



# 2018 Annual Security and Fire Safety Report



**Crime & Fire Statistics  
2014, 2015, 2016,  
2017**

1100 College Circle  
Ranger, TX 76470

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Dear Campus Community Member:

Thank you for taking the time to read this publication. It contains helpful information about safety and security on our campus.

This report is part of our on-going effort to inform you of the safety programs and services available to the Ranger College community, the crimes that are reported to our security personnel, and the steps you can take to maintain a safe and secure campus. It also is provided as our compliance document as required under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as well as the Annual Fire Safety Report as required by the Higher Education Opportunity Act. In addition to the Clery statistics we have included Title IX Policy and compliance materials to this report to keep you informed of ways to protect yourself and others from incidents of stalking, dating violence, domestic violence and the resources available to assist any victims of these types of abuse.

As Ranger College celebrates its Ninetieth year of existence, the safety and well-being of our students, faculty, staff, and visitors are our foremost concern. The best protections against campus crime are: a law enforcement presence; an aware, informed, alert campus community; and a commitment to reporting suspicious activities and using common sense when carrying out daily activities.

Ranger College security staff works diligently to reduce risk and the potential for crime. However, despite our best efforts, crimes may occur. Safety and security is a shared

responsibility, and we expect all current and prospective community members to contribute to the safety and security of our campus.

## LEGISLATIVE REQUIREMENTS

Title IX is a federal law that applies to educational institutions receiving federal financial assistance and prohibits discrimination on the basis of sex in an educational institution's programs or activities (both on and off campus). Title IX protects all people regardless of their gender or gender identity from sex discrimination. Title IX requires institutions to take necessary steps to prevent sexual assault on their campuses, and to respond promptly and effectively when an assault is reported. The Clery Act requires colleges and universities to report annual statistics on crime, including sexual assault and rape, on or near campuses, and to develop and disseminate prevention policies. The Violence Against Women Reauthorization Act (VAWA) clarifies that "sexual violence" includes domestic violence, dating violence and stalking, which must be included in campus Clery reports, and also requires that institutional policies address and prevent sexual violence through training, education, and certain disciplinary procedures.

Texas H.B. No. 699 is an ACT relating to requiring public institutions of higher education to establish a policy on campus sexual assault. Each institution of higher education shall adopt a policy on campus sexual assault. The policy must: include: definitions of prohibited behavior; sanctions for violations; and the protocol for reporting and responding to reports of campus sexual assault; and be approved by the institution's governing board before final adoption by the institution. Each institution of higher education shall make the institution's campus sexual assault policy available to students, faculty, and staff members by: including the policy in the institution's student handbook and personnel handbook; and creating and maintaining a web page on the institution's Internet website dedicated solely to the policy. Each institution of higher education shall require each entering freshman or undergraduate transfer student to attend an orientation on the institution's campus sexual assault policy before or during the first semester or term in which the student is enrolled at the institution. The institution shall establish the format and content of the orientation. Each biennium, each institution of higher education

shall review the institution's campus sexual assault policy and, with approval of the institution's governing board, revise the policy as necessary.

Ranger College is committed to creating a sustainable working and educational environment free of sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking.

### **Jeanne Clery**

Jeanne Clery was a 19 year old Lehigh University freshman who was raped and murdered in her dorm room on April 5, 1996. Her parents later discovered that there were approximately 38 violent crimes on the Lehigh campus in the three years prior to Jeanne being murdered. The family of Jeanne joined with other victims of campus crime and worked with congress to enact a law. The law is 20 years old and is now known as the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

### **The Clery Act**

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990. This amendment required all postsecondary institutions participating in

Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998 the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crimes Statistics Act. This act is known universally as the "Clery Act". The Clery Act requires colleges and universities to:

- Publish an annual security report
- Collect, classify and count crime reports and statistics
- Maintain a daily crime log
- Submit crime statistics to the Department of Education
- Disclose missing student notification procedures
- Provide fire safety information

### **Annual Security Report/Annual Fire Safety Report Published**

Ranger College prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act as well as the Annual Fire Safety Report as required by the Higher Education Opportunity Act. Campus crime statistics and fire safety and security measures, will be reported to all students and employees by October 1 of each year.

The Annual Security Report/Annual Fire Safety Report will be published in electronic form on the College's website. All current students and employees will be notified by October 1 of each school year of the specific electronic location of the Annual Safety Report/Annual Fire Safety Report. All Ranger College employees and current students are provided an email account where the Annual Security Report/Annual Fire Safety Report will be delivered, in order to provide adequate assurance that each member of the campus community has received the document. Students and employees will be notified that a paper copy can be provided upon request; students may obtain a copy from the Office of the Vice President for Student Services (in the Golemon Library Building), or may call (254) 647-3234 ext. 7010. Employees may obtain a paper copy at the Human Resources Department, located in the Administration Building, or may call (254) 647-3234.

Crime statistics for Ranger College for the calendar year 2014 thru 2016 may be viewed at the Department of Education, Campus Safety and Security Data Analysis Cutting Tool at [www.ope.ed.gov/security/](http://www.ope.ed.gov/security/)

### **The Campus SaVe Act**

The Campus SaVE Act amends the Clery Act, which addresses campus sexual assault policies within the Higher Education Act of 1965. President Obama signed SaVE into law on March 7, 2013 as part of the Violence Against Women Act (VAWA) Reauthorization. The act has four central components in which institutions of higher learning must comply.

- Create a Campus Sexual Assault Bill of Rights
- Identify the institution's Campus Security Authority personnel
- Expand sexual crime reporting on campus
- Ensure the college has standard operating procedures for handling incidents of sexual violence.

### **Institutional Security Policies and Crime Statistics**

Ranger College is committed to providing students and employees with a safe environment in which to learn and work. In compliance with the Jeanne Clery Disclosure of Campus Security Policy, Campus Crime Statistics Act and the Campus Sexual Violence Elimination Act, Ranger College publishes an Annual Security Report & Annual Fire Safety Report regarding campus security and personal safety and fire safety topics. The following report includes statistics for the previous three years concerning crimes and expanded reporting of sexual crimes reported to both the Ranger College Security Department and to local law enforcement agencies, such as the Ranger City Police Department and the Eastland County Sheriff's Department, that pertain to Ranger College students and or employees. The report includes institutional policies concerning campus security, such as policies concerning the reporting of offenses or incidents, sexual assault, drugs and alcohol, and missing students. The Annual Security Report is designed as a resource for sharing information that students and employees may need in order to make informed decisions.

### **Ranger College Annual Security Report Policy & Procedures**

#### **Policy**

Ranger College will prepare, publish, and distribute an Annual Security Report by October 1 of each school year. The Vice President for Student Services will be responsible for insuring that this occurs. The Annual Security Report informs current students and employees of the security policies, procedures, and practices described in this policy. The Annual Security Report will also disclose statistics from the previous three years concerning reported crimes listed in the Federal Campus Safety and Security Survey. It is also the policy of Ranger College that students and employees are ultimately responsible for their own safety and security. Although members of the campus community are encouraged to use the Annual Security Report as a guide for safe practices on and off campus, nothing in this policy or in other publications of Ranger College is intended to represent the College as an insurer of any individual's personal safety or security. Students, employees, and visitors are expected to use caution and good judgment, and make decisions to ensure their own safety.

## **Procedures**

Ranger College will prepare the Annual Security Report by gathering and assimilating all pertinent crime and expanded sexual crime data statistics. The resulting Annual Security Report will be published in electronic form on the College's website. All current students and employees will be notified by October 1 of each school year of the specific electronic location of the Annual Security Report. Every Ranger College employee and current student is provided an email account where the Annual Security Report will be delivered, in order to provide adequate assurance that each member of the campus community receives the document. Furthermore, students and employees will be notified that a paper copy can be provided upon request.

## **College Security**

Ranger College Security is a department under the Division of Student Services, which reports directly to the Vice President for Student Services. The primary objectives of the Ranger College Security Department are to provide a safe environment for students and employees, and to help enforce school rules and regulations. The staff consists of Commissioned Security Officers licensed by the State of Texas including a director. Ranger College Security has direct telephone access to both the City of Ranger Police Department, and to the Eastland County Sheriff's office. These law enforcement agencies provide support for the Ranger College Security Department.

Ranger College endeavors to provide a safe and secure environment for students, faculty, staff, and the general public so that they are not unreasonably concerned for their personal safety. The College cannot guarantee a crime free working environment and/or living. To act in a security conscious manner is the responsibility of members of the college community. Members of the community are also responsible for avoiding actions that can hazard their security as well as the security of others.

## **Law enforcement partnerships**

The Ranger College security department seeks assistance from federal, state and city law enforcement agencies to investigate crimes.

## **Campus Security Authorities**

Although Ranger College has a security department the college is aware that a student that is a victim of a crime, may decide to report it to someone other than campus security. As a result of the varied options to report is it required by Clery that all colleges and universities collect crime reports from organizations and individuals that Clery considers to be campus security authorities. The campus security authorities include the Ranger College security department, a local police or any individual/s who have responsibility for campus security but do not constitute the campus security department. As defined under Clery, Campus Security Authorities include college deans and assistant deans, college directors, assistant directors, athletic team coaches, athletic assistant coaches, faculty advisors, faculty advisors to student groups, and campus staff involved in disciplinary and judicial proceedings.

## **Reporting an Offense or Incident**

Persons who need assistance or need to report an offense or incident should contact the Ranger College Security Department at (254) 631-9097; this number is answered 24/7. Students may also visit the Office of the Vice President for Student Services, or call that office at (254) 647-3234 ext. 7010.; office hours

for the Vice President for Student Services are 8am-5pm Monday-Thursday, and 8am-1pm Friday. Students should provide Security or the Vice President for Student Services with the following information:

1. Name of person making report and victim, if different
2. Address of person making the report and victim
3. Telephone number of person making the report and victim
4. Location of incident
5. Brief description of incident.
6. If desired to be contacted by officer, location and contact information
7. Suspect information, if known, such as name, race, age, weight, height, tattoos, rings, etc.
8. Vehicle information, if known, such as color, year, make and model, body type, license plate number
9. Advise last known direction of travel of suspects or persons involved in reported incidents.

Students have a right to confidential reporting procedures, as deemed appropriate through state law, and when it is the wish of the victim or witness to keep the issue confidential, while ensuring the future safety of her/his self and others.

#### **Timely warning**

The campus community will be informed about crimes or safety information through singular or multiple use(s) of telephone calls, text messages, email, radio, TV and/or digital signage. The notification systems are activated when considered necessary by the designated campus contact.

#### **Emergency Notification**

Upon the confirmation of a significant emergency or dangerous situation involving an immediate life safety threat to students, faculty or staff occurring, Ranger officials will, without delay, notify the campus community. Ranger officials will take into account the safety of the campus community when determining the content of the notification and will initiate appropriate mass notification systems, unless in the professional judgment of Ranger officials, the notifications will compromise efforts to assist victims or to contain, respond to or otherwise mitigate the emergency. Ranger College utilizes campuscast to send important information via text messaging, voicemail, and email.

#### **Geographical Areas**

In accordance with the Clery Act, institutions must disclose statistics for delinquencies committed in locations associated with the College. Only offences occurring in the following locations will be included in the Annual Security Report: on campus, in or on a non-campus building or property, or on public property within or immediately adjacent to and accessible from the campus. A geographic location must be the indicator for disclosing the crimes:



- **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 and, property that is with or reasonably contiguous to an area that is owned by the school but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- **Non-campus Building or Property:** Any building or property owned or controlled by a student organization that is officially recognized by the school, or any building or property owned or controlled by the school 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.
- **On 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.

### **Open Access**

Open Access for students, employees, guests and invitees is available during regular business hours of Ranger College instructional locations (excluding housing facilities). During non-business hours the access is available only by issued key or by permit of the Residence Hall Directors and/or Student Services Staff. Residence halls are secured 24 hours a day, and security cameras are located in each of the residence halls. Students are instructed to keep their room doors locked at all times. Outside doors to residence halls are locked 24 hours a day. All Ranger College buildings are secured by key.

### **Sexual Misconduct, Domestic & Dating Violence, and Stalking Policy Statement**

Ranger College strives to create a respectful, safe, and non-threatening environment for its students, faculty, staff, and guests. Sexual misconduct, domestic and dating violence, and stalking will not be tolerated at the Ranger College and is expressly prohibited.

This policy sets forth resources available to Ranger College community members, describes prohibited conduct, and establishes procedures for responding to specified misconduct incidents including sexual misconduct, domestic and dating violence, and stalking. Ranger College does not discriminate on the basis of sex in its education programs and activities, consistent with Title IX that requires it not to discriminate in such a manner.

A hard copy of this policy will be provided to each student or employee who reports to the institution that he or she has been a victim of sexual misconduct, domestic or dating violence, and/or stalking.

### **Sexual Assault**

In instances where sexual assault is alleged, victims are strongly encouraged to report crimes, no matter how long after an assault occurred. The campus offices authorized to deal with sex-crime referrals are the, and Ranger College Security. By contacting one of these offices, the victim will be informed of his/her voluntary/confidential reporting rights and will be given specific information about how to bring

formal charges against the accused. If, after conferring with the student, it is decided that a given incident is to be referred to law enforcement authorities, this action would then be pursued by the appropriate law enforcement authorities.

Students and employees are hereby advised that they have the option of pursuing their allegations either through the Office of the Vice President for Student Services (located in the Golemon Library building), at (254)647-3234 ext. 7010, or Ranger College Security at (254)631-9097 (24/7 access), or through the appropriate law enforcement authorities under certain criminal and/or civil laws and requirements, or both. Office hours for the Vice President for Student Services are 8-5 Monday-Thursday, and 8-1 Friday. The telephone number for Ranger City Police is 254-647-3232; the Eastland County Sheriff's Department telephone number is 254-629-1774. Pursuing allegations through both authorities does not constitute double jeopardy. Institutional personnel will assist the student in notifying these authorities if requested by the student. Ultimately, it is the student's option as to whether or not he/she wants to pursue allegations through both authorities.

### **Sexual Assault Victim's Bill of Rights**

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

### **Possible Sanctions**

The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding. Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense. Depending upon the severity of the incident, those persons found guilty of a sex crime would be subject to a range of penalties; e.g. mandatory counseling, suspension, or dismissal from Ranger College. In addition, if a given incident is referred to the civil authorities, and if the accused is found guilty, the typical range of sanctions available to a criminal court may also be imposed.

### **Support for Victims**

Every effort will be made to provide victims of sexual assault with all the medical and psychological referrals for treatment as soon as possible.

### **Changing Academic and/or Living Arrangements:**

When appropriate, and in respect for the rights of victims and accusers, academic and/or on-campus living arrangements may be modified as the direct result of an alleged sexual assault. This action may be taken when requested by the victim or accuser and if such modifications are reasonable and available. These arrangements would be coordinated through the Office of the Vice President for Student Services.

### **Counseling Services**

Students who have become victims of a sex-crime are eligible for and encouraged to take advantage of the counseling services offered by Ranger College. Students may contact the counselor at (254)6473234, ext. 7021. The Counseling Office is located in the Academic building; the Counseling Office is open from 8-5 Monday-Thursday, and 8-1 on Friday. Referrals to other community support services will also be made when appropriate. Awareness programs pertaining to the topics of rape, acquaintance rape, and other forcible and non-forcible sex offenses will also be offered throughout the academic year.

### **Sexual Misconduct/Sexual Harassment Hearings**

Hearings involving alleged sexual misconduct will be adjudicated by a mixed gender team of college student conduct officers. These incidents will be investigated by the college's Title IX coordinator (or his/her designee) and the information gathered by the Title IX coordinator will be the basis of the conduct referral. The Title IX Coordinator is Dr. Elizabeth Price [eprice@rangercollege.edu](mailto:eprice@rangercollege.edu) phone: 254.647.3375 Ext. 7022 office located in the Business Building. Both students will be advised of their procedural guarantees in a pre-hearing meeting with a representative from Student Services. A formal hearing will occur within 30 calendar days of receipt of information from the Title IX coordinator. For incidents that occur at the end of the fall or spring semester or during breaks, the 30 calendar day timeframe for a hearing may be adjusted at the discretion of the Vice President for Student Services. The student conduct officers will request witnesses that they believe are necessary to the hearing. Both students will have the option to bring any additional witnesses. For sexual misconduct and/or sexual harassment cases both the complainant and the charged student can file an appeal.

### **Title IX Coordinator**

Reports of sexual misconduct and sexual harassment by a Ranger College student can be filled with the Title IX Coordinator, Dr. Jennifer Kent, at 254.647.3234, Ext. 7039 or [jkent@rangercollege.edu](mailto:jkent@rangercollege.edu). Dr. Kent's office is located in the Administration Building. Optionally, a report can be filed at the Student Services Office with any person, including both those affiliated and those not affiliated with Ranger College. Reports of all other abusive conduct by a Ranger College student can also be filed with the Office of Student Services. If a student wants to speak with someone confidentially concerning sexual assault incidents you may speak with the Ranger College Counselor, Mr. Gabe Lewis located in the library at (254)647-3234, ext. 7021. To report any crime immediately call campus security at (254) 632-9097 or the Eastland County Crisis Center for sexual assault, dating violence or stalking assistance (254) 629-3223.

### **Risk Reduction Tips**

The following suggestions may help you to avoid engaging in prohibited conduct related to

Sexual Misconduct:

- You are responsible for confirming that you have consent from your sexual partners.
- Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.

- DON'T MAKE ASSUMPTIONS about consent; about someone's sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity then you DO NOT have consent.
- Mixed messages from your partner are a clear indication that you should stop and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which they are comfortable, and recognize that consent to certain things may never be given.
- Don't take advantage of someone's drunkenness or drugged state, even if they did it to themselves.
- Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender, size or status. Don't abuse that power.
- Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
- Silence and passivity cannot be interpreted as an indication of consent.
- Respect individual boundaries. If a person doesn't want continued contact from you, stop contacting or attempting to contact them immediately.
- Respect everyone's individuality. A person should not have to change who they are to make you happy. If you are unhappy with who they are as a person, end the relationship.
- Recognize that you can't have things your way all of the time.
- Take responsibility for the consequences of your actions. There is nothing your partner can do that will justify using physical violence against them. If you physically hurt your partner, you are the only one responsible.

Risk reduction tips intended to prevent victimization can often take a victim-blaming tone, even unintentionally. With no intention to victim-blame, and with recognition that only those who commit sexual violence are responsible for those actions, these suggestions may nevertheless help to reduce your risk of victimization:

- If you have limits, make them known as early as possible.
- Tell a sexual aggressor "NO" clearly and firmly.
- Try to remove yourself from the physical presence of a sexual aggressor

### **Relationship Violence**

While in college and throughout our lives, we are all engaged in various relationships, both platonically and intimately. While relationships can be a source of support, fun, and happiness, not all relationships provide these benefits. Some people are involved in unhealthy relationships, which can also sometimes

become abusive. We encourage you to review the information on this page to see where your relationships fall. If you want to talk to someone about your relationship, or if you are concerned about a friend's relationship, call the Ranger College Counseling Center, at (254)647-3234, ext. 7021. Located in the Academic Building.

### What is relationship violence?

- Relationship violence (also called domestic violence, dating violence, and intimate partner violence) is a pattern of physically, sexually, and/or emotionally abusive behaviors used by one individual to assert power or maintain control over another in the context of an intimate or family relationship.
- It is often on a continuum and rarely occurs as an isolated incident.
- Behaviors range from verbal threats, put-downs, and name calling to hitting, slapping, pushing, and sexual abuse.
- Is typically planned and repeated as part of a pattern to control the relationship, not out-of-control anger.
- It is against the law and college policy.
- a violation of an individual's body.
- Relationship violence affects everyone including the victim, their family and friends.

### Types of abuse

This following list includes types of abuse that may be present in abusive relationships. These behaviors may be present at different points during the relationship, to varying degrees, or not at all.

- **Emotional abuse:** Includes actions by a partner that systematically destroy a person's sense of self-esteem and self-worth. Emotional abuse includes jealous behavior, ignoring feelings, belittling values, restricting social activities with others, and withholding love, approval, and affection.
- **Verbal abuse:** Using words to injure another person. This includes name calling, insults, threats of physical and/or sexual violence, threats of self-harm and/or suicide, humiliation, intimidation, and exaggerated criticism for mistakes.
- **Sexual abuse:** Includes any forcible sexual activity that occurs without consent. This can range from unwanted touching to forcible penetration. Sexual abuse also includes verbal criticism of one's body.
- **Physical abuse:** Includes any behavior that causes or threatens bodily harm. Some examples are hitting, slapping, grabbing, breaking things, or threatening to do any of the above.

### Cycle of abuse in relationships

Abuse in relationships can follow a cyclical pattern. There are times when abusive behavior happens only once, but unfortunately this is not the case in most abusive relationships. Violent behavior typically repeats throughout the cycle. Keep in mind that not all of the victim/abuser behaviors listed below always occur; they are just some examples of commonly reported reactions.

**Stage 1: Tension building:** The abuser may become edgy and start to react more negatively to frustrations. The tension may rise to a point where the abuser feels that he/she has lost control over the behavior/actions of the victim.

- Possible abuser reactions: moody; withdraws affection; criticizes and puts victim down; threatens; yells.
- Possible victim reactions: attempts to calm abuser; nurtures; withdraws from daily activities; feelings of walking on eggshells.

**Stage 2: Acute explosion:** This is often the shortest of the stages because violence most always occurs at this point. The abuser may outwardly express more intense anger. Some victims become more emotionally detached because becoming emotional with the abuser could be more likely to trigger violence. It typically ends after a violent outburst by the abuser.

- Possible abuser reactions: physical violence like hitting, choking, slapping; sexual violence ranging from unwanted touching to forcible rape; emotional violence like humiliation, yelling, name calling, badgering; use of weapons.
- Possible victim reactions: attempts to protect self; calling police, family, or friends; tries to calm abuser; tries to reason with abuser; fights back; withdraws.

**Stage 3: Honeymoon:** This is typically a welcomed stage by both the abuser and the victim. The abuser usually expresses remorse for his/her actions and the victim starts to believe that the abuser can change and stop being abusive. This stage often continues until the abuser begins to feel confident again and starts to feel a loss of control over the victim's behavior. This stage has shown to decrease in length over time and has been shown to in some cases, disappear totally.

- Possible abuser reactions: promises to get help; asks for forgiveness; gets gifts for victim; promises love and devotion.
- Possible victim reactions: agrees to stay; sets up counseling; feels happy and hopeful.

**Abusive relationships** are based on power and control while **healthy relationships** are based on respect.

#### □ Emotional abuse (abusive relationship)

Putting another person down; using mind games; humiliating partner; using guilt; constant criticism.

- **Fairness & negotiation (healthy relationship)**  
Seeking mutually satisfying resolutions to conflict; using compromise.
- **Isolation (abusive relationship)**  
Controlling what your partner does, where she/he goes, how she/he dresses, who she/he sees and talks to.
- **Non-threatening behavior (healthy relationship)** Acting in a way that makes partner feel safe and secure.
- **Intimidation (abusive relationship)**  
Using looks, actions, and gestures that instill fear; destroying partner's property.
- **Respect (healthy relationship)**  
Listening non-judgmentally; being emotionally understanding and affirming.
- **Making threats (abusive relationship)**  
Making or carrying out threats of individual harm to self, partner, or children; threatening to leave partner; threatening suicide.
- **Honesty and accountability (healthy relationship)**  
Accepting responsibility for one's actions; admitting wrong; communicating openly and honestly.
- **Using "power over" (abusive relationship)**  
Treating partner like a servant; making all decisions without consulting partner's wishes.
- **Shared responsibility (healthy relationship)**  
Mutually agreeing on a fair distribution of work; making joint decisions.
- **Sexual abuse (abusive relationship)**  
Making the partner be sexual in ways the partner does not want; treating partner as a sex object; forcing sex.
- **Trust and support (healthy relationship)**  
Supporting partner's goals; respecting the partner's rights to feelings, opinions, and activities.
- **Economic abuse (abusive relationship)**  
Trying to keep partner from becoming/remaining financially independent.
- **Economic partnership (healthy relationship)**  
Making financial decisions together and making sure both benefit from the financial arrangement.
- **Using children (abusive relationship)**  
Making partner feel guilty about children; using children to relay messages.

□ **Responsible parenting (healthy relationship)**

Sharing parenting responsibilities; being a positive non-abusive role model.

(Adapted from "Is your relationship heading into dangerous territory?" brochure from the College of Texas at Austin (2001). ([www.utexas.edu/student/cmch](http://www.utexas.edu/student/cmch).)

**What is a Bystander?**

Bystanders are the largest group of people involved in violence – they greatly outnumber both the perpetrators and the victims. Bystanders have a range of involvement in assaults. Some know that a specific assault is happening or will happen, some see an assault or potential assault in progress, and some know that assaults do happen. Regardless of how close to the assault they are, bystanders have the power stop assaults from occurring and to get help for people who have been victimized.

Take the example of the typical perpetrator of college sexual assaults. Most are men who are outwardly charming, have a lot of friends, and don't consider their actions to be wrong (Lisak, 2002). People who know this person (bystanders), and are potentially friends with this person, often do not want women they care about (sisters, friends, etc.) to date or hang around this man. When his behavior is directed at other women whom they are not close to, they often do not think it is a situation in which they need to get involved. Bystanders often know that this person's behavior is inappropriate and potentially illegal, but may not know what they can do to make a difference.

We have all been bystanders in our lives, and we will all be in situations where we are bystanders in the future. The choice, then, becomes whether we are going to be active bystanders who speak up and say something, or whether we will be passive bystanders who stand by and say nothing.

We are not advocating that people risk their own safety in order to be an active bystander. Remember, there is a range of actions that are appropriate, depending on the situation. If you or someone else is in immediate danger, calling 911 is the best action a bystander can take.

As opposed to being the bystander who stands by and does nothing, we want to create a culture of bystanders who are actively engaged in the prevention of violence.

**Power of bystanders**

Has anyone stopped a friend from going home with someone when the friend was drunk or high? Has anyone tried to stop a friend/teammate/peer from taking advantage of someone or doing something else inappropriate? Both of these actions are examples of bystanders using their power to stop violence.

**What else can bystanders do to make a difference?**

Believe someone who discloses a sexual assault, abusive relationship, or experience with stalking or cyberstalking.

Be respectful of yourself and others.-Make sure any sexual act is OK with your partner if you initiate.

Watch out for your friends and fellow Rangers – if you see someone who looks like they are in trouble, ask if they are okay. If you see a friend doing something shady, say something.



Speak up – if someone says something offensive, derogatory, or abusive, let them know that behavior is wrong and you don't want to be around it. Don't laugh at racist, sexist, homophobic jokes. Challenge your peers to be respectful.

Get involved – apply to be a Peer educator.

If you are in an abusive relationship, it is important to plan ahead for ways to keep yourself safe in various situations. Below are some suggestions to help you think about your safety - not all of these may apply to your situation, and you may have circumstances that are not covered by any of these suggestions. Please contact an advocate from the Eastland County Crisis Center [advocate@eastlandcrisis.org](mailto:advocate@eastlandcrisis.org)

### **Safety planning if you are in an abusive relationship (students)**

- This is not your fault! No one deserves to be treated in an abusive way!
- Seek outside help in a support group or in counseling. Talk to someone at the Ranger College Counseling Center, at (254)647-3234, ext. 7021. Located in the Academic Building.
- Share what's happening with a trusted friend. It is important to have a good support system to get through this.
- Abusers will often isolate their victims; reach out to friends and family you may have not connected with in a while.
- Make a plan of what to do and where to go if you are in danger.
- If you live together, try to save small amounts of money. Keep it in a safe place like a safety deposit box or with a friend.
- Open your own savings account; if you live together, do not have the statements sent to your home; get a P.O. Box, pick them up at the bank, or utilize online banking.
- Change the passwords to your email accounts, bill paying sites, social networking sites, and other services you use online.
- Leave some extra money at a friend's home.
- If possible get a part time or full time job - check out student employment opportunities.
- Identify family members or friends who could lend temporary financial support.
- Consider taking out extra student loans to help pay for a new apartment.
- Investigate student housing options - emergency loans and housing are sometimes available.
- Call campus security or 911 if you feel you are in danger.

- Be aware of weapons your partner may have access to.
- Avoid going on long trips alone with your partner.
- Tell your roommates about the situation.
- Arrange for double dates - if possible try not to be alone with your partner.
- If the abuser also lives in your residence hall, talk to the Vice President for Student Services of Students or a Residence Life staff member about your options for moving to a safer space.
- Try to let friends, roommates know where you are going and when you should be back - check in with them while you're out.

### **Safety planning if you are in an abusive relationship (faculty/staff)**

- This is not your fault! No one deserves to be treated in an abusive way!
- Seek outside help in a support group or in counseling. Talk to someone at the Ranger College Counseling Center, at (254)647-3234, ext. 7021. Located in the Academic Building.
- Call 911 if you feel you are in danger.
- Share what's happening with a trusted friend. It is important to have a good support system to get through this.
- Abusers will often isolate their victims; reach out to friends and family you may have not connected with in a while.
- If you live together, try to save small amounts of money. Keep it in a safe place like a safety deposit box or with a friend.
- Open your own bank account; if you live together, do not have the statements sent to your home; get a P.O. Box, pick them up at the bank, or utilize online banking.
- Leave some extra money at a friend's home.
- Change the passwords to your email accounts, bill paying sites, social networking sites, and other services you use online.
- Identify family members or friends who could lend financial support if needed.
- Make a plan of what to do and where to go if you are in danger. If you have children, tell them of your plan if they are old enough to follow directions and will not tell the abuser. Teach your children how and when to call 911.
- Call 911 if you feel you are in danger.
- If you have access to transportation, make sure it is in good repair and has gas.

- Keep an extra set of keys to your home and vehicle in an accessible hiding place outside your home. If you are staying at home and the abuser may have copies of the house keys, get your locks changed.
- Keep important legal and financial papers (or copies) in a safe place at work, a friend's house, or with family: social security cards, birth certificates, driver's license or state ID, immigration paperwork, Ranger ID, health and auto insurance, registration and titles, individual and joint checking and savings account numbers, passports, deeds, leases, immunization records, mortgage papers, and your marriage or divorce certificate.
- Pack clothing for yourself and your children (if you have children). Keep the bag in a safe hiding place in your car, at work, or with a neighbor or friend. Don't forget diapers, favorite toys, baby bottles and nonperishable canned formula. Also, pack refill information for any prescription medicines.
- Be aware of any weapons in the house or that your abuser may have access to. Be aware of the safe rooms in the house (rooms with soft furniture, several exit doors; not the kitchen, bathroom, or garage).
- Is there a neighbor you can tell about the violence and that you may need to them to call the police? If so, maybe work a signal such as lights blinking on and off, etc. Have a back-up plan of how to signal and where to go in case your first plan doesn't work.
- If you leave, the most important thing is to make sure you and your children are safe. Do not leave your children. If you must leave them for a short time, go back as soon as possible. If you are afraid, ask for a police escort. If your children are in school, pick them up from school and go.
- Please contact an advocate from the Eastland County Crisis Center [advocate@eastlandcrisis.org](mailto:advocate@eastlandcrisis.org) about your legal options.
- Taking identification and other important paperwork with you when you leave is helpful, but is not worth risking your life. Your safety (and the safety of your children if you have them) is most important.

### **Safety planning if you are being stalked**

- This is not your fault; no one deserves to live in fear.
- Tell friends, neighbors, roommates, professors, co-workers, and other people you trust about the situation. If they do not know the stalker, give them a detailed description and/or show them a picture. This support system can help you stay safe.
- Get a new, unlisted phone number. Consider using a pre-paid cell phone with no contracts or billing.

- If possible, have a phone nearby at all times, preferably one to which the stalker has never had access. Memorize emergency numbers, and make sure that 911 and helpful family or friends are on speed dial.
- Treat all threats, direct and indirect, as legitimate and inform law enforcement immediately.
- Vary routines, including changing routes to work, school, the grocery store, and other places regularly frequented. Limit time spent alone and try to shop at different stores and visit different bank branches.
- Trust your instincts. If you're somewhere that doesn't feel safe, either find ways to make it safer, or leave.
- Try not to travel alone and try to stay in public areas.
- If in imminent danger, locate a safe place such as a police station, shelter, or populated public area
- Pack a bag with important items you'd need if you had to leave quickly. Put the bag in a safe place, or give it to a friend or relative you trust.
- Adjust the privacy settings on social networking sites, or consider deleting your profiles altogether.
- Consider taking out a stalking charge and requesting a Stalking Protective Order. Please contact an advocate from the Eastland County Crisis Center [advocate@eastlandcrisis.org](mailto:advocate@eastlandcrisis.org) about your criminal and civil options.

### **Sexual Assault, Sexual Harassment, Dating & Relationship Violence, Stalking and Bystander Education Programs**

Ranger College complies with the requirements of the SaVE Act & VAWA as it relates to educating Ranger College Students on these very important topics, by annually distributing to students and employees written documentation regarding the availability of resources. Special events are also conducted during the course of each semester to promote further awareness on these issues. For example, the Eastland County Crisis Center conducts regularly scheduled presentations for students Sexual Assault, Sexual Harassment, Dating & Relationship Violence, Stalking and Bystander Education. Students are also given access to a national safety app for their smart phones that give specific information for these topics and where to get help in the Ranger area. Students are also asked to participate in a safety and security survey conducted after each presentation.

### **Drug and Alcohol Policies**

The following policies apply to entire the College community.

### **Drug Policy (Controlled Substances)**

Ranger College prohibits the possession or use of narcotics or drugs. Misconduct or prohibited behavior includes, but is not limited to:

- A. Use, possession, sale, delivery, manufacture, or distribution of illegal drugs.
- B. Possession of drug-related paraphernalia, except as expressly permitted by federal, state, and/or local law.

### **Alcohol Policy**

The College prohibits possession and/or consumption of alcoholic beverages on campus. Misconduct or prohibited behavior includes, but is not limited to:

Possession or use of alcohol:

- A. Use, possession, sale, delivery, manufacture, or distribution of alcoholic beverages and or containers.
- B. Being under the influence of alcohol and/or intoxication, as defined by federal, state, and/or local law.

### **Drug-Free Schools and Communities Act**

The "Drug Free Schools and Communities Act" requires the colleges and facilities to create an educational and work environment free from the use or distribution of illicit drugs and the abuse of alcohol. Ranger College prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property, or as part of any of its activities.

### **Drug and Alcohol Abuse Education Programs**

Ranger College complies with the requirements of Section 1213 of the Higher Education Act of 1965, as amended, by annually distributing to students and employees written documentation regarding the availability of Drug and Alcohol Awareness Programs. Special events are also conducted during the course of each semester to promote further awareness on these issues. For example, the supervisor of the Adult Probation Office regularly presents an AOD awareness presentation to students. Ranger College's Counseling Department also has created educational brochures to further promote awareness of the health risks of substance abuse, and to ensure that students and employees are aware of ways to get help if they have a problem.

### **Drug Testing**

Ranger College has the right to drug test students and employees if there is a reasonable suspicion to believe that a student or an employee may be using one of the following drugs: cocaine, marijuana, amphetamines, opiates, phencyclidine, barbiturates, benzodiazepines, methadone, propoxyphene, methaqualone, alcohol, steroids. Reasonable suspicion occurs when there is a belief, based on behavior or other or other information among faculty or administration, that a student and/or an employee is in violation of RC's drug policy. Reasonable suspicion may be caused by one or more of the following:

- 1) Suspicious odors on person, clothing and/or property
- 2) Possession of drug paraphernalia
- 3) Prior positive drug test results

- 4) Arrest for, citation for, or conviction for a substance-related offense by college or public law enforcement authorities
- 5) Behavior requiring police involvement
- 6) Physical symptoms of impairment, incoherency, or erratic inexplicable conduct
- 7) A report of substance abuse or use provided by a reliable and credible source
- 8) Observation of substance use
- 9) Personal admission

Ranger College also has an athletic drug testing policy that is part of a participation agreement that students sign prior joining their activity or team.

**Concealed Carry defined:** License holders who carry a handgun on campus must carry it on or about their person at all times or secure their handgun in a locked, privately owned or leased motor vehicle.

License holders who reside in Ranger College residence halls to include Kuykendall, Meyerson, Nicksick, Ranger, Regents, & Wagley Halls, or who are staff whose employment responsibilities require them to reside in the above listed halls may store their handguns in a gun safe in accordance with the manufactures specifications.

**Signage:** An appropriate sign should be posted at any on campus polling place located on campus from early voting through Election Day that reads either “Polling Place” or “Vote Here.” In accordance with TPC § 46.03(a)(2)

**Prohibited Areas:**

The list of areas at Ranger College where firearms cannot be carried by CHL holders. See list

| Campus | Building                         | Location                    | Permanent or Temporary            |
|--------|----------------------------------|-----------------------------|-----------------------------------|
| Ranger | Academic Building                | Counseling Office           | Permanent                         |
| Ranger | Administration Building          | President’s Conference Room | Permanent                         |
| Ranger | Jerry Glidewell Science Building | Science lab 1               | Permanent                         |
| Ranger | Jerry Glidewell Science Building | Science Lab 2               | Permanent                         |
| Ranger | Baseball Field                   | Entire Field                | Temporary- during sporting events |
| Ranger | Butler Gym                       | Entire Gym                  | Temporary- during sporting events |
| Ranger | Softball Field                   | Entire Field                | Temporary- during sporting events |
| Ranger | Soccer Field                     | Entire Field                | Temporary- during sporting events |

|        |                   |   |   |
|--------|-------------------|---|---|
| Ranger | Golf Range        | Entire Range  | Temporary- during sporting events   |
| Ranger | Golemon Library   | Student Services Office   | Permanent   |
| Ranger | Goleman Library   | Regents Board Room  | Temporary-when official polling location, board of Regents meeting with appropriate signage.          |
| Ranger | Welding Building  | Welding lab   | Permanent   |
| Ranger | Kuykendall Hall   | Must be stored in an approved safe in student* room.  | Permanent –Concealed carry in common areas.<br>Restricted to specific storage policy in student rooms |
| Ranger | Meyerson Hall     | Must be stored in an approved safe in student* room.  | Permanent –Concealed carry in common areas.<br>Restricted to specific storage policy in student rooms |
| Ranger | Nicksick Hall     | Must be stored in an approved safe in student* room.  | Permanent –Concealed carry in common areas.   |
|        |                   |   | Restricted to specific storage policy in student rooms  |
| Ranger | Ranger Hall       | Must be stored in an approved safe in student room.   | Permanent –Concealed carry in common areas.<br>Restricted to specific storage policy in student rooms |
| Ranger | Regents Hall      | Must be stored In an approved safe in student* room.  | Permanent –Concealed carry in common areas.<br>Restricted to specific storage policy in student rooms |
| Ranger | Wagley Hall       | Must be stored in an approved safe in student* room.  | Permanent –Concealed carry in common areas.<br>Restricted to specific storage policy in student rooms |
| Ranger | Residence Halls   | *denotes staff that reside in residence halls also must store firearm in an approved safe in their assigned room. |   |
| Ranger | TBA               | Upward Bound program lab & offices  | Permanent   |
| Erath  | Main Building     | Student Services Open Area  | Permanent   |
| Erath  | Main Building     | Science Lab   | Permanent   |
| Erath  | Child Care Center | All areas included in the child care facility   | Permanent   |

|          |            |                            |           |
|----------|------------|----------------------------|-----------|
| Erath    | Building B | Welding Lab                | Permanent |
| Erath    | Building B | Machining Lab              | Permanent |
| Brown    | Main       | Student Services Open Area | Permanent |
| Brown    | Main       | Science Lab                | Permanent |
| Comanche | Main       | Nursing Skills Lab         | Permanent |

**Appeal of policy:** In the event that a CHL license holder has objection to a gun exclusion area they should submit the concern in writing to the Office of the President for immediate review by the SB 11 taskforce. If any campus member brings a concern regarding safety concerns or perceived immediate need for policy review regarding SB 11 Campus policy they should submit the concern in writing to the Office of the President for immediate review by the SB 11 taskforce.

**Minors:** Counselors, staff, and volunteers who work in a campus program for minors must, as a condition of their participation, agree not to carry a concealed handgun on the grounds or in buildings where the program is conducted. Parents of attendees must also agree, as a condition of their child’s participation, not to carry a concealed handgun on the grounds or in buildings where the program is conducted. “Campus program for minors” is defined in HOP 3-1710.

**Single Occupancy office locations:** The occupant of an office to which the occupant has been solely assigned and that is not generally open to the public should be permitted, at the occupant’s discretion, to prohibit the concealed carry of a handgun in that office. An occupant who chooses to exercise this discretion must request proper signage for posting outside the office location. However, if the occupant’s duties ordinarily entail meeting people who may be license holders, the occupant must make reasonable arrangements to meet them in another location at a convenient time.

**Training:** Ranger College security with the guidance of community partners will present annually training that teaches how to respond to an active shooter at Ranger College and the way it intersects with S.B. 11.

**Alternative locations:** To the extent possible, office space within gun-exclusion zones will be made available on a scheduled basis to faculty and staff who do not have offices to which they are solely assigned

**Assessment:** Ranger College will survey the faculty, staff and students using quantitative methods and qualitative interviewing practices to field the immediate concerns of the campus constituents regarding S.B. 11.

**Crisis Situations in Ranger:**

When the Counseling Office is closed; AFTER OFFICE HOURS AND WEEKENDS, students may call Central Texas MHMR-Eastland at 254-629-8293 (local call) or 1-800-458-7788. If you need to speak with someone IMMEDIATELY, Call 911, go to the nearest hospital emergency room (Eastland) OR contact Ranger College Security at 254-631-9097.



### **Crisis Situations in Brown County:**

During Office Hours (see above), please call the Counseling Office at 254-647-3234 ext. 7021. After office hours and weekends, contact Brownwood MHMR 1-800-458-7788. If you need to speak to someone IMMEDIATELY, call 911 or go to the nearest emergency room.

### **Erath County:**

During Office Hours (see above), please call the Counseling Office at 254-647-3234 ext. 7021. After office hours and weekends, contact Pecan Valley MHMR Crisis Hotline at 1-800-772-5987. If you need to speak to someone IMMEDIATELY, call 911 or go to the nearest emergency room.

### **Hotlines for Additional Help:**

National Suicide Hotline: 800-784-2433

Rape, Abuse Hotline: 800-656-4673

Crime Victim Assist: 888-686-3222

Domestic Violence: 800-799-7233

### **Statewide Sex offender Registry**

The state of Texas Sex Offender Registry can be accessed online at the following address:

<https://records.txdps.state.tx.us/sexoffender/>. The information in the registry is public information. If you have any questions about the registry, please feel free to contact Campus Security at (254)631-9097.

### **Missing Students**

If a member of the College Community has reason to believe that a student who resides in on-campus housing is missing for 24 hours or more he or she should immediately contact Ranger College Security. Upon receiving information that a student cannot be located and may be missing, Ranger College Security personnel will initiate an investigation which will include the following:

- Conduct a welfare check into the student's room;
- Call known contacts (parents, guardians, roommates, and friends);
- Contact employers and associates, if known;
- Contact the student's professors to ascertain the student's recent attendance in class;
- If the student has a vehicle, Student Services Staff will attempt to locate the vehicle.

If the student cannot be located after reasonable efforts, Ranger College Security personnel will then contact:

- the students designated missing persons contact,
- contact the student's parent or legal guardian if the student is under the age of eighteen and is not determined to be emancipated ,
- surrounding law enforcement,
- the student's parents,
- the law enforcement agency that has jurisdiction where the student's permanent residence is located

- law enforcement agencies along a route where the student may have traveled
- Any other person or entity that may have information as to the whereabouts of the missing student

### **Daily Crime Log/ Fire Log**

The Ranger College Security Department keeps a daily log of all incidents on campus, including both crimes and fires, which are turned in to the Office of the Vice President for Student Services each day. The Office of the Vice President for Student Services shall house each daily log for a period of three years. The crime log/fire log is available upon request either electronically or by paper copy, by contacting the Office of the Vice President for Student Services located in the Golemon Library building. The telephone number is (254)647-3234 ext. 7010., and office hours for the Vice President for Student Services are 8-5 Monday-Thursday, and 8-1 Friday.

### **Crime Prevention Tips**

#### ***Personal Safety***

- Walk or jog with a friend, not alone.
- Avoid isolated areas.
- Use campus escort services.
- Know your limits on dates and communicate them to your partner.
- Know your limits with alcohol and do not accept drinks from others.

#### ***Protection from Date Rape Drugs***

- Never leave your drink unattended. Because they are colorless and odorless, date rape drugs can be slipped into any type of beverage.
- Do not accept drinks from anyone but a bartender or server.
- Try to attend bars or parties with a group of friends, arranging beforehand to watch each other's drinks.
- If you think your drink has been tampered with, seek medical attention immediately and request the hospital conduct toxicology testing.

#### ***Residential Safety***

- Lock your dorm room or apartment whenever you leave and when you are sleeping.
- Do not prop open card reader or any other doors.
- Call campus security if you see some one that does not belong (254) 631-9097
- Do not allow strangers to follow you into the building.

### *Campus Safety*

- Tell a friend where you are going and when you will return.
- Carry a whistle or noise maker. Do not be afraid to scream if you need help.
- Use a help phone or raise the hood and stay in your car if it breaks down. If people stop to assist, ask them to call the police.
- Be aware of your surroundings.

### *Workplace Safety*

- Keep personal items (purses, book bags) locked up.
- Secure the work area when no one is in it.

### *Protecting Your Property*

- Record the serial numbers of your valuables. • Engrave valuables with your license number.
- Keep your vehicle locked when it is parked and when you drive.
- Do not leave textbooks, purses, or book bags unattended.
- Do not leave laptop computers unattended.

### *Reporting Lost or Stolen Access Cards*

- **Lost or stolen RC ID Cards should be reported to the Office of the Vice President for Student Services (254) 647-3234 Ext. 7010**

### *Statistics*

Ranger College uses the Federal Bureau of Investigation's Uniform Crime Reporting typology for campus crime reporting as mandated by the Campus Security Act (1990, 1994), as amended by the Higher Education Opportunity Act of 2008. Crime statistics to be reported for each campus include: murder, rape or forcible or non-forcible sex offense, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, arson, and hate/prejudice crimes. Also to be reported: statistics on arrests or persons referred for campus disciplinary actions for any of the following: liquor law violations, drug-related violations, and weapons possession. Definitions are extracted from three sources, the Federal Bureau of Investigation's Uniform Crime Reporting Handbook, the National Incident-based Reporting System edition of the Uniform Crime Reporting Handbook, and the Higher Education Amendment of 1998.

### *Crime Statistics*

Definition of Terms

**Sex Offenses Definitions:** *As per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program*

**Sex Offenses-Forcible:**

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

**A. Forcible Rape**

The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**B. Forcible Sodomy**

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**C. Sexual Assault with an Object**

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**D. Forcible Fondling**

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sex Offenses-Non-Forcible:**

Unlawful, non-forcible sexual intercourse.

**A. Incest**

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

**B. Statutory Rape**

Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Aggravated Assault:**

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun,

knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**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, etc.

**Burglary:**

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

**Domestic Violence/Dating Violence:**

Domestic assault-is defined as: having the present ability to do so, he or she unlawfully attempts to cause bodily injury to another household member. Domestic battery if he or she knowingly or recklessly causes bodily injury to another household member by use of physical force.

**Motor Vehicle Theft:**

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding).

**Murder and Non-negligent Manslaughter:**

The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence:**

The killing of another person through gross negligence.

**Robbery:**

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

**Stalking:**

A person commits the crime of stalking if, with intent to harass another person, the person engages in a course of conduct reasonably likely to harass that person, including but not limited to any combination of the following: Communicating, anonymously or otherwise, or causing a communication with another person by verbal, electronic, mechanical, telegraphic, telephonic or written means in a manner that harasses; following a person, other than within the residence of the defendant; placing a person under surveillance by remaining present outside his or her school, place of employment, vehicle, other place occupied by the person, or residence other than the residence of the defendant; or otherwise engaging in a course of conduct that harasses another person.

**Weapon Law Violations:**

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as:

manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

**Drug Abuse Violations:**

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbiturates, benzedrine).

**Liquor Law Violations:**

The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned violations.

**CRIMINAL OFFENSES**

| Type of Offense                              | Year | On Campus | Residence Facilities | Public Property | Total |
|--|------|-----------|----------------------|-----------------|-------|
| <b>Murder and non-negligent manslaughter</b> |      |           |                      |                 |       |
|  | 2014 | 0         | 0                    | 0               | 0     |
|  | 2015 | 0         | 0                    | 0               | 0     |
|  | 2016 | 0         | 0                    | 0               | 0     |
|  | 2017 | 0         | 0                    | 0               | 0     |
| <b>Negligent manslaughter</b>                |      |           |                      |                 |       |
|  | 2014 | 0         | 0                    | 0               | 0     |
|  | 2015 | 0         | 0                    | 0               | 0     |
|  | 2016 | 0         | 0                    | 0               | 0     |
|  | 2017 | 0         | 0                    | 0               | 0     |
| <b>Sex offenses: forcible</b>                |      |           |                      |                 |       |
|  | 2014 | 0         | 0                    | 0               | 0     |
|  | 2015 | 0         | 0                    | 0               | 0     |
|  | 2016 | 1         | 1                    | 0               | 1     |
|  | 2017 | 0         | 1                    | 0               | 1     |

|   |      |   |   |   |   |
|---|------|---|---|---|---|
| <b>Sex offenses: non-forcible</b>   |      |   |   |   |   |
|   | 2014 | 0 | 0 | 0 | 0 |
|   | 2015 | 0 | 0 | 0 | 0 |
|   | 2016 | 0 | 0 | 0 | 0 |
|   | 2017 | 0 | 0 | 0 | 0 |
| <b>Robbery</b>  |      |   |   |   |   |
|   | 2014 | 0 | 0 | 0 | 0 |
|   | 2015 | 0 | 0 | 0 | 0 |
|   | 2016 | 0 | 0 | 0 | 0 |
|   | 2017 | 0 | 0 | 0 | 0 |
| <b>Aggravated assault</b>   |      |   |   |   |   |
|   | 2014 | 0 | 0 | 0 | 0 |
|   | 2015 | 0 | 0 | 0 | 0 |
|   | 2016 | 0 | 0 | 0 | 0 |
|   | 2017 | 0 | 0 | 0 | 0 |
| <b>Burglary</b>   |      |   |   |   |   |
|   | 2014 | 5 | 5 | 0 | 5 |
|   | 2015 | 0 | 0 | 0 | 0 |
|   | 2016 | 0 | 0 | 0 | 0 |
|   | 2017 | 0 | 0 | 0 | 0 |
| <b>Motor vehicle theft</b>  |      |   |   |   |   |
|   | 2014 | 0 | 0 | 0 | 0 |
|   | 2015 | 0 | 0 | 0 | 0 |
|   | 2016 | 0 | 0 | 0 | 0 |
|   | 2017 | 0 | 0 | 0 | 0 |
| <b>Arson crimes</b>   |      |   |   |   |   |
|   | 2014 | 0 | 0 | 0 | 0 |
|   | 2015 | 0 | 0 | 0 | 0 |
|   | 2016 | 0 | 0 | 0 | 0 |
|   | 2017 | 0 | 0 | 0 | 0 |
| <b>Hate crimes</b>  |      |   |   |   |   |
| <b>NOTE: There were no hate crimes reported for 2014, 2015, 2016, and 2017.</b> |      |   |   |   |   |

## ARRESTS AND STUDENT CONDUCT REFERRALS

| Type of Offense               | Year | On Campus | Residence Facilities | Public Property | Total |
|-------------------------------|------|-----------|----------------------|-----------------|-------|
| <b>Arrests</b>                | 0    | 0         | 0                    | 0               | 0     |
| <b>Liquor law violations</b>  |      |           |                      |                 |       |
|                               | 2014 | 0         | 0                    | 0               | 0     |
|                               | 2015 | 1         | 0                    | 0               | 1     |
|                               | 2016 | 0         | 0                    | 0               | 0     |
|                               | 2017 | 0         | 0                    | 0               | 0     |
| <b>Drug law violations</b>    |      |           |                      |                 |       |
|                               | 2014 | 0         | 0                    | 0               | 0     |
|                               | 2015 | 0         | 0                    | 0               | 0     |
|                               | 2016 | 0         | 0                    | 0               | 0     |
|                               | 2017 | 0         | 0                    | 0               | 0     |
| <b>Weapons law violations</b> |      |           |                      |                 |       |
|                               | 2014 | 0         | 0                    | 0               | 0     |
|                               | 2015 | 0         | 0                    | 0               | 0     |
|                               | 2016 | 0         | 0                    | 0               | 0     |
|                               | 2017 | 0         | 0                    | 0               | 0     |
| <b>Judicial referrals</b>     |      | 0         | 0                    | 0               | 0     |
| <b>Liquor Violations</b>      |      |           |                      |                 |       |
|                               | 2014 | 21        | 21                   | 0               | 21    |
|                               | 2015 | 29        | 29                   | 0               | 29    |
|                               | 2016 | 16        | 16                   | 0               | 16    |
|                               | 2017 | 0         | 0                    | 0               | 0     |
| <b>Drug violations</b>        |      |           |                      |                 |       |
|                               | 2014 | 7         | 3                    | 0               | 7     |
|                               | 2015 | 4         | 3                    | 0               | 4     |
|                               | 2016 | 0         | 0                    | 0               | 0     |
|                               | 2017 | 0         | 0                    | 0               | 0     |
| <b>Weapons violations</b>     |      |           |                      |                 |       |
|                               | 2014 | 0         | 0                    | 0               | 0     |
|                               | 2015 | 0         | 0                    | 0               | 0     |
|                               | 2016 | 0         | 0                    | 0               | 0     |
|                               | 2017 | 0         | 0                    | 0               | 0     |



## TITLE IX OFFENSES

| Type of Offense   | Year | On Campus | Residence Facilities | Public Property | Total |
|-------------------|------|-----------|----------------------|-----------------|-------|
| Stalking          | 2014 | 0         | 0                    | 0               | 0     |
|                   | 2015 | 0         | 0                    | 0               | 0     |
|                   | 2016 | 0         | 0                    | 0               | 0     |
|                   | 2017 | 0         | 0                    | 0               | 0     |
| Domestic Violence | 2014 | 0         | 0                    | 0               | 0     |
|                   | 2015 | 0         | 0                    | 0               | 0     |
|                   | 2016 | 0         | 0                    | 0               | 0     |
|                   | 2017 | 0         | 0                    | 0               | 0     |
| Dating Violence   | 2014 | 0         | 0                    | 0               | 0     |
|                   | 2015 | 0         | 0                    | 0               | 0     |
|                   | 2016 | 0         | 0                    | 0               | 0     |
|                   | 2017 | 0         | 0                    | 0               | 0     |

## UNFOUNDED CRIMES

| Type of Offense | Year | On Campus | Residence Facilities | Public Property | Total |
|-----------------|------|-----------|----------------------|-----------------|-------|
|                 | 2014 | 0         | 0                    | 0               | 0     |
|                 | 2015 | 0         | 0                    | 0               | 0     |
|                 | 2016 | 0         | 0                    | 0               | 0     |
|                 | 2017 | 0         | 0                    | 0               | 0     |

# Ranger College



2018 Fire Safety Report

## Annual Fire Safety Report 2018

The following information provides an overview of fire safety policies, procedures, and statistics for Ranger College. There were no fires in the buildings this year, and therefore no property damage.

### Ranger College Annual Fire Safety Report (AFSR) Policy & Procedures

#### Policy

Ranger College will prepare, publish, and distribute an Annual Fire Safety Report (AFSR) by October 1 of each school year. The Office of the Vice President for Student Services will be responsible for insuring that this occurs. The AFSR informs current students and employees of the fire safety policies, procedures and practices described in this policy. The AFSR will also disclose statistics from the previous three years concerning reported fires listed in the Federal Campus Safety and Security Survey.

It is also the policy of Ranger College that students and employees are ultimately responsible for their own safety and security. Although members of the campus community are encouraged to use the AFSR as a guide for safe practices on and off-campus, nothing in this policy or other publications of Ranger College is intended to represent the College as an insurer of any individual's personal safety or security. Students, employees and visitors are expected to use caution and good judgment, and make decisions to ensure their own safety.

#### Procedures

Ranger College will prepare the AFSR by gathering and assimilating all pertinent fire data statistics. The resulting AFSR will be published in electronic form on the College's website. All current students and employees will be notified by October 1 of each school year of the specific electronic location of the AFSR. Every Ranger College employee and current student is provided an email account where the AFSR will be delivered, in order to provide adequate assurance that each member of the campus community has received the document. Furthermore, students and employees will be notified that a paper copy can be provided upon request. Students may contact the Office of the Vice President for Student Services located in the Golemon Library Building at (254)647-3234 ext. 7010. Office hours for the Vice President for Student Services are 8-5 Monday-Thursday, and 8-1 Friday. Employees may contact the Human Resources Department, located in the Administration building, at 254-647-3234 ext. 7037. The Human Resources Department is open from Monday-Thursday 8-5, and Friday from 8-1.

### Ranger College Residential Facilities

#### Residence Halls

- Kuykendall
- Meyerson
- Nicksick
- Ranger
- Regents
- Wagley

## Ranger College Fire Drill Protocol

### I. Overview

In an ever growing effort to insure safety for RC students and employees, Ranger College will conduct fire drills in each Residence Hall.

### II. Student Overview

In new student orientation, the Ranger Round Up, dorm meetings, and in the mandatory Student Success Course, students will be informed of the specific details of the RC Residence Hall Fire Drill Protocol.

### III. Dates and Times

There will be two fire drills for each Residence Hall each semester. The first shall be at the first of the semester. The second will occur after the mid-semester date as determined on the official school calendar.

Each Residence Hall Director will collaborate with the RC security department and the Vice President for Student Services to set up the dates and times of the fire drills. The city of Ranger Fire Department will also be notified of said time and date and have stated they will participate in the drills if at all possible.

### IV. Procedures

When a Ranger College Residence Hall fire alarm is activated, all students in said dorm are to leave the building via the nearest exit and assemble away from the building, upwind of the building, and away from emergency crews in predetermined assembly areas. Note: assembly areas are subject to change depending on the circumstances.

Upon assembly, the Residence Hall Director shall call roll by way of his/her hall roster. RC security, with assistance from other employees and local agencies if needed, will check each dorm room, bathroom, and lobby for anyone still inside. They will start with the students of rooms that did not answer during roll call.

Note: students that do not exit may be subject to disciplinary sanctions including fines or other sanctions.

### V. Evaluation

Each fire drill will be evaluated on the following criteria:

- 1) Total elapsed time from alarm to assembly
- 2) Search time of security and other personnel
- 3) Response time for local fire department
- 4) Number of students participating (Note: The Residence Hall Director will have all students who participate to sign a standardized sheet stating they did participate.)

- 5) On a scale of 1 to 10, with 10 being the best, rate the fire drill in terms of “Did the evacuation occur in a safe and orderly manner?”

### **Documentation**

It

shall be the responsibility of the Residence Hall Director with assistance from the RC security department to complete the standardized evaluation form and deliver it to the Office of the Vice President for Student Services within 24 hours. The Vice President for Student Services shall maintain a record of all fire drills performed for a 3-year period.

### **Fire Safety Programs**

At the beginning of each semester, the residential hall staff shall be trained in the proper use of fire extinguishers and how to implement evacuations from their buildings. At the beginning of the semester, this staff will conduct mandatory meetings with all residents that include fire safety and fire evacuations training. Faculty are required to inform their classes about proper building evacuations at the beginning of the semester. This requirement is noted in their syllabi. Building evacuation signs shall be posted in each location on campus.

### **Systems in Place**

All Residence Halls have smoke detectors in each room. Fire extinguishers are strategically located in each residence hall.

Specifically, Wagley Hall has two fire extinguishers upstairs, and two downstairs at intersecting corridors; Kuykendall has two fire extinguishers at intersecting corridors, east and west; Nicksick Hall has one fire extinguisher in the center of each of the three corridors; Regents Hall has one in the center of each of the two halls; Meyerson Hall has one in each suite; Ranger Hall has one in each room.

Health and Safety Inspections performed 3-5 weeks after the start of the fall semester, with Follow-up education and debriefing.

Close working relationship with the Ranger Fire Department.

### **Rules on Appliances/ Open flames/ Fire Safety in the Residential Halls Appliance Limits per Room**

Creating a safe and secure environment in which to pursue learning includes taking fire safety seriously. The following rules are provided for the protection of residents and their invited guests. Please help support a quality living environment by avoiding these behaviors:

- No hot plates, deep fryers, skillets, or any device with a heating element are allowed in a Residence Hall room.
- Extension cords and surge protectors: The use of extension cords or multi-plug outlet adapters is not permitted. UL-approved power strips must be designed to detect cord damage
- Cooking items: Appliances used for cooking must be approved for home use and use fewer than 10 amps in full operation. These items cannot be left unattended. Open flame or exposed

element appliances (e.g., hot plate, toaster oven, and George Foreman- style grill) are prohibited.

- Refrigerators: Refrigerators must be smaller than 4.5 cubic feet and use no more than 800 watts of power.
- Arson: Purposely attempting to set fire to or burn any building, furnishings, personal property, or equipment is prohibited.
- Combustible substances: Carrying in or storing petroleum distillates such as fuels, solvents, or other highly combustible substances (or their containers, empty or full) in the residence halls is prohibited.
- Fire safety equipment and false alarms: The tampering, damage, or misuse of fire safety equipment, alarms, extinguishers, exit signs, and smoke detectors is not permitted.
- Falsely reporting, setting, or causing a false alarm is prohibited.
- Flammable materials: Burning of any substances in the residence halls is not permitted. Odor producing paraphernalia that require the use of open flames (e.g., incense) may not be stored in the building and are prohibited. Candles and candle warmers are not permitted. Halogen  Storing, transporting, or discharging fireworks of any kind is not permitted.
- Decorations: Decorations may not cover exit signs, extinguishers, alarms, or like items.
- Decorations may not cover exit doors, hallways, exterior lights or security peep holes.
- Electrical lights must be UL labeled and designed for interior use. Non-potted, non-rooted trees are not permitted. Decorations comprised of or containing dried plants or plant parts are prohibited. Students must leave a four-inch non-decorated perimeter on any door; paper may not hang over the edge.
- Failure to evacuate or follow directions during an alarm: To enhance the safety of everyone—including emergency response personnel— residents and guests must follow directions given by staff, emergency responders or the voice system, or leave the building and move to an area of safety.
- Room modification: Making holes, placing items on the exterior of the building (e.g., antennas and cable), and removing College furniture are prohibited. Waterbeds and other water filled furniture are not allowed.
- Windows: Banners, signs, and other items may not be displayed in individual windows or on the exterior of the building. Window air conditioner units are not allowed.
- Possessing or using firearms, weapons or explosives (including fireworks, crossbows, pellet paint guns, air guns, spring-powered guns, slingshots, brass knuckles, or knives with over a 6” blade).

This information is also located in the electronic version of the Student Handbook.

### Fire Safety

Fire safety equipment should only be used in cases of emergency. Misuse of fire and/or safety equipment is strictly prohibited. This includes fire escapes, fire-fighting equipment (extinguishers) and alarms. Tampering or altering smoke detectors in any way, including removing the batteries, is also

strictly prohibited. Violations will result in disciplinary action, restitution for any damages caused by the act and/or removal from the residence halls.

**Fire and Building Evacuation**

Fire is a serious threat to life, health, and property. Because of this, all students and their guests are expected to follow the building evacuation guidelines whenever an alarm is sounded. Evacuation plans are posted in all buildings. Fire drills are conducted twice a semester per Residence Hall. The drill will be a complete exercise of the fire evacuation plan.

It is mandatory to evacuate a college building when a fire alarm sounds.

**Fire Reporting**

For statistical reporting purposes, a student or employee should report any fire that occurs of which he/she is aware of to the Ranger College Security Department or the Vice President for Student Services or employees may contact the Ranger College Security Department at (254)631-9097; this number is answered 24/7. Students may also visit the Office for the Vice President for Student Services, or call that office at (254)3647-3234 ext. 7010.; office hours for the Vice President for Student Services are 8-5 Monday-Thursday, and 8-1 Friday.

**Daily Fire Logs**

The daily fire log will be done in conjunction with the daily crime log, and will be available upon request. The point of contact for obtaining a copy of the daily fire log is the Vice President for Student Services (located in Golemon Library Building); students or employees may call that office at (254)3647-3234 ext. 7010.; office hours for the Vice President for Student Services are 8-5 Monday-Thursday, and 8-1 Friday.

**Fires- Summary**

**Summary of Fires**

| Name of Facility | 2014 and 2015 |          |        | 2016  |          |        | 2017  |          |        |
|------------------|---------------|----------|--------|-------|----------|--------|-------|----------|--------|
|                  | Fires         | Injuries | Deaths | Fires | Injuries | Deaths | Fires | Injuries | Deaths |
| Kuykendall Hall  | 0             | 0        | 0      | 0     | 0        | 0      | 0     | 0        | 0      |
| Meyerson Hall    | 0             | 0        | 0      | 0     | 0        | 0      | 0     | 0        | 0      |
| Nicksick Hall    | 0             | 0        | 0      | 0     | 0        | 0      | 0     | 0        | 0      |
| Ranger Hall      | 0             | 0        | 0      | 0     | 0        | 0      | 0     | 0        | 0      |
| Regents Hall     | 0             | 0        | 0      | 0     | 0        | 0      | 0     | 0        | 0      |
| Wagley Hall      | 0             | 0        | 0      | 0     | 0        | 0      | 0     | 0        | 0      |

# Q & A on Campus Sexual Misconduct

U.S. Department of Education sent this bulletin at 09/22/2017 10:31 AM EDT



U.S. DEPARTMENT OF EDUCATION

## Q&A on Campus Sexual Misconduct

Under Title IX of the Education Amendments of 1972 and its implementing regulations, an institution that receives federal funds must ensure that no student suffers a deprivation of her or his access to educational opportunities on the basis of sex. The Department of Education intends to engage in rulemaking on the topic of schools' Title IX responsibilities concerning complaints of sexual misconduct, including peer-on-peer sexual harassment and sexual violence. The Department will solicit input from stakeholders and the public during that rulemaking process. In the interim, these questions and answers—along with the Revised Sexual Harassment Guidance previously issued by the Office for Civil Rights[1]—provide information about how OCR will assess a school's compliance with Title IX.

### SCHOOLS' RESPONSIBILITY TO ADDRESS SEXUAL MISCONDUCT

Question 1:

What is the nature of a school's responsibility to address sexual misconduct?



Answer:

Whether or not a student files a complaint of alleged sexual misconduct or otherwise asks the school to take action, where the school knows or reasonably should know of an incident of sexual misconduct, the school must take steps to understand what occurred and to respond appropriately.[2] In particular, when sexual misconduct is so severe, persistent, or pervasive as to deny or limit a student's ability to participate in or benefit from the school's programs or activities, a hostile environment exists and the school must respond.[3]

Each recipient must designate at least one employee to act as a Title IX Coordinator to coordinate its responsibilities in this area.[4] Other employees may be considered "responsible employees" and will help the student to connect to the Title IX Coordinator.[5]

In regulating the conduct of students and faculty to prevent or redress discrimination, schools must formulate, interpret, and apply their rules in a manner that respects the legal rights of students and faculty, including those court precedents interpreting the concept of free speech.[6]

## **THE CLERY ACT AND TITLE IX**

Question 2:

What is the Clery Act and how does it relate to a school's obligations under Title IX?

Answer:

Institutions of higher education that participate in the federal student financial aid programs are subject to the requirements of the Clery Act as well as Title IX.[7] Each year, institutions must disclose campus crime statistics and information about campus security policies as a condition of participating in the federal student aid programs. The Violence Against Women Reauthorization Act of 2013 amended the Clery Act to require institutions to compile statistics for incidents of dating violence, domestic violence, sexual assault, and stalking, and to include certain policies, procedures, and programs pertaining to these incidents in the annual security reports. In October 2014, following a negotiated rulemaking process, the Department issued amended regulations to implement these statutory changes.[8]

Accordingly, when addressing allegations of dating violence, domestic violence, sexual assault, or stalking, institutions are subject to the Clery Act regulations as well as Title IX.

## **INTERIM MEASURES**

Question 3:

What are interim measures and is a school required to provide such measures?

Answer:

Interim measures are individualized services offered as appropriate to either or both the reporting and responding parties involved in an alleged incident of sexual misconduct, prior to an investigation or while an investigation is pending.[9] Interim measures include counseling, extensions of time or other course-related adjustments, modifications of work or class schedules, campus escort services, restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar accommodations.

It may be appropriate for a school to take interim measures during the investigation of a complaint.[10] In fairly assessing the need for a party to receive interim measures, a school may not rely on fixed rules or operating assumptions that favor one party over another, nor may a school make such measures available only to one party. Interim measures should be individualized and appropriate based on the information gathered by the Title IX Coordinator, making every effort to avoid depriving any student of her or his education. The measures needed by each student may change over time, and the Title IX Coordinator should communicate with each student throughout the investigation to ensure that any interim measures are necessary and effective based on the students' evolving needs.

## **GRIEVANCE PROCEDURES AND INVESTIGATIONS**

Question 4:

What are the school's obligations with regard to complaints of sexual misconduct?

Answer:

A school must adopt and publish grievance procedures that provide for a prompt and equitable resolution of complaints of sex discrimination, including sexual misconduct.[11] OCR has identified a number of elements in evaluating whether a school's grievance procedures are prompt and equitable, including whether the school (i) provides notice of the school's grievance procedures, including how to file a complaint, to students, parents of elementary and secondary school students, and employees; (ii) applies the grievance procedures to complaints filed by students or on their behalf alleging sexual misconduct

carried out by employees, other students, or third parties; (iii) ensures an adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence; (iv) designates and follows a reasonably prompt time frame for major stages of the complaint process; (v) notifies the parties of the outcome of the complaint; and (vi) provides assurance that the school will take steps to prevent recurrence of sexual misconduct and to remedy its discriminatory effects, as appropriate.[12]

Question 5:

What time frame constitutes a “prompt” investigation?

Answer:

There is no fixed time frame under which a school must complete a Title IX investigation.[13] OCR will evaluate a school’s good faith effort to conduct a fair, impartial investigation in a timely manner designed to provide all parties with resolution.

Question 6:

What constitutes an “equitable” investigation?

Answer:

In every investigation conducted under the school’s grievance procedures, the burden is on the school—not on the parties—to gather sufficient evidence to reach a fair, impartial determination as to whether sexual misconduct has occurred and, if so, whether a hostile environment has been created that must be redressed. A person free of actual or reasonably perceived conflicts of interest and biases for or against any party must lead the investigation on behalf of the school. Schools should ensure that institutional interests do not interfere with the impartiality of the investigation.

An equitable investigation of a Title IX complaint requires a trained investigator to analyze and document the available evidence to support reliable decisions, objectively evaluate the credibility of parties and witnesses, synthesize all available evidence—including both inculpatory and exculpatory evidence—and take into account the unique and complex circumstances of each case.[14]

Any rights or opportunities that a school makes available to one party during the investigation should be made available to the other party on equal terms.[15] Restricting the

ability of either party to discuss the investigation (e.g., through “gag orders”) is likely to deprive the parties of the ability to obtain and present evidence or otherwise to defend their interests and therefore is likely inequitable. Training materials or investigative techniques and approaches that apply sex stereotypes or generalizations may violate Title IX and should be avoided so that the investigation proceeds objectively and impartially.[16]

Once it decides to open an investigation that may lead to disciplinary action against the responding party, a school should provide written notice to the responding party of the allegations constituting a potential violation of the school’s sexual misconduct policy, including sufficient details and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved, the specific section of the code of conduct allegedly violated, the precise conduct allegedly constituting the potential violation, and the date and location of the alleged incident.[17] Each party should receive written notice in advance of any interview or hearing with sufficient time to prepare for meaningful participation. The investigation should result in a written report summarizing the relevant exculpatory and inculpatory evidence. The reporting and responding parties and appropriate officials must have timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings.[18]

## **INFORMAL RESOLUTIONS OF COMPLAINTS**

Question 7:

After a Title IX complaint has been opened for investigation, may a school facilitate an informal resolution of the complaint?

Answer:

If all parties voluntarily agree to participate in an informal resolution that does not involve a full investigation and adjudication after receiving a full disclosure of the allegations and their options for formal resolution and if a school determines that the particular Title IX complaint is appropriate for such a process, the school may facilitate an informal resolution, including mediation, to assist the parties in reaching a voluntary resolution.

## **DECISION-MAKING AS TO RESPONSIBILITY**

Question 8:

What procedures should a school follow to adjudicate a finding of responsibility for sexual misconduct?

Answer:

The investigator(s), or separate decision-maker(s), with or without a hearing, must make findings of fact and conclusions as to whether the facts support a finding of responsibility for violation of the school's sexual misconduct policy. If the complaint presented more than a single allegation of misconduct, a decision should be reached separately as to each allegation of misconduct. The findings of fact and conclusions should be reached by applying either a preponderance of the evidence standard or a clear and convincing evidence standard.[19]

The decision-maker(s) must offer each party the same meaningful access to any information that will be used during informal and formal disciplinary meetings and hearings, including the investigation report.[20] The parties should have the opportunity to respond to the report in writing in advance of the decision of responsibility and/or at a live hearing to decide responsibility.

Any process made available to one party in the adjudication procedure should be made equally available to the other party (for example, the right to have an attorney or other advisor present and/or participate in an interview or hearing; the right to cross-examine parties and witnesses or to submit questions to be asked of parties and witnesses).[21] When resolving allegations of dating violence, domestic violence, sexual assault, or stalking, a postsecondary institution must “[p]rovide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.”[22] In such disciplinary proceedings and any related meetings, the institution may “[n]ot limit the choice of advisor or presence for either the accuser or the accused” but “may establish restrictions regarding the extent to which the advisor may participate in the proceedings.”[23]

Schools are cautioned to avoid conflicts of interest and biases in the adjudicatory process and to prevent institutional interests from interfering with the impartiality of the adjudication. Decision-making techniques or approaches that apply sex stereotypes or generalizations may violate Title IX and should be avoided so that the adjudication proceeds objectively and impartially.

## **DECISION-MAKING AS TO DISCIPLINARY SANCTIONS**

Question 9:

What procedures should a school follow to impose a disciplinary sanction against a student found responsible for a sexual misconduct violation?

Answer:

The decision-maker as to any disciplinary sanction imposed after a finding of responsibility may be the same or different from the decision-maker who made the finding of responsibility. Disciplinary sanction decisions must be made for the purpose of deciding how best to enforce the school's code of student conduct while considering the impact of separating a student from her or his education. Any disciplinary decision must be made as a proportionate response to the violation.[24] In its annual security report, a postsecondary institution must list all of the possible sanctions that the institution may impose following the results of any institutional disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault, or stalking.[25]

## **NOTICE OF OUTCOME AND APPEALS**

Question 10:

What information should be provided to the parties to notify them of the outcome?

Answer:

OCR recommends that a school provide written notice of the outcome of disciplinary proceedings to the reporting and responding parties concurrently. The content of the notice may vary depending on the underlying allegations, the institution, and the age of the students. Under the Clery Act, postsecondary institutions must provide simultaneous written notification to both parties of the results of the disciplinary proceeding along with notification of the institution's procedures to appeal the result if such procedures are available, and any changes to the result when it becomes final.[26] This notification must include any initial, interim, or final decision by the institution; any sanctions imposed by the institution; and the rationale for the result and the sanctions.[27] For proceedings not covered by the Clery Act, such as those arising from allegations of harassment, and for all proceedings in elementary and secondary schools, the school should inform the reporting party whether it found that the alleged conduct occurred, any individual remedies offered to

the reporting party or any sanctions imposed on the responding party that directly relate to the reporting party, and other steps the school has taken to eliminate the hostile environment, if the school found one to exist.[28] In an elementary or secondary school, the notice should be provided to the parents of students under the age of 18 and directly to students who are 18 years of age or older.[29]

Question 11:

How may a school offer the right to appeal the decision on responsibility and/or any disciplinary decision?

Answer:

If a school chooses to allow appeals from its decisions regarding responsibility and/or disciplinary sanctions, the school may choose to allow appeal (i) solely by the responding party; or (ii) by both parties, in which case any appeal procedures must be equally available to both parties.[30]

## **EXISTING RESOLUTION AGREEMENTS**

Question 12:

In light of the rescission of OCR's 2011 Dear Colleague Letter and 2014 Questions & Answers guidance, are existing resolution agreements between OCR and schools still binding?

Answer:

Yes. Schools enter into voluntary resolution agreements with OCR to address the deficiencies and violations identified during an OCR investigation based on Title IX and its implementing regulations. Existing resolution agreements remain binding upon the schools that voluntarily entered into them. Such agreements are fact-specific and do not bind other schools. If a school has questions about an existing resolution agreement, the school may contact the appropriate OCR regional office responsible for the monitoring of its agreement.

**Note:** The Department has determined that this Q&A is a significant guidance document under the Final Bulletin for Agency Good Guidance Practices of the Office of Management and Budget, 72 Fed. Reg. 3432 (Jan. 25, 2007). This document does not add requirements to

applicable law. If you have questions or are interested in commenting on this document, please contact the Department of Education at [ocr@ed.gov](mailto:ocr@ed.gov) or 800-421-3481 (TDD: 800-8778339).

[1] Office for Civil Rights, Revised Sexual Harassment Guidance (66 Fed. Reg. 5512, Jan. 19, 2001), available at <http://www2.ed.gov/about/offices/list/ocr/docs/shguide.pdf> [hereinafter 2001 Guidance]; see also Office for Civil Rights, Dear Colleague Letter on Sexual Harassment (Jan. 25, 2006), available at <https://www2.ed.gov/about/offices/list/ocr/letters/sexhar-2006.html>.

[2] 2001 Guidance at (VII).

[3] *Davis v. Monroe Cty. Bd. of Educ.*, 526 U.S. 629, 631 (1999); 34 C.F.R. § 106.31(a); 2001 Guidance at (V)(A)(1). Title IX prohibits discrimination on the basis of sex “under any education program or activity” receiving federal financial assistance, 20 U.S.C. § 1681(a); 34 C.F.R. § 106.1, meaning within the “operations” of a postsecondary institution or school district, 20 U.S.C. § 1687; 34 C.F.R. § 106.2(h). The Supreme Court has explained that the statute “confines the scope of prohibited conduct based on the recipient’s degree of control over the harasser and the environment in which the harassment occurs.” *Davis*, 526 U.S. at 644. Accordingly, OCR has informed institutions that “[a] university does not have a duty under Title IX to address an incident of alleged harassment where the incident occurs offcampus and does not involve a program or activity of the recipient.” Oklahoma State University Determination Letter at 2, OCR Complaint No. 06-03-2054 (June 10, 2004); see also University of Wisconsin-Madison Determination Letter, OCR Complaint No. 05-07-2074 (Aug. 6, 2009) (“OCR determined that the alleged assault did not occur in the context of an educational program or activity operated by the University.”). Schools are responsible for redressing a hostile environment that occurs on campus even if it relates to off-campus activities. Under the Clery Act, postsecondary institutions are obliged to collect and report statistics on crimes that occur on campus, on noncampus properties controlled by the institution or an affiliated student organization and used for educational purposes, on public property within or immediately adjacent to campus, and in areas within the patrol jurisdiction of the campus police or the campus security department. 34 C.F.R. § 668.46(a); 34 C.F.R. § 668.46(c).



- [4] 34 C.F.R. § 106.8(a).
- [5] 2001 Guidance at (V)(C).
- [6] Office for Civil Rights, Dear Colleague Letter on the First Amendment (July 28, 2003), available at <https://www2.ed.gov/about/offices/list/ocr/firstamend.html>; 2001 Guidance at (XI).
- [7] Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Pub. L. No. 101-542, 20 U.S.C. § 1092(f).
- [8] See 34 C.F.R. § 668.46.
- [9] See 2001 Guidance at (VII)(A).
- [10] 2001 Guidance at (VII)(A). In cases covered by the Clery Act, a school must provide interim measures upon the request of a reporting party if such measures are reasonably available. 34 C.F.R. § 668.46(b)(11)(v).
- [11] 34 C.F.R. § 106.8(b); 2001 Guidance at (V)(D); see also 34 C.F.R. § 668.46(k)(2)(i) (providing that a proceeding which arises from an allegation of dating violence, domestic violence, sexual assault, or stalking must “[i]nclude a prompt, fair, and impartial process from the initial investigation to the final result”).
- [12] 2001 Guidance at (IX); see also 34 C.F.R. § 668.46(k). Postsecondary institutions are required to report publicly the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, and stalking, 34 C.F.R. § 668.46 (k)(1)(i), and to include a process that allows for the extension of timeframes for good cause with written notice to the parties of the delay and the reason for the delay, 34 C.F.R. § 668.46 (k)(3)(i)(A).
- [13] 2001 Guidance at (IX); see also 34 C.F.R. § 668.46(k)(3)(i)(A).
- [14] 2001 Guidance at (V)(A)(1)-(2); see also 34 C.F.R. § 668.46(k)(2)(ii).
- [15] 2001 Guidance at (X).
- [16] 34 C.F.R. § 106.31(a).
- [17] 2001 Guidance at (VII)(B).
- [18] 34 C.F.R. § 668.46(k)(3)(i)(B)(3).

[19] The standard of evidence for evaluating a claim of sexual misconduct should be consistent with the standard the school applies in other student misconduct cases. In a recent decision, a court concluded that a school denied “basic fairness” to a responding party by, among other things, applying a lower standard of evidence only in cases of alleged sexual misconduct. *Doe v. Brandeis Univ.*, 177 F. Supp. 3d 561, 607 (D. Mass. 2016) (“[T]he lowering of the standard appears to have been a deliberate choice by the university to make cases of sexual misconduct easier to prove—and thus more difficult to defend, both for guilty and innocent students alike. It retained the higher standard for virtually all other forms of student misconduct. The lower standard may thus be seen, in context, as part of an effort to tilt the playing field against accused students, which is particularly troublesome in light of the elimination of other basic rights of the accused.”). When a school applies special procedures in sexual misconduct cases, it suggests a discriminatory purpose and should be avoided. A postsecondary institution’s annual security report must describe the standard of evidence that will be used during any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault, or stalking. 34 C.F.R. § 668.46(k)(1)(ii).

[20] 34 C.F.R. § 668.46(k)(3)(i)(B)(3).

[21] A school has discretion to reserve a right of appeal for the responding party based on its evaluation of due process concerns, as noted in Question 11.

[22] 34 C.F.R. § 668.46(k)(2)(iii).

[23] 34 C.F.R. § 668.46(k)(2)(iv).

[24] 34 C.F.R. § 106.8(b); 2001 Guidance at (VII)(A).

[25] 34 C.F.R. § 668.46(k)(1)(iii).

[26] 34 C.F.R. § 668.46(k)(2)(v). The Clery Act applies to proceedings arising from allegations of dating violence, domestic violence, sexual assault, and stalking.

[27] 34 C.F.R. § 668.46(k)(3)(iv).

[28] A sanction that directly relates to the reporting party would include, for example, an order that the responding party stay away from the reporting party. See 2001 Guidance at vii n.3. This limitation allows the notice of outcome to comply with the requirements

of the Family Educational Rights and Privacy Act. See 20 U.S.C. § 1232g(a)(1)(A); 34 C.F.R. § 99.10; 34 C.F.R. § 99.12(a). FERPA provides an exception to its requirements only for a postsecondary institution to communicate the results of a disciplinary proceeding to the reporting party in cases of alleged crimes of violence or specific nonforcible sex offenses. 20 U.S.C. § 1232g(b)(6); 34 C.F.R. § 99.31(a)(13).

[29] 20 U.S.C. § 1232g(d).

[30] 2001 Guidance at (IX). Under the Clery Act, a postsecondary institution must provide simultaneous notification of the appellate procedure, if one is available, to both parties. 34 C.F.R. § 668.46(k)(2)(v)(B). OCR has previously informed schools that it is permissible to allow an appeal only for the responding party because “he/she is the one who stands to suffer from any penalty imposed and should not be made to be tried twice for the same allegation.” Skidmore College Determination Letter at 5, OCR Complaint No. 02-95-2136 (Feb. 12,

1996); see also Suffolk University Law School Determination Letter at 11, OCR Complaint No. 01-05-2074 (Sept. 30, 2008) (“[A]ppeal rights are not necessarily required by Title IX, whereas an accused student’s appeal rights are a standard component of University disciplinary processes in order to assure that the student is afforded due process before being removed from or otherwise disciplined by the University.”); University of Cincinnati Determination Letter at 6, OCR Complaint No. 15-05-2041 (Apr. 13, 2006) (“[T]here is no requirement under Title IX that a recipient provide a victim’s right of appeal.”).

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## **Sexual Assault Communication Assistance for Faculty/Staff**

If a student discloses to you:

1. Listen with empathy. Listening is the single most important thing that you can do. No one deserves to be the victim of violence, regardless of the circumstances. Let the victim know they are *not* to blame for the assault. Avoid asking questions that imply fault, such as “How much were you drinking?” or “Why didn’t you call the police?” Instead, say something simple and kind, like:

*“I’m sorry that this happened to you.” or “Thank you for telling me.”*

2. Support and respect his or her decisions. Victims are often met with disbelief when they tell someone. They may be hesitant to trust others with their story. Many victims do not immediately file a report with law enforcement. This is okay. Remember, you are not an investigator; you are someone the victim trusts. Avoid telling the victim what he or she “should” or “must” do. One of the most important things you can do is help the victim take back the power he or she has lost. Try phrases like:

*“What kind of help do you need?” or “When you are ready, there is help available.”*

3. Know where to refer the victim for further help. There are many offices on the campus and in the community that specialize in these issues. You are not expected to be an expert on sexual assault, dating violence or stalking; however, you can direct the victim to people who are

experts and can provide advocacy and support. Refer to the Sexual Assault and Dating Violence Services brochures. Ask gentle questions, like:

*“Would you like to see a nurse or doctor?” or “Are you interested in talking to a counselor?”*

4. File a confidential third-party disclosure in cases of sexual assault. All Ranger College employees are required by state law to report any first-hand student disclosures of sexual assault to the Division of Student Services. These reports are confidential and do not include identifiable information about the individual victim.

5. Follow up with the student. Let the student know that you take his or her disclosure seriously and that you care about his or her well-being. You could begin the conversation with:

*“I was thinking about the conversation we had the other day. How are you doing?”*

### **Title IX of the Education Amendments Act of 1972.**

Title IX is a federal law that applies to educational institutions receiving federal financial assistance and prohibits discrimination on the basis of sex in an educational institution’s programs or activities (both on and off campus). Title IX protects all people regardless of their gender or gender identity from sex discrimination. Title IX requires institutions to take necessary steps to prevent sexual assault on their campuses, and to respond promptly and effectively when an assault is reported. The Clery Act requires colleges and universities to report annual statistics on crime, including sexual assault and rape, on or near campuses, and to develop and disseminate prevention policies. The Violence Against Women Reauthorization Act (VAWA) which includes the Campus SaVe Act clarifies that “sexual violence” includes domestic violence, dating violence and stalking, which must be included in campus Clery reports, and also requires that institutional policies address and prevent sexual violence through training, education, and certain disciplinary procedures.

Title IX of the Education Amendments Act of 1972 protects individuals from discrimination based on sex in education programs or activities which receive federal financial assistance. Under Title IX, the Ranger College has a responsibility to take immediate and effective steps to respond to sexual violence and/or sexual harassment. Title IX mandatory reporters are required to notify the Title IX Coordinator of any allegation of sexual misconduct. Mandatory reporters at the Ranger College include every administrative officer, dean, director, department head, supervisor, and all instructional personnel.

Questions concerning Title IX should be referred to Ranger College's Title IX Coordinator, Dr. Elizabeth Price (252-647-3243 Ext. 7022 or [eprice@rangercollege.edu](mailto:eprice@rangercollege.edu)) or the U.S. Department of Education, Office for Civil Rights (<http://www2.ed.gov/about/offices/list/ocr/index.html>).

## **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.**

### **Jeanne Clery**

Jeanne Clery was a 19 year old Lehigh University freshman who was raped and murdered in her dorm room on April 5, 1996. Her parents later discovered that there were approximately 38 violent crimes on the Lehigh campus in the three years prior to Jeanne being murdered. The family of Jeanne joined with other victims of campus crime and worked with congress to enact a law. The law is 20 years old and is now known as the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

### **The Clery Act**

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990. This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998 the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crimes Statistics Act. This act is known universally as the "Clery Act". The Clery Act requires colleges and universities to:

- Publish an annual security report
- Collect, classify and count crime reports and statistics
- Maintain a daily crime log
- Submit crime statistics to the Department of Education
- Disclose missing student notification procedures □ Provide fire safety information

### **Disclosures**

The Clery Act requires Ranger College to disclose crime statistics for certain crimes that occur on campus, in unobstructed public areas immediately adjacent to or running through the campus, and at certain non-campus facilities including remote classrooms. For purposes of the Clery Act, Campus Security Authorities (CSAs) are required to report suspected violations of this policy to the Ranger College Security Department for statistical purposes. Such reports are confidential and do not include identifying information.

Campus Security Authorities include the Ranger College President, Vice Presidents, Deans of the colleges, Associate Deans of the colleges, Department heads, and the Ranger College Security Officers, Residence Life staff (dorm directors) and Dining Services Director, Director of Athletics, Associate/Assistant ADs, Head Coaches, and Assistant Coaches, Director of Human Resources, Director of Retention, and Student Support Services, Director, Ranger College Counseling Center, the Registrar/ Dean of Enrollment; faculty advisors to Student Organizations and programs.

Questions concerning the Clery Act should be referred to the Ranger College Director of Security (254-631-9077 or [dfox@rangercollege.edu](mailto:dfox@rangercollege.edu)).

### **The Campus SaVe Act**

The Campus SaVE Act amends the Clery Act, which addresses campus sexual assault policies within the Higher Education Act of 1965. President Obama signed SaVE into law on March 7, 2013 as part of the Violence Against Women Act (VAWA) Reauthorization. The act has four central components in which institutions of higher learning must comply.

- Create a Campus Sexual Assault Bill of Rights
- Identify the institution's Campus Security Authority personnel
- Expand sexual crime reporting on campus
- Ensure the college has standard operating procedures for handling incidents of sexual violence.

### **Texas House Bill No. 699**

Texas H.B. No. 699 is an ACT relating to requiring public institutions of higher education to establish a policy on campus sexual assault. Each institution of higher education shall adopt a policy on campus sexual assault. The policy must: include: definitions of prohibited behavior; sanctions for violations; and the protocol for reporting and responding to reports of campus sexual assault; and be approved by the institution's governing board before final adoption by the institution. Each institution of higher education shall make the institution's campus sexual assault policy available to students, faculty, and staff members by: including the policy in the institution's student handbook and personnel handbook; and creating and maintaining a web page on the institution's Internet website dedicated solely to the policy. Each institution of higher education shall require each entering freshman or undergraduate transfer student to attend an orientation on the institution's campus sexual assault policy before or during the first semester or term in which the student is enrolled at the institution. The institution shall establish the format and content of the orientation. Each biennium, each institution of higher education shall review the institution's campus sexual assault policy and, with approval of the institution's governing board, revise the policy as necessary.

**Ranger College is committed to creating a sustainable working and educational environment free of sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking.**



## Sexual Assault Victim's Bill of Rights

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

### SECTION 1: INTRODUCTION AND POLICY

#### A. Purpose and Scope.

The Ranger College is committed to maintaining a respectful, safe, and non-threatening environment for its faculty, staff, students, contractors, and visitors ("College community"), and will address and resolve all complaints of sexual misconduct.

This document sets forth resources available to Ranger College community members, describes prohibited conduct, and establishes procedures for responding to incidents of sexual misconduct.

#### B. Policy.

Sexual Misconduct involving Students is expressly prohibited and will not be tolerated. Sexual misconduct incorporates a range of behaviors including dating violence, domestic violence, hostile environment sexual harassment, sexual assault, sexual exploitation, sexual harassment, stalking, and any other conduct of a sexual nature that is nonconsensual.

#### C. Jurisdiction.

This policy applies to sexual misconduct that is committed by any member of the Ranger College community when the misconduct occurs: (1) on Ranger College property, or (2) off property, if in connection with a Ranger College or Ranger College-recognized program or activity. Additionally, Ranger College may have an obligation to respond to student-on-student sexual harassment that initially occurred off school grounds, outside a school's education program or activity, if the student files a complaint with the school.

#### D. Distribution.

**This policies and procedures document is available in hard copy (Office of the Vice President for Student Services, Golemon Library) and electronically (<http://www.rangercollege.edu>).**

#### E. Notice of Nondiscrimination.

Ranger College does not discriminate on the basis of sex in its education programs and activities, and is required by Title IX not to discriminate in such a manner. Questions regarding Title IX may be referred to the Ranger College's Title IX Coordinator or to the United States Department of Education Office of Civil Rights. Questions concerning Title IX may be referred to the Ranger College Title IX Coordinator, Dr. Elizabeth Price in person (Business Building), by telephone (254-647-3234, Ext.7022), or by email ([eprice@rangercollege.edu](mailto:eprice@rangercollege.edu)).

## **SECTION 2: REPORTING POLICIES AND PROCEDURES**

### **A. Reporting options.**

Complainants, Reporters, and Respondents have a number of reporting options on and off campus. Individuals should be aware of confidentiality and reporting requirements when discussing their concerns (as described below).

#### **1. Reporting to Ranger College.**

##### **a. Title IX Coordinator**

The Title IX Coordinator responds to reports of suspected violations of (1) Title IX of the Education Amendments of 1972, as amended; (2) Title VII of the Civil Rights Act of 1964, as amended; Reports can be made:

- i. By telephone (254-647-3234, Ext. 7022)
- ii. In person (Business Building Office) (subject to Ranger College business hours); or
- iii. By email (eprice@rangercollege.edu).

##### **b. Vice President for Student Services.**

The Vice President for Student Services Office responds to reports of suspected violations of the *Student Code of Conduct*, which includes complaints related to sexual misconduct. Reports can be made:

- i. By telephone (254-647-3234 Ext. 7010);
- ii. In person (Golemon Library) (subject to Ranger College business hours); or
- iii. By email (mmcgriff@rangercollege.edu).

##### **c. Office of Security.**

The Office of Security responds to reports of suspected violations of the *Student Code of Conduct*, which includes complaints related to sexual misconduct. Reports can be made: i. By telephone (254-631-9097); ii. In person (in the Fine Arts building) iii. In person to a Security Office or Director of Security iv. By email (dfox@rangercollege.edu).

#### **2. Reporting to law enforcement.**

In addition to reporting incidents to the Ranger College, Complainants and Reporters are strongly encouraged to report the incident to law enforcement by calling 911.

Individuals unsure about which law enforcement agency to report to are encouraged to report to the Ranger College Security Department. The Ranger College Security Department will assist in referring the individual to another agency, if necessary.

In most cases, when the Ranger College Security Department receives a report of sexual misconduct involving a student, they will notify the following Ranger College units: the Division of Student Services, the Title IX Coordinator, a Dorm Director and Athletics (if applicable). The notification to these departments will usually include identifiable information about the Complainant, Respondent, and/or Reporter (if applicable). In most cases, when the Ranger College Security Department receives a report of sexual misconduct involving an employee or third party, they will notify the

Office of Human Resources and the Office of the President. The notification to these departments will usually include identifiable information about the Complainant, Respondent, and/or Reporter (if applicable).

### **3. Confidentiality options**

Any report of sexual misconduct to the Ranger College's Counseling Center, or other mental health counselors, medical professionals, victim advocates, or clergy members is confidential by law and will not be reported to the Title IX Coordinator or other entities unless there is concern for the immediate health and safety of any individual or when a minor is involved in an incident of abuse. Information about an incident of sexual assault, domestic and dating violence, or stalking does not automatically meet the threshold of "immediate health and safety."

Individuals may keep an incident confidential by utilizing the following methods:

If a student wants to speak with someone confidentially concerning sexual assault incidents you may speak with the Ranger College Counselor, Mr. Gabe Lewis located in the Academic Building at (254)6473234, ext. 7021 or the Eastland County Crisis Center for sexual assault, dating violence or stalking assistance (254) 629-3223.

#### **B. Reporting obligations and confidentiality.**

Aside from the exceptions listed above, individuals should assume that information about an incident shared with a Ranger College employee will be reported to the Vice President for Student Services/Dean of Students Office, the Human Resources, The Title IX Coordinator, and the Ranger College Security Department. While the Ranger College will treat information it has received with appropriate sensitivity, Ranger College has certain mandatory reporting obligations under federal and state law:

#### **C. Prohibition against retaliation.**

Ranger College prohibits retaliating against those who file a complaint or third-party report, or otherwise participate in the investigative and/or disciplinary process. Ranger College will take disciplinary action in accordance with Ranger College regulations if any retaliation occurs. **D.**

#### **Amnesty.**

Ranger College will not sanction a student under the Ranger College disciplinary procedures for underage drinking if the alcohol use is revealed in a good-faith report of sexual misconduct, domestic and dating violence, or stalking. **E. Preservation of information and materials.**

If an individual is unsure about reporting to the Ranger College and/or law enforcement, Ranger College strongly encourages the individual to take certain steps to preserve information and materials. These steps include:

1. Preserving any materials connected to the incident(s), including but not limited to text messages, emails, voicemails, letters, and photos of injuries or property damage.
2. Writing down a complete account of the incident(s). Such account can assist in memory recall.
3. If applicable, obtaining a sexual assault forensic examination.

### **SECTION 3: INVESTIGATION POLICIES AND PROCEDURES**

In cases of alleged sexual misconduct, Ranger College will review and respond in a prompt and equitable manner, as required by Title IX.

A. Protection orders, no contact orders, trespass orders, and other similar lawful orders.

Ranger College respects the terms of any lawful order issued by a court, and will support and assist Ranger College community members protected by such an order. Ranger College community members are encouraged to provide a copy of the order to the Ranger College Security Department and the Ranger College Vice President for Student Services/Dean of Students (if the individual is a student) or the Ranger College Security Department and the Ranger College Human Resources Department (if the individual is an employee).

B. Students.  
In most cases, when the Respondent is a student, the reported violation of this policy will be addressed by the Vice President for Student Services Office according to the Student Code of Conduct.

C. Employees and third parties.

When the Respondent is an employee or third party, the reported violation of this policy will be addressed by the Office of Human Resources.

D. Role of the Title IX Coordinator.  
The Title IX Coordinator is responsible for coordinating the investigation of complaints related to sexual misconduct. As described above, if the Respondent is an employee or third party, the Title IX coordinator (or designee) will conduct the investigation. If the Respondent is a student, the Title IX coordinator (or designee) will review the Vice President for Student Services process and final outcome, and make recommendations for additional remedies, if necessary.

### **SECTION 4: EDUCATION AND TRAINING**

Ranger College offers education and training to students, faculty, and staff that promote the prevention and awareness of sexual misconduct. In July of 2015 Ranger College entered into an agreement with the Eastland County Crisis Center.

A. Students.  
Prevention programming for students is primarily provided by the Eastland County Crisis Center:

1. Presentations during Ranger Roundup to all parents and potential students;
2. Training for new students through mandatory meetings
3. Ongoing campus-wide awareness programming for the Ranger College community, including at least one campus-wide program during the fall and spring semesters;
4. Involvement in primary prevention peer education work;
6. Bystander Intervention Training
7. Self Defense Training

Additional prevention programming for students is provided by the Division of Student Services and other academic offices, including but not limited to, the Counseling Center, and the Athletics Department.

B. Employees.

Ranger College provides training in accordance with Title IX of the Education Amendments Act of 1972, as amended and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Campus SaVE Act. For more information on employee training opportunities, contact the Human Resources Department at 254-647-3234.

## **APPENDIX A: DEFINITIONS**

**A. Complainant.** The party who brings or initiates a complaint against a member of the Ranger College community.

**B. Consent.** A freely and affirmatively communicated willingness to participate in particular sexual activity or behavior, expressed either by words or clear, unambiguous actions.

Behaviors that do not communicate consent include, but are not limited to:

1. Past consent does not imply future consent
2. Lack of protest or resistance;
3. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another
4. Silence
5. Coercion, force, or threat of either invalidates consent

The following people are unable to give consent:

1. Persons who are asleep or unconscious
2. Persons who are incapacitated due to the influence of drugs, alcohol, or medication
3. Persons who are unable to communicate consent due to a mental or physical condition
4. Persons who are under the legal age of consent.

**C. Domestic and Dating Violence.** Conduct that includes:

1. Physically abusing, threatening to physically abuse, attempting to cause or causing physical harm or acts which unreasonably restrain the personal liberty of any household member;
2. Placing a household member in reasonable fear of imminent physical harm;
3. Causing a household member to engage involuntarily in sexual activity by force, threat of force or duress; and/or
4. Intentionally interfering with a household member's ability to meet academic obligations.

**D. Hostile environment sexual harassment.** Unwelcome conduct of a sexual nature that is sufficiently serious that it affects an individual's ability to participate in or benefit from an education program or activity, or creates an intimidating, threatening or abusive educational environment.

**Source:** *U.S. Department of Education Office for Civil Rights*  
(<http://www2.ed.gov/about/offices/list/ocr/qa-sexharass.html> )

**E. Intimidation.** Intentional behavior that would cause a reasonable person to fear that he/she is in danger of injury or harm.

**F. Reporter.** An individual who reports a possible violation of this Policy.

**G. Respondent.** The party against whom a complaint is brought or initiated.

**H. Retaliation.** An adverse action or threat made in reprisal against any individual who participates as an actual or potential party, witness or representative relating to a report under this policy.

**I. Sexual assault.** Any type of sexual contact or behavior that occurs without the explicit consent of the recipient. **Source:** *United States Department of Justice* (<http://www.ovw.usdoj.gov/sexassault.htm>).

**J. Sexual exploitation.** When a person for any purpose, knowingly:

1. Causes, induces, entices, coerces or permits a child to engage in, or be used for, the making of child pornography;
2. Causes, induces, entices or coerces a child to engage in, or be used for, any explicit sexual conduct;
3. Manufactures, generates, creates, receives, distributes, reproduces, delivers or possesses with the intent to deliver, including through digital or electronic means, whether or not by computer, any child pornography; or
4. Possesses child pornography

**K. Sexual harassment.** Unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature.

**L. Sexual misconduct.** Sexual misconduct incorporates a range of behaviors including dating violence, domestic violence, hostile environment sexual harassment, sexual assault, sexual exploitation, sexual harassment, stalking, and any other conduct of a sexual nature that is nonconsensual.

**M. Stalking related to sexual misconduct.** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1. Fear for his or her safety or the safety of others; or
2. Suffer substantial emotional distress.

**Source:** *Proposed definition in the Violence Against Women Reauthorization Act of 2013 (VAWA)* (<http://www.ifap.ed.gov/dpccletters/GEN1413.html>).

**N. Ranger College community.** Faculty, staff, students, contractors, and visitors of the Ranger College

# Dear Colleague Letter on Campus Sexual Misconduct

U.S. Department of Education sent this bulletin at 09/22/2017 10:31 AM EDT

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## U.S. DEPARTMENT OF EDUCATION

Dear Colleague:

The purpose of this letter is to inform you that the Department of Education is withdrawing the statements of policy and guidance reflected in the following documents:

- Dear Colleague Letter on Sexual Violence, issued by the Office for Civil Rights at the U.S. Department of Education, dated April 4, 2011.
- Questions and Answers on Title IX and Sexual Violence, issued by the Office for Civil Rights at the U.S. Department of Education, dated April 29, 2014.

These guidance documents interpreted Title IX to impose new mandates related to the procedures by which educational institutions investigate, adjudicate, and resolve allegations of student-on-student sexual misconduct. The 2011 Dear Colleague Letter required schools to adopt a minimal standard of proof—the preponderance-of-the-evidence standard—in administering student discipline, even though many schools had traditionally employed a higher clear-and-convincing-evidence standard. The Letter insisted that schools with an appeals process allow complainants to appeal not-guilty findings, even though many schools had previously followed procedures reserving appeal for accused students. The Letter discouraged cross-examination by the parties, suggesting that to recognize a right to such cross-examination might violate Title IX. The Letter forbade schools from relying on

investigations of criminal conduct by law-enforcement authorities to resolve Title IX complaints, forcing schools to establish policing and judicial systems while at the same time directing schools to resolve complaints on an expedited basis. The Letter provided that any due-process protections afforded to accused students should not “unnecessarily delay” resolving the charges against them.

Legal commentators have criticized the 2011 Letter and the 2014 Questions and Answers for placing “improper pressure upon universities to adopt procedures that do not afford fundamental fairness.”[1] As a result, many schools have established procedures for resolving allegations that “lack the most basic elements of fairness and due process, are overwhelmingly stacked against the accused, and are in no way required by Title IX law or regulation.”[2]

The 2011 and 2014 guidance documents may have been well-intentioned, but those documents have led to the deprivation of rights for many students—both accused students denied fair process and victims denied an adequate resolution of their complaints. The guidance has not succeeded in providing clarity for educational institutions or in leading institutions to guarantee educational opportunities on the equal basis that Title IX requires. Instead, schools face a confusing and counterproductive set of regulatory mandates, and the objective of regulatory compliance has displaced Title IX’s goal of educational equity.

The Department imposed these regulatory burdens without affording notice and the opportunity for public comment. Under these circumstances, the Department has decided to withdraw the above-referenced guidance documents in order to develop an approach to student sexual misconduct that responds to the concerns of stakeholders and that aligns with the purpose of Title IX to achieve fair access to educational benefits. The Department intends to implement such a policy through a rulemaking process that responds to public comment. The Department will not rely on the withdrawn documents in its enforcement of Title IX.

The Department refers you to the Q&A on Campus Sexual Misconduct, issued contemporaneously with this letter, and will continue to rely on its Revised Sexual Harassment Guidance, which was informed by a notice-and-comment process and issued in 2001,[3] as well as the reaffirmation of that Guidance in the Dear Colleague Letter on Sexual



Harassment issued January 25, 2006.[4] As always, the Department's enforcement efforts proceed from Title IX itself[5] and its implementing regulations.[6]

In the forty-five years since the passage of Title IX, we have seen remarkable progress toward an educational environment free of sex discrimination. That progress resulted in large part from the vigorous enforcement of Title IX by the Office for Civil Rights at the Department of Education. The Department remains committed to enforcing these critical protections and intends to do so consistent with its mission under Title IX to protect fair and equitable access to education.

The Department has determined that this letter is a significant guidance document under the Final Bulletin for Agency Good Guidance Practices of the Office of Management and Budget, 72 Fed. Reg. 3432 (Jan. 25, 2007). This letter does not add requirements to applicable law.[7]

Sincerely,

/s/

Candice Jackson

Acting Assistant Secretary for Civil Rights

U.S. Department of Education

[1] Open Letter from Members of the Penn Law School Faculty, Sexual Assault Complaints: Protecting Complainants and the Accused Students at Universities, Wall St. J. Online (Feb. 18, 2015), [http://online.wsj.com/public/resources/documents/2015\\_0218\\_upenn.pdf](http://online.wsj.com/public/resources/documents/2015_0218_upenn.pdf) (statement of 16 members of the University of Pennsylvania Law School faculty).

[2] Rethink Harvard's Sexual Harassment Policy, Boston Globe (Oct. 15, 2014) (statement of 28 members of the Harvard Law School faculty); see also ABA Criminal Justice Section Task Force on College Due Process Rights and Victim Protections, Recommendations for Colleges and Universities in Resolving Allegations of Campus Sexual Misconduct (2017); American College of Trial Lawyers, Task Force on the Response of Universities and Colleges to Allegations of Sexual Violence, White Paper on Campus Sexual Assault Investigations (2017).

[3] The Revised Sexual Harassment Guidance is available at <https://www2.ed.gov/about/offices/list/ocr/docs/shguide.html>.

[4] The 2006 Dear Colleague Letter is available at <https://www2.ed.gov/about/offices/list/ocr/letters/sexhar-2006.html>.

[5] 20 U.S.C. §§ 1681-88.

[6] 34 C.F.R. § 106.1 et seq.; see also 34 C.F.R. § 668.46(k) (implementing requirements of the Violence Against Women Act).

[7] If you have questions or are interested in commenting on this letter, please contact the Department of Education at [ocr@ed.gov](mailto:ocr@ed.gov) or 800-421-3481 (TDD: 800-877-8339).

## MEMORANDUM OF UNDERSTANDING

WHEREAS, the Eastland County Crisis Center operating as the Crime Victim Assistance Center in cooperation with Ranger College have come together to collaborate and provide structured education programs and advocacy services to Ranger College students, staff, and other necessary parties;

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by the collaborative;

WHEREAS, the Memorandum of Understanding is prepared and approved by the collaborative through its partners; and

NOW, THEREFORE, it is hereby agreed by and between the partners, providing that funding be available, as follows:

1. The Crime Victim Assistance Center will endeavor to advocate for domestic/family/dating violence, sexual assault, and stalking victims from Ranger College who are eligible for services that will include but not be limited to:
  - a. 24 hour crisis intervention and hotline counseling;
  - b. counseling and legal services for victims;
  - c. transportation and accompaniment as needed throughout medical and legal processes;
  - d. additional services as needed to include appropriate referrals, financial assistance, advocacy, and continued support throughout process.
2. The Crime Victim Assistance Center and Ranger College will collaborate in the following manner:
  - a. provide services such as comprehensive initial and on-going training to insure a consistent level of appropriate response to victims of crime by Ranger College employees knowledgeable about the legal requirements and sensitive to the dynamics of battering relationships and these types of crimes;
  - b. provide periodic educational programs and awareness events to students of Ranger College to prevent and to encourage reporting of these types of crimes;
  - c. use feedback of education programs from attendees to further evaluate and improve trainings; and
  - d. work as part of a planning and development team for all upcoming projects, including activities shown in this Memorandum or agreed to be needed in the future; and
  - e. insure all programs, activities, and training comply with Title IX requirements and reporting standards
3. Ranger College and the Eastland County Crisis Center will collaborate in the following manner:
  - a. Ranger College will:
    1. refer clients to the Eastland County Crisis Center for counseling, advocacy, or resources wherever and whenever feasible;
    2. cooperate in the coordination of appropriate staff training on the dynamics of sexual assault, domestic violence, and stalking and how to respond to such crimes;
    3. cooperate in the coordination for education programs for Ranger College students on the dynamics of sexual assault, domestic violence, and stalking and how to report such crimes; and
    4. allow appropriate awareness events for Ranger College students, staff, and faculty on sexual assault, domestic violence, and stalking and the services provided by the Eastland County Crisis when feasible.
  - b. The Eastland County Crisis Center will:
    1. provide structured education programs to Ranger College students each semester or as needed on emerging issues;

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2. train all assigned Ranger College employees on the dynamics of domestic violence, sexual assault, stalking, and associated safety issues;
  3. provide state certified advocates for victims of domestic violence, sexual assault, stalking, or child abuse & neglect;
  4. supply Ranger College staff with feedback from trainings for any necessary future reporting requirements;
  5. supply Ranger College staff with materials to be presented in advance for review and revision as necessary; and
  6. provide assistance in the coordination of trainings and awareness events as needed by Ranger College staff.
4. The collaboration service area to include all Ranger College students and campuses.
  5. The partners agree to collaborate and provide advocacy and training services to victims of domestic violence, sexual assault, and stalking and to other recognized service providers wherever and whenever feasible and appropriate.
  6. Compensation for the Ranger College and the Eastland County Crisis Center contribution to this project will be provided by their respective organization budgets. By signing here, each entity signifies approval of this collaboration.