permitted. The tape and/or digital recording shall be the property of the University and maintained as part of the University's disciplinary records. The complainant or respondent may obtain access to review the audiotape and/or digital recording by submitting a written request to the assigned Student Conduct Administrator.

The assigned Student Conduct Administrator will simultaneously notify the complainant and respondent, and the TCU Title IX Coordinator in writing of the outcome of a formal Title IX Conduct Panel hearing, including a copy of the deliberation report, within five (5) days following the conclusion of the hearing. The assigned Student Conduct Administrator may meet individually with either party to discuss the deliberation report and/or the appeal process.

The complainant, respondent, or their respective advisors, if any, are prohibited from directly contacting any Title IX Conduct Panel member, including the panel chair, for any reason either prior to or after the resolution of any Title IX Conduct Panel hearing.

For the enhanced processes where the respondent is an employee, (a complaint including an allegation of sexual harassment, the respondent is an employee and the complainant is a student, not an employee), then TCU's federal legal duties to resolve the allegation arise primarily under Title IX of the Education Amendments of 1972. In that case, for any allegations in the complaint involving sexual harassment, the investigative report shall not include a determination of responsibility or recommend appropriate sanctions or remedies. Responsibility and sanctions will be determined through a hearing with enhanced processes as required by the 2020 Title IX Regulations. TCU reserves the right to take action without a hearing with enhanced processes prescribed by the 2020 Title IX Regulations if TCU concludes it has a legal duty to do so.

### **Decision-Making Process**

If the respondent is an employee, the final investigator's report will include a determination of responsibility by the investigator with recommendations of sanctions and/or remedies. The OIE will provide this report to the Office of Human Resources and appropriate management.

If the respondent is a student, the final investigator report will not include any investigative findings or determination of responsibility. The OIE will deliver the report to the Office of Campus Life—Dean's Office for determination of responsibility and appropriate sanctions and/or remedies. In making such determinations, the Office of Campus Life – Dean's Office will follow applicable student conduct procedures set forth in the TCU Code of Student Conduct, including providing for a hearing with enhanced processes if required to do so by federal Title IX regulations.

The complainant may appeal dismissal of the complaint after the filing of the complaint but prior to the issuance of a notice of investigation and the commencing of the investigative process. The complainant may appeal the dismissal within three (3) business days of receiving written notice of the dismissal, in writing to TCU's Chief Inclusion Officer, or if the Chief Inclusion Officer has a conflict of interest, to TCU's Chief University Compliance Officer. The complainant may appeal dismissal of the complaint on the following bases: (a) a procedural error that materially affected the outcome of the matter; or (b) the dismissal was clearly wrong based on a plain reading of Policy 1.008

The complainant may appeal dismissal of the complaint during the investigation within three (3) business days of receiving written notice of dismissal, in writing to TCU's Chief Inclusion Officer, or if the Chief Inclusion Officer has a conflict of interest, to TCU's Chief University Compliance Officer. The complainant may appeal dismissal of the complaint on the following bases: (a) a

procedural error that materially affected the outcome of the matter; or (b) the dismissal was clearly wrong based on a plain reading of the complaint and Policy 1.008.

The complainant and if the respondent is an employee, the respondent, may appeal the investigator's investigative findings (i.e., determination of responsibility), within three (3) business days of receiving written notice of outcome. To appeal, the appealing party must timely submit a plain, concise written statement outlining the grounds for appeal to TCU's Chief Inclusion Officer, or if the Chief Inclusion Officer has a conflict of interest, to TCU's Chief University Compliance Officer. The investigator's investigative findings (i.e., determination of responsibility) shall be affirmed on appeal unless the party appealing demonstrates: a) there was procedural error that materially affected the outcome of the investigation; (b) the party appealing submits new evidence that was not reasonably available at the time of the investigation that a reasonable person would conclude may have materially affected the outcome; or (c) there was no rational basis for the investigative finding. Failure to offer available evidence prior to an appeal does not constitute grounds for appeal on the basis of new evidence.

Where the complaint involves a respondent who is a student, the determination of responsibility may be appealed at the conclusion of the enhanced hearing process (appeal of finding after the enhanced hearing process) following the applicable appeal guidelines set forth in the TCU Code of Student Conduct. This includes matters of Title IX sexual harassment investigations.

### **Standard of Evidence**

The standard of evidence used in all determinations whether a respondent violated TCU's policy on Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation (Policy 1.008) is preponderance of the evidence. The standard is based on all the available, probative information and its probable truth or accuracy in relation to a determination regarding a policy violation. Under this standard, a respondent would be found in violation if, based on the information available, the factfinder concludes it is more likely than not that the respondent violated Policy 1.008.

### **Possible Outcomes**

Members of the University community may be subject to remedial measures, outcomes, or sanctions for violating the Prohibited Discrimination, Harassment, Sexual Misconduct, and Retaliation Policy (Policy 1.008). Under the direction of a University Conduct Officer (for respondents who are students), or through Human Resources or management (for respondents who are employees), the following outcomes may be issued:

Outcomes	
<b>Warning</b>	Warning written notice that the student was found to be in violation of the Code and that further violation of the Code may result in more severe outcomes. Students remain in good standing with the University upon receiving a warning.
<b>Conduct Censure</b>	Conduct censure shall be assigned when a written warning is insufficient to promote personal growth and positive behavior change in the student. Conduct censure includes active discretionary outcomes with which the student must comply to enhance the educational impact of the process on the student, in addition to written notice of the Code violation.
<b>Conduct Probation</b>	Conduct probation is an outcome given for a specified period of time and is intended to foster reflection, responsibility, and improved decision-making for the student. It serves as a severe outcome. During the period of conduct probation, the student is no longer considered in good standing with the University upon receiving conduct probation and may have some student privileges revoked.
<b>Suspension in Abeyance</b>	Suspension in abeyance is an outcome by which a student is involuntarily separated from the University for a period of one (1) semester to four (4) academic years. However, the student is permitted to remain in classes during the period of the suspension unless found in violation of the Code during the period of the suspension. Students are not in good standing with the University upon receiving suspension in abeyance.
<b>Suspension</b>	Suspension is an outcome by which a student is involuntarily separated from the all University classes, activities, events, services, facilities, ground, and campus property, including University housing for a period of one (1) semester to four (4) academic years. A student suspended from the University before an academic semester ends will not receive a refund of any monies paid and is not relieved of any financial obligation to the University. At the end of the outcome term, the student is eligible for reenrollment pending the submission of appropriate paperwork and completion of any other outcome terms. Students who reenroll after a suspension will remain on conduct probation up to the duration of their enrollment at TCU.

<b>Expulsion</b>	Expulsion is an outcome by which a student is involuntarily separated from the University permanently. This termination pertains to all classes, activities, services, facilities, grounds, and precludes any future enrollment in the University for any reason.
<b>Supplemental outcomes</b>	Supplemental outcomes may be imposed based on the type of Code violation finding. These include: Transcript notation; Suspension; Expulsion; Restitution; Fines; Confiscation of Prohibited Property; Residence Hall Reassignment; Residence Hall Probation; Residence Hall Suspension; and Residence Hall Eviction.
<b>Active Discretionary Outcomes</b>	Active discretionary outcomes are provided to enhance the educational impact of the conduct process on the student and include, but are not limited to community service; campus work assignments; letters of apology; assessments by mental health professionals; alcohol or drug education and/or treatment; conflict management training; ethics workshops; educational or informative workshops; academic counseling; educational assignments, such as writing a reflective or research paper, or completing a project; and restriction or revocation of campus community privileges, including visitation, campus organization participation and/or leadership eligibility, and University representation restrictions.

More than one outcome may be imposed for any single violation. The university may also impose an administrative leave (on either a paid or an unpaid basis) for an employee following a formal complaint and during the course of the resolution process. Additional employee sanctions and outcomes may include training, progressive counseling, and termination of employment.

#### **Range of Protective Measures Available during Disciplinary Proceedings**

During the initial inquiry and investigation, respondents and complainants do not have to meet or speak to each other as part of an investigation or informal resolution. At that time, all communication will be facilitated through the Office of Institutional Equity. During the formal hearing process for students, which is facilitated through the Office of Campus Life, parties will be in the same room, either virtual or otherwise. Additional information regarding accommodations and interim measures available for complainants is outlined on page 45-46.

#### **University-Initiated Protective Measures**

In addition to those protective measures previously described, the Title IX Coordinator or designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to: a University order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's (or designee) directives and/or protective measures may constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may be permanent as determined by TCU.

#### **Obtaining Registered Sex Offender Information**

Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State may be obtained concerning registered sex offenders. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. This act amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders and requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted. State law requires persons convicted of or placed on deferred community supervision for certain offenses to register as sex offenders. Offenders who committed "sexually violent" offenses (most contact offenses) must register for the remainder of their life, even after completing probation or parole. Others (some noncontact offenses) may quit registering ten years after completing their term of supervision. Law enforcement authorities are required to inform the University when registered sex offenders indicate they are living, working, or volunteering services on campus.

In the state of Texas, the Texas Sex Offender Registration Program (Chapter 62 of the Code of Criminal Procedure) requires adult and juvenile sex offenders to register with the local law enforcement authority of the city they reside in or, if the sex offender does

not reside in a city, with the local law enforcement authority of the county they reside in. Public information regarding registered sex offenders who are subject to community notification may be obtained, free of charge, through the Texas Department of Public Safety – Texas Public Sex Offender Website via the following website address: <https://publicsite.dps.texas.gov/SexOffenderRegistry>. Additionally, you may access the state sex offender registry via the TCU Police Department webpage at <http://police.tcu.edu>, located within the Crime Information tab.

### **Higher Education Opportunity Act: Notification to Victims of Crimes of Violence**

The University will, upon written request, disclose to the alleged victim of a crime of violence, or non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such a crime or offense. If the alleged victim is deceased as the result of such a crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purposes of this paragraph.

### **Notification of Missing Student/Confidential Contact Information**

Any individual who has reason to believe that a TCU student is missing (from campus or while away on a trip), for more than 24 hours without any known reason, should immediately notify the TCU Police Department at 817-257-7777. In the event any University employee receives information regarding a missing student, the employee should immediately report the information to the TCU Police Department. The TCU Police Department will generate a missing person report and initiate an investigation. In accordance with the Higher Education Opportunity Act of 2008, Texas Christian University has a procedure to investigate when a student is reported missing. The regulations recognize that for some students, contacting existing emergency contacts, parents, or both may be problematic. Therefore, students have the option to designate a Missing Student/Confidential Contact by completing and submitting this form electronically. This contact is separate from their normal emergency contact person. While these contacts can be designated as the same individual, the Missing Student/ Confidential Contact information will only be accessed by the TCU Police Department. In some instances, the TCU Police Department may, however, need to provide access to other University offices (e.g., offices of the Dean of Students and Housing and Residence Life), to assist in an investigation.

No later than 24 hours after the TCU Police Department determines that a TCU student is missing for 24 hours, TCU Police will notify the designated Missing Student/Confidential Contact as part of their investigation procedures. If no Missing Student/ Confidential Contact information is designated, TCU Police will utilize existing Emergency Contact and/or parent/legal guardian contact information.

Students are advised that, in the event a student under 18 years of age and not emancipated, their parent(s) or legal guardian(s) will be notified within 24 hours that they are deemed missing, even if they are not designated as the Missing Student/Confidential Contact(s) designated on the online form. The University reserves the right to notify additional individuals, including the parent or guardian of students 18 years of age or over, if a student is determined to be missing.

#### **Procedures for designation of Missing Student/Confidential Contact Information**

1. Students may designate an individual who will be contacted by the University no more than 24 hours after the TCU Police Department has determined the student is missing. Students may register this contact information via their my.TCU account. The link to register the Missing Student/Confidential Contact is accessible via my.TCU.edu/Profile/ Confidential Contact. The Missing Student/Confidential Contact can be different from the emergency contact (it can also be the same person). When students are informed of their option to provide a confidential contact, they are advised that their contact information is only accessible to authorized campus officials and law enforcement and that it may not be disclosed outside of a missing person investigation. .
2. Students are advised that in addition to notifying the designated Missing Student/Confidential Contact, if a student is under 18 years of age and not emancipated, TCU is also required to contact the student's custodial parent or legal guardian.

#### **Procedures for Missing Student Notification**

Upon notification of a possible missing student, the TCU Police Department will implement some or all of the following investigative procedures in an effort to make a determination if the student is missing:

- Speak with the reporting party to gather as much detail as possible, including all essential information about the

student.

- Attempt to call and text the alleged missing person using the phone numbers supplied to TCU.
- Send an email to the TCU email address assigned to the alleged missing student.
- Contact Dean of Students to determine if they have information about the missing student (in the hospital or return home, etc.)
- Ask Dean of Students to contact faculty to determine last time the person was in class and ask the faculty member to refer the student to Dean of Students if the alleged missing student shows up in class.
- Contact housing staff members to determine if the missing person has been seen. Have the housing staff members check the assigned room
- Contact neighbors, friends, acquaintances, and roommates to determine when the missing person was last seen.
- Check the card access system log to determine when the missing person last used their TCU ID to access buildings or dining services.
- Call local hospitals to check admission.
- Monitor local jail records for possible arrests.
- Use available video footage to review specific locations and times.

No later than 24 hours after the TCU Police Department determines that a TCU student is missing, the TCU Police Department will:

- Students are advised that for all missing students the institution will notify the local law enforcement agency, the Fort Worth Police Department, unless that agency was the entity that made the determination the student is missing. Other appropriate law enforcement agencies may be contacted if the student resides outside of Fort Worth or if the student was on a trip away from campus.
- Notify the student's designated missing student/confidential contact
- If the student is under 18 years of age and not emancipated, the student's custodial parent or legal guardian will be contacted and any other designated contact person within 24 hours. The University reserves the right to notify additional individuals, including the parent or guardian of students 18 years of age or over, if a student is determined to be missing.
- Continue to attempt contacting the missing student (in cooperation with the investigation of the outside police agency.)
- Continue to monitor residential location.
- Continue to monitor University ID card usage.
- Continue to engage faculty about class attendance.
- Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, TCU will inform the local police department (or the local law enforcement with jurisdiction) that the student is missing within 24 hours.

## Campus Safety: Crime Prevention and Safety & Security Awareness Programs

Texas Christian University offers programs designed to inform students and employees about campus security procedures and the prevention of crimes. A common theme of all awareness and crime prevention programs is to encourage students and employees to be responsible for their own personal safety and the safety of others within the campus community. Crime prevention and other services are offered by the TCU Police Department and the Fort Worth Police Department's Community Service Office. These programs and activities, conducted throughout the year, address a variety of topics, including emergency response and evacuation procedures, sexual assault/acquaintance rape prevention, personal safety, active shooter training, personal awareness and self-defense, campus crime watch meetings, and crime prevention surveys.

Crime prevention services can be requested by filling out a request form at [Crime Prevention Training Services](#) or by calling the non-emergency phone number for the TCU Police Department at 817-257-8400.

For additional information regarding L.E.S.S is More, including L.E.S.S maps for TCU buildings, provide seek shelter locations, and evacuation rally points, visit <https://publicsafety.tcu.edu/less-safety-maps/>.

CRIME PREVENTION AND SAFETY & SECURITY AWARENESS PROGRAMS	
Programs available for Students and Employees	
Description of Program	Type/Frequency
<b>L.E.S.S. Is More:</b> TCU Department of Public Safety facilitates a comprehensive emergency management program built upon industry standards and best practices across the phases of emergency management: prevention, mitigation, preparedness, response and recovery. The L.E.S.S. Is More initiative trains individuals on three emergency responses: Lockdown, Evacuate, and Seek Shelter.	All students and employees Ongoing drills and tests scheduled throughout each semester. Minimum of 1-2 per semester.
<b>Campus Security Authority Training (Safety Skills course):</b> This online course provides an overview of the history and purpose of the Clery Act, as well as information on how to identify which employees are designated as Campus Security Authorities (CSA) and what procedures they must follow. This course also includes reporting procedures and categories outlined in the Violence Against Women Reauthorization Act of 2013.	Annual online training assigned to employees (including student employees) in roles designated as CSAs.
<b>Froggie Five-O:</b> TCU Public Safety administers a student escort program, Froggie Five-O. Froggie Five-O operates between the hours of 7 p.m. and 1 a.m. during the fall and spring semesters. Froggie Five-O provides safety escorts and uses student employees who escort students on foot or by golf carts to all areas of the campus. After 1 a.m., the TCU Police officers or security guards are available to escort students concerned for their safety. Students may request an escort by calling Froggie Five-O at 817-257-5856 or the TCU Police at 817-257-7777.	Escorts offered daily
<b>Self-defense classes:</b> A certified defensive tactics instructor, who is also a member of the TCU Police Department, teaches one-hour self-defense courses at locations across campus. These courses are conducted several times during each semester, and upon request of small and large groups.	Open to all students, offered 2-3 times each semester and upon request.
<b>TCU Bicycle Registration Program:</b> Bicycle permits are required on the TCU campus. TCU Police provides free bicycle registration for any student, faculty, or staff member. The primary function of TCU's bicycle registration program is to provide identification for bicycles stored on campus, and record information that may assist in recovery, in the event of a theft. Each bicycle registered with the Police department is issued a permanent sticker which is valid for the entire period a student, faculty or staff person is at TCU. TCU keeps bicycle registrations for 5 years, allowing the department to work with local law enforcement and bicycle owners to locate bicycles beyond a student's graduation date.	Ongoing

## CRIME PREVENTION AND SAFETY & SECURITY AWARENESS PROGRAMS

### Programs available for Students and Employees

Description of Program	Type/Frequency
<b>National Night Out:</b> All students, faculty and staff are invited to participate in an annual celebration where residents spend the evening with neighbors and police officers in the community. Individuals meet TCU and Fort Worth Police Officers and learn more about crime prevention in our area.	Conducted annually during the fall semester.
<b>Civilian Response To An Active Shooter:</b> The TCU Police Department provides strategies and insight to participants on how to respond to an active shooter situation, upon request, for small and large groups of TCU community members.	Program open to students, faculty and staff. Conducted upon request
<b>Coffee With Cops:</b> Coffee with Cops provides an opportunity for students, employees and the community to create positive and strong relationships with the TCU Police Department, Fort Worth Police Department, and Tarrant County Sheriff's Department.	Program open to students, faculty and staff. Conducted annually in spring semester
<b>National Night Out with the TCU Police Department:</b> All students, faculty, and staff are invited to participate in this annual celebration where residents meet neighbors, city representatives and police officers in their community to learn more about crime prevention in their area.	Annual program in fall semester open to students, faculty and staff
<b>Student Police Advisory Council (SPAC):</b> TCU Police Department, in collaboration with students, formed this advisory council in hopes of producing more meaningful and productive relationships, between our students and our local law enforcement communities. The advisory council will also be a vehicle to conduct philanthropic projects in our community. The advisory council is used to teach students vital safety and protection concepts; including but not limited to situational awareness; basic first aid; CPR; public safety on campus; and Run, Hide, Fight training.	Open to all students. Members serve an academic year term with eligibility for up to 3 years of reappointment. Meet regularly throughout the academic year.
<b>Burnett School of Medicine - Student Safety Orientation:</b> Session conducted by TCU and other personnel during the Introduction to Medicine sessions to acclimate students to the procedures and resources regarding safety and emergencies that pertain to their learning environments. The session covers prevention topics including emergency and disaster preparedness plans, TCU emergency websites, Frog-Shield overview, and campus emergency tools, TCU Alert.	Session provided annually during initial week(s) of academic year to all incoming first-year medical students

## **University Policies Governing Alcohol and Other Drugs**

### **Drug Free Schools and Communities Act (DFSCA) Compliance**

TCU has documented through the Biennial Review that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees. Additionally, alcohol and drug policies, standards of conduct, applicable disciplinary sanctions, health risks, counseling and treatment resources, and objectives can be found within the Biennial Review. TCU's Biennial Review is available in the Substance Use & Recovery Services office or can be accessed via the Substance Use & Recovery Services website at the following link: <https://surs.tcu.edu/wp-content/uploads/2022/02/Biennial-Review-2022.pdf>.

At the beginning of the fall and spring academic semesters, information regarding TCU's drug and alcohol abuse prevention program, health risks of using alcohol and other drugs, campus resources, disciplinary sanctions, and legal sanctions for illegal use of alcohol and other drugs is emailed to all students and employees.

TCU Prevention efforts are consistent with the 3-in-1 Framework as identified by the National Institute of Alcoholism and Alcohol Abuse (NIAAA) as recommended practices for colleges and universities. The environmental approaches include: the Community Coalition, The Alcohol and Drug Awareness Coalition which was rebranded in 2016 as The Power 2 Choose, and peer education housed in the Wellness Promotions office. Individual approaches include utilizing Motivational Interviewing techniques in alcohol and drug assessments with students, as well as the "EVERFI- AlcoholEdu for College" online education program for all incoming students and the "EVERFI - AlcoholEdu for Sanctions" online education program for students who violate alcohol policies. An in-depth Alcohol Education Workshop is offered for students who violate the alcohol policy more than one time. Other collaborative educational prevention programs and wellness initiatives exist representing the institutionalization of addressing alcohol and drug issues as an entire campus community. These include programs and partnerships with Housing and Residence Life, where Hall Staff utilize motivational interviewing for every student found in violation of the alcohol policy as well as hosting prevention and education programs in residence halls that are available to all students. The Department of Intercollegiate Athletics incorporates prevention practices and substance abuse education into the Horned Frog Academy in addition to mandating a session with program personnel in Substance Use & Recovery Services for any positive drug screening. Other partnerships include Academic Affairs, Fraternity and Sorority Life, Orientation, and Student Leadership & Involvement.

Preventative alcohol education provided through the Wellness Education unit with Campus Recreation and Wellness Promotion consists of regular outreach tabling events hosted in a variety of location around campus. Focusing on harm reduction strategies to stay safe while consuming alcohol, these programs are provided directly by undergraduate and graduate students from the department. These students provide regular prevention program in residence halls as well focusing on understanding warnings signs of alcohol poisoning, bystander response, techniques to drink in moderation, and understanding BAC levels.

Information, including policies, related to alcohol and other drug use is outlined below.

### **Smoking & Tobacco Use Policy**

In order to encourage a culture of health and wellness for all students, faculty, staff and guests of the university, Texas Christian University prohibits the use of all tobacco products and smoking on property owned by the university. Smoking and tobacco products include cigars, cigarettes, chewing tobacco, snuff, e-cigarettes/vapes, and hookahs. The possession of all tobacco products and electronic delivery devices [e-cigs, vapes, JUULs, vape pens, and electronic nicotine delivery systems (ENDS)], is prohibited in residence hall, regardless of the age of the owner. Persons wishing to use tobacco as part of an established religious ceremony, academic or research activity may contact the Vice Chancellor for Student Affairs to request an exemption for those activities. Failure to comply with or violations of this policy are handled in accordance with applicable University policies and procedures; which may include disciplinary actions.

### **Alcohol Use Policies for Students**

TCU has the responsibility of maintaining an educational environment conducive to academic achievement and at the same time helping young people grow into mature and responsible adults. Though each individual ultimately must decide whether or not to use alcoholic beverages, the University has determined what practices will be permitted on campus (see [Code of Student Conduct section 3.2.11](#)).

Students should be aware that the legal drinking age in the State of Texas is 21 years of age. Texas Christian University will conform

to, and enforce where applicable, the State of Texas law and also has further specific regulations to govern the use, sale, and possession of alcoholic beverages on the property of the University.

Students who choose to drink, either on or off the campus, are expected to handle alcohol responsibly and conform to the laws of this state. Violation of state law, city ordinance, or university regulations will be considered grounds for disciplinary action.

Kegs, beer bongs, and other paraphernalia used for alcoholic beverages are not permitted anywhere on the campus.

In university housing, and fraternity and sorority chapter facilities (as allowed by national organizations or governing bodies), residents of legal age (21 years) and over may possess and consume alcoholic beverages in their rooms/apartments or in the rooms/apartments where all students are 21 years of age or older. If one resident is of legal drinking age and one is not, see Alcohol in Residence Halls #3. The consumption of alcoholic beverages is prohibited in hallways, stairways, elevators, lobbies, lounges, chapter rooms, recreation areas, restrooms, and all other areas shared or community spaces located in university housing.

The consumption, purchase, possession, use or sale of alcoholic beverages is prohibited on the campus except in specially designated areas authorized by the Vice Chancellor for Student Affairs. Furthermore, no person may provide any alcoholic beverage to any person less than 21 years of age. Students' rooms/apartments may not be used as "open bars", but may be used for private gatherings with no more than six guests, all of whom must be at least 21 years of age.

Being intoxicated is a violation of the Code of Student Conduct. Any student whose behavior evidences drunkenness will be in violation of the TCU Alcohol Policy, and is subject to the sanctions of the TCU Alcohol Policy, regardless of age.

Containers designed for alcoholic beverages and empty containers will be treated as evidence of use. Containers designed for alcohol, empty or otherwise, may not be used for decorative purposes.

#### **Alcohol and Behavior**

The use of alcohol will not, under any circumstance, be accepted as an excuse for irresponsible behavior such as the making of excessive noise, vandalism, violence, sexual assault, etc. Any effort to induce or force a student to drink against his/her expressed desire will be treated as a serious offense of the Code of Student Conduct.

Students should be aware that a pattern of violations often indicates a need for an assessment for a potential Substance Use Disorder.

Any violation of the alcohol policy or the Code of Student Conduct while consuming alcohol will result in the confiscation of the beverage and disciplinary action.

Such actions may include but are not limited to: revocation of the privilege of having alcohol in the room, monetary fines, removal of the individual from university housing or suspension from the University.

For off campus events sponsored by a student organization, where alcohol is served, tickets to the event may be sold on campus only if: a) the price of the ticket does not include alcohol, and b) alcohol is sold separately at the event. The University does not prohibit such off-campus events, but it should be understood that the University neither sponsors nor approves of such events.

#### **Alcohol at Athletics Events**

Persons of legal drinking age may consume alcohol purchased through an official vendor inside athletics venues. The consumption of alcohol is permissible for persons of legal drinking age in parking lots of patrons of TCU athletic events from five hours before and one- and one-half hours after TCU home games, unless otherwise noted. Patrons may not bring alcohol into any athletic facility at any time.

#### **Code of Student Conduct Section 3.2.11—Alcohol**

Use, production, distribution, sale or possession of alcohol in a manner prohibited under Texas law or which includes any of the following conduct:

- a. Use of alcohol by anyone under 21 years of age or providing alcohol to someone who is under 21 years of age;
- b. Use or possession of alcohol anywhere on University premises other than in a residence hall room or other specifically designated area for use;

- c. Abusive or dangerous use of alcohol on or off campus, regardless of age, including, but not limited to driving on or off campus while under the influence of alcohol; intoxication that results in impaired motor skills or balance, slurred speech, disorientation, memory loss, blacking-out, passing-out, vomiting, or other similar activity; and/or a disruptive, disorderly, dangerous, or high-risk conduct related to alcohol consumption;
- d. Being in the presence of alcohol in a University facility while underage, unless it is the student's own residence hall room/apartment and their roommate is 21 years of age, may be a violation of the [Alcohol Use Policy](#);
- e. Presence in a space where there is evidence of alcohol coupled with the playing of and/or simulation of a drinking game;
- f. Possessing, furnishing, serving, or consuming alcoholic beverages, regardless of age or location, from common source containers or through the use of consumption devices (i.e., funnels, etc.), including, but not limited to kegs, beer balls, punch bowls, or similar bulk quantity containers. Individuals who bring a keg or similar prohibited container to the campus are subject to a \$500 fine, removal from University residence halls, and appropriate disciplinary action. Any organization that allows a keg or similar prohibited container, serves alcohol, or allows alcohol to be served at a University facility is subject to a \$1,000 fine;
- g. Alcohol paraphernalia that evinces past or current underage alcohol use or misuse;
- h. Driving under the influence of alcohol; and/or
- i. Failing to adhere to the International Alcohol & Drug Policy while participating in a TCU sponsored activity outside the United States.

#### **Alcohol Policy Violations: Procedures and Sanctions for Individuals (Students)**

The first alcohol violation will result in a \$75 fine, completion of an online educational program, and follow up with a staff member in Substance Use & Recovery Services, Housing and Residence Life, or Fraternity and Sorority Life, as appropriate.

The second alcohol violation will result in a \$100 fine, a notification to student's parents or guardians, completion of an in-person or online educational workshop, completion of at least two (2) sessions with Substance Use & Recovery Services staff, and compliance with any recommendations made by Substance Use & Recovery Services staff.

The third alcohol violation will result in a \$150 fine, a notification to students' parents or guardians, one (1) year of conduct probation, possible expulsion from University housing, attending additional sessions with Substance Use & Recovery Services staff, and compliance with any recommendations made by Substance Use and Recovery Services.

A University Conduct Officer, Student Conduct Administrator, form Conduct Panel, or their designee may, at their discretion, include additional or adjusted outcomes for alcohol violations to those specified in Student Code of Conduct section 3.2.11.

When alcohol violations are determined by the Peer Conduct Board (PCB) or a Student Conduct Administrator, who is a member of the University Housing and Residence Life or Fraternity and Sorority Life staff, the PCB or Student Conduct Administrator will issue outcomes for first and second alcohol violations, as described in section 3.2.11. If a student is found in violation for a third or more alcohol violation, or a more severe outcome is warranted, the PCB or Student Conduct Administrator, who is a member of the University Housing and Residence Life or Fraternity and Sorority Life staff, shall refer the Responding Student to a University Conduct Officer, a Student Conduct Administrator from the Dean of Students staff, or their designee to determine an appropriate outcome.

For students who bring their own concerns of alcohol use, disorder, dependency, or addiction to the attention of University officials outside the threat of alcohol tests or conduct outcomes and seek assistance, a conduct Report will not be pursued. The student will be referred to meet with Substance Use and Recovery Services staff and follow any recommendations made. If a student persists in their own alcohol use despite the risk of consequences and recommendations made by Substance Use and Recovery Services staff, the conduct process will be initiated.

#### **Drug Abuse Policy and Penalties for Students**

The University considers drug use to be a serious concern. The University will conform to and enforce, where applicable, all Federal and State of Texas drug laws. As such, enrolled students at Texas Christian University are subject to disciplinary action for the possession, manufacture, use, sale or distribution (by either sale or gift) of any quantity of any prescription drug or controlled

substance or for being under the influence of any prescription drug or controlled substance, except for the use of an over-the-counter medication or for the prescribed use of medication in accordance with the instructions of a licensed physician. Controlled substances including but not limited to: marijuana, K2 and other synthetic cannabinoids, synthetic stimulants (such as bath salts), cocaine, cocaine derivatives, heroin, amphetamines, methamphetamines, barbiturates, steroids, LSD, GHB, edibles, Adderall, Rohypnol, and substances typically known as “designer drugs” such as “ecstasy.” Possession of paraphernalia associated with the use, possession or manufacture of a prescription drug or controlled substance is also prohibited (see [Code of Student Conduct section 3.2.10, Drugs](#)). Students having prohibited substances in their residence and students in the presence of these substances or paraphernalia may be subject to the same penalties as those in possession.

There are some instances where a student may be asked or required to submit to a drug screen examination. The minimum penalty for a first-time non-incident based positive drug screen will be referral to the Substance Use and Recovery Services office, or for an assessment with a substance use treatment program and disciplinary action at the discretion of the Dean of Students office. A letter may be sent to the parents or guardians of any student under 21 years of age who had a positive drug screen.

The minimum penalty for a first-time violation of the Drug Abuse Policy for use or possession of a non-prescribed prescription drug or controlled substance may be:

- Conduct probation for a full year
- Completed of a sanctioned drug education program
- Meet with and follow recommendations of staff in the Substance Use and Recovery Services office
- 30 hours of community service
- The student will be subject to random drug-testing for a full year
- The student may be evicted from university housing, especially if the use or possession happened in a University-owned facility or at a University-sponsored event
- The parents or guardians of any student found in violation of the drug policy may be contacted regarding the violation.
- Amount and type(s) of substance(s) found will be taken into consideration during sanctioning

Any student who violates the Drug Abuse Policy for use or possession of a prescription drug or controlled substance for a second time or has an additional positive drug screen may be suspended from the University for at least one year. Readmission to the University will occur only after the suspended student provides proof of drug counseling and/or treatment from a licensed counselor or certified treatment program.

Possession of drug paraphernalia, including but not limited to “bongs”, pipes, hookahs and/or other devices that may be used to facilitate consumption of drugs, may subject a student to the same penalties as those imposed for use and possession of a prescription drug or controlled substance.

The penalty for a violation of the Drug Abuse Policy for sale, distribution, or manufacture of a prescription drug or controlled substance may be permanent expulsion from the University.

In all offenses, depending on the surrounding circumstances, additional disciplinary sanctions may be levied. Individual violations will accumulate over the course of a student's academic career.

#### **Code of Student Conduct Section 3.2.10—Drugs**

Use, production, distribution, sale, possession, being under the influence of, or driving under the influence of drugs, including cannabis in any form, and/or prescription drugs in a manner prohibited under federal and/or Texas law, including failing to adhere to the [Alcohol and Drug Policy - International Travel](#) while participating in a TCU sponsored activity outside the U.S. Possession of drug paraphernalia is considered the same as possession of drugs. Being where drugs and/or drug paraphernalia are present may also be considered the same as possession of drugs. Any substance that tests positive for THC, regardless of how that substance was sold, shall be considered marijuana for purposes of this Code.

Growing and/or the use of cannabis is a federal crime and federal agencies can prosecute users and growers of cannabis regardless of state law. It is also a federal crime to use or possess cannabis on University premises. Cannabis use or possession includes, but is not limited to smoking, vaping, or consumption through food, extracts, or concentrates.

Prohibited prescription drug use or possession includes, but is not limited to the use or possession of prescription drugs (i.e.

Adderall™, Ritalin™, Xanax™, Vyvanse®, etc.) contrary to the prescription, and/or use or possession of prescription drugs issued to any other person, regardless of relationship, or without a prescription.

Prohibited drug-related outcomes include, but are not limited to:

- a. First drug use and/or possession violation may result in at least one (1) year of conduct probation; writing a reflection paper, as assigned; completion of at least two (2) sessions with Substance Use and Recovery Services staff; following all Substance Use and Recovery Services staff recommendations; completion of an in-person or online educational workshop; meetings with the Dean of Students staff, as deemed appropriate; and random drug testing during the term of the probation at the student's expense. Additionally, residence hall eviction will be considered, especially if the incident occurred in a University facility or during a University sponsored event. Persistent drug use or possession while on conduct probation may subject the student to an off-campus assessment for and compliance with a higher level of care, and/or an extension of conduct probation;
- b. Additional violations of the Drug Use Policy and/or section 3.2.10 of the Student Code of Conduct may result in suspension for at least one (1) academic year. Readmission to the University will occur only after the suspended student provides proof of drug counseling and/or treatment from a licensed counselor or certified treatment program. Readmitted students may be subject to random drug testing during the first academic year after their return to the University at the student's expense;
- c. using drugs and/or alcohol to intentionally incapacitate another person will result in at least a one (1) year suspension; and/or
- d. Production, sale or distribution of drugs may result in immediate expulsion from the University.

Parents may be notified of any illegal drug policy violation. Law enforcement may also be contacted for drug violations. The amount and type(s) of substance(s) found will be taken into consideration when determining outcomes, which may result in additional or modified outcomes.

For students who bring their own concerns of drug use, disorder, dependency, or addiction to the attention of University officials outside the threat of drug tests or conduct outcomes and seek assistance, a conduct Report will not be pursued. The student will be referred to meet with Substance Use and Recovery Services staff and follow any recommendations made. If a student persists in their own alcohol use despite the risk of consequences and recommendations made by Substance Use and Recovery Services staff, the conduct process will be initiated.

### **Alcohol Use Policies for Employees**

Except for certain specified areas in University residence halls approved by the Vice Chancellor for Student Affairs (see the University Calendar/[Student Handbook](#) for the student alcohol policy), and for specific events authorized by the Chancellor or Provost in University buildings, the consumption, sale or use of alcoholic beverages is prohibited on the campus.

The purchase or sale of alcoholic beverages is prohibited everywhere on the campus. Furthermore, no person may provide any alcoholic beverages to any person less than 21 years of age. The University also prohibits the use or possession of alcoholic beverages in all instructional settings including those remote to the campus.

### **Drug Use Policies for Employees**

The University prohibits the unlawful possession, use, manufacture or distribution of illicit drugs on University property or at University sponsored activities. Besides their legal implications these drugs are a health hazard and are incompatible with the philosophy and objectives of the University.

*For complete information, refer to [Policy 2.007 - Drug and Alcohol Abuse](#).*

In addition, faculty and staff directly engaged in the performance of work under the provisions of a federal contract (\$25,000 or more) or grant are subject to the Drug-Free Workplace Act of 1988. For complete information on the specific provisions of this act, contact the Human Resources office, the Alcohol and Drug Education Center, or the Office of Research and Sponsored Projects.

Any violation of these policies may result in disciplinary action ranging from a reprimand to suspension without pay for an appropriate period or termination of employment.

## **Penalties for Drug and Alcohol Abuse for Employees**

Various local, state, and federal regulations prohibit the illegal possession, use and distribution of illicit drugs and alcohol. Penalties for violations of such regulations vary depending on the type of violation, and in the case of alcohol, the age of the persons involved. Detailed descriptions of penalties are included below.

## **University Disciplinary Actions for Violation of the Drug and Alcohol Abuse Policy for Employees**

The university applies the following schedule of disciplinary action against employees who violate the drug and alcohol policy:

*The penalty for violation of the university's policy on drug and alcohol abuse may range from a reprimand to suspension without pay for an appropriate period or termination of employment.*

Violators who are not terminated may be required to complete an approved drug or alcohol abuse assistance or rehabilitation program. Failure to complete the program may result in immediate termination of employment.

Texas Christian University complies with the requirements of the Drug-Free Workplace Act of 1988 which applies to recipients of federal contracts and grants. TCU prohibits the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance (drug), as defined by the Act, in the workplace. Compliance also includes University certification to the federal granting or contracting agency that a good faith effort is made to comply with all requirements of the Act.

1. Faculty or staff directly engaged in the performance of work under the provisions of a federal contract or grant must notify the TCU Human Resources office of any conviction for a criminal drug law violation occurring in the workplace no later than five (5) days after the conviction.
2. TCU must report to the contracting or granting agency such convictions within ten (10) days of the date the convicted employee reports such conviction to the university.
3. TCU, within thirty (30) days of receiving notice from an employee of a conviction for criminal drug law violation occurring in the workplace, must:
  - Take appropriate personnel action against the convicted employee, up to and including termination, or
  - Require the employee to participate satisfactorily in a drug-abuse assistance or rehabilitation program approved for such purpose by a federal, state or local health agency; federal, state or local law enforcement agency or other appropriate agency.
4. TCU must maintain a drug-free awareness program to inform employees working under the contract or grant about:
  - The dangers of drug abuse in the work place
  - The University's policy of maintaining a drug-free workplace
  - The availability of drug counseling and rehabilitation; and
  - The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

## **Health Risks Associated With Drug and Alcohol Use**

### **Alcohol**

Alcohol's effects vary from person to person, depending on a variety of factors, including how much you drink, how often you drink, your family history, your age and your health status. Abuse of alcohol has been shown to cause serious health problems including:

- Frequent or heavy use of alcoholic beverages can result in negative brain development; cirrhosis of the liver; cancer of the liver; cancer of the mouth, throat, and pancreas; stomach ulcers; heart damage; lowered sex hormone production; and lowered immunity to infections and disease.
- Alcohol use by pregnant women can also cause birth defects, lowered birth weight and/or severe psychological disorders.
- Alcohol remains the most commonly used chemical in crimes of sexual assault.

- Use of alcohol is involved in half of all traffic-related deaths and permanent disabilities.
- Alcohol Use Disorder can lead to family dysfunction and violence. Persons with Alcohol Use Disorder are six or more times as likely to die by suicide than those without an Alcohol Use Disorder.

## Drugs

A drug is a chemical substance that can change how your mind and body work, and drug use can hurt not only the people who take the drugs, but also the people around them. Abuse of drugs has been shown to cause serious health issues including:

- The use of illegal drugs, including but not limited to marijuana, cocaine, heroin, crack, amphetamines, psychedelics and so-called “designer drugs” has been shown to result in physical and mental disorders.
- Lung damage (including lung cancer), lowered immunity to disease, memory loss, depression, flashbacks, lowered production of sex hormones, birth defects, low birth weight infants and severe psychological disorders may result from the use of drugs.
- These drugs are highly addictive, both physically and psychologically. The body builds a tolerance to such drugs so that larger and more frequent doses are required to satisfy the need for the drug.

## Legal Sanctions for Illegal Use of Alcohol and Other Drugs

The University prohibits the unlawful possession, use, manufacture or distribution of illicit drugs or inhalants on university property or at university sponsored activities. The university also prohibits the use or unlawful possession of alcoholic beverages by employees on campus. The use or possession of alcoholic beverages in all instructional settings including those remote to campus is prohibited.

In addition to sanctions imposed by the University for violating University policies, a student or employee may be subject to regulations of civil authorities. Various local, state and federal regulations prohibit the illegal use, possession and distribution of illicit drugs and alcohol. Penalties for violation of such statutes vary depending on the type of drug, the amount of the drug involved, the type of violation, and in the case of alcohol, the age of the person involved. For State of Texas and federal sanctions please refer to page 68.

For more information on the federal trafficking penalties associated with various controlled substances, please visit the Drug Enforcement Administration's website at [https://www.dea.gov/sites/default/files/2018-06/drug\\_of\\_abuse.pdf#page=30](https://www.dea.gov/sites/default/files/2018-06/drug_of_abuse.pdf#page=30)

Texas State Law		
OFFENSE	CLASS/DEGREE	PUNISHMENT
Manufacture or delivery of controlled substance (drugs)	State Jail Felony to First Degree Felony	Minimum: Up to 2 years in jail and a fine of up to \$10,000 Maximum: 15 years to life in jail and a fine of up to \$250,000
Possession of a controlled substance	Class B Misdemeanor to First Degree Felony	Minimum: Up to 180 days in jail and a fine of up to \$2,000 or both Maximum: 15 years to life in jail and a fine of up to \$250,000
Possession or delivery of marijuana	Class B Misdemeanor to First Degree Felony	Minimum: 180 days in jail or a fine of up to \$2,000, or both Maximum: 5 years to life in jail and a fine of up to \$100,000
Driving while intoxicated (alcohol or other drugs or both)	Class B Misdemeanor Class A Misdemeanor if BAC is equal to or greater than .15 Third Degree Felony if 2 or more prior convictions	Minimum: Confinement of 72 hours unless driver had an open container of alcohol in his/her possession in which case the offense is a Class B misdemeanor with a minimum term of confinement of six days in jail. Maximum: 2 to 10 years in jail and a fine of up to \$10,000
Public intoxication	Class C Misdemeanor <b>If under 21 years of age,</b> Texas Alcoholic Beverage Code apply ( <a href="#">Sections 106.071 and 106.115</a> )	Fine up to \$500 Fine up to \$500 and attendance at an alcohol awareness program. Where the offender has previously been convicted twice for an alcohol-related offense by a minor, the punishment is a fine of \$250 to \$2,000, jail time of up to 180 days, community service of 8 to 40 hours, driver's license suspension for 30 to 180 days and attendance at an alcohol awareness program.
Purchase, consumption, or possession of alcohol by a <b>minor</b>	Class C Misdemeanor	Attendance at an alcohol awareness program, and when the person has been previously convicted twice for an alcohol-related offense by a minor, the punishment is a fine of not less than \$250 or more than \$2000; confinement in jail for a term not to exceed 180 days; or both the fine and confinement; community service of 8 to 40 hours; suspension of Texas Driver's License or permit for 30 to 180 days and attendance at an alcohol awareness program.
Sale of alcohol to a <b>minor</b>	Class A Misdemeanor	Fine up to \$4,000, up to one year in jail, or both, 180-day driver's license suspension
Purchase of alcohol for a <b>minor</b> or furnishing alcohol to a <b>minor</b>	Class B Misdemeanor	Fine up to \$2,000, up to 180 days in jail, or both
Misrepresentation of age by a <b>minor</b> to person selling or serving alcohol	Class C Misdemeanor	Attendance at an alcohol awareness program, and where the offender is a minor previously convicted twice for alcohol-related offenses, a fine of not less than \$250 or more than \$2000; confinement in jail for a term not to exceed 180 days; or both fine and imprisonment; community service of 8 to 40 hours; suspension of Texas Driver's License for 30 to 180 days and attendance at an alcohol awareness program.

Federal Law		
OFFENSE	MINIMUM PUNISHMENT	MAXIMUM PUNISHMENT
Manufacturing, distribution or dispensing of illegal drugs	Imprisonment up to 3 years, and a fine of \$250,000, or both	Life imprisonment (no parole) and fine up to \$8 million (individual) or \$20 million (other)
Possession of illegal drugs	Imprisonment for up to 1 year and a fine of not less than \$1,000 or both	5 to 20 years imprisonment and fine of at least \$5,000 plus investigation/court costs
Distribution of drugs to a person under 21 years of age	Double the federal penalty for distribution of drugs	Triple the penalty for distribution of drugs

## Counseling and Treatment Resources

### Students

TCU Substance Use & Recovery Services (SURS) is based on a philosophy of student development which incorporates personal and community wellness. Fostering self-esteem, interpersonal skill development, and a sense of belonging are key elements in helping students acquire the skills and competencies to appropriately navigate experiences with alcohol and other drugs. The SURS office encourages students to develop a sense of responsibility for themselves, for others, and for the University by assuming leadership in setting behavioral norms for the campus community. Appropriate bystander behavior is expected. Programs and services include:

- A. Counseling and Treatment Referrals: TCU has licensed therapists with specialized training and experience with Substance Use and co-occurring Disorders. Students may schedule an appointment with a licensed Substance Use and Recovery Counselor through the TCU Counseling Center main office at 817-257-7863. When a TCU student may need more than individual counseling and/or peer support for a Substance Use Disorder and co-occurring issues, they may be referred to a higher level of care. TCU has partnered with Arise Recovery Centers – On Campus (ARCON). ARCON provides free “mini assessments” on campus for currently enrolled students.
- B. Alcohol and Drug Assessments: Counselors and educators conduct individual alcohol and drug assessments for students who are referred to the SURS office. The assessments provide students with harm-reduction education, feedback, and resources regarding their substance use and current situation.
- C. Alcohol Education Workshops: Workshops are usually conducted once every three weeks during the fall and spring semesters. These two-hour workshops provide students with information about responsible decision making, reducing risk, state and local laws, TCU statistics, and signs of alcohol poisoning.
- D. Recovery: The SURS office strives to provide a supportive community where students in recovery and in hope of recovery can achieve academic, social, and personal success in an alcohol and drug-free college experience. TCU is an institutional member of the Association of Recovery in Higher Education (ARHE), representing our Collegiate Recovery Community. The Collegiate Recovery Community hosts weekly open meetings for TCU students. This community hosts alcohol-free events throughout the fall and spring semesters.

Anyone interested in services available through the Substance Use and Recovery Services office is encouraged to visit the office (Jarvis Hall, 2nd Floor) or to call 817-257-7100.

### Employees

An employee who voluntarily seeks assistance to correct a drug or alcohol abuse problem will not be subject to disciplinary action as a consequence of such abuse. Even though voluntary assistance has been sought, the employee becomes subject to disciplinary action if the abuse continues.

The university's Substance Use & Recovery Services office, located in Jarvis Hall, has a library of printed resources regarding drug and alcohol abuse. They can also provide a list of off-campus treatment facilities.

TCU offers an Employee Assistance Program (EAP) which is a confidential support service designed to help employees with the issues that affect their life the most. TCU also understands that family members of employees also may benefit from speaking with an EAP professional. To learn more about EAP, employees can contact Human Resources at 817-257-7790 or visit the following website <https://hr.tcu.edu/current-employees/benefits/employee-assistance-program.php>.

## **Annual Disclosure of Crime Statistics**

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics requires colleges and universities throughout the United States to disclose information about crime on and around their campuses. The TCU Police Department maintains a close working relationship with the Fort Worth Police Department to ensure that crimes reported directly to that department that involve the University are communicated to the TCU Police Department.

## **Compiling Crime Statistics**

The TCUPD collects the crime statistics disclosed in this report through a number of methods. Police officers enter all reports of crime incidents made directly to the department through ARMS, automated report management system. After an officer enters the report into ARMS, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. Additionally, a written request for statistical information is made on an annual basis to all campus security authorities (CSAs). The TCUPD also receives crime information from the Title IX Office, Dean of Students Office, Human Resources, Fort Worth Police Department, and other applicable law enforcement agencies. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook.

## **Definitions of Crime Categories: Clery Act Offenses**

### **Uniform Crime Reporting (UCR) Program**

Under the Clery Act, for the purposes of counting and disclosing criminal offenses, hate crime, arrest and disciplinary referral statistics, it must be done based on the definitions provided by the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program and the Hierarchy Rule. The Clery Act requires institutions to include four general categories of crime statistics: (1) Criminal Offenses; (2) Hate Crimes; (3) Violence Against Women Act (VAWA) Offenses; (4) Arrests and Referrals for Disciplinary Action.

### **Criminal Offenses**

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

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

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

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Fondling:** The touching of the private body parts of another person for the 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 capacity.

**Incest:** Non-forcible 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.

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

**Aggravated Assault:** Defined as an unlawful attack by one person upon another person 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.

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

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

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

**Hate Crimes:** Hate crimes include all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias (see **Hate Crimes Categories of Bias** section), plus the following crimes:

**Larceny/Theft:** The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

**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 destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or person having custody or control of it.

## **Hate Crime Categories of Bias**

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

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

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

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

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

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

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

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

## **Violence Against Women Act (VAWA) - Covered Offenses**

**Dating Violence** is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement 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.

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence** is defined as a felony or misdemeanor crime of violence committed—

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- 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.

**Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- Fear for her/his or others' safety; or
- To suffer substantial emotional distress.
- *Course of conduct* means two or more acts including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- *Substantial emotional distress* means significant mental suffering or anguish that may, but not necessarily require medical or other professional treatment or counseling.

Jurisdictional definitions of dating violence, domestic violence, sexual assault, and stalking are outlined beginning on page 32.

## **Arrests and Referrals for Disciplinary Action**

**Arrest** is defined as persons processed by arrest, citation or summons.

**Referred for disciplinary action** is defined as the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

## **Definitions of Clergy Geography**

The Clery Act requires institutions to disclose statistics for crimes reported based on where the crimes occurred, to whom the crimes were reported, the types of crimes that were reported, and the year in which the crimes were reported. Institutions must disclose statistics for reported Clery Act crimes that occur (1) on campus, (2) on campus in a student housing facility, (3) on public property, and (4) in or on non-campus buildings or property that the institution owns or controls. The definitions for these geographic categories are Clery Act-specific are outlined below.

### **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; and

Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) 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 Facilities**

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.

This definition includes the following types of housing:

Undergraduate, graduate and married student housing.

Single family houses that are used for student housing.

Summer school student housing.

Buildings that are used for student housing but also have faculty, staff or any other individuals living there. (This does not include faculty-only housing. Institution-owned or controlled faculty-only housing that is located on the campus is included in the “on-campus” category.)

Buildings that are owned by a third party that has a written agreement with our institution to provide student housing.

Housing for officially and not officially recognized student groups, including fraternity or sorority houses, that are owned or controlled by the institution or located on property that your institution owns or controls.

*\*Note: Statistics for university student housing facilities are recorded and included in both the all on-campus category and the On-Campus Student Housing Facilities only category*

#### **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.

*Field Trips:* Disclosure of statistics for crimes that occur on field trips at locations our institution does not own or control is not required.

#### **Public Property**

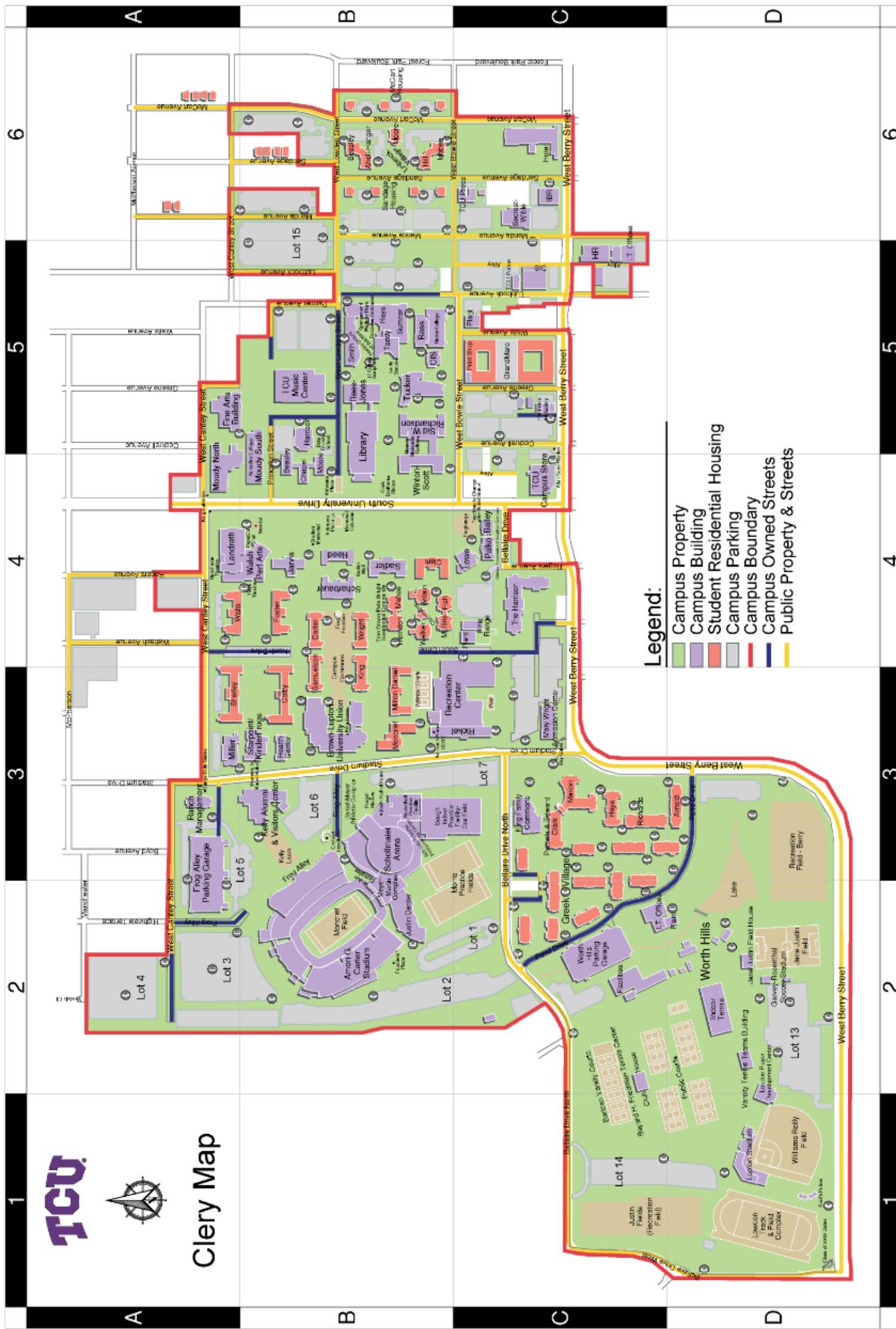
All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. Public property, for purposes of data collection and this report, does not include businesses or private residences adjacent to the campus.

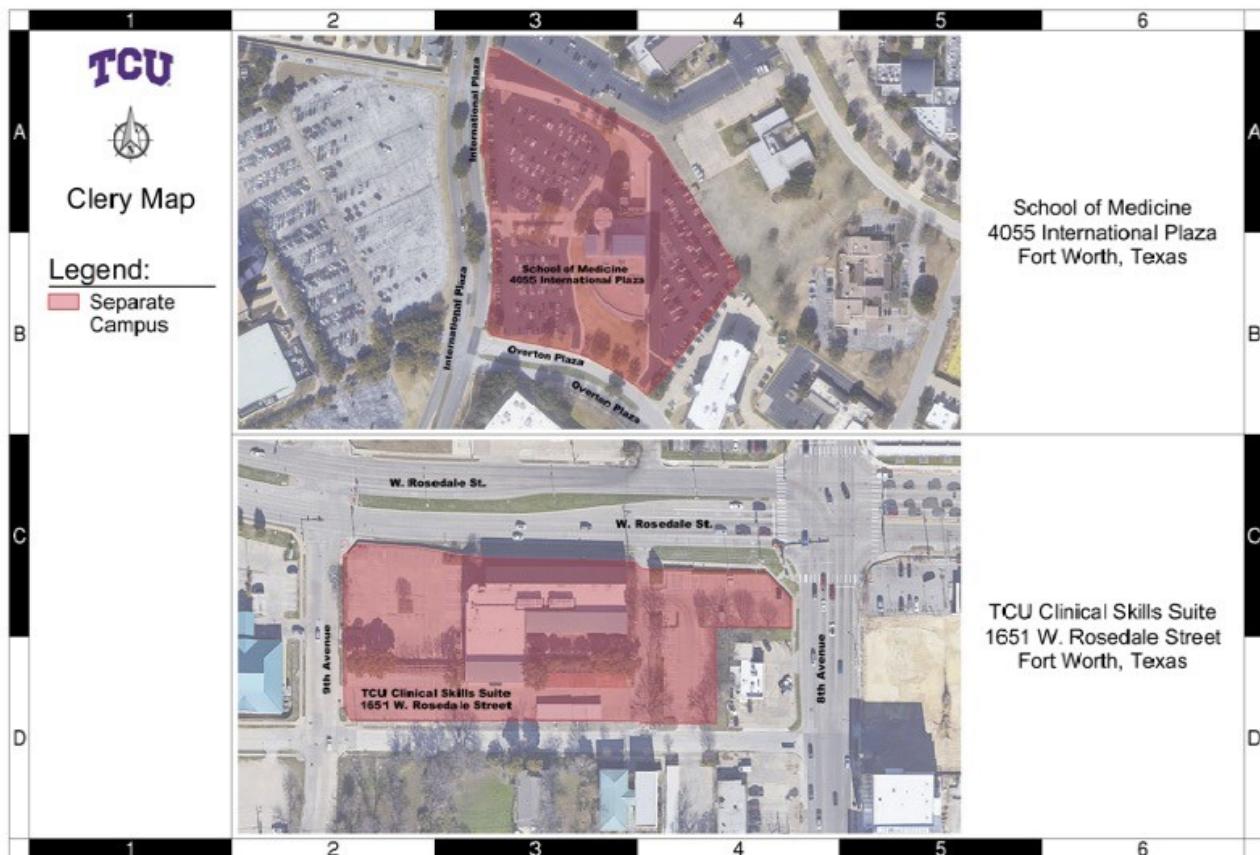
#### **Reasonably Contiguous**

This refers to a building or property an institution owns or controls that is in a location that students consider to be, and treat as, part of the “campus”. Generally speaking, it is reasonable to consider locations within one mile from the main campus border to be reasonably contiguous with the campus.

#### **Clergy Geography Maps**

You may access an interactive map outlining the TCU campus at <https://maps.tcu.edu>. Additionally, you may view maps outlining the TCU campus, non-campus and public properties on the TCU Police Department website at <https://police.tcu.edu/clery-geographical-borders/>.



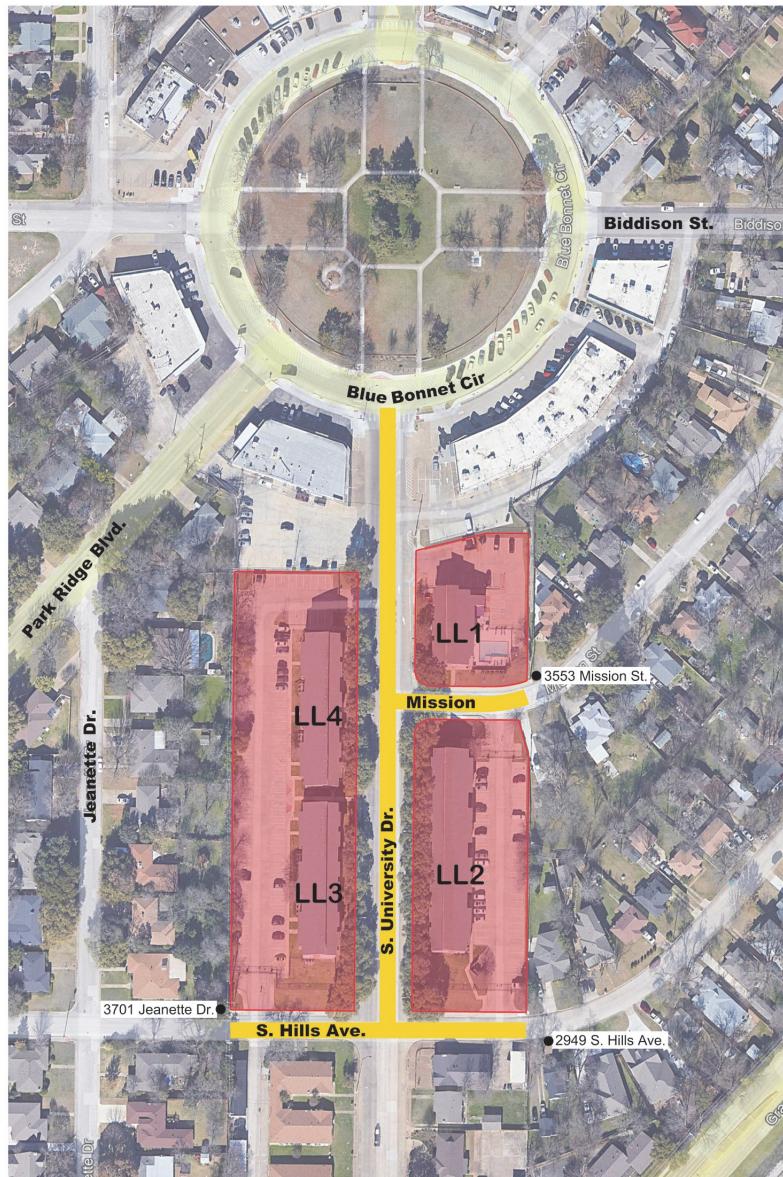




## Clery Map

### Legend:

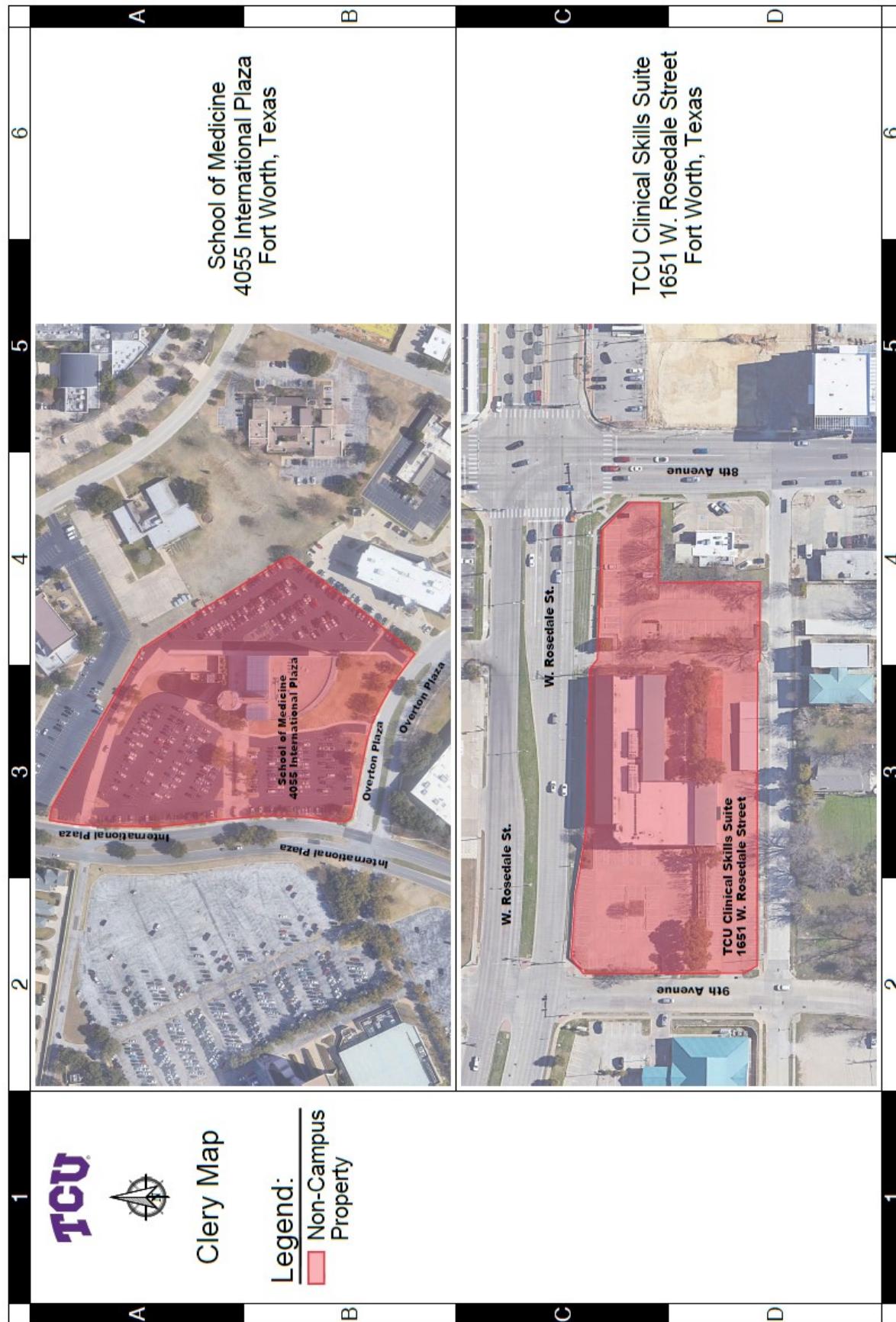
- On-Campus Residential
- Public Property & Streets



Liberty Lofts  
3517 S. University Drive  
Fort Worth, Texas

Location of Burnett School of Medicine (formerly TCU and UNTHSC School of Medicine) January—June 2022







**2023**

# **Clery Act Crime Statistics**

**TCU Main Campus**

**Includes crime statistics for calendar years 2020, 2021, and 2022**

CRIME STATISTICS: Criminal Offenses					
Offense		On-campus	On-campus Student Housing Facilities	Non-campus Building or Property	Public Property
<b>CRIMINAL HOMICIDE</b>					
Murder and Non-negligent Manslaughter	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
<b>SEX OFFENSE REPORTING</b>					
Rape	2022	12	10	0	0
	2021	22	22	0	0
	2020	17	16	0	0
Fondling	2022	3	3	1	0
	2021	8^	7^	0	0
	2020	4	4	0	0
Incest	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Statutory Rape	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Robbery	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Aggravated Assault	2022	0	0	0	0
	2021	1^	0	0	0
	2020	1	0	0	1
Burglary	2022	6	1	1	0
	2021	3	2	0	0
	2020	8	5	0	0
Motor Vehicle Theft	2022	1	0	0	0
	2021	5	0	0	0
	2020	2	0	1	0
Arson	2022	1	1	0	0
	2021	0	0	0	0
	2020	1	1	0	0

"Reported crimes" are allegations of crimes reported in good faith to Campus Security Authorities. These crimes do not have to be investigated or adjudicated in order to count as a reported statistic in the *Annual Security Report & Annual Fire Safety Report*. Reported crimes may involve individuals not associated or affiliated with TCU. Reported crimes may include information received from an anonymous reporting source.

CRIME STATISTICS: Violence Against Women Act (VAWA) Offenses					
Offense			On-campus	On-campus Student Housing Facilities	Non-campus Building or Property
Dating Violence		2022	5	4	0
		2021	17	17	0
		2020	7	6	0
Domestic Violence		2022	1	1	0
		2021	15^	15^	0
		2020	0	0	0
Stalking		2022	5	0	0
		2021	4	1	0
		2020	4	1	0

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION									
		Arrest				Referral for Disciplinary Action			
		On Campus	On-campus Student Housing Facilities	Non-campus Building or Property	Public Property	On Campus	On-campus Student Housing Facilities	Non-campus Building or Property	Public Property
Alcohol Law Violations		2022	0	0	0	412	355	0	0
		2021	1^	0	0	838^	769	0	0
		2020	1	0	0	1117	1041	0	2
Drug Law Violations		2022	0	0	0	52	49	0	0
		2021	2	0	0	49	48	0	0
		2020	0	0	0	137	132	0	3
Weapon Law Violations		2022	0	0	0	2	1	0	0
		2021	0	0	0	1	1	0	0
		2020	0	0	0	3	2	0	1

HATE CRIME STATISTICS									
2022	Zero (0) hate crimes, as defined by applicable federal law, were reported at TCU in 2022.								
2021	One (1) hate crime—intimidation based on national origin, as defined by applicable federal law, was reported at TCU in 2021.								
2020	Zero (0) hate crimes, as defined by applicable federal law, were reported at TCU in 2020.								

**Unfounded Crimes:** If a Clery Act crime is reported as occurring in any of the University's Clery Act geographic categories, a reported crime is unfounded only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

UNFOUNDED CRIMES									
2022	TCU had one (1) unfounded crime in 2022.								
2021	TCU had one (1) unfounded crime in 2021.								
2020	TCU had two (2) unfounded crimes in 2020.								

<sup>^</sup>Changes to calendar year 2021 crime statistics reported in the 2022 Annual Security Report:

The fondling reports on campus changed from 4 to 8 and the fondling reports in on campus student housing changed from 4 to 7. Two (2) instances were misclassified (*originally believed to have occurred outside Clery geography—2 determined to be on campus and 1 in on campus student housing*) and 2 instances were determined to have occurred through further investigation after the initial report.

The aggravated assault reports on campus changed from 0 to 1. Injuries sustained were determined to be more severe than originally reported.

The domestic violence reports on campus changed from 2 to 15 and the domestic violence in on campus student housing changed from 2 to 15. These changes are due to the inclusion of “roommates” in the definition of “Household Member” outlined in the Texas Family Code (Section 71.004 Family Violence).

The stalking reports in on campus student housing changed from 1 to 2 due to an offense being recorded only in the on campus category when it should have also been recorded in the on campus student housing category as well.

The liquor law violation arrests on campus changed from 15 to 1 because 11 instances of public drunkenness were inadvertently included and 4 instances should have been classified as liquor law violation referrals. The liquor law violation referrals on campus changed from 834 to 838.



**2023**

# **Clery Act Crime Statistics**

**Burnett School of Medicine Campus**

*Formerly TCU and UNTHSC School of Medicine located at 3430 Camp Bowie Boulevard; Fort Worth, TX; 76107*

**Includes crime statistics for calendar years 2020, 2021, and 2022**

## Burnett School of Medicine

*Formerly TCU and UNTHSC School of Medicine Campus \*(locations listed below)*

### CRIME STATISTICS: Criminal Offenses

Offense		On-campus	Non-campus Building or Property	Public Property	Total
<b>CRIMINAL HOMICIDE</b>					
Murder and Non-negligent Manslaughter	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
<b>SEX OFFENSE REPORTING</b>					
Rape	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Fondling	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Incest	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Statutory Rape	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Robbery	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Aggravated Assault	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Burglary	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Arson	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0

\*Crime statistics reported for 2020, 2021, and through June 2022 are for the following location: 3430 Camp Bowie Boulevard, Fort Worth, TX 76107

\*Crime statistics reported for June—December 2022 are for the following locations: 4055 International Plaza, Fort Worth, TX 76109 and 1651 West Rosedale Street, Fort Worth, TX 76104

Burnett School of Medicine Campus*					
CRIME STATISTICS: Violence Against Women Act (VAWA) Offenses					
Offense		On-campus	Non-campus Building or Property	Public Property	Total
Dating Violence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Domestic Violence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Stalking	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0

Burnett School of Medicine Campus*							
ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION							
Arrest				Referral for Disciplinary Action			
		On Campus	Non-campus Building or Property	Public Property	On Campus	Non-campus Building or Property	Public Property
Alcohol Law Violations	2022	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2020	1	0	0	0	0	0
Drug Law Violations	2022	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2020	2	0	0	0	0	0
Weapon Law Violations	2022	0	0	0	0	0	0
	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0

**Hate Crimes** No hate crimes were reported for 2020, 2021, or 2022.

**Unfounded Crimes** No unfounded crimes were reported for 2020, 2021, or 2022. Unfounded Crimes can only be determined by law enforcement.

- The chart includes statistics from outside law enforcement agencies.
- The Burnett School of Medicine campus does not have any on-campus housing facilities.

Crimes reported in calendar year 2022 within the Clery Geography of the Burnett School of Medicine are included on the TCU Daily Crime and Fire Log. The crime log is accessible online at <https://police.tcu.edu/daily-crime-fire-log/> or in person at the TCU Police Department during normal business hours.

For calendar years 2020 and 2021, the UNTHSC PD maintained a daily crime log, which contains information about crimes that are reported to UNTHSC PD. The crime log is accessible online at <https://www.unthsc.edu/police/crime-log/> or in person at the UNTHSC Police Department during normal business hours).

\*Crime statistics reported for 2020, 2021, and through June 2022 are for the following location: 3430 Camp Bowie Boulevard, Fort Worth, TX 76107.

\*Crime statistics reported for June—December 2022 are for the following locations: 4055 International Plaza, Fort Worth, TX 76109 and 1651 West Rosedale Street, Fort Worth, TX 76104



# Annual Fire Safety Report

**Fire Statistics for Calendar Years 2020, 2021, and 2022**

**Texas Christian University  
Police Department  
3025 Lubbock Ave, Fort Worth, TX 76129  
[police.tcu.edu](http://police.tcu.edu)**

*Published September 27, 2023*

## **Annual Fire Safety Report**

In accordance with the Higher Education Opportunity Act of 2008, institutions with on-campus student housing facilities must annually publish a fire safety report that provides information on campus fire safety practices and standards. Texas Christian University complies with this regulation by including all mandatory fire safety information as part of this annual report. An institution must report statistics for each on-campus student housing facility for the three most recent calendar years for which data is available. Copies of the Annual Fire Safety Report may be obtained at the TCU Police Department located at 3025 Lubbock Avenue, online at <https://police.tcu.edu/crime-information/>, or by calling 817-257-7930.

Texas Christian University maintains a fire log. The Fire Statistics table contained in this report is designed to contain a compilation of actual fire statistics for each calendar year (should any exist) for Texas Christian University on-campus student housing facilities. The Fire Statistics table is designed to include statistics outlining the number of actual fires and the cause of each actual fire, the number of injuries and deaths related to actual fires and the value of property damage related to actual fires for Texas Christian University on-campus student housing (should any exist).

For a fire to be reportable, per the Higher Education Opportunity Act / Clery Act, it must be an actual fire, and it must meet the federal definition of a fire. The Higher Education Opportunity Act (HEOA) regulations define fire as, "any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner."

## **On-Campus Student Housing Facility Fire Safety System**

### **Smoke Detectors**

TCU currently has a total of 51 on-campus student housing facilities. All University housing facilities have hard-wired smoke detectors. A slight "beeping" sound from the unit indicates a weak battery. In such cases, notify your Resident Advisor, Chapter Resident Advisor or Hall Director of the problem. Do not try to service these detectors yourself. Under no circumstances are you to remove the battery. Tampering with any piece of fire safety equipment is a violation of TCU Code of Student Conduct.

### **Fire Safety Policies for Students**

TCU considers fire safety extremely important and students have an obligation to adhere to University regulations as well as city and state statutes. The following are TCU policies and procedures for matters involving fire safety:

#### **Prohibited Items**

The following items are prohibited in the Residence Halls: Candles/incense, halogen lamps, broilers/skillet/woks, toaster ovens/toasters, hot-plates, crock pots, rice cookers, electric frying pans, deep fryer, attaching anything near or by sprinkler heads or water pipes, fireworks/explosives, coffee pots, microwaves, refrigerators, space heaters, and all flammable or combustible products.

#### **Prohibited Actions**

The following actions are prohibited because they can activate the fire systems: Physical activities, such as hockey and basketball, in lounges and hallways, throwing water or other liquids in lounges or hallways, and spraying paint or water in lounges or hallways. Other prohibited actions include tampering with a fire extinguisher, tampering or damaging control valves, smoking in residence halls, breaking a sprinkler head, removing smoke detectors or covers, disabling fire suppression system, blocking exits with furniture or other items, lights, tampering or damaging fire exit lights, pull stations, notification devices, or obstructing locking exit doors.

#### **Setting a Fire (Arson)**

Any individual who sets a fire (commits arson) in or near a University building is subject to immediate suspension from the University, will be charged a fine of \$400, and may be charged for repairing any damage caused by the fire.

#### **Fire Alarm Evacuation**

Whenever a fire alarm sounds, normal evacuation procedures must be followed. All occupants must leave the building and may not return unless told to do so by TCU police or fire officials. A complete floor by floor, room by room check will be made of the building by TCU police and/or fire officials. Occupants must remain outside the building during this check. Any individual who fails to evacuate a building after a fire alarm has sounded will be subject to appropriate disciplinary action

and may be charged a fine of \$100.

#### **False Fire Alarm Sanctions**

Every effort will be made to identify the individual(s) who cause a false alarm. When such persons are identified they will be referred to Dean of Students Office for disciplinary action, which may include suspension from the University, even for a first offense. In addition to the appropriate disciplinary action, an assessment of \$400 for the false fire alarm may be charged to the individual involved. In the event that an individual or individuals cannot be identified within 10 class days, the false alarm assessment may be charged to all individuals in the residence hall or living unit with a \$5 minimum charge for each resident.

#### **Misuse of Fire Safety Equipment (Other than Fire Alarms)**

Any individual who misuses or tampers with any fire safety equipment (other than fire alarms) will be subject to appropriate disciplinary action and may be charged a fine of \$100 (minimum) plus the cost of repair or replacement of misused or damaged equipment, cleaning of the facility, and damage to other property. In addition to being subject to University penalties, any student who starts a fire, damages or tampers with the evacuation alarm or misuses fire safety equipment also will be subject to criminal charges. Examples include:

- Tampering with a fire extinguisher
- Tampering or damaging control valves
- Smoking in any residence hall
- Breaking a sprinkler head (s)
- Removing smoke detectors or covers
- Disabling fire suppression system
- Blocking exits with furniture or other items Tampering or damaging fire exit lights, lights, pull stations, notification devices, or obstructing locking exit doors.

### **Policies on Portable Electrical Appliances, Smoking and Open Flames in Student Housing Facilities**

#### ***Appliances***

Since the electrical wiring and outlets in student rooms do not allow for extensive use of electrical appliances, there are certain appliances that are not allowed as use poses health, electrical, or fire risk.

Possessing any refrigerator that does not comply with the rules established by Housing and Residence Life and/or Fraternity and Sorority Life, or possessing more than one refrigerator in a room, unless approved by Student Access and Accommodations, Housing and Residence Life, and/or Fraternity and Sorority Life is strictly prohibited.

Appliances prohibited in **non-apartment University housing** and commons include: hot plate, toaster, crock pot, toaster oven, lava lamps, rice cookers, electric frying pan, deep fryer, automatic coffee makers, kettles, ceiling fan, window fan, air conditioner, space heater and halogen lamps.

Appliances prohibited in the **University apartments** are: toaster oven, lava lamps, electric frying pan, deep fryer, ceiling fan, window fan, air conditioner, space heater and halogen lamps.

#### ***Extension Cords***

Because many university housing fires occur as a result of poor wiring on appliances and overloaded "lamp cord" type extension cords inside individual rooms, only heavy-duty extension cords are allowed. These may be purchased at most hardware stores. Furthermore, extension cords with built-in circuit breakers are strongly recommended. Extension cords may not be run under carpets or looped over curtains or bedspreads. Since overloads will cause tripped circuit breakers or blown fuses, both of which interrupt service and could cause a fire, only four approved appliances are allowed per outlet.

### **Non-Smoking Policy**

In order to encourage a culture of health and wellness for all students, faculty, staff and guests, of the university, Texas Christian University prohibits the use of all tobacco products and smoking on property owned by the university. Smoking and tobacco products include cigars, cigarettes, chewing tobacco, snuff, e-cigarettes/vapes, and hookahs. The possession of all tobacco products and electronic delivery devices [e-cigs, vapes, JUULs, e-hookahs, vape pens, and electronic nicotine delivery systems (ENDS)], is prohibited in residence halls, regardless of the age of the owner.

People wishing to use tobacco as part of an established religious ceremony, academic or research activity may contact the Vice Chancellor for Student Affairs to request an exemption for those activities.

### **Open Flames**

With the safety of students in mind, it is prohibited to have any device that has an open flame in any location within a TCU residence hall (this includes but is not limited to any candles, with or without the wick, or incense).

### **Fire Safety and Fire Drills**

A fire in a residence hall can endanger the lives of hundreds of people and destroy personal and university property. Fire safety should not be taken for granted. Every member of the campus has a responsibility to help prevent fires. Every student should be aware of potential fire hazards and know proper emergency procedures and phone numbers. The leading fire hazards in university housing facilities include open flames (such as candles), decorations, trash, flammable liquids, halogen lamps, small extension cords, and appliances. Arson is the leading cause of campus fires, resulting in needless deaths across the country each year. False alarms are also one of the greatest hazards. They create a mood of apathy, which leads to slow reactions in the case of a real fire. Please take the necessary precautions to ensure that your room does not have fire hazards. Keep your room as uncluttered as possible. Use your appliances carefully. Report opened fire doors, blocked exits, and accumulated trash to your hall staff.

Your residence hall is equipped with several fire safety features with which you should be familiar. Fire alarms and smoke detectors are located throughout the building. Know where these are located and how they operate. Every hall has an escape plan for every resident, which will be discussed at your mandatory all-hall meeting during the first week of each semester. A fire drill will be held early in the semester to practice your escape procedures. Fire doors should be kept closed at all times.

### **Procedures Students and Employees Should Follow in Case of a Fire in On-Campus Residential Facilities**

Whenever a fire alarm sounds, normal evacuation procedures must be followed. All occupants are required to leave the building and may not return unless told to do so by TCU Police or fire officials. A complete floor-by-floor, room-by-room check will be made of the building by TCU Police and/or fire officials. Occupants must remain outside the building during this check. Any individual who fails to evacuate a building after a fire alarm has sounded will be subject to appropriate disciplinary action. Smoke, not heat or flames, is the major cause of casualties in residence hall fires, and an orderly and prompt evacuation is critical.

Know these procedures in the case of an evacuation:

1. Leave the building immediately upon hearing the fire alarm sound. Under normal conditions, all students are expected to evacuate from University housing facilities in less than 3 minutes. All occupants must leave the building and may not return unless told to do so by TCU Police officers or fire officials.
2. Learn the locations of all exits nearest to your room. Do not assume your regular exit is closest or safest. If possible, wear shoes and dress appropriately for the weather conditions.
3. When you leave your room, close the door.
4. If smoke is present, crawl low to the floor or stay in your room.
5. Only use stairways; never use an elevator.
6. Warn fellow neighbors by knocking on doors as you quickly make your way to the nearest exit. Once outside, go to the building collection area at least 150 feet away from the building.
7. If you cannot leave your room for any reason:
  - a. block all openings with wet towels

- b. call TCU Police (817-257-7777) or 911 and advise the dispatcher of your location
- c. stay close to the window holding a wet towel to your face;
- d. do not open the windows except to alert rescue personnel by hanging a white sheet or cloth out the windows.

If you see flames or smell smoke in University housing or other building, activate the fire alarm (pull station) on your way OUT of the building.

Call TCU Police at 817-257-7777, who will notify the Fort Worth Fire Department and lead them to the correct location on campus.

### **Procedures Students and Employees Should Follow in Case of a Fire in Non-Residential Facilities**

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 TCUPD at extension 7777 or 817-257-7777. Students and/or employees are informed where to relocate by the Building Emergency Coordinator if circumstance warrants at the time of the alarm. In the event a fire alarm sounds, University policy is that all occupants must evacuate from the building by the nearest and safest exit, avoid using the elevator, and meet at the Rally Point. Individuals needing special assistance evacuating a building are instructed to contact TCUPD at extension 7777 or 817-257-7777. The TCU Alert notification system will provide notification of a fire in the facility.

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 do 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.

### **Fire Safety Education and Training Programs**

TCU offers fire safety education and training programs for students and employees.

#### **For Students:**

Every member of the campus has a responsibility to help prevent fires. Every student is made aware of potential fire hazards and provided information regarding proper emergency procedures and phone numbers. Every student housing facility has an escape plan for every resident, which is discussed at the mandatory all-hall Welcome Meeting during the first week of each semester. A fire drill is held early in the semester to practice escape procedures. Fire doors are to be kept closed at all times.

Additionally, at the beginning of each academic year, the TCU Residence Hall Fire Safety Policy and Procedures brochure is placed in the room of each student when they arrive. This brochure contains information regarding fire safety policies, arson, false fire alarm sanctions, evacuating from your hall in an emergency, misuse of fire safety equipment (other than fire alarms), and prohibited items and actions. These topics are addressed during the required all-hall Welcome Meeting.

#### **For Employees:**

TCU conducts annual *Emergency Preparedness Training* for Resident Assistants and Chapter Resident Advisors. This training is conducted annually and covers the many roles you play in an emergency situation. The types of emergencies covered in the training are threats of violence, fire emergencies, persons of harm, weather related issues, power outages, hazardous materials, and natural disasters. Resident Assistants, Chapter Resident Assistants and Hall Directors are also trained on evacuation procedures, causes and types of fires, fire safety and prevention, and the organization to which individuals should report that a fire has occurred.

Additionally, the professional staff members within the following units of Student Affairs receive Critical Incident & Crisis Management Protocols training on an annual basis: Housing & Residence Life, Dean of Students Office, and Fraternity and Sorority Life. This session includes training on the topic of *Fire/Major Facilities Concerns* along with various other crisis situations.

Additionally, individuals designated as Building Emergency Coordinators are annually provided training on various topics, including fire emergencies and evacuating and securing buildings during emergencies. The Building Emergency Coordinator program is coordinated through the TCU Public Safety Department.

## **Reporting That a Fire Has Occurred**

For purposes of including a fire in the statistics in the annual fire safety report, fires that have been extinguished before activating a fire alarm device should be reported to the TCU Police Department at 817-257-7777 and to Residential Services at 817-257-6855.

## **FUTURE IMPROVEMENTS IN FIRE SAFETY**

TCU continuously seeks to improve its fire safety and fire prevention efforts. In conjunction with the Fort Worth Fire Department, TCU continuously evaluates current best practices and industry standards to improve its fire safety and prevention efforts. TCU regularly revises fire safety and education programs to reflect these practices and standards to help ensure the safety of all students, faculty, and staff.

In the past two years, a Fire Systems Supervisor was hired to maintain fire alarm/fire suppression equipment and the electronically activated sprinkler (EAS) system by completing preventive maintenance schedules, restoring, rebuilding, and replacing faulty or inoperative components and parts. Some of the changes implemented include:

- Upgraded the testing procedures for both the fire alarm and fire suppression systems on campus.
- Introduced more in-depth testing of equipment to ensure better functionality and reliability.
- Added new maintenance programs for both fire systems to ensure older equipment is updated with more modern technology.
- Expanded the fire extinguisher program to ensure all technicians are carrying an extinguisher in their vehicle and are educated on how to use them as/if needed. Extra extinguishers have been added for outside events in areas that do not have them readily available.
- Added new National Fire Protection Association (NFPA) certification training for all fire technicians.
- Additional NFPA training, Inspection Training Maintenance (ITM), which addresses life safety, fire alarm, and suppression systems, has also been added.

The University does not have any planned improvements in fire safety at this time.

# **Fire Statistics & Fire Safety Systems and Fire Drills**

Fire Statistics and Related Information in Student Housing Facilities							
Residential Facility	Year	Number of Fires	Category of Fire	Cause of Fire	Number of Fire Related Injuries	Number of Fire Related Deaths	Value of Property Damage Caused by Fire
Amon G. Carter Hall 3102 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Wright Hall 3104 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Teresa and Luther King Hall 3204 Main Dr.	2022	1	Intentional	Student lit papers on fire	0	0	\$0-\$99
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Milton Daniel Hall 3205 Main Dr.	2022	1	Unintentional	Student lit a candle. Flame from candle ignited nearby linens.	1	0	\$100-\$999
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Samuelson Hall 3202 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Britain Hall 3103 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Fish Hall 3140 Bellaire Dr. N.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Herndon Hall 3105 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Mabee Hall 3101 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Mullins Hall 3142 Bellaire Dr. N.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Walker Hall 3111 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Clark Hall 2950 S. University Dr.	2022	1	Unintentional	Cooking	0	0	\$0-\$99
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A

Fire Statistics and Related Information in Student Housing Facilities							
Residential Facility	Year	Number of Fires	Category of Fire	Cause of Fire	Number of Fire Related Injuries	Number of Fire Related Deaths	Value of Property Damage Caused by Fire
Foster Hall 3100 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Colby Hall 3200 Main Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Sherley Hall 3205 W. Canney St	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	1	Intentional	Open flame. Student burned paper flyer	0	0	\$0-\$99
Waits Hall 3105 W. Canney St.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Moncrief Hall 2950 Stadium Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
GrandMarc South 2855 W. Bowie	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
GrandMarc North 2855 W. Bowie	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Moore House 2931 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Able Hanger/Beasley House 2901 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Hill/Mabee House 2951 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
McCart Housing C1 2901 McCart	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
McCart Housing C2 2921 McCart	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A

Fire Statistics and Related Information in Student Housing Facilities							
Residential Facility	Year	Number of Fires	Category of Fire	Cause of Fire	Number of Fire Related Injuries	Number of Fire Related Deaths	Value of Property Damage Caused by Fire
McCart Housing C3 2945 McCart	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
McCart Housing C4 2965 McCart	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Sandage Housing C5 2900 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Sandage Housing C6 2920 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Sandage Housing C7 2940 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Sandage Housing C8 2960 Sandage	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
P.E. Clark Hall 3604 Pond Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Marion Hall 3600 Pond Dr.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Marlene Moss Hays Hall 3550 Pond Dr	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Village East 2737 Merida Ave.	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village FA2 3632 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village SA1 3428 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A

Fire Statistics and Related Information in Student Housing Facilities							
Residential Facility	Year	Number of Fires	Category of Fire	Cause of Fire	Number of Fire Related Injuries	Number of Fire Related Deaths	Value of Property Damage Caused by Fire
Greek Village SA2 3500 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village SA3 3508 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village SA4 3516 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village SA5 3549 Bellaire Drive N	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village SB1 3624 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Richards Hall 3432 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Arnold Hall 3412 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Liberty Lofts Apartments 1 3517 S University Dr	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
SpringHill Suites 3250 Lovell Ave	2022	Inactive—location not utilized in calendar year 2022					
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village FA1 3501 Bellaire Drive North	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village FA3 3532 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Greek Village FB1 3436 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A

Fire Statistics and Related Information in Student Housing Facilities							
Residential Facility & Address	Year	Number of Fires	Category of Fire	Cause of Fire	Number of Fire Related Injuries	Number of Fire Related Deaths	Value of Property Damage Caused by Fire
Greek Village FB2 3524 Pond Drive	2022	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2020	0	N/A	N/A	N/A	N/A	N/A
Liberty Lofts Apartments 2 3601 S University Dr	2022	0	N/A	N/A	N/A	N/A	N/A
	2021						
	2020						
Liberty Lofts Apartments 3 3620 S University Dr	2022	0	N/A	N/A	N/A	N/A	N/A
	2021						
	2020						
Liberty Lofts Apartments 4 3600 S University Dr	2022	0	N/A	N/A	N/A	N/A	N/A
	2021						
	2020						

## 2022 Fire Safety Systems and Fire Drills

Residential Facility & Address	Sprinkler or Fire Suppression System	Heat and/or Smoke Detector	Fire Extinguisher Device	Fire Alarm^	Strobe Lights	Number of fire drills held during prior calendar year	Student Trained to Evaluate Building/Meet at Assembly Area
Amon G. Carter Hall 3102 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Wright Hall 3104 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Teresa and Luther King Hall 3204 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Milton Daniel Hall 3205 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Samuelson Hall 3202 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Britain Hall 3103 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Fish Hall 3140 Bellaire Dr. N.	Yes	Yes	Yes	Yes	Yes	2	Yes
Herndon Hall 3105 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Mabee Hall 3101 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Mullins Hall 3142 Bellaire Dr. N.	Yes	Yes	Yes	Yes	Yes	2	Yes
Walker Hall 3111 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Clark Hall 2950 S. University	Yes	Yes	Yes	Yes	Yes	2	Yes
Foster Hall 3100 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Colby Hall 3200 Main Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
Sherley Hall 3205 W. Cantey St.	Yes	Yes	Yes	Yes	Yes	2	Yes
Waits Hall 3105 W. Cantey St.	Yes	Yes	Yes	Yes	Yes	2	Yes
Moncrief Hall 2950 Stadium Dr.	Yes	Yes	Yes	Yes	Yes	2	Yes
GrandMarc South 2855 W. Bowie	Yes	Yes	Yes	Yes	Yes	2	Yes
GrandMarc North 2855 W. Bowie	Yes	Yes	Yes	Yes	Yes	2	Yes
Moore House 2931 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes
Able Hanger/Beasley House 2901 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes

2022 Fire Safety Systems and Fire Drills							
Residential Facility & Address	Sprinkler or Fire Suppression System	Heat and/or Smoke Detector	Fire Extinguisher Device	Fire Alarm^	Strobe Lights	Number of fire drills held during prior calendar year	Student Trained to Evaluate Building/Meet at Assembly Area
Hill/Mabee House 2951 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes
McCart Housing C1 2901 McCart	Yes	Yes	Yes	Yes	Yes	2	Yes
McCart Housing C2 2921 McCart	Yes	Yes	Yes	Yes	Yes	2	Yes
McCart Housing C3 2945 McCart	Yes	Yes	Yes	Yes	Yes	2	Yes
Sandage Housing C5 2900 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes
Sandage Housing C6 2920 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes
Sandage Housing C7 2940 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes
Sandage Housing C8 2960 Sandage	Yes	Yes	Yes	Yes	Yes	2	Yes
P.E. Clark Hall 3604 Pond Dr	Yes	Yes	Yes	Yes	Yes	2	Yes
Marion Hall 3600 Pond Dr	Yes	Yes	Yes	Yes	Yes	2	Yes
Marlene Moss Hays Hall 3550 Pond Dr	Yes	Yes	Yes	Yes	Yes	2	Yes
Village East 2737 Merida Ave.	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village FA2 3632 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village SA1 3428 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village SA2 3500 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village SA3 3508 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village SA4 3516 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village SA5 3549 Bellaire Drive N	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village SB1 3624 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Richards Hall 3432 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Arnold Hall 3412 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Liberty Lofts Apartments 1 3517 S University Drive	Yes	Yes	Yes	Yes	Yes	0	No

## 2022 Fire Safety Systems and Fire Drills

Residential Facility & Address	Sprinkler or Fire Suppression System	Heat and/or Smoke Detector	Fire Extinguisher Device	Fire Alarm^	Strobe Lights	Number of fire drills held during prior calendar year	Student Trained to Evaluate Building/Meet at Assembly Area
SpringHill Suites 3250 Lovell Ave				Inactive—Location not utilized in calendar year 2022			
Greek Village FA1 3501 Bellaire Drive North	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village FA3 3532 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village FB1 3436 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Greek Village FB2 3524 Pond Drive	Yes	Yes	Yes	Yes	Yes	2	Yes
Liberty Lofts Apartments 2 3517 S. University Drive	Yes	Yes	Yes	Yes	Yes	0	No
Liberty Lofts Apartments 3 3517 S. University Drive	Yes	Yes	Yes	Yes	Yes	0	No
Liberty Lofts Apartments 4 3600 S. University Drive	Yes	Yes	Yes	Yes	Yes	0	No

<sup>^</sup>Fire alarm systems are tested on an annual basis during the winter break that occurs between semesters (late December/early January)

## On-Campus Resources

### TCU Police Department

3025 Lubbock Ave., Fort Worth, Texas 76129

Emergency: 817-257-7777

Non-Emergency: 817-257-8400

### Dean of Students Office

The Harrison, Suite 1600

817-257-7926

<https://deanofstudents.tcu.edu/> [deanofstudents@tcu.edu](mailto:deanofstudents@tcu.edu)

### TCU Counseling and Mental Health Center

Jarvis Hall, Suite 232

*Provides confidential, individual and group counseling services to any currently enrolled student, including crisis intervention, consultations and more.*

817-257-7863

**Help Line:** 817-257-7233

<https://counseling.tcu.edu>

### Office of Religious & Spiritual Life

Jarvis Hall – 1<sup>st</sup> Floor

*The University Chaplain and Associate Chaplain in the Office of Religious & Spiritual Life are confidential resources when providing pastoral care for students.*

817-257-7830

<https://faith.tcu.edu/contact-us/>

### TCU Employee Assistance Program

*ComPsych GuidanceResources provides employees with access to confidential counselors 24 hours a day. TCU EAP core services include: Confidential emotional support; Work-life solutions; Legal assistance for divorce, adoption, family law, trusts and more; Financial resources; and Online support.*

866-335-4914

[www.guidanceresources.com](http://www.guidanceresources.com)

### Office of Institutional Equity and Title IX Office

The Harrison, Suite 1800

*The Office of Institutional Equity and the Title IX Coordinator handle all reports and investigations of discrimination and harassment, including sexual assault, domestic violence, dating violence, and stalking, in addition to cases of retaliation.*

817-257-8228

[oie@tcu.edu](mailto:oie@tcu.edu)

### Campus Advocacy, Resources & Education (CARE)

Jarvis Hall, Suite 232

**TCU Confidential Advocate: Ms. Leah Carnahan** Provides confidential support to currently enrolled students who are survivors of sexual assault, dating violence, domestic violence, stalking and harassment.

817-257-5225—[l.carnahan@tcu.edu](mailto:l.carnahan@tcu.edu) or [care@tcu.edu](mailto:care@tcu.edu)

### Brown-Lupton Health Center

2825 Stadium Drive, Fort Worth, Texas 76109

*Provides confidential medical care and patient education to students.*

817-257-7940

<https://healthcenter.tcu.edu/>

### TCU Ethics & Compliance Hotline

To report compliance concerns & complaints anonymously.

1-844-996-283

<https://tcu.ethicspoint.com>

### TCU Human Resources

2701 W. Berry Street, Fort Worth, Texas 76129

817-257-7790

[askHR@tcu.edu](mailto:askHR@tcu.edu)

## Off-Campus Resources

<p><b>Fort Worth Police Department</b> 3525 Marquita Dr., Fort Worth, Texas 76116</p> <p>Emergency: 911 Non-Emergency: 817-335-4222</p>	<p><b>John Peter Smith (JPS) Hospital</b> 1500 S. Main, Fort Worth, Texas 76104</p> <p>817-702-1100 817-702-3431</p> <p><a href="https://www.jpshealthnet.org/locations/jphospital">https://www.jpshealthnet.org/locations/jphospital</a></p>
<p><b>JPS Emergency Department</b> 1575 S. Main, Fort Worth, Texas 76104</p> <p>817-702-8828</p>	<p><b>JPS Health Center for Women</b> 1201 S. Main, Fort Worth, Texas 76102</p> <p>817-702-6500</p>
<p><b>Texas Health Resources – Harris Methodist Hospital</b> 1301 Pennsylvania Ave., Fort Worth, Texas 76104 817-250-2000</p>	<p><b>SafeHaven of Tarrant County</b> 1100 Hemphill St. #303, Fort Worth, Texas 76104 <i>Domestic violence service provider. Services include immediate shelter and housing, a 24-hour crisis hotline, support and counseling and legal counsel, as well as prevention and reformatory services.</i></p> <p>877-701-7233</p> <p><a href="https://www.safehaventc.org/">https://www.safehaventc.org/</a></p>
<p><b>Women's Center of Tarrant County – Rape Crisis and Victim Services</b> 1723 Hemphill St., Fort Worth, Texas 76110 <i>Victims of stranger and non-stranger sexual abuse and sexual assault find both hope and help here, including legal aid.</i></p> <p>Rape Crisis Hotline: 817-927-2737 Main Office: 817-927-2737 Counseling Main Office: 817-927-4040 Counseling Helpline: 817-927-4000 <a href="https://www.womenscentertc.org">https://www.womenscentertc.org</a></p>	<p><b>One Safe Place</b> 1100 Hemphill St., Fort Worth, Texas 76104 <i>Comprehensive crime prevention agency devoted to preventing crime and violence in Tarrant County's neighborhoods, schools and homes.</i></p> <p>817-916-4323</p> <p><a href="https://www.onesafeplace.org/">https://www.onesafeplace.org/</a></p>
<p><b>MHMR of Tarrant County</b> 3840 Hulen St., North Tower, Fort Worth, Texas 76107</p> <p>817-569-4300</p> <p><a href="https://www.mhmrtarrant.org/">https://www.mhmrtarrant.org/</a></p>	<p><b>North Texas Area Community Health Center</b> 2332 Beverly Hills Dr., Fort Worth, Texas 76114</p> <p>817-625-4254</p> <p><a href="https://ntachc.org">https://ntachc.org</a></p>
<p>City of Fort Worth's Diversity &amp; Inclusion Department</p> <p>817-392-7525</p> <p><a href="https://www.fortworthtx.gov/departments/_diversity-inclusion">https://www.fortworthtx.gov/departments/_diversity-inclusion</a></p>	<p><b>Legal Aid of Northwest Texas</b> 600 East Weatherford St., Fort Worth, Texas 76102</p> <p>817-336-3943 800-955-3959</p>
<p><b>National Domestic Violence Hotline</b> 800-799-SAFE (7233)</p> <p><a href="https://www.acf.hhs.gov/fysb/prorgrams/family-violence-prevention-services/programs/ndvh">https://www.acf.hhs.gov/fysb/prorgrams/family-violence-prevention-services/programs/ndvh</a></p>	<p><b>National Suicide Prevention Hotline</b> 800-273-8225</p> <p><a href="https://suicidepreventionlifeline.org/">https://suicidepreventionlifeline.org/</a></p>

**STD Testing in Fort Worth**  
[Testing.com](https://testing.com)

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