

Parker University Annual Security & Fire Safety Report



2021

In Compliance with the Jeanne Clery
Disclosure of Campus Security Policy &
Campus Crime Statistics Act

[Campus Crime Statistics 2018 – 2020](#)

[Campus Safety Policies, Programs & Services](#)

[Fire Statistics 2018 - 2020](#)

[Fire Safety Information & Policies](#)

TABLE OF CONTENTS

ANNOUNCEMENT LETTER PARKER 2021 ANNUAL REPORT ON CAMPUS AND FIRE SAFETY.....	4
PARKER UNIVERSITY COVID-19 RESPONSE.....	5
POLICY FOR PREPARING THE ANNUAL SECURITY AND FIRE SAFETY REPORT.....	5
PREPARATION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT.....	6
NOTIFICATION.....	6
PARKER UNIVERSITY SAFETY AND SECURITY DEPARTMENT.....	7
SECURITY ENFORCEMENT POLICY.....	8
SECURITY AND CAMPUS SAFETY DIRECTORY.....	8
SAFETY AND SECURITY INITIATIVES.....	9
SAFETY AND SECURITY CRIME PREVENTION INITIATIVE.....	9
SAFETY TIPS.....	10
PUBLIC SAFETY SYSTEMS AND SERVICES.....	11
LOST AND FOUND.....	11
PARKER IDENTIFICATION HELP DESK.....	11
SECURITY AND ACCESS TO CAMPUS FACILITIES.....	12
POLICIES AND PROCEDURES PROGRAMS.....	12
DAILY INCIDENT LOG.....	12
REPORTING A CRIME OR AN EMERGENCY.....	13
PROCEDURES FOR RESPONDING TO A CRIME.....	13
REPORTING CRIMES TO OTHER UNIVERSITY OFFICIALS.....	13
REPORTING CRIMES OUTSIDE OF PARKER SECURITY/CAMPUS.....	15
NOTIFICATION OF PENALTY FOR FALSE ALARM REPORT.....	15
MISSING STUDENT POLICIES AND NOTIFICATION.....	16
MISSING PERSON POLICIES AND NOTIFICATION.....	16
TIMELY WARNING, EMERGENCY NOTIFICATION.....	17
EMERGENCY PREPAREDNESS AND EVACUATION PROCEDURES.....	19
MAINTENANCE OF CAMPUS FACILITIES.....	24
PROVISION OF INFORMATION TO THE GENERAL PUBLIC.....	24
INFORMING STUDENTS, FACULTY, AND STAFF ABOUT CAMPUS SECURITY PROCEDURES AND THE PREVENTION OF CRIMES.....	24
PROHIBITED BEHAVIOR AND RESPONSE.....	25
ADHERING TO CONDUCT EXPECTATIONS.....	25
POLICY MONITORING OF CRIMINAL ACTIVITY BY STUDENTS IN NON-CAMPUS ORGANIZATIONS.....	25
ALCOHOL AND ILLEGAL DRUG POLICY.....	25
WEAPONS AND CAMPUS CARRY.....	27
REPORTING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING.....	27
INVESTIGATIVE PROCEDURES IN CASES OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING.....	28
RETTALIATION.....	28
INDIVIDUALS WITH REPORTING RESPONSIBILITIES.....	28
TITLE IX.....	28
TITLE IX COORDINATORS.....	29

TITLE IX INVESTIGATORS.....	30
IMMEDIATE AND ONGOING ASSISTANCE.....	30
NO CONTACT ARRANGEMENTS.....	31
EDUCATION AND PREVENTION.....	31
SEX OFFENDER REGISTRATION.....	34
JEANNE CLERY ACT.....	34
SMOKE FREE CAMPUS.....	34
FIRE SAFETY POLICIES, PROCEDURES AND STATISTICS.....	35
FIRE STATISTICS.....	37
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	40
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	41
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	42
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	43
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	44
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	45
PARKER UNIVERSITY CRIME STATISTICS JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.....	46
APPENDIX A - LEGAL GUIDANCE/FEDERAL STATE STATUES RELATED TO CAMPUS SAFETY AND SEXUAL OFFENSES.....	47
APPENDIX B – PARKER’S PROCEDURES FOR ADDRESSING SEXUAL MISCONDUCT AND SEXUAL MISCONDUCT DEFINITIONS, RESPONSE, PREVENTION, AND POLICY.....	53
APPENDIX C – CODE BLUE / EMERGENCY PHONE LOCATIONS.....	75



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courier
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To: Members of the Parker Community

Re: Annual Report on Campus Security and Fire Safety 2021
Crime Statistics and Reporting for Calendar Year 2020

As we do each year, consistent with federal law, Parker University has completed its annual report on campus security and fire safety for 2021. The report contains statistics for calendar years 2019, 2020, and 2021. This report is now available on the My Parker website at https://my.parker.edu/ICS/CAMPUS_Life/Security/Annual_Security_Reports/

The report contains three years' worth of campus crime statistics as well as security policy statements, fire safety information, and information on how students, faculty and staff should report crimes. The report uses federally mandated definitions concerning the locations and types of crimes to allow for comparisons across college campuses. A paper copy of this report will be provided upon request by calling (214)902-3440.

The Parker data, along with comparable information from other colleges and universities, are published electronically by the U.S. Department of Education. The data can be viewed at <http://ope.ed.gov/security>.

As a reminder, if you need to reach the Parker University Security Department for any reason, call them directly at (214)902-3440. I encourage you to add the number of the Parker Security Department into your cell phone. In an emergency, dial 911 or press the red button on any emergency Blue Phone on campus.

I hope you will read this annual report on campus security and fire safety and become familiar with the services and programs that are available to help keep the campus safe. If you have questions about the federal requirements and reporting on security and fire safety, or for any other police and security matters, you may contact me at darrionpeterson@parker.edu. To learn more about Parker's public safety services and programs, please visit https://my.parker.edu/ICS/CAMPUS_Life/Security/

Sincerely,

Darrion O. Peterson

Darrion O. Peterson
Director of Security and Campus Safety

COVID-19: PARKER UNIVERSITY ACTIONS AND RESPONSE

The COVID-19 Committee and Institution's Senior Leadership have developed detailed protocols and best practices, resources, and information, maintained here on MyParker, surrounding Parker's approach to providing a safe campus environment in these unprecedented times.

All guidelines adhere to protocols issued by Dallas County, and follow best practices as presented by the Centers for Disease Control and Prevention (CDC), as well as state and local health officials.

Developed to be as flexible as possible, this plan offers multiple options to meet the various needs and preferences of all our students while prioritizing the health and wellness of the entire Parker community. All protocols and requirements are subject to change as the situation evolves and if more information becomes available to enhance mitigation efforts.

It is a matter of importance that the health and safety of all Parker University members, and subsequently that of all those with whom our community members interact, be protected, and preserved.

Your cooperation will help to ensure your health as well as the safety of the entire Parker community.

Should you have any outstanding questions or concerns, please reach out to covid@parker.edu.

Parker University Annual Security & Fire Safety Report

Prepared by the Parker University Security and Campus Safety Department (PU SCST) in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092(f), 34 CFR 668.46).

POLICY FOR PREPARING THE ANNUAL SECURITY & FIRE SAFETY REPORT AND DISCLOSURE OF CRIME STATISTICS

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Parker Department of Security and Campus Safety is required to publish this annual security report (ASR), which includes statistics mandated by the Clery Act. You may obtain a copy of this annual report online, at https://my.parker.edu/ICS/CAMPUS_Life/Security/Annual_Security_Reports/ or by contacting the Security Operation Center (SOC) for a hard copy at (214)902-3440.

Parker's Annual Security & Fire Safety Report (ASR) is published each year, on or before October 1st, in compliance with the Clery Act. The report is compiled by members of the Parker University Security and Campus Safety Team (PU SCST) working in conjunction with several campus stakeholders to include but not limited to the Title IX office, the Office of Student Affairs, the Office of Maintenance, the Office of Provost and Local Law Enforcement. Kindly review the information in this report to become familiar with the programs and services provided by the University so you may become better informed and involved as a responsible member of the Parker community. Together we can work to keep the campus safe. Parker University is committed to complying with all applicable laws and governmental regulations. This commitment applies to all educational programs and activities, including admissions, financial aid, and University programs.

PREPARATION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT

Members of the PU SCST are responsible for requesting and collecting the annual crime statistics. Police reports are gathered from the Dallas Police Department, and law enforcement agencies in jurisdictions where Parker University owns or controls property that is used in support of the educational mission of the University and is frequented by students. This data is collected annually by staff at Parker's SCST. When there is doubt as to whether a crime is reportable owing to its location, the University errs on the side of including the crime, to provide useful and informative data.

Policy disclosure statements contained within the Annual Security & Fire Safety Report (ASR) are collected by the PU SCST and individuals tasked with compiling the report and are reviewed. The policy statements are tied to other policy and procedures listed in and or maintained by other relevant campus partners, including but not limited to the Department of Student Affairs, Facilities, the Office of

Emergency Management, Parker University, and the Title IX Office. The ASR is prepared by the Director of Security and Campus Safety and is reviewed by the Office of Student Affairs, and other campus stakeholders. The University is fully committed to meeting its obligations to comply with federal law and guidance that governs the counting and disclosing of crime reports in the ASR. This includes the requirement that the University include in its crime reports statistics the number of all reported offenses, without regard to the findings of a court, coroner, jury, or prosecutor. It is not necessary for the crime to have been investigated by the police or a campus security authority, nor must a finding of guilt or responsibility be made to include the reported crime.

Crime statistics for the annual disclosure are collected from two primary sources: (1) police agencies and (2) school officials with knowledge of formal and informal complaints and disciplinary referrals who are designated as Campus Security Authorities (CPU SCST). Individuals at Parker who are designated as CPU SCST based on whether they perform the following functions: (1) their official job responsibilities involve significant interaction with students and/or campus activities and or serve as student group advisors, (2) they serve as a member of an office or of a committee to whom students are directed to report or discuss crimes, allegations of crimes, and other troubling situations, (3) they are a member of the security department or are responsible for security on campus and/or (4) they have oversight for student disciplinary procedures.



NOTIFICATION

In accordance with the federal law identified as the “Jeanne Clery Disclosure of Campus and Security Policy and Campus Crime Statistics Act”, all students enrolled at Parker University including prospective

students, faculty, and staff are entitled to request and receive a copy of the Annual Security Policy and Campus Crime Report.

The (ASR) Annual Security Report is published by October 1st of each year and contains information on campus statistics and selected crimes that were reported to the Security Department and/or Campus Security Authorities during a 3-year period. The report will contain information about the Security Department, crime statistics, safety policies, crime prevention, notification policies, and reporting areas surrounding Parker University properties.

All students will receive notification through electronic mail and on MyParker website for campus crime report information. Copies of the report can also be picked up in person at the Security Department.

OVERVIEW AND POLICIES

PARKER UNIVERSITY DEPARTMENT OF SECURITY AND CAMPUS SAFETY

To ensure the safety and well-being of all Parker University's students, faculty and staff, visitors, patients, and Parker affiliates, the University has contracted a security company to provide security services to all components of Parker University. The Security Department has authorized positions to include state certified Level 4 – Personal Protection Officers, state certified Level 3 – Armed Security Officers, state certified Level 2 – Unarmed Security Officers, dispatchers, and administrative support personnel.

Parker Security team provides security coverage in Parker-owned buildings, and monitors access controls, alarms, and camera systems. These buildings include the Main Campus, AV / Warehouse, Irving Clinic, Parker Performance Institute, Creek Lot, and property adjacent to the west of the Main Campus.

To provide a safe campus, the Dallas Campus (Main Campus), AV Warehouse, Creek Lot, and the property adjacent to the west of the Main Campus has uniformed Level 3 – Armed Security Officers on



patrol 24-hours a day, seven days a week. Security Officers work closely with the University's Security Operations Center Dispatchers by constantly patrolling the university property and answering certain calls for services such as unlocks and other non-emergency assistance. The Irving Clinic has (1) uniformed Level 3 – Armed Security Officer on site during operating hours.

Patrol is the core of the Parker Security Team efforts to deter crimes; patrol officers are the ones who answer calls for service, respond to alarms and enforce traffic. Parker's contracted security officers are not sworn law enforcement and do not have arrest powers. They do not take crime reports or conduct criminal investigations. Parker's contracted

security officers are authorized to carry and use any weapon they are trained and certified to use during

the discharge of their duties. Their jurisdiction is limited to the Parker campuses, both the Main and Irving Clinic. If Parker's contracted security officers receive a report of a crime or emergency, they notify the Local Law Enforcement agency and collect information for a completed incident report.

SECURITY ENFORCEMENT POLICY

In the event of a serious crime security relies on the Local Law Enforcement to handle serious offenses such as assaults, sexual assaults, robberies, rape, homicides, and individuals possessing drugs, alcohol, firearms, and other related offenses. Depending on the victim's willingness to prosecute an offender of a misdemeanor crime, the Local Law Enforcement may or may not be called. In all cases of felony offenses, Local Law Enforcement will be summoned to the campus regardless of the victim's intent to pursue charges.

The University does not have a written Memorandum of Understanding with the Local Law Enforcement Agencies but strongly advocates to our Parker Community to report all crimes so the Security Department or Local Law Enforcement Agency for an appropriate response.

PARKER UNIVERSITY SECURITY & CAMPUS SAFETY DIRECTORY

Parker Security Operation Center (Dispatcher)	(214) 902 - 3440
Security Tip Line	(214) 837 - 8510
Director Of Security & Campus Safety	(469) 967 - 7448
Parker Security Badging Station	Ext. 7167
Dallas Police Non-Emergency Number	(214) 744 - 4444
Dallas Police Emergency Number	911
Irving Police Non-Emergency Number	(972) 273 - 1010
Irving Police Emergency Number	911
Frisco Police Non-Emergency Number	(972) 292 - 6010
Frisco Police Emergency Number	911

PARKER UNIVERSITY SAFETY AND SECURITY INITIATIVES

Parker University Campus Safety and Security Team is committed to keeping members of the Parker community safe, as a courtesy, they offer the following programs:

- ✚ **Courtesy Escorts:** Parker security team provides a courtesy escort service for members of the Parker community which is typically used during late night hours. When available and upon request, the security officers will escort members of the Parker community. The courtesy escort is limited to on-campus destinations only.
- ✚ **Emergency Pole-Phones:** Emergency pole phones or commonly referred to as “Blue Phones” have been strategically placed at strategic locations on campus. When the emergency button is pushed, the location of the call is automatically identified, and the caller is connected to the dispatcher in the Parker Security Operation Center. The locations of the telephones are marked on all the parking maps. (Location Map, Appendix C)
- ✚ **Motorist Assistance:** Parker security team assist the Parker community when individuals need to jump-start their vehicles, retrieve locked keys, run out of gas on campus, or need assistance changing their tire. Some services are not always available; however, security will assist people in contacting services from another source.
- ✚ **Medical Assistance:** All of Parker security team members are required to be CPR certified, AED certified, and Stop the Bleed certified. The security officers are not medical professionals, but they are equipped with training to preserve life until external medical emergency professionals arrive.

PARKER UNIVERSITY SAFETY AND SECURITY CRIME PREVENTION INITIATIVES

The primary goal of the Parker security team is to prevent crimes before they occur. Because PU SCST officers cannot be everywhere at once, it takes the help of all members of the university community to take an active role in their personal safety and protection. Incident and crime prevention is important to the university community, and you can help by reporting any suspicious activity, crime, or suspected crime immediately to security.

The PU SCST team has programs available to the university community covering crime prevention and security information for faculty, staff, and students. The PU SCST is dedicated to crime prevention and efforts and programs. Information is given during the new student orientation, as well as newly hired faculty and staff orientation. For additional information or to schedule a program you are encouraged to email the Director of Security and Campus Safety @ darrionpeterson@parker.edu.

PU SCST offers a variety of crime prevention programs to the campus community:

- ✚ SAMA (Aggression Management, De-escalation, Protective Techniques)
- ✚ Security Survey
- ✚ Motor Vehicle Theft Prevention
- ✚ Sexual Assault Awareness
- ✚ Stalking, Domestic Violence, & Dating Violence Awareness
- ✚ Emergency Response Procedures
- ✚ First Aid / CPR + AED / Stop the Bleed
- ✚ Campus Security Authority Training



GENERAL SAFETY TIPS

- ✚ Always be aware of your surroundings. Keep your eyes and ears open and trust your instincts.
- ✚ Always be alert and aware of the people around you.
- ✚ Be aware of locations and situations which would make you appear vulnerable to crime, such as alleys and dark parking lots.
- ✚ Be alert to your surroundings and the people around you—especially if you are alone or it is dark.
- ✚ Whenever possible, travel with a friend.
- ✚ Stay in well-lit areas as much as possible.
- ✚ Walk close to the curb. Avoid doorways, bushes, and alleys where someone could hide.
- ✚ Walk confidently at a steady pace.
- ✚ Make eye contact with people when walking.
- ✚ Do not respond to conversation from strangers on the street—continue walking.
- ✚ If you carry a purse, carry it securely between your arm and your body. Although a purse-snatcher's intent is to steal the purse, your personal safety may depend on not clinging to it.
- ✚ Do not use or wear anything that will impede your vision or hearing (i.e., iPods).

CAR SAFETY TIPS

- ✚ Always lock your car doors after entering or leaving your vehicle.
- ✚ Park in well-lit areas.
- ✚ Have your car keys in your hand so you don't have to linger before entering your car.
- ✚ Check the interior of your vehicle for intruders before entering your car.
- ✚ If you think you are being followed, drive to a public place or a police or sheriff's station.

- ✚ If your car breaks down, open the hood, and attach a white cloth to the car antennae. If someone stops to help, stay in your locked car, and ask them to call the police, sheriff, or a tow truck service.
- ✚ Don't stop to aid motorists by the side of the road. Make a phone call requesting help for them.

OFFICE SAFETY & SECURITY

- ✚ Never leave your purse or wallet in plain view or in commonly accessible areas.
- ✚ Don't leave cash or valuables at the office.
- ✚ If you work alone or after business hours, keep the office door locked.
- ✚ If you work late, try to find another worker or a security guard to walk out with you.
- ✚ In an elevator, be mindful that there is a distress alarm on the control panel.
- ✚ Be alert for pick pocketers on crowded elevators.
- ✚ Report all suspicious persons and activities to the proper authorities (office manager, building security, law enforcement).
- ✚ Be aware of escape routes for emergencies and post the police and fire department numbers near telephones.

PUBLIC SAFETY SYSTEMS AND SERVICES

Parker's network of Blue Phones across the campus provides immediate access to security, fire, and medical services in emergencies. The University has invested significantly in outdoor lighting and continues to review and enhance security infrastructure on an on-going basis. This includes additional Blue Phones, security cameras, access control devices, and future initiatives to incorporate a mobile security service app, LiveSafe.

LOST AND FOUND

If you are looking for something that you have lost, or if you want to turn in something you have found, you may go to the Security Office located on the 1st Floor of the Student Activity Center. If you have lost or you are missing an item and it is not in the lost and found you may leave your name, number, and a description of the item with PU SCST to be contacted if the item is found and turned in to security.

PARKER ID HELP DESK

Access to the University's property is limited to members of the University community and their guests and invitees, and to those authorized to be on campus property. As noted in the employee and student handbook per Parker University policies and procedures, all students, staff, and faculty, on or in the vicinity of campus must present a valid Parker identification card at the time of the request of any university official." In addition, identification cards are to be worn and always displayed.

The Parker Security Operations Center is responsible for the issuance and administration of all Parker University ID cards. All students, faculty, and staff of the University are required to obtain an ID card. The ID card identifies an individual as a current member of the Parker community and should be always carried and worn while on campus. New and replacement ID cards are available during normal business hours at the SOC ID help desk located in the Student Activity Center, 1st Floor.

A lockout service is provided around the clock by Security Operations who can be contacted at (214) 902-3440. In addition to serving as identification, the ID card controls access to other University buildings and services. Building access is controlled by PU SCST Systems. Access Control can be reached at (214) 902-3440 or security@parker.edu.

SECURITY AND ACCESS TO CAMPUS FACILITIES

Parker has established policies and procedures to promote a safe campus. Many campus buildings are open and accessible during regular business hours. Some facilities have individual hours open to the public, and the hours vary depending on the time of year and services provided to the public. Access to some of these buildings is also controlled by electronic access. Only University personnel and their guests are allowed inside university buildings not open to the public. Signs to that effect are prominently posted throughout the campus. PU SCST officers are stationed in many academic and administrative buildings as well as gate entrances monitoring and allowing access onto the campus.

For information about the access protocol for a specific building, call Parker's Security Operation Center at (214) 904-3440 or email at security@parker.edu. Entryway doors to some other academic and office spaces are controlled by electronic access, even during the day. Access to electronically controlled spaces for Parker University is administered by the PU SCST team, in consultation with selected Heads of Departments. The University reserves the right to enter and inspect its property and work areas. For more information, contact the Director of Security and Campus Safety.

POLICIES, PROCEDURES, AND PROGRAMS

In addition to a full array of police and security services, the University has policies, procedures, and programs that are intended to help promote safety on campus. Consistent with federal and state requirements, these are included here for general information. Further information regarding a specific policy application is available upon request from the PU SCST, Director of Security @ (469) 967-7448.

DAILY INCIDENT LOG

PU SCST maintains a Daily Incident Log that is available to the public. This summary identifies the incident type, location, when it was reported, the date(s) and time(s) that it occurred, as well as the status of the investigation.

You may request a copy of the Daily Incident Log by emailing security@parker.edu or by requesting it in person at the Security Office located on the 1st Floor of the Student Activity Center.

REPORTING A CRIME OR AN EMERGENCY

Anyone may report a crime or an emergency by calling PU SCST at (214) 902-3440, by dialing 7-911 from a university line, or by dialing 911. In an emergency, always dial 911. All Parker community members, including faculty, staff, students, and guests, are asked to report all crimes and emergencies promptly to the PU SCST and to dial 911 in an emergency. The prompt reporting of crime assists law enforcement in the apprehension of the offender and decreases the likelihood that the offense will happen again. Prompt reporting also assists PU SCST and other key decision makers in determining if a Parker Alert or Timely Warning needs to be issued as well as if the incident should be included in the statistical reporting. For more information, contact the PU SCST at (214) 902-3440 or email to security@parker.edu.

PROCEDURE FOR RESPONDING TO A CRIME

Security dispatchers are always available 24 hours a day to answer calls. In response to a call reporting a crime, PU SCST will take the required action, either dispatching an officer or asking the victim to come to the security office to file an incident report. Considering the COVID-19 pandemic, some reports can be taken over the telephone. In response to a reported campus emergency, PU SCST will respond and summon the appropriate resources, including Local Law Enforcement agencies, EMS, and First Responders to assist in the response. In an emergency, the PU SCST Director of Security and Campus Safety reports to the Vice President of the Chief Operating Officer, Office and they will confer with other administrators to assess the nature and extent of a situation and decide the appropriate action to take. All crimes occurring on campus should be reported immediately to the PU SCST.

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



REPORTING CRIMES TO OTHER UNIVERSITY OFFICIALS

Campus Security Authorities

The Clery Act mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to Campus Security Authorities (CSA's). A Campus Security Authority (CSA) is an individual, who by virtue of their university responsibilities and under the Clery Act, is designated to receive and report criminal incidents to the Department of Public Safety or the Office of Clery Act Compliance so that they may be included and published in the university's Annual Security Report. They have completed training on appropriately handling reporting crimes, victim relations and support, and related school policies.

The Clery Act defines a CSA as any of the following categories:

- ✚ A campus police department or a campus security department of an institution, e.g. any member of the Department of Public Safety.
- ✚ Any individuals who have responsibility for campus security but are not members of a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into the institutional property, such as a security guard).
- ✚ Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offense; or
- ✚ An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

A CSA must notify DPS or the Office of Clery Act Compliance of crimes or criminal incidents that are reported to him or her. They disclose statistics that fall under the Clery Act's list of reportable crimes and occur within Clery geography. If a CSA is notified of a crime in progress or an ongoing threat to the USC campus community, they will contact the Department of Public Safety for assistance.

Occasionally, a person may want to seek assistance anonymously. Certain positions and offices at Parker University are not CPU SCST, so the Clery Act reporting requirements do not apply to them. Those positions include:

- ✚ **Professional Counselors:** A person whose official responsibility includes providing mental health counseling to members of USC's community and who is acting within the scope of the counselor's license or certification. This definition applies even to professional counselors who are not USC employees but are under contract to provide counseling at the university.
- ✚ **Pastoral Counselors:** A person who is associated with a religious order or denomination, is recognized by that religious order as someone who provides confidential counseling and is acting within the scope of that recognition as a pastoral counselor.

Although exempt from the reporting requirements of the Clery Act, pastoral and professional mental health counselors may refer persons they are counseling to report crimes on a voluntarily basis for inclusion in the annual statistics, especially if the incident may pose an ongoing threat to the campus community.

PARKER UNIVERSITY CAMPUS SECURITY AUTHORITY

Dean of Student Affairs	East Building _ Suite 206 _ Ext: 7152
Title IX Coordinator / HR Department	North Building _ Suite 106 _ Ext:7065
Director of Compliance and Operations, ICA	Dallas Clinic _ Suite H130 _ Ext. 7502
Director of Athletics & Recreation	Parker Fit Facility _ Ext. 7150
Dean of the College of Health Science	Health Science Building _ Suite G105 _ Ext. 7732
Program Director Radiologic Technology	Health Science Building _ Suite A102 _ Ext. 7434

REPORTING CRIMES OUTSIDE OF PU SCST CAMPUS

For offenses which occur off-campus, we encourage prompt reporting to the local law enforcement agency. In an emergency off campus, call 911 immediately. If requested PU SCST will assist you with notifying the proper law enforcement authorities for which the incident or crime occurred. It is a goal of PU SCST to assist members of the Parker community in reporting crimes even if they did not occur on campus.

PU SCST tries to stay informed of all criminal activity involving students at off campus locations. Annually, the department also requests area agencies to provide crime statistics for the areas immediately adjacent to the campus boundaries in our Clery Act reportable geography. When received, these statistics are included in the Annual Security and Fire Safety Report.

NOTIFICATION OF PENALTY FOR FALSE ALARM OR REPORT

According to the Texas Penal Code under Section 42.06:

- a) A person commits an offense if he knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or another emergency that he knows is false or baseless and that would ordinarily:
 - 1. cause action by an official or volunteer agency organized to deal with emergencies;
 - 2. place a person in fear of imminent serious bodily injury; or
 - 3. prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.
- b) An offense under this section is a Class A misdemeanor unless the false report is of an emergency involving a public or private institution of higher education or involving a public primary or secondary school, public communications, public transportation, public water, gas, or power supply or other public service, in which event the offense is a state jail felony.

MISSING STUDENT POLICIES AND NOTIFICATION

If a member of the Parker Community has reason to believe a student is missing, they should contact the PU SCST team or Office of Student Affairs immediately. Whether or not a student resides on campus, efforts will be made to locate the student to determine his or her location and well-being. These efforts may be aided by collaboration with local law enforcement.

A student may be considered a “missing student” if the student’s absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but are not limited to:

- ✚ A report or suspicion that the missing person may be the victim of foul play.
- ✚ The missing student has expressed suicidal thoughts.
- ✚ The missing student is drug dependent.
- ✚ The missing student is in a life-threatening situation.
- ✚ The missing student has been with people who may endanger the student’s welfare.

When a student is reported missing PU SCST in conjunction with the Office of Student Affairs will:

- ✚ Gather all essential information about the person (description, clothes last worn, where the subject might be, who they might be with, vehicle description, etc.). An up-to-date photograph may be obtained to aid in the search.
- ✚ Appropriate campus staff will be notified to aid in the search of the individual.
- ✚ A quick but thorough search will be conducted of campus.
- ✚ PU SCST will contact the law enforcement agency for which the student has an address listed with the university for a welfare check. If applicable.
- ✚ Class schedules will be obtained, and a search of classrooms will be conducted.



If the above actions are unsuccessful in locating the student or if in the judgment of PU SCST or local law enforcement staff it is likely the person is missing, the student will be determined to be a missing student by either PU SCST, Office of Student Affairs, or appropriate local law enforcement staff. Once the determination is made that the student is missing, the investigation will be turned over to the appropriate local law enforcement agency. Once the investigation is turned over to local law enforcement, PU SCST will aid local law enforcement in continuing to determine the student’s whereabouts.

No later than 24 hours after determining a student is missing, a Parker University representative or the primary law enforcement investigative agency will notify the student’s emergency contact.

MISSING PERSON POLICIES AND NOTIFICATION

It is the policy of the Parker University Security and Campus Safety Department to thoroughly investigate all reports of a missing person. In addition, the department considers a missing child, and an adult that is

mentally impaired, to be considered “at risk” until information to the contrary is confirmed. Time is of the essence when a person is missing. PU SCST will contact the local law enforcement agency as soon as a missing person report is received. Individuals reporting a missing person to the PU SCST or local law enforcement must be ready to give critical details such as:

- ✚ Description of the missing person.
- ✚ Race
- ✚ Last known location.
- ✚ Description of clothing.
- ✚ Last seen with who(m) if applicable.

Always remember to remain calm and speak clear concise words when relaying information.

TIMELY WARNING, EMERGENCY NOTIFICATION,

Timely Warning

Parker University alerts the campus community about any Clery reportable crimes and other crimes that are reported to PU SCST security authorities, or local police agencies, occurs within the campus area (the federally defined “Clery geography”), and is considered to represent a serious or ongoing threat to students, faculty, and staff. Any crime representing a serious or continuing threat affecting the University campus is reported by the PU SCST Director of Security and Campus Safety. The intent of the Timely Warning is to provide the community with information to enable people to protect themselves as well as aid in the prevention of similar crimes. The warning is disseminated as soon as pertinent information is available. Crimes reported exclusively to a pastoral or professional counselor are exempt from a Timely Warning notification. A review and Timely Warning determination is made by the VP COO, Dean of Student Affairs, Director of Security and Campus Safety, and PU President who consult on a case-by-case basis to determine where the incident occurred and whether the incident represents a serious or ongoing threat to the campus community.

¹ Criminal Offenses—Criminal Homicide, including Murder and Non-Negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson. Hate Crimes—Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias; Violence Against Women Act Offenses— Any incidents of Domestic Violence, Dating Violence and Stalking. (Note that Sexual Assault is also a VAWA Offense but is included in the Criminal Offenses category for Clery Act reporting purposes); and Arrests and Referrals for Disciplinary Action for Weapons—Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations and Liquor Law Violations.

For those incidents determined to constitute such a threat, the Director of Security and Campus Safety coordinates the content and initiates the systems to distribute a Timely Warning notification by e-mail to every member of the University community. Those e-mails are labeled with the readily identifiable subject line indicating whether they are a Timely Warning or a Public Safety Advisory. As a back-up, staff members within the offices of I.T. Communications are also trained and available to issue the Timely Warnings. For members of the Parker community without access to e-mail, these messages are posted in highly visible locations within the appropriate units. The substance of the Timely Warning is carefully determined. The information is provided to the community in a manner that is timely and withholds the name of the victim as confidential. If the information is known, and if the inclusion of such information

would not compromise law enforcement efforts, Timely Warnings include the date and time of the incident, a description of the crime, its location, and physical injuries, if any, to the victim(s). In addition, the warnings generally include safety information that will aid in the prevention of similar occurrences, a request for any information about the incident, and a reminder to report crimes or concerns about a potential crime to PU SCST. In rare instances, warnings might include the identity of the suspect. Public Safety Advisories are like Timely Warnings, but Public Safety Advisories are issued on a case-by-case basis for crimes and incidents that are a concern to the Parker community but do not meet the Timely Warning guidance, requirements, or threshold. Finally, there is a follow-up. The Director of Security and Campus Safety and Marketing staff monitor all replies to these Timely Warning e-mails and respond as appropriate. An archive of recent Timely Warnings and Public Safety Advisories is posted on the My Parker website.

Emergency Notification

It is the Policy of Parker University to notify the campus community, via the Blackboard Emergency Notification System, upon the conformation of a significant emergency or dangerous situation involving an immediate threat to the safety or health of students, faculty, and staff occurring on campus.

Personnel authorized to issue a Blackboard Emergency Notification are:

- ✚ Director of Security and Campus Safety
- ✚ Marketing
- ✚ Office of Student Affairs
- ✚ I.T. (Designated by the VP COO)
- ✚ Office of the President

The generation of a Blackboard Emergency Message and activation of the notification system is the responsibility of PU SCST. PU SCST may receive information confirming a significant emergency or dangerous situation from entities including but not limited to local and state law enforcement agencies, fire department, National Weather Services, the county Health Department, or the Texas Department of Health and Human Services.

Once conformation is received, PU SCST will without delay, and taking into consideration the safety of the community will:

- ✚ Determine which segments of the campus community will receive the notification.
- ✚ Determine the content of the notification.
- ✚ Initiate the notification system, or designee.
- ✚ Issue follow-up information on the emergency if more information is obtained.










Emergency Notification or follow-up information may not be issued if the notification will, in the professional judgement of responsible authorities, compromise the efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

EMERGENCY PREPAREDNESS AND EVACUATION PROCEDURES

The Parker University Emergency Management Plan establishes guidelines for responding to emergencies affecting all Parker University facilities and all members of the university community.

The plan establishes an emergency management Team, a reporting structure for the University, and assigns responsibilities for emergency response functions. The team is comprised of a policy and operational group. Plan activation, decision making, coordination, and communication between the policy and operational groups are described in detail in the plan(s) which can be found by visiting [Department Info](#) | [Security](#) | [Welcome to MyParker](#).

Possible emergencies that may occur include, but are not limited to the following:

-  Active Shooter / Active Assailant
-  Bomb Threat
-  Fire
-  Hazardous Material Spill
-  Explosion
-  Public Health Crisis
-  Severe Weather
-  Terrorist Incident
-  Campus Violence

Additional communication channels include the ability to make voice announcements over the fire alarm system in the buildings via the FAVE (fire alarm voice evacuation) system. For isolated emergencies involving these buildings, targeted announcements are made over this system. Messages sent through this system can be heard throughout the campus and can reach visitors or community members on campus.

Black Board is tested several times per year, and these tests are announced in advance to the community. In an emergency, Parker Alert messages will direct the community to the Emergency Management website, and follow-up alert messages will be sent frequently as more information becomes available. In the event of an emergency, the Parker community may be asked to evacuate or shelter in place.

Building and Campus Evacuation Procedures

In the event of a fire, fire alarm, or other matter that requires people to leave the building, the emergency alert will instruct how to evacuate. If evacuation is required, people are asked to evacuate calmly through the nearest exit and out of the building, being mindful of all the exits and assisting those that may need help. In addition, they are asked not to re-enter the building until given the “all clear” by the fire department. Upon arrival at assembly points, senior administrators or their designees are responsible for accounting for evacuees. Depending upon the time of day and location, the accounting may be made by memory recollection, class or event roster, staff listing, or teaching assistant notes. In turn, these individuals are responsible for communicating information about missing or suspected missing persons to the on-scene emergency officials and assisting them as requested. During an evacuation, remember to:

- ✚ Remain Calm.
- ✚ Do not use elevators, use the stairs.
- ✚ Assist physically impaired individuals, if you cannot, place them in an enclosed stairwell and inform PU SCST or the responding fire department.
- ✚ Proceed to a clear area at least 150 yards from the building and keep roadways clear for the emergency vehicles.
- ✚ Do not re-enter the building until an “all clear” has been given by PU SCST.

Shelter-In-Place Procedures

Shelter in place is a precaution intended to keep people safe while remaining indoors. The request to shelter in place may come from the Black Board Emergency Notification, PU SCST, or another public safety authority. If the Black Board Emergency Notification is used, the Parker community will simultaneously be notified, told to bring everyone into one’s work or classroom area (s), to shut and lock the door (s) if possible, and to wait in the location until given an “all clear” or told to evacuate. Individuals in clinical settings have developed additional emergency procedures to assist with patient and child evacuation and shelter in place. This information is reinforced by an annual e-mail, an emergency resource guide.

The University has developed emergency response and notification procedures for major events:

Active Shooter

In the event of a shooting incident on campus, the Black Board Emergency Notification system would be used to notify the campus. Public address systems and external loudspeakers would also be used to reach members of the community without cell phones, visitors on campus, and others in the area. PU SCST have an Emergency Response Team (state certified Level 3, Armed Security Officers) that are trained and equipped to respond to such a situation.

Nobody likes to think about what they’d do if they encountered an **active shooter**. The topic is uncomfortable, disturbing, and unsettling. The “run, hide, fight” strategy was [developed by the city government of Houston, Texas](#), and is endorsed by the United States Department of Homeland Security. The strategy is as simple as it sounds: first, if possible, run away from the shooter. If you cannot run, find a safe place to hide and barricade yourself inside. If you can neither run nor hide, be prepared to fight.

✚ **Run:**

People often [freeze](#) when confronted with unexpected danger. This is an instinct, but unfortunately, it makes people an easy target for shooters. Instead, you should run away from an active shooter whenever possible. When running, you should:

- Leave your belongings behind
- Try to bring others with you, but don’t wait for those who don’t want to run.
- Move to the exit as quickly and quietly as possible.
- Stay low and duck below the windows.
- Check around corners and stairs.

- Run in a zig-zag motion if the shooter is still in the area.
- Consider escaping through windows.

Hide:

If running is impossible or unsafe, take shelter in a safe place. The ideal hiding spot will be out of the shooter's view and provide some protection from gunfire but will not trap you or prevent you from being able to escape. An office, classroom or other room with a lockable door is ideal.

When hiding, you should:







- Enter the room and immediately lock the door.
- Barricade the door with heavy objects, such as desks, bookshelves, or other furniture.
- Shove a doors-top, rug, or other object beneath the door.
- Tie or wedge the doorknob so that it can't be turned.
- Cover any windows with blinds, curtains, or other coverings.
- Call 911
- Put all phones on silent and turn off sources of light or noise.
- Hide behind thick wood or metal.
- Continue to try to think of an escape plan and look for opportunities to run.

Fight:

If you are confronted directly by the shooter and cannot run, you will have to fight. Only fight as a last resort. Throw anything you can at the shooter, including coffee mugs, chairs, pencils, and other sharp objects. Make as much noise as possible and never stop moving. If you are in the room with other people, you should all try to swarm the shooter and take away their weapon. Target the head, eyes, throat, fingers, groin, and any other sensitive areas that you can reach. If you get the shooter to the ground, take all weapons away and restrain them. Place the weapon in a trash can and carry it with you so that the police do not see that you are armed and mistake you for the shooter.

Major Fire / Explosion

In the event of a major fire, explosion, or other situation causing extensive property damage, PU SCST team, in coordination with the City of Dallas Fire Department, would respond to begin immediate evacuation. A fire, whatever its origin, is an imminent danger to people who are nearby. The most important thing in these situations is to keep calm. Adrenaline and nerves are natural reactions that could put us into a bigger risk. In case of fire in our workplace, we must act quick and keep ourselves safe.

-  Pull the alarm when noticing a fire.
-  Do not pick up any belongings.
-  Evacuate calmly. All the employees must know emergency exits and use them carefully.
-  As far as possible, close windows. The last person to exit should close the doors after crossing.
-  Do not open warm or smoking doors. The consequence of opening it would be a backdraft.
-  If there is smoke in the air, stay low to the ground and protect your mouth and nose.

- ✚ If you are trapped, look for a place with an outdoor window where you can be seen from the rescue teams. Block the holes where smoke can come in with wet clothing, preferably. Open the window only when it is extremely necessary to breathe. The entrance of oxygen can fan the fire.

Pandemic / Outbreak / Infectious Disease Control

The University has an extensive plan that would be implemented if there were a major pandemic such as an outbreak. The University would consider canceling classes and sending home as many students as possible. Essential operations would continue, however, including security services to the main campus, and Irving Clinic, and support for critical facilities operations such as heating and cooling. A version of the plan was implemented to address the pandemic (COVID-19) and is in place for any mild or moderate flu or illness that may affect the campus.

Natural Disaster / Severe Weather (Hurricane, Tornado, Flood)

In the event of a major hurricane, tornado, or other severe weather, the Director of Emergency Management would issue an alert to the campus and would activate the Emergency Operations Center (EOC) if conditions are warranted.

Tornado

A tornado is a relatively small-diameter column of violently rotating air developed within a convective cloud that is in contact with the ground, usually in association with thunderstorms during spring and summer. These whirling atmospheric vortices can generate the strongest winds known on Earth: [wind](#) speeds in the range of 500 km (300 miles) per hour have been measured in extreme events. When winds of this magnitude strike a populated area, they can cause fantastic destruction and great loss of life, mainly through injuries from flying debris and collapsing structures.

- ✚ **Tornado Watch** - When a tornado watch is issued by the National Weather Service, the PU SCST Department will notify the university community through Blackboard Emergency Notification system and state that everyone should continue normal activities but be ready to move to a safe area. A tornado watch means that conditions are favorable for the development of severe thunderstorms and multiple tornadoes in the watch area.
- ✚ **Tornado Warning** - When a tornado warning is issued by the National Weather Service, the PU SCST Department will notify the university community of the situation through the Blackboard Emergency Notification system and state that everyone should take cover.

Tornado Warning Protocol:

Office or Classroom

- Take shelter in an inner hallway or room, ideally in the basement or on the ground floor.
- Do not use the elevator.
- Stay away from windows.

Gymnasium (Parker Fit)

- Large buildings with wide-span roofs may collapse if a tornado hits.
- If possible, find shelter in another building.

- If you are in a building with a large roof span and cannot leave, take cover under a sturdy structure such as a table or desk.

Automobile






- If you are in a building, do not leave the building and attempt to drive your vehicle during a tornado warning.
- If you are in your vehicle, find shelter elsewhere, preferably in a building with a strong structure.
- If you are off campus and driving, and no shelter is available, lie down in a ditch away from the car or mobile home. Beware of flooding from downpours and be prepared to move.

In All Cases

- Get as close to the ground as possible, protect your head and watch for flying debris.
- Do not chase tornadoes - they are unpredictable and can change course abruptly.
- A tornado is deceptive. It may appear to be standing still but is, in fact, moving toward you.

Hazardous Materials

Hazardous material is any item or agent which can be biological, chemical, or physical and can cause harm to humans, animals, or the environment. It can occur on a small or large scale and require an evacuation depending on the type and location. In the event an evacuation occurs:

-  Pull the nearest fire alarm.
-  Do not use the elevator.
-  Walk to the nearest exit and evacuate the building.
-  Go to one of the predetermined Assembly Point that's a safe distance from the spill area.
-  Notify campus PU SCST.

If it is safe to do so, collect your essential items in the event the building is closed for an extended period. Once first responders arrive, you may not be able to retrieve your items such as your purse, keys, wallet and / or medications. Once PU SCST is notified outside emergency personnel will arrive on the scene. The City of Dallas Fire Department HAZMAT team will coordinate with PU SCST and Facilities to clean the hazardous waste.

Additional Resources

The City of Dallas utilizes a mass notification system referred to as Dallas Alert, which is also free of charge for Dallas residents. Visit the City of Dallas Office of Emergency Management website to learn more and/or sign up at: [Office of Emergency Management Dallas-Alert \(dallascityhall.com\)](https://dallascityhall.com/emergency)

The State of Texas created the State of Texas Emergency Assistance Registry (STEAR) which allows a state resident to register for free if they have functional needs and need additional assistance during an

emergency. The information provided will be available to emergency responders so they can provide adequate assistance for the person during an emergency. To register with STEAR, go to the online STEAR registry at: <https://tdem.texas.gov/stear/>.

MAINTENANCE OF CAMPUS FACILITIES

Facilities personnel are responsible for maintaining the buildings, grounds, and providing custodial services for the Parker University campuses. The group addresses maintenance, renovations, and repair projects for facilities, custodial and landscaping. Faculty, staff, and students are encouraged to report maintenance problems.

PU SCST closely monitors campus lighting and any security related maintenance problems after hours and reports their findings to the appropriate personnel for corrective actions. If necessary, they will stand by until the problem is corrected. The emergency blue phones and pole phones are checked on a scheduled periodic basis by PU SCST.

PROVISION OF INFORMATION TO THE GENERAL PUBLIC

If a crisis occurs on university property, the Marketing and Communications department will be notified as soon as possible. As chief spokesperson for the university, Marketing & Communications will ultimately be responsible for the communications efforts that relate to the crisis. As such, Marketing & Communications will coordinate communications efforts as appropriate with the university and/or other governmental agencies that may be involved in the crisis event. Marketing & Communications will disseminate press releases, respond to media inquiries, produce radio and television announcements, maintain/update university website, provide logistics and support for press conferences, and serve in supporting other forms of communications as needed.

INFORMING FACULTY, STAFF, AND STUDENTS ABOUT CAMPUS SECURITY PROCEDURES AND THE PREVENTION OF CRIMES

Traditionally, during student orientation, the Parker University Office of Admissions sponsors a forum for all families of first-year students. During this session, PU SCST hosts a presentation which includes details about security services, provides an overview of campus safety, allows families to meet campus safety officials, and gives them the opportunity to ask questions.

During new employee orientation, employees learn about the various resources and benefits the Parker community has to offer. This includes information on Parker's Public Safety including services, crime reporting, and crime prevention. Crime prevention and sexual assault prevention programs are offered on an ongoing basis to the Parker community. At Parker, peer health educators are trained in all subjects dealing with mental, physical, and sexual health.

During the safety awareness briefing, Parker community members are encouraged to take responsibility for their own safety as well as the safety of others. Orientation programming includes information about

campus safety services such as the 24-hour security escort service, as well as information on how to use the emergency Blue Phones.

PROHIBITED BEHAVIORS AND RESPONSE

Verbal or non-verbal threats, electronically communicated threats, threatened use of a weapon of any kind, physical intimidation (hitting, shoving, etc.), stalking, sexual harassment or assault, vandalism, arson, or any other dangerous behavior that undermines the safety and security of the Parker campus are prohibited.

All members of the Parker community have the responsibility to report threatening or violent behavior, whether that behavior is exhibited by faculty, staff, students, or visitors. In an emergency, dial 911 or call the PU SCST (214) 902-3440. The University takes all reports of threats seriously, engaging the necessary expertise as appropriate. The range of actions taken in response may include removal of dangerous persons from the premises, arrests, discipline up to and including termination, academic suspension or expulsion, legal action (such as restraining orders), provision of added security measures, mental health referrals, and other actions as necessary and appropriate. Retaliation against any member of the community, acting in good faith, who has made a complaint of threatening or potentially violent behavior, is a violation of Parker policy and will result in serious disciplinary action and/or academic suspension or expulsion.

ADHERING TO CONDUCT EXPECTATIONS

All University staff members are also expected to adhere to university policies and rules of conduct. If a staff member engages in inappropriate behavior or violates University policies or standards of conduct, the manager should consult with the Human Resources Generalist to determine the appropriate course of action, up to and including termination of employment for the most serious offenses (e.g., dishonesty, theft, HIPAA violation, sexual harassment, physical violence, or threats of violence).

POLICY MONITORING OF CRIMINAL ACTIVITY BY STUDENTS IN NON-CAMPUS ORGANIZATIONS

Officially recognized student organizations located or conducting events off-campus are subject to the same rules and regulations governing on-campus organizations or events. All criminal activity by students is subject to all applicable federal, state, and municipal laws, as enforced by Parker University and law enforcement. In addition, PU SCST reports student violations of law to the Parker University Dean's Office for disciplinary review.

ALCOHOL & ILLEGAL DRUGS POLICY

Parker University is committed to sustaining an academic environment that both respects individual freedom and promotes the health, safety, and well-being of all members of the University community. It is essential that all employees and students recognize that the misuse and abuse of alcohol or illegal

drugs constitutes a threat to the educational mission of the University. Parker University has an obligation to promote a healthy and safe campus environment that includes taking responsibility for one's own actions.

Parker University seeks to provide an environment that reduces or eliminates the adverse consequences of alcohol or illegal drug misuse and abuse on individuals, groups, and the University. All members of the University community are responsible for being fully aware of the requirements of university policies related to alcohol as well as local, state, and federal laws regarding alcohol and other drugs.

All Parker University full-time, part-time, and temporary faculty, staff, and students are hereby notified that this Policy will apply to all activities conducted on university-owned property and to all other University-sponsored events. Parker University permits the purchase and use of alcoholic beverages with university funds under certain conditions but expects individuals and organizations to take measures to prevent alcohol in compliance with the Policy as outlined.

The sale, delivery, possession, and consumption of alcoholic beverages in or on any property owned by Parker University is strictly prohibited, except as otherwise provided in this policy. University property includes University vehicles or personal vehicles while being used for university business.

All Parker University faculty, staff and students are prohibited by the University from unlawfully using, possessing, manufacturing, dispensing, or distributing alcohol, controlled substances, or illegal drugs on university-owned property or at university-sponsored activities. Faculty and staff are representatives of the University and as such, they are expected to use professional judgment when consuming alcohol before or during work hours or at other times when they are representing the University.

Any member of the Parker University faculty, staff or student body who violates any of the Alcohol and Illegal Drug Policy shall be subject to corrective disciplinary actions and penalties up to and including expulsion from university academic programs, termination of employment and referral to the appropriate federal, state, or local authorities for prosecution in the courts.

Campus Counseling Services

Student Affairs is the primary stakeholder in providing counseling services to students. Counseling services are available to all students and their spouses. The service is provided by a full-time counselor who can assist the student in the following areas:

- Academic (e.g., study skills; test-taking anxiety; managing stress) Personal (e.g., self- confidence; social skills; anxiety; depression; self-esteem) Marital/Couple (e.g., communication skills; conflict resolution; lack of intimacy) Interpersonal difficulties (e.g., parent/family problems; peer conflicts).

The counseling office is in the Student Affairs Office (South 201) and is open Monday through Friday, 8:00 a.m. to 5:00 p.m. For more information, contact Natica Blake, by email naticablake@parker.edu, or call (972) 438-6932, ext. 1032.

Any student may schedule an appointment by completing the *Counseling Request Form* available under documents or in the Student Affairs Office.

WEAPONS AND CAMPUS CARRY

Under the Texas Penal Code, 46.03 (Places Weapons Prohibited) entering any building on campus with a weapon (gun, illegal knife, or club) is a third-degree felony. Texas Bill 1907 allows for the storage of a legally obtained firearm by concealed handgun license owners in private vehicles on campuses of institutions of higher education. Texas legislators passed Senate Bill 11, which expands the areas on public university campuses where those with appropriate licenses are authorized to carry concealed handguns. Senate Bill 11 is more commonly known as the “Campus Carry” law. It is important to note that open carrying of handguns is still not permitted on university campuses. Campus carry only allows the carrying of concealed handguns with a license to carry.

The possession or use of explosives, incendiary materials, or weapons, including guns, on university property by students, faculty, staff, or visitors, is prohibited except for PU SCST state certified Level 3, Armed Security Officers, and other certified law enforcement officers. Weapons may include, but are not limited to, guns, ammunition, knives, explosives, crossbows, swords, or similar items with the potential to inflict physical harm. This includes disarmed weapons and simulated weapons, which could reasonably cause apprehension. This prohibition includes instances wherein the owner is licensed to carry such a weapon, keeping it and or transporting it to another location.

Possession of unlicensed or illegal weapons at any location may be grounds for discipline. Appropriate disciplinary action, up to and including termination or expulsion in the case of a student, and/or criminal proceedings will be taken against persons who violate this policy. For more information, call PU SCST at (214) 902-3440 or refer to the Parker University Campus and Workplace Violence Prevention Policy: [Campus Firearms Weapons Policy.pdf \(parker.edu\)](#)

REPORTING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

Filing A Complaint

A formal complaint may be filed with the Title IX Coordinator in person, by mail, by electronic mail, or through electronic form submission by using the contact information list for the Title IX Coordinator in this Policy and by any additional method designated by the University. The complaint must contain the complainant’s physical or digital signature or otherwise indicate that the complainant is the person filing the formal complaint.

At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the University’s education program or activity. If the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this Policy and must comply with the requirements of this Policy.

Confidentiality

Privacy concerns are often at the forefront when someone has experienced or been accused of sexual misconduct. It is useful to know the confidentiality that individuals can expect from each of the

University resources. University officials are trained in the importance of confidentiality and the protocols for maintaining that confidentiality.






If a person reports to a university administrator, department head, or faculty member that he or she has been a victim of sexual assault, domestic violence, dating violence or stalking, The Title IX coordinator will be forwarded the report.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the university's ability to respond to the complaint may be limited.

INVESTIGATIVE PROCEDURES IN CASES OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

The Formal Complaint Procedures provides that:

A student that wishes to file a formal complaint must complete the Formal Complaint Questionnaire which is available in the Department of Student Affairs and on MyParker within ten (10) business days of the occurrence. The Formal Complaint Questionnaire consists of the following elements:

-  **Complaint** – separately list your complaint(s), with the relevant date(s), and identify the person(s) about whom you are complaining.
-  **Evidence** – identify and attach copies of all letters, notes, memos, diaries, calendars, reports, or other documents or items that support your complaint(s)
-  **Witnesses** – identify all individuals who know about the incident(s)
-  **Describe Attempt to Solve as Informal Complaint** – identify steps taken in an attempt to resolve issue with the appropriate individual of direct supervisor.
-  **Desired Outcome** – state what actions you feel are appropriate to address the concerns you identified.

RETALIATION

Parker University does not tolerate retaliatory conduct and strictly prohibits retaliation. Any retaliatory conduct against such persons will be addressed by the University in the most serious manner, and individuals who engage in such actions will be subject to disciplinary action that may include suspension, dismissal, termination, or removal and exclusion from the University.

INDIVIDUALS WITH REPORTING RESPONSIBILITIES

Parker University strongly encourages all victims and witnesses to promptly report incidents of sexual harassment (including sexual assault, domestic violence, dating violence, and stalking, to the Title IX Coordinator. The University takes all complaints of sexual harassment seriously and will work to reach a prompt, impartial, and equitable resolution of the matter.

At Parker, all University employees are considered responsible employees and are required to report all incidences of sexual misconduct to the Title IX Coordinator, unless such employees are specifically designated as confidential employees, as further explained below. In addition, employees that become aware of felony crimes must report such crimes to law enforcement. Parker University Security Department can assist with reports to law enforcement, and they can assist with immediate actions to keep individuals safe in emergency situations. In emergencies, individuals can also call 9- 1-1.

TITLE IX

Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance. Sex discrimination includes sexual harassment, sexual assault, and other forms of sexual misconduct. The University is committed to providing an environment free from discrimination on the basis of sex.

The Title IX coordinators and the can help you with a range of temporary and long-term protective measures that help you feel safe on campus and that allow you to pursue your educational and professional goals. These measures are tailored to your individual needs and do not require you to file a formal complaint. These measures include no contact arrangements, safety planning, and judicial protective orders to include both civil and criminal orders.

Many accommodations can be made while protecting your identity. Some may require the Title IX coordinator to work with other University personnel, such as academic deans, Human Resources, and housing staff. The Title IX coordinator will always contact you before taking any action and will not share any details of your experience with other personnel.

TITLE IX COORDINATORS

Parker University has designated and authorized the following University official to coordinate and oversee its Title IX compliance efforts, to handle reports of sex discrimination, sexual harassment, and retaliation, and to decide whether formal complaints, alleging actions prohibited by Title IX or this policy, should be accepted for investigation, resolved informally, or dismissed. The coordinator shall also have authority to file formal complaints when appropriate; to assign formal complaints, alleging action prohibited by Title IX or this policy, to an investigator; to offer supportive measures; and to implement remedial measures upon the recommendation of the hearing decision-maker. Prohibited actions include all forms of sexual harassment, including sexual assault, domestic and dating violence, stalking, and retaliation.

University Title IX Coordinators

Faculty and Staff

Sandra McLean, Vice President of Culture Strategy, Human Resources, sandramclean@parker.edu, (972) 438-6932, ext. 1023

Student(s)

Alaina Mount, Associate Provost/Dean of Student Affairs, Student Affairs Development, Compliance, amount@parker.edu, (972) 438-6932, ext. 7156

Contact a coordinator if you:

- ✚ Wish to understand your options and if you think you may have encountered sex discrimination or sexual misconduct.
- ✚ Learn of a situation that you feel may warrant a university investigation.
- ✚ Need help with how to handle a situation by which you are indirectly affected.
- ✚ Wish to seek guidance on possible informal remedies or administrative measures to de-escalate or alleviate a difficult situation.
- ✚ Have questions about Parker's policies and procedures.

TITLE IX INVESTIGATORS

The University may designate qualified and trained staff and faculty members to investigate formal complaints, which the Title IX Coordinator has accepted for investigation. The investigator on a case may not be the same person as the hearing officer on the case and may not decide appeals. Individuals who are assigned to investigate formal complaints are referred to internally as the University's Title IX Investigators. The following individuals have been trained and designated to serve as Title IX Investigators for Parker University, for formal complaints accepted by the Title IX Coordinator and delegated for investigation.

Faculty and Staff

Sandra McLean, Vice President of Culture Strategy, Human Resources, sandramclean@parker.edu, (972) 438-6932, ext. 1023, Office of Human Resources

Student(s)

Gordon Newell, Director of Student Success, and Special Advising, gnewell@parker.edu, (972) 438-6932, ext. 7162, North Building Suite 200

Student(s)

Laura Randolph, Student Support Specialist, ldrandloph02@parker.edu, (972) 438-6932, ext. 7162, East Building Suite 235

Please Note: The Title IX Coordinator and the Title IX Investigators are not confidential reporting resources. While they will address the complaint with sensitivity and keep the information as private as possible, confidentiality cannot be guaranteed. Please see below for information on confidential reporting options

IMMEDIATE AND ONGOING ASSISTANCE

Individuals who experience sexual harassment are strongly encouraged to seek immediate medical attention in order to treat injuries, test for and treat sexually transmitted infections, test for pregnancy, and access emergency contraception (if requested). Hospitals can also perform rape evidence collection procedures and test for "date rape" drugs. In addition, the Dallas Area Rape Crisis Center offers free, comprehensive services to anyone seeking to heal from sexual violence. Advocates are available 24

hours per day, 7 days per week to support sexual violence victims and their families and friends. They may be contacted at 972-641-7273.

Counseling services will be made available to victims of sexual harassment occurring on or off campus in accordance with the policies of the Office of Counseling Services. The counselor will also assist the victim in establishing an off-campus counseling relationship if needed; however, the cost of such counseling will be borne by the victim. The counselor will help victims find access to any additional community services that may be needed.

Off Campus Resources

The Family Place (Dallas)

The family place empowers victims of family violence by providing safe housing, counseling and skills that create independence while building community engagement and advocating for social change to stop family violence. The family place is in Dallas and offers programs that address emotional and physical abuse and incest and provides free comprehensive services that prevent violence and fully support women, children, and men on their path to safety. If you would like to contact the family place, you can call the 24-hour crisis line at (214) 954-1991.

Genesis Women's Shelter (Dallas)

The Dallas based Genesis Women's Shelter offers shelter safety counseling and expert services to battered women and their children located in Dallas. Some of their services include domestic violence education, play therapy for children, transitional housing, parenting classes, daycare, and job readiness classes. If you would like to contact Genesis Women's Shelter, you can call the 24-hour crisis line at (214)-946-4357.

NO CONTACT ARRANGEMENTS

A Title IX coordinator can work with you to create a voluntary, mutual agreement to limit contact with another individual, allowing you to pursue your activities at Parker without further interactions. These restrictions generally preclude in-person, telephone, electronic, or third-party communication and may limit access to certain areas of campus.

When a formal complaint is filed, a no-contact order will be issued and may be continued following the complaint process. A Title IX coordinator will work with the parties in a formal complaint to implement the no-contact order.

EDUCATION AND PREVENTION

Signs Of an Abusive Relationship

There are many signs of an abusive relationship. The most telling sign is fear of your partner. If you feel like you must walk on eggshells around your partner, constantly watching what you say and do in order

to avoid a blow up, chances are your relationship is unhealthy and abusive. Other signs that you may be in an abusive relationship include a partner who belittles you or tries to control you, and feelings of self-loathing, helplessness, and desperation.

To determine whether you are in a. And abusive answer the questions below. The more “yes” answers, the more likely it is that you are in an abusive relationship.



SIGNS THAT YOU'RE IN AN ABUSIVE RELATIONSHIP	
Your Inner Thoughts and Feelings	Your Partner's Belittling Behavior
Do you:	Does your partner:
Feel afraid of your partner much of the time?	Humiliate or yell at you?
Avoid certain topics out of fear of angering your partner?	Criticize you and put you down?
Feel that you can't do anything right for your partner?	Treat you so badly that you're embarrassed for your friends or family to see?
Believe that you deserve to be hurt or mistreated?	Ignore or put down your opinions or accomplishments?
Wonder if you're the one who is crazy?	Blame you for their abusive behavior?
Feel emotionally numb or helpless?	See you as property or a sex object, rather than as a person?
Your Partner's Violent Behavior or Threats	Your Partner's Controlling Behavior
Does your partner:	Does your partner:
Have a bad and unpredictable temper?	Act excessively jealous and possessive?
Hurt you, or threaten to hurt or kill you?	Control where you go or what you do?
Threaten to take your children away or harm them?	Keep you from seeing your friends or family?
Threaten to commit suicide if you leave?	Limit your access to money or your phone?

Recognizing Signs of Domestic Violence and Abuse in Others

It is impossible to know with certainty what goes on behind closed doors, but there are some telltale signs and symptoms of emotional abuse and domestic violence. If you witness any warning signs of abuse in a friend, family member, or coworker, take them very seriously.

General warning signs of domestic abuse

People who are being abused may:

-  Seem afraid or anxious to please their partner.
-  Go along with everything our partner says and does.

- ✚ Check in often with their partner to report where they are and what they are doing.
- ✚ Receive frequent or harassing phone calls from their partner.
- ✚ Talk about their partners, temper, jealousy, or possessiveness.

Warning Signs of physical violence

People who are being physically abused may:

- ✚ Have frequent injuries with the excuse of accidents.
- ✚ Frequently miss work, school, or social occasions without explanation.
- ✚ Dress in clothing designed to hide bruises or scars (e.g. wearing long sleeves in a summer or sunglasses indoors).

Warning Signs of Isolation:

People who are being isolated by their abusers may:

- ✚ Be restricted from seeing family and friends.
- ✚ Rarely go out in public without their partner.
- ✚ Have limited access to money, credit cards, or the car.



The psychological warning signs of abuse:

People who are being psychologically abused may:

- ✚ Have very low self-esteem, even if they used to be confident.
- ✚ Show major personality changes (e.g. an outgoing person becomes withdrawn).
- ✚ Be depressed, anxious, or suicidal.

How To Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. Active bystanders are individuals who observe or witness the conditions that perpetuate sexual assault or violence, they are not directly involved but have the choice to intervene, speak up, or do something about it. Park University wishes to promote a culture of community accountability where bystanders are actively engaged in the prevention of sexual assault or other violence without causing further harm. If you or someone else is in imminent danger, dial 911 or, (214) 902-3440. This could be when a person is yelling at or being physically abusive towards another, and it is not safe for you to interrupt. Below is a list of some ways you can be an active bystander.

- ✚ Watch out for your friends and fellow students / employees. If you see someone who looks like they may be in trouble or need help, ask if they are okay.
- ✚ Confront people who seclude, hit on, or attempt to have sex with people who are incapacitated.
- ✚ Speak up when someone discusses plans to take advantage of another person.
- ✚ Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.

- ✚ Refer people to on or off-campus resources listed in this document for support in mental health, counseling, or with legal assistance.

SEX OFFENDER REGISTRATION

The Campus Crime Prevention Act is a federal law enacted on October 28th, 2000, that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, employed, or volunteering on campus. This act amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders, and requires the Secretary of Education to take appropriate actions to notify education institutions that disclosure of this information is permitted.

The Texas Department of Public Safety (DPS) is the official Texas Internet source for sex offender registration information the sex offender. Registration open record information is extracted from the DPS 6 offender registration database. The DPS maintains files based on registration information submitted by criminal justice agencies and represents a statewide source of information on sex offenders required by law to register the DPS public web page can be found at:

http://www.txdps.state.tx.us/administration/crime_records/pages/sexoffender.htm

THE JEANNE CLERY ACT

The Federal Government, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, requires the University to report certain Clery Act reportable crimes, within a defined geographic area.

The following statistics are provided in compliance with the specific time periods, crime classifications, geographic categories, and arrest data mandated by federal law. The Clery Act uses specific terminology to define the institution's geography. Campus property is defined as "any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution and is owned by the institution but controlled by another person, is used by students, and supports the institutional purposes, such as a food or other retail vendor."

SMOKE-FREE CAMPUS

Parker University has a vital interest in maintaining a healthy and safe environment for its faculty, staff, students, and visitors while respecting individual choice. Consistent with these concerns, Parker has created a smoke-free campus. Smoking cigarettes and the use of any other tobacco is prohibited indoors and outdoors on all properties owned and/or operated by Parker University.

FIRE SAFETY POLICIES, PROCEDURES, AND STATISTICS

It is crucial that all fires, no matter how small, be reported by calling 911 and contacting the PU SCST by calling 7-911 or (214) 902-3440. This includes fires extinguished without the assistance of the City of Dallas Fire Department, Facilities and Maintenance, or the PU SCST.

Fire Safety Equipment and Fire Safety Training Overview

Parker Facilities/Buildings are equipped with portable fire extinguishers, smoke detectors, integrated automatic sprinkler and visual/audible fire alarm systems. These systems are monitored 24/7 by the PU SCST as well as Front Line Fire Protection, an alarm monitoring company.

Evacuation/Fire Drill

An evacuation drill is designed to prepare the campus community for an emergency evacuation in the event of an actual fire or emergency. Evacuation exercises help familiarize each member with the building exits, locations, as well as identify weaknesses in the evacuation strategy and communication procedures. It is important to keep in mind that each incident is not all the same, and it may require students, staff, and faculty to take alternate paths to the designated assembly points on and off campus. Evacuation drills are conducted annually and formally recorded in the Fire Safety Log.

In the event of a Fire

- ✚ Exit the building immediately. Dial 911 and or call PU SCST at 7-911 or (214) 902-3440.
- ✚ When an alarm is sounded, all students, faculty, staff and visitors must exit/leave the building immediately.
 - If the exit available to you is unsafe, remain in your location, keeping the doors tightly closed, and go to a window to await rescue by the fire department (if applicable).
- ✚ University Floor Wardens and Security will begin evacuating students in a calm and organized manner to prevent panic.
 - Floor Wardens are responsible for accounting for all those occupying their floors, offices, and classrooms. (Bring class roster, if available)
- ✚ If your building has more than one floor, occupants on the upper floors are to be evacuated down the stairs only. Any disabled staff or students shall be identified and assisted to the first floor and out of the buildings to the designated assembly areas. See attached map of assembly areas.
- ✚ University staff shall account for all occupants once they arrive at their designated assembly areas. (Utilize roster, if available)
- ✚ Building re-entry can only occur when authorized by the fire official in charge, or it has been determined that no emergency exists by the Director or person in charge of the incident.

In the event of a small fire

- ✚ In the event of a small fire and you are familiar/trained in the use of a fire extinguisher. Call 911 first and attempt to extinguish the fire.
- ✚ Once you believe the fire is out, stand by and monitor the affected area until the fire department arrives on scene.
- ✚ Only the fire department shall consider an area safe after a fire is extinguished.

Fire Safety

Fire safety in the Parker community calls upon all its members to ensure that the community is safe. Fire Safety is particularly important because it affects the entire community. Your cooperation in following good fire safety practices will ensure that all students, faculty, staff, and visitors have a safe environment. Windows, hallways, and doors should not be obstructed, automatic door closures should not be deactivated, and doors should not be propped open. Each of these items is a part of the planning process to retain fire and allow you to escape as quickly as possible.

The following are prohibited:

- Smoking in all areas of the buildings and campus yards/grounds.
 - This also includes vape cartridges.
- Open flames, candles (wick or wickless), and incense.
- Unapproved electrical appliances – open coiled appliances, space heaters, sun lamps, and halogen lamps.
- Live holiday trees and greenery.
- Extension cords.

Students, Faculty, and Staff must avoid the following:

- Outlet overloads and improper use of surge protectors.
- The obstruction of smoke detectors and sprinkler heads.
- Keeping combustible materials around an electrical source.
- Propping room/office and stairwell doors, or deactivating room door closures.
- Wrapping room/office doors partially or fully with paper or cloth.

Students, Faculty, and Staff are responsible for the following:

- Maintaining cleanliness of their occupied space.
- Keeping doors, exits, and vents unblocked and free of obstructions.
- Reporting health and safety concerns to Facilities/Maintenance, or PU PU SCST.
- Reporting Fire Equipment that is not functioning properly or shows signs of tampering should be reported to Facilities/Maintenance.

Practicing good fire and life safety benefits everyone. The University encourages students, faculty, an staff member to learn more about fire safety, which includes instructions on fire safety routes to be followed during an evacuation, how to determine to exit a room where there is a fire and/or smoke outside, and how to evacuate persons with physical disabilities.

Fire Statistics - 2020**FIRE STATISTICS 2020**

PROPERTY	ADDRESS	# OF FIRES 2020	DATE	CAUSE	INJURIES	DEATHS	VALUE OF PROPERTY	FIRE DRILL & INSPECTION
EAST BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
NORTH BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
SOUTH BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
STUDENT ACTIVITY CENTER	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
DALLAS CLINIC	2600 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
HEALTH SCIENCE BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
PARKER FIT	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
A/V WAREHOUSE		0	N/A	N/A	N/A	N/A	N/A	YES
IRVING CLINIC	111 S. Delaware St. Irving, TX 75060	0	N/A	N/A	N/A	N/A	N/A	YES

Fire Statistics - 2019**FIRE STATISTICS 2019**

PROPERTY	ADDRESS	# OF FIRES 2019	DATE	CAUSE	INJURIES	DEATHS	VALUE OF PROPERTY	FIRE DRILL & INSPECTION
EAST BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
NORTH BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
SOUTH BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
STUDENT ACTIVITY CENTER	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
DALLAS CLINIC	2600 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
HEALTH SCIENCE BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
PARKER FIT	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
A/V WAREHOUSE		0	N/A	N/A	N/A	N/A	N/A	YES
IRVING CLINIC	111 S. Delaware St. Irving, TX 75060	0	N/A	N/A	N/A	N/A	N/A	YES

Fire Statistics - 2018

FIRE STATISTICS 2018

PROPERTY	ADDRESS	# OF FIRES 2018	DATE	CAUSE	INJURIES	DEATHS	VALUE OF PROPERTY	FIRE DRILL & INSPECTION
EAST BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
NORTH BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
SOUTH BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
STUDENT ACTIVITY CENTER	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
DALLAS CLINIC	2600 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
HEALTH SCIENCE BLDG.	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
PARKER FIT	2540 Walnut Hill Lane Dallas, TX 75229	0	N/A	N/A	N/A	N/A	N/A	YES
A/V WAREHOUSE		0	N/A	N/A	N/A	N/A	N/A	YES
IRVING CLINIC	111 S. Delaware St. Irving, TX 75060	0	N/A	N/A	N/A	N/A	N/A	YES

The crime statistics reflected in this report do not align with those on the daily incident log as the daily incident log reflects all incidents reported within the Parker University Security and Campus Safety Department's patrol jurisdiction and the statistical portion of this report reflects only Clery defined crimes reported to the PU SCST Department within Clery Act defined boundaries. Additionally, not all incidents are Clery Act reportable.

Stalking is a course of conduct that may include various activities and may include acts committed over electronic communication (e.g., emails, texts, or social media). Stalking incidents in this report may include activities that span more than one calendar year. In accordance with guidance from the Department of Education, a crime statistic is claimed for each year in which the course of conduct is reported to a local police agency or to a campus security authority.

PARKER UNIVERSITY CRIME REPORT
JANUARY 1, 2020, THROUGH DECEMBER 31, 2020

PARKER UNIVERSITY CRIME STATISTICS

2018-2020 Crime Statistics

2021 Crime Statistics

CLERY CRIMES

TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Murder / Non - Negligent Manslaughter	On Campus	0	0	0	Murder / Non - Negligent Manslaughter	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Negligent Manslaughter	On Campus	0	0	0	Negligent Manslaughter	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Sexual Assault (Rape)	On Campus	0	0	0	Sexual Assault (Rape)	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Sexual Assault (Forcible Fondling)	On Campus	0	0	0	Sexual Assault (Forcible Fondling)	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Sexual Assault (Incest)	On Campus	0	0	0	Sexual Assault (Incest)	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0

CLERY CRIMES

TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Sexual Assault (Statutory Rape)	On Campus	0	0	0	Sexual Assault (Statutory Rape)	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Robbery	On Campus	0	0	0	Robbery	0
	Non - Campus	0	0	0		0
	Public Property	0	1	0		0
Aggravated Assault	On Campus	0	0	0	Aggravated Assault	0
	Non - Campus	0	0	0		0
	Public Property	0	0	1		0
Burglary	On Campus	1	2	1	Burglary	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Motor Vehicle Theft	On Campus	0	0	0	Motor Vehicle Theft	0
	Non - Campus	0	0	2		0
	Public Property	0	0	0		0
Arson	On Campus	0	0	0	Arson	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Larceny Theft	On Campus	2	0	0	Larceny Theft	0
	Non - Campus	0	0	1		0
	Public Property	0	0	0		0

CLERY CRIMES

TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Simple Assault	On Campus	0	1	1	Simple Assault	0
	Non - Campus	0	0	0		0
	Public Property	0	1	0		0
Intimidation	On Campus	0	0	0	Intimidation	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Destruction / Damage Vandalism of Property	On Campus	6	0	0	Destruction / Damage Vandalism of Property	0
	Non - Campus	0	0	1		0
	Public Property	0	0	0		0

HATE CRIMES

TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Murder / Non-Negligent Manslaughter	On Campus	0	0	0	Murder / Non-Negligent Manslaughter	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Negligent Manslaughter	On Campus	0	0	0	Negligent Manslaughter	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Sexual Assault (Rape)	On Campus	0	0	0	Sexual Assault (Rape)	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0

HATE CRIMES								
TYPE OF OFFENSES		LOCATIONS	2017	2018	2019	TYPE OF OFFENSES		2020
Sexual Assault (Forcible Fondling)		On Campus	0	0	0	Sexual Assault (Forcible Fondling)		0
		Non - Campus	0	0	0			0
		Public Property	0	0	0			0
Sexual Assault (Incest)		On Campus	0	0	0	Sexual Assault (Incest)		0
		Non - Campus	0	0	0			0
		Public Property	0	0	0			0
Sexual Assault (Statutory Rape)		On Campus	0	0	0	Sexual Assault (Statutory Rape)		0
		Non - Campus	0	0	0			0
		Public Property	0	0	0			0
Robbery		On Campus	0	0	0	Robbery		0
		Non - Campus	0	0	0			0
		Public Property	0	0	0			0
Aggravated Assault		On Campus	0	0	0	Aggravated Assault		0
		Non - Campus	0	0	0			0
		Public Property	0	0	0			0
Burglary		On Campus	0	0	0	Burglary		0
		Non - Campus	0	0	0			0
		Public Property	0	0	0			0

HATE CRIMES						
TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Motor Vehicle Theft	On Campus	0	0	0	Motor Vehicle Theft	1
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Arson	On Campus	0	0	0	Arson	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Larceny Theft	On Campus	0	0	0	Larceny Theft	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Simple Assault	On Campus	0	0	0	Simple Assault	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Intimidation	On Campus	0	0	0	Intimidation	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Destruction / Damage Vandalism of Property	On Campus	0	0	0	Destruction / Damage Vandalism of Property	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0

ARREST

TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Illegal Weapons	On Campus	0	0	0	Illegal Weapons	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Drug Abuse	On Campus	0	0	0	Drug Abuse	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Liquor Law	On Campus	0	0	0	Liquor Law	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0

REFERRALS

TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Illegal Weapons	On Campus	0	0	0	Illegal Weapons	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Drug Abuse	On Campus	0	0	0	Drug Abuse	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Liquor Law	On Campus	0	0	0	Liquor Law	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0

VAWA						
TYPE OF OFFENSES	LOCATIONS	2017	2018	2019	TYPE OF OFFENSES	2020
Domestic Violence	On Campus	0	0	0	Domestic Violence	0
	Non - Campus	0	0	0		0
	Public Property	0	1	0		0
Dating Violence	On Campus	0	0	0	Dating Violence	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0
Stalking	On Campus	0	0	0	Stalking	0
	Non - Campus	0	0	0		0
	Public Property	0	0	0		0

APPENDIX A – LEGAL GUIDANCE/FEDERAL STATE STATUTES RELATED TO CAMPUS SAFETY AND SEXUAL OFFENSES

The following offenses listed in **bold** must be reported to PU SCST for inclusion in the annual report submitted to the Department of Education. A definition of each offense follows.

Crime Definitions from the Uniform Crime Reporting Handbook and Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program.

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

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

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

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

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

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

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

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

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

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

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

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

Hate Crimes: *A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.* If any of the aforementioned crimes, and any incidents of Larceny-Theft, Simple Assault, Intimidation or Destruction/Damage/Vandalism of Property that were motivated by bias of *race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability*, then the incident must be reported as a hate crime. NOTE: The form is used to compile accurate statistics of the listed criminal acts. Victims and witnesses are strongly urged to call the police to directly report the incident. In the event the victim/witness does not want to contact the police, please complete the form so that the listed offense can be included in UCCS's annual statistical report. The form should not be completed if the victim/witness reports the incident to police.

- The Clery Act Categories of Bias:

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

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

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

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

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

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

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

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

- In conjunction with the Clery Act, hate crimes include any of the offenses listed above and the offenses motivated by bias below:

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

Constructive possession: *The condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.*

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

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

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

VAWA (Violence Against Woman Act) Offenses: Any incidents of Domestic Violence, Dating Violence, and Stalking. (NOTE that Sexual Assault is also a VAWA Offense but is included in the Criminal Offenses category for Clery Act reporting purposes).

Domestic Violence (VAWA Definition): *A felony or misdemeanor crime of violence committed--*

- (i) By a current or former spouse or intimate partner of the victim;
- (ii) By a person with whom the victim shares a child in common;
- (iii) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- (iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- (v) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence (VAWA Definition): *Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.*

For the purposes of this definition--

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

Stalking: (VAWA definition): *Engaging in a course of conduct directed at a specific person that would cause a reasonable person to--*

- (i) Fear for the person's safety or the safety of others; or
- (ii) Suffer substantial emotional distress.

For the purpose of this definition--

- (i) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- (ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
- (iii) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Arrests and Referrals for Disciplinary Action

Weapon Law Violations: *The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.*

Drug Abuse Violations: *The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation and importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.*

Liquor Law Violations: *The violation of state or local laws or ordinances prohibiting that manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including under the influence and drunkenness.*

Other Helpful definitions:

Consent: CRS 18-3-410(1.5) Consent means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent under the provisions of this part 4. Submission under the influence of fear shall not

constitute consent. Nothing in this definition shall be construed to affect the admissibility of evidence or the burden of proof in regard to the issue of consent under this part 4.

Protection Order or Restraining Order: CRS 18-6-803.5 (a.5) (I) "Protection order" means any order that prohibits the restrained person from contacting, harassing, injuring, intimidating, molesting, threatening, or touching any protected person or protected animal, or from entering or remaining on premises, or from coming within a specified distance of a protected person or protected animal or premises or any other provision to protect the protected person or protected animal from imminent danger to life or health, that is issued by a court of this state or a municipal court.

FEDERAL DEFINITIONS AND TERMS

Murder and Non-negligent manslaughter: the willful (non-negligent) killing of one human being by another. Includes any death caused by injuries received in a fight, argument, quarrel, assault, or the commission of a crime.

Manslaughter by Negligence: the killing of another person through gross negligence. Includes any death that is caused by something that a reasonable and prudent person would not do.

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

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

Sex Offenses—Incest: sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.

Sex Offenses—Statutory Rape: sexual intercourse with a person who is under the statutory age of consent. In California, the statutory age of consent is 18.

Robbery: the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear. The essential elements of a robbery are that it is committed in the presence of a victim (usually the owner or person having custody of the property); the victim is directly confronted by the perpetrator; the victim is threatened with force or put in fear that force will be used; involves a theft or larceny.

Aggravated Assault: an unlawful attack by one person upon another person for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Include assaults or attempts to kill or murder; poisoning (including the use of date rape drugs);

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

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

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

Hate Crimes: a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Categories of bias, for the purpose of the Clery Act, are limited to race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability. In addition to the crimes defined above, the following crimes, when motivated by bias, must be reported as hate crimes:

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

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

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

Destruction/Damage/Vandalism of Property: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Dating Violence: violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

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

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

APPENDIX B – PARKER'S PROCEDURES FOR ADDRESSING SEXUAL MISCONDUCT AND SEXUAL MISCONDUCT DEFINITIONS, RESPONSE, PREVENTION, AND POLICY

TITLE IX SEXUAL HARASSMENT POLICY

INCLUDING SEXUAL HARASSMENT, SEXUAL ASSAULT, DOMESTIC AND DATING VIOLENCE, AND STALKING ("SEXUAL HARASSMENT")

TITLE IX STATEMENT ON NON-DISCRIMINATION

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex (including sexual harassment and sexual violence) in educational programs and activities that receive federal financial assistance. Title IX also prohibits retaliation against individuals who file a complaint of sex- based harassment/discrimination or assist in the filing, investigation, or resolution of such complaints. To ensure compliance with Title IX and other federal and state civil rights laws, Parker University has developed policies and procedures that prohibit all forms of sex- based discrimination and/or retaliation. Accordingly, Parker University does not tolerate unlawful discrimination and makes every effort to maintain a work and academic environment free from all forms of sexual misconduct, including sexual harassment, sexual assault, domestic and dating violence, and stalking. The University will promptly respond to individuals who are alleged to have experienced sexual harassment by offering supportive measures, following a fair grievance process as outlined in this policy to resolve formal complaints of sexual harassment, and providing remedies to those who are determined to have experienced sexual harassment through that process. Thus, all forms of prohibited conduct under this policy are considered serious offenses, and violations will result in discipline, up to and including possible suspension and dismissal from the University.

DEFINITIONS

Actual knowledge: Notice of sexual harassment to the Title IX Coordinator or other official of the University, who has authority to take corrective action on behalf of the University. In addition to the Title IX Coordinator, officials with authority to take corrective action include the Provost, Vice Provost, Dean of Student Affairs, and VP of Human Resources. Although all employees are considered mandatory reporters and are required to report sexual harassment, those employees not listed in this paragraph, do not qualify as individuals, who have authority to take corrective action. Therefore, notice to those employees does not qualify as actual notice to the University.

Coercion: Coercion is the use of unreasonable pressure to compel an individual to initiate or continue sexual activity against an individual's will. It includes a wide range of behaviors which override the voluntary nature participation.

Complainant: Individual, who alleges conduct that would, if true, constitute sexual harassment.

Education Program or Activity: Any operations of Parker University, including locations, events, or circumstances over which Parker University exercised substantial control over both the respondent and the context in which the sex discrimination or sexual harassment occurs, and includes any building owned or controlled by a student organization that is officially recognized by Parker University.

Formal Complaint: A document filed by the complainant or signed by the Title IX Coordinator, alleging sexual harassment by a respondent, and requesting that the University investigate the allegations of sexual harassment. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the University's education program or activity. If the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this Policy and must comply with the requirements of this Policy.

- A formal complaint may be filed with the Title IX Coordinator in person, by mail, by electronic mail, or through electronic form submission by using the contact information list for the Title IX Coordinator in this Policy and by any additional method designated by the University. The complaint must contain the complainant's physical or digital signature or otherwise indicate that the complainant is the person filing the formal complaint.

Incapacitation: Incapacitation is defined as the inability, temporarily or permanently, to give consent because an individual is mentally and/or physically helpless, asleep, unconscious, or unaware that sexual activity is occurring.

- An individual who is incapacitated lacks the ability to make informed, rational judgments and therefore cannot consent to sexual activity. Persons with certain intellectual or developmental disabilities may not have the capacity to give consent.

Where alcohol or other drugs are involved, incapacitation is a state beyond intoxication. Evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs affects an individual's decision-making ability, awareness of consequences, ability to make informed judgments, capacity to appreciate the nature of the act, and their level of consciousness. In other words, a person cannot give valid consent due to incapacitation if the person cannot appreciate the who, what, where, when, why, or how of a sexual interaction.

A respondent may not be held responsible for invalid consent through incapacitation where the respondent did not know and should not have known of the complainant's incapacitation based on objectively and reasonably apparent indications of impairment when viewed from the perspective of a sober reasonable person in the respondent's position.

Minors: Minors are defined as anyone under the age of 18, who participates in the University's programs or activities, or who participates in any program on the University's campus, or who are otherwise covered under the foregoing Scope of Policy. Under many laws, minors may not have the capacity to consent.

Respondent: A respondent is an individual who has been reported to have committed conduct that could, if true, constitute sexual harassment.

SCOPE OF POLICY

This policy applies to all members of the Parker University community, including, but not limited to, Parker students, faculty, staff, alumnae/alumni, third-party vendors, contractors, guests, and all other visitors, including minors, to the Parker University campus or any other property owned or controlled by the University, within the United States. This policy also applies to all acts of Prohibited Conduct (as defined below) committed by or against any member of the Parker University community (as defined above) if:

- The Prohibited Conduct occurs on property owned or controlled by Parker University, within the United States; or
- The Prohibited Conduct is directly related to or occurs in the context of University employment or an education program or activity of the University, including, but not limited to: university-sponsored research, internship/externship programs, on-line courses, volunteer activities, work-related travel, training, attendance at seminars or conferences, participation in athletics, student organizations, or any other extra-curricular activity, within the United States; or
- The Prohibited Conduct is directly related to or occurs while using property or resources owned, controlled, or provided by Parker University, including, but not limited to: university-owned vehicles, laptops, mobile devices, computer systems and networks, email accounts, telephone and voice mail systems, within the United States; or
- The Prohibited Conduct has continuing adverse effects on a member of the Parker University community (as defined above) as it relates to an education program or activity of the University, within the United States.

Notwithstanding the foregoing, this Policy's grievance procedures apply only to sex discrimination occurring against a person in the United States. Please note that the University's Harassment and Discrimination and/or other University Codes of Conduct may apply to discrimination based on sex, race, national origin, disability, age, or other protected class occurring against a person participating in a university program or activity outside of the United States. Please refer to the Parker University Student Handbook for additional information.

In the event of any conflict or inconsistency between the provisions and requirements of this Title IX Sexual Harassment Policy and any other Parker University policy regulating the conduct of any member of the Parker University community or setting forth procedures governing the suspension, dismissal, termination, or removal and exclusion from Parker University property of any member of the Parker University community, the provisions and requirements of the most current version of this Policy shall prevail and govern. Where prohibited conduct violates both this Title IX Sexual Harassment Policy and any other Parker University policy regulating the conduct of any member of the Parker University community, the University's response will be governed by the provisions and procedures outlined in the most current version of this Policy.

Sexual misconduct not otherwise covered under this policy may be addressed under the University's Harassment and Discrimination Policy if it applies. Under no circumstances may the Harassment and Discrimination Policy be used to retaliate against an individual, who has filed a complaint under the University's Title IX Sexual Harassment Policy.

DEFINITIONS OF PROHIBITED CONDUCT

The following acts of Title IX Sexual Harassment are prohibited under this policy:

Sexual harassment: Conduct on the basis of sex that satisfies one or more of the following criteria:

1. An employee of the University conditions an aid, benefit, or service on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking, as further defined in this section.

Sexual Assault: Sexual and non-forcible sex offenses, as defined in the FBI's Uniform Crime Reporting database, including:

- **Non-Consensual Penetration:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim [complainant].
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of the victim's age or because of the victim's temporary or permanent mental or physical incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other, within the degrees wherein marriage is prohibited by law. In Texas, incest is illegal even among consenting adults.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent. In Texas, a person under the age of 17 cannot consent.
- **Dating Violence:** An act of violence committed by a person who is or has been in a romantic or intimate relationship with the complainant. The existence of such a romantic or intimate relationship is determined by the length of the relationship, the type of relationship, and the frequency of the interactions between the individuals involved in the relationship.
- **Domestic Violence:** An act of violence committed on the basis of sex by:
 - A current or former spouse or intimate partner of the complainant;
 - A person with whom the complainant shares a child in common
 - A person, who is cohabiting with, or has cohabited with, the complainant as a spouse or intimate partner;
 - A person similarly situated to a spouse of the victim under the domestic/family violence laws of the jurisdiction;
 - Any other person against an adult or youth victim, who is protected from person's acts under domestic/family violence laws of the jurisdiction.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person with similar characteristics under similar circumstances to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress

- Significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

To qualify under Title IX, the conduct must be sex-based stalking. Stalking that does not constitute sexual harassment because it is not on the basis of sex may still fall under other University codes of conduct.

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

RETALIATION IS PROHIBITED

Parker University does not tolerate retaliatory conduct and strictly prohibits retaliation. Any retaliatory conduct against such persons will be addressed by the University in the most serious manner, and individuals who engage in such actions will be subject to disciplinary action that may include suspension, dismissal, termination, or removal and exclusion from the University.

Retaliation is defined as intimidation, threats, coercion, or discrimination against any individual for the purpose of interfering with any right or privilege secured by this Policy, Title IX or its implementing regulations. Retaliation also includes intimidation, threats, coercion, or discrimination aimed at a person because that person complained of sex discrimination or sexual harassment, testified, provided information, assisted, participated in, or refused to participate in, in any manner, in a sex discrimination or sexual harassment investigation, proceeding, or hearing under Parker University policies or the law. Notwithstanding this prohibition, there may be circumstances in which conduct, that does not fall under this policy, may fall under other University policies, such as the University's Harassment and Discrimination Policy or other University Code of Conduct. In those instances, after determining the conduct in question does not fall under this Policy, but rather under another university policy, the University may investigate such conduct under the other policy, so long as the purpose is not to engage in retaliation. Anyone who is aware of possible retaliation or has other concerns regarding the response to a sexual misconduct complaint should report such concerns to the Title IX Coordinator, who will take appropriate actions to address such conduct in a prompt and equitable manner.

The University must keep confidential the identity of any individual who has made a report or complaint of sex discrimination or harassment, any respondent, and any witness, except as permitted by the Family Educational Rights and Privacy Act (FERPA), or as otherwise required by law or to carry out the purposes of Title IX, its implementing regulations, or this Policy, including the conduct of any investigation, hearing, or judicial proceeding arising under this Policy. Complaints alleging retaliation may be filed with the Title IX Coordinator and will be addressed under the University's Harassment and Discrimination Policy.

Charging an individual with a violation of this policy for making a materially false statement in bad faith during a grievance proceeding does not constitute retaliation. However, a determination regarding responsibility is not sufficient, by itself, to conclude that any party made a materially false statement in bad faith.

CONSENT

Consent represents the cornerstone of respectful and healthy intimate relationships. Thus, all sexual conduct or contact occurring on campus and/or occurring with a member of the Parker University community must be consensual.

Consent requires words or overt acts by a competent person indicating a freely given agreement to the sexual conduct at issue. Consent must be freely given without compulsion or duress by a person legally capable of consenting, and not based on fraud or deception. Consent may not be inferred from silence or passivity alone and a current or previous relationship is not sufficient to constitute consent. Consent to some sexual acts does not constitute consent to others, nor does past consent to a given act constitute present or future consent to the same or another sexual act. Consent must be ongoing throughout a sexual encounter and can be revoked or withdrawn at any time prior to or during a specific sexual act by either person.

Consent is not valid when given by someone who is incapacitated or is not of legal age to consent under the circumstances. Consent is also not valid when obtained by coercion or force. To find a lack of consent under one of these circumstances, there must be a finding that the complainant was unable to consent and a finding that the respondent knew or had reason to know the complainant was unable to consent. Intoxication of the respondent is not an excuse for failure to obtain consent or failure to know of the complainant's inability to consent.

TITLE IX COORDINATOR

Parker University has designated and authorized the following University official to coordinate and oversee its Title IX compliance efforts, to handle reports of sex discrimination, sexual harassment, and retaliation, and to decide whether formal complaints, alleging actions prohibited by Title IX or this policy, should be accepted for investigation, resolved informally, or dismissed. The coordinator shall also have authority to file formal complaints when appropriate; to assign formal complaints, alleging action prohibited by Title IX or this policy, to an investigator; to offer supportive measures; and to implement remedial measures upon the recommendation of the hearing decision-maker. Prohibited actions include all forms of sexual harassment, including sexual assault, domestic and dating violence, stalking, and retaliation.

Alaina Mount, MS Title IX Coordinator-Students Dean of Student Affairs Office Location: East 234 Telephone: (972) 438-6932 Ext. 7156 Email: amount@parker.edu	Sandra McLean, Vice President of Culture Strategy, Human Resources, H.R. Office Location: North Telephone: (972) 438-6932 Ext. 1023 Email: sandramclean@parker.edu ,
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TITLE IX INVESTIGATORS

The University may designate qualified and trained staff and faculty members to investigate formal complaints, which the Title IX Coordinator has accepted for investigation. The investigator on a case may not be the same person as the hearing officer on the case and may not decide appeals. Individuals who are assigned to investigate formal complaints are referred to internally as the University's Title IX Investigators. The following individuals have been trained and designated to serve as Title IX Investigators for Parker University, for formal complaints accepted by the Title IX Coordinator and delegated for investigation.

Gordon Newell , Director of Student Success, and Special Advising <u>Office Location:</u> North 200 <u>Telephone:</u> (972) 438-6932 Ext. 7162 <u>Email:</u> gnewell@parker.edu	Laura Randolph , Student Support Specialist <u>Office Location:</u> East Building 235 <u>Telephone:</u> (972)-438-6932 <u>Email:</u> ldrandolph02@parker.edu
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Please Note: The Title IX Coordinator and the Title IX Investigators are not confidential reporting resources. While they will address the complaint with sensitivity and keep the information as private as possible, confidentiality cannot be guaranteed. Please see below for information on confidential reporting options.

IMMEDIATE AND ONGOING ASSISTANCE

Individuals who experience sexual harassment are strongly encouraged to seek immediate medical attention to treat injuries, test for and treat sexually transmitted infections, test for pregnancy, and access emergency contraception (if requested). Hospitals can also perform rape evidence collection procedures and test for "date rape" drugs. In addition, the Dallas Area Rape Crisis Center offers free, comprehensive services to anyone seeking to heal from sexual violence. Advocates are available 24 hours per day, 7 days per week to support sexual violence victims and their families and friends. They may be contacted at 972-641-7273.

Counseling services will be made available to victims of sexual harassment occurring on or off campus in accordance with the policies of the Office of Counseling Services. The counselor will also assist the victim in establishing an off- campus counseling relationship if needed; however, the cost of such counseling will be borne by the victim. The counselor will help victims find access to any additional community services that may be needed.

PRESERVATION OF EVIDENCE

If possible, an individual who has been sexually assaulted should not shower, bathe, urinate, douche, brush teeth, drink or change clothes or bedding before going to the hospital or seeking medical attention. If the individual decides to change clothes, they should not wash the clothes worn during the assault and should bring them to the hospital or medical facility. Because medical evidence dissipates quickly, individuals who wish to preserve such evidence are encouraged to seek medical attention within 48 hours (and no more than 86 hours) of the incident. In addition, all physical evidence, including electronic communications (e.g., emails and text messages), recordings, and photographs should be

preserved in their original form. These steps are important to help preserve evidence for possible use in legal actions or requests for a civil no-contact order and/or an order of protection.

REPORTING OPTIONS & DUTIES

Any person may report sex discrimination, including sexual harassment (whether or not the reporter is the alleged victim), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time, by using the Title IX Coordinator's contact information.

The reporting and disciplinary procedures outlined in this policy are separate and apart from the criminal justice system, and a victim of sexual misconduct may choose to file a complaint with either the University or law enforcement, with neither, or with both simultaneously. The outcome of a sexual misconduct complaint filed with the University is not dependent on the outcome of a criminal investigation conducted by law enforcement.

Reporting Incidents of Title IX Sexual Harassment to Parker University

Parker University strongly encourages all victims and witnesses to promptly report incidents of sexual harassment (including sexual assault, domestic violence, dating violence, and stalking, to the Title IX Coordinator. The University takes all complaints of sexual harassment seriously and will work to reach a prompt, impartial, and equitable resolution of the matter.

At Parker, all University employees are considered responsible employees and are required to report all incidences of sexual misconduct to the Title IX Coordinator, unless such employees are specifically designated as confidential employees, as further explained below. In addition, employees that become aware of felony crimes must report such crimes to law enforcement. Parker University Security Department can assist with reports to law enforcement, and they can assist with immediate actions to keep individuals safe in emergency situations. In emergencies, individuals can also call 9- 1-1.

1. Upon learning of a complaint of sexual harassment, the University will offer supportive measures; will take immediate and appropriate steps to discuss appropriate options (e.g., supportive measures, informal resolution (e.g., mediation), or a formal complaint investigation and hearing), with the complainant.
2. All employees are responsible employees and must report to the Title IX Coordinator all relevant details of any alleged act of sexual harassment that the employee is aware of— including the names of the alleged victim (complainant) and alleged perpetrator(s)(respondent(s)), the names of any witnesses, and any other relevant facts, including the date, time, and specific location of the alleged incident. To the extent possible, information reported to a responsible employee will be shared only with those officials responsible for handling the University's response to the report.
3. The University must treat complainants and respondents equitably by offering supportive measures as defined in this Policy and by following the grievance process as set forth in this policy before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent.

Before a complainant reveals any information to a responsible employee, the employee should ensure that they honor and support the complainant's wishes. Please note that the University's responsibility to minors on campus may preclude treating the minor's complaint as confidential. State and federal reporting requirements may apply.

If a complainant discloses an incident of sexual misconduct to a responsible employee but wishes to maintain confidentiality or requests that no investigation is conducted or no disciplinary action is taken, the University must weigh that request against the University's legal obligation to provide a safe, nondiscriminatory environment for all students and employees, including the victim. If the University honors the request for confidentiality, a complainant must understand that the University's ability to meaningfully investigate the incident and pursue disciplinary action against the respondent(s) may be limited. Sometimes, the University will not be able to honor a complainant's request because of the need to provide a safe, non-discriminatory environment for all students and employees.

When a report is filed with the Title IX Coordinator, the Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures, as well as the option to file a formal complaint. The Title IX Coordinator must also inform the complainant of the availability of supportive measures with or without the filing of a formal complaint and explain to the complainant the process for filing a formal complaint.

When weighing a complainant's request for confidentiality or that no investigation or discipline be pursued, the Title IX Coordinator may consider a range of factors, including, but not limited to the following:

- the increased risk that the respondent will commit additional acts of sexual harassment, sexual assault, dating violence, domestic violence, or stalking, such as:
- whether there has been other sexual harassment, sexual assault, dating violence, domestic violence, or stalking complaints against the same respondent;
- whether the respondent has a criminal record demonstrating a history of sexual harassment, sexual assault, dating violence, domestic violence, or stalking;
- whether the respondent has a history of engaging in sexual harassment, sexual assault, dating violence, domestic violence, or stalking from a prior school or employer;
- whether the respondent threatened further sexual harassment, sexual assault, dating violence, domestic violence, or stalking against the victim or others;
- whether the sexual harassment, sexual assault, dating violence, domestic violence, or stalking was committed by multiple perpetrators or against multiple victims;
- whether the sexual harassment, sexual assault, dating violence, domestic violence or stalking was perpetrated with a weapon;
- whether the sexual harassment, sexual assault, dating violence, domestic violence, or stalking occurred on campus or other property owned or controlled by the University;
- whether the complainant is a minor;
- whether the respondent(s) is a member of the Parker University community;
- whether the University possesses other means to obtain relevant evidence of the sexual harassment, sexual assault, dating violence, domestic violence, or stalking (e.g., security cameras or personnel, audio recordings, physical evidence).

The presence of one or more of these factors could lead the Title IX Coordinator to file a formal complaint to investigate and, if appropriate, pursue disciplinary action against the respondent, despite the complainant's request.

If the Title IX Coordinator determines that the University cannot honor a complainant's request for confidentiality, the University will inform the complainant prior to starting an investigation and will maintain the privacy of the investigation to the extent possible in the context of implementing this Policy. The University will work with the complainant regarding the availability of supportive measures. If the University decides not to open an investigation or pursue disciplinary action, the Title IX Coordinator will inform the complainant of that decision. Retaliation against the complainant will not be tolerated.

The University recognizes that complainants impacted by sexual harassment may wish to take advantage of the health and support services available on campus without disclosing the incident or making a formal report to the University. To that end, certain University employees have been designated as limited and fully confidential resources to whom complainants can speak without their personally identifying information being shared with the Title IX Coordinator or Campus Security.

Certain individuals are not considered responsible employees and can generally talk to a complainant without revealing any personally identifying information about an incident to the University.

Pastoral and licensed professional counselors, when acting in their professional capacity, are not considered responsible employees, and are not required to report any information regarding complaints of sexual misconduct to either the Title IX Coordinator or to law enforcement. Thus, these counselors are not required to report crimes for investigation or inclusion in the annual disclosure of crime statistics. Crimes reported to these counselors are strictly confidential, except in very limited cases where the information suggests an imminent threat to the health and safety of the patient or others, or in cases of child abuse. These counselors include University Psychologist, Dr. Jacquelyn Elbel, and any other licensed professional counselors in the Office of Counseling Services, who provide mental health counseling to members of the University Community. As a matter of policy, pastoral and licensed professional counselors are encouraged – if, and when they deem it appropriate – to inform persons being counseled of the procedures to report crimes on a voluntary and confidential basis for inclusion in the annual crime statistics report, and of the option to seek supportive measures and resolution through the Title IX process.

A complainant who speaks to a professional or non-professional counselor or advocate must understand that if the complainant wants to maintain confidentiality, the University may not be able to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator. Even so, these counselors and advocates will still assist the complainant in receiving other necessary protection and support, such as victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. A complainant who at first requests confidentiality may later decide to file a complaint with the University or report the incident to local law enforcement, and thus have the incident fully investigated. These counselors and advocates will provide the complainant with assistance in filing a complaint if the complainant wishes to do so.

Please Note: While these professional and non-professional counselors and advocates may maintain a complainant's confidentiality vis-à-vis the University, they may have reporting or other obligations under

state or federal law, such as mandatory reporting to law enforcement in case of minors; imminent harm to self or others; mandatory reporting of felonies; and requirements to testify if subpoenaed in a criminal case.

Reporting Incidents of Sexual Harassment to Law Enforcement

Some types of sexual harassment, including sexual assault, dating and domestic violence, and stalking are criminal acts and Parker University strongly encourages all victims and witnesses to report suspected criminal acts to the Dallas Police Department or any other appropriate law enforcement agency if the incident occurred off campus. Upon request, Parker University officials are available to assist an individual in contacting and/or notifying the appropriate law enforcement agency. Please note that under Texas law, with certain exceptions, persons who have knowledge of a felony are required to report such information to law enforcement authorities. Failure to report a felony may itself be a crime.

The contact information for the Dallas Police Department is listed below:

Dallas Police Department 1400 S. Lamar Street Dallas, TX 75215

For emergencies, dial 911. For non-emergency calls to all divisions or personnel of the Dallas Police Department, use the business line at 214-671-3001 and the operator will direct the call.

Although cooperation with law enforcement may require Parker University to temporarily suspend its internal investigation into complaints/reports of sexual misconduct, the University will promptly resume the investigation as soon as it is notified by law enforcement that the agency has completed its evidence gathering. The University will not, however, wait for the conclusion of a criminal proceeding to begin its own investigation and, if necessary, will take immediate and interim measures to address the alleged conduct. A person may also file a complaint of sex discrimination with the United States Department of Education's Office for Civil Rights regarding an alleged violation of Title IX by visiting online or by calling 1-800-421-3481.

AMNESTY FOR REPORTING

Parker University encourages reporting of sexual misconduct and seeks to remove any barriers to an individual making a report. The University recognizes that individuals who have been drinking or using drugs at the time of the incident may be hesitant to make a report because of potential consequences for their own conduct. Thus, individuals who report sexual misconduct or participate in a sexual misconduct investigation, will not be subject to disciplinary action by the University for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. Parker University may, however, initiate an educational discussion on the use of alcohol or other drugs or require participation in an alcohol/drug prevention training course/program. Amnesty will not be extended for any violations of Parker University policy other than for alcohol/drug use. In addition, amnesty does not preclude or prevent action by police or other legal authorities.

ANONYMOUS COMPLAINTS

Anonymous complaints will be accepted; however, the University's ability to obtain necessary and additional information may be compromised and the ability to investigate or resolve anonymous complaints may be limited.

BAD FAITH COMPLAINTS

This policy shall not be used to bring frivolous or malicious complaints against members of the Parker University community. If the University's investigation reveals that a complaint is made in bad faith or is knowingly false, such a complaint shall be dismissed and the person who filed the bad faith complaint may be subject to disciplinary action. A complaint, however, will not be considered false, frivolous or in bad faith solely because it cannot be corroborated.

ACADEMIC/WORK ACCOMMODATIONS AND SUPPORTIVE MEASURES

Upon learning of sexual harassment, the University may implement non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant and the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the University's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the University's education environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The University must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures. In certain instances, the University may need to report an incident to law enforcement authorities (e.g., when a suspected felony has occurred). Such circumstances include any incidents that warrant the undertaking of additional safety and security measures for the protection of the student, employee or other members of the Parker University community or other situations in which there is clear and imminent danger, and when a weapon may be involved. However, in all cases, crisis intervention and safety concerns will take precedence.

PROCEDURES FOR INVESTIGATION AND RESOLUTION OF COMPLAINTS (GRIEVANCE PROCEDURES)

These grievance procedures apply only to sexual harassment occurring against a person in the United States. Please note that the University's Harassment and Discrimination and/or other University codes of conduct may apply to sexual harassment occurring against a person outside other the United States.

Upon notification of a complaint alleging a violation of this Title IX Sexual Harassment Policy, an investigation into the matter will be conducted in a prompt, thorough, and impartial manner by the Title IX Coordinator and/or one or more of the University's Title IX Investigators, who shall have adequate knowledge and training on how to conduct proper investigations under Title IX. The designated investigator(s) shall be responsible for gathering relevant evidence but shall not serve as the

decisionmaker. The objective of the investigation process is to gather relevant evidence, including information from both parties and relevant witnesses, to facilitate a hearing to determine whether a policy violation occurred. If the decider determines that the conduct constitutes a policy violation, the decider will determine what sanctions should be imposed and what actions will be taken to end the harassing or discriminatory conduct and prevent its recurrence.

If the complainant or the respondent has a concern about the conduct of any investigator or believes that an investigator has a conflict of interest that may impair the investigator's ability to be fair and impartial, the complainant/respondent should immediately put her/his concerns in writing and submit them to the Title IX Coordinator for review. The Title IX Coordinator will promptly review the matter and determine whether it is appropriate to recuse the investigator.

COOPERATION WITH INVESTIGATION AND DISCIPLINARY PROCEDURES

Parker University encourages all members of the University community to cooperate fully in the investigation and disciplinary procedures.

The University also understands that there may be circumstances in which a party wishes to limit her/his participation in an investigation. The complainant retains this right. However, the designated investigator(s) may be required to move forward with an investigation, absent the party's participation in the process. In such situations, the University will not draw any adverse inference from a party's silence. However, silence of a party will result in an absence of their side of the story being represented in the information presented for adjudication.

If a complainant or respondent refuses to undergo cross-examination during the hearing, that person's statements will not be considered.

The University will not restrict the ability of any party to discuss the allegations under investigation or to gather and present relevant evidence. A party's communication with a witness or potential witness is considered part of a party's right to meaningfully participate in furthering the party's interests in the case. However, where a party's conduct toward a witness violates a no-contact order or rises to the level of retaliation, it is prohibited.

INITIAL ASSESSMENT OF COMPLAINT/REPORT

The investigative process is initiated when the Title IX Coordinator receives a formal complaint of a sexual harassment. The Title IX Coordinator will conduct an initial assessment of the complaint/report to determine the next steps. Following the initial assessment, one or more of the following actions will be taken:

- The Title IX Coordinator must dismiss a complaint if the conduct alleged would not constitute sexual harassment, even if proven, or the conduct did not occur within recipient's education program or activity or in the United States.
- Such a dismissal does not preclude action under another provision of the University's code of conduct or the University's Harassment and Discrimination Policy if they apply.
- The University may dismiss the formal complaint, or any allegations contained in the complaint, if at any time during the investigation or hearing:

- a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations in that complaint;
- the respondent is no longer enrolled or employed by the University; or
- specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the formal complaint or allegations in that complaint.

Upon dismissal, the Title IX Coordinator must promptly send written notice of the dismissal and reason(s) for the dismissal to both parties, simultaneously.

Consolidation of formal complaints: The Title IX Coordinator may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Please note that sexual misconduct occurring outside of the United States may, under appropriate circumstances, be investigated under the University's Harassment or Discrimination Policy or other relevant policies, so long as the intent is not to retaliate against a person for filing a complaint or otherwise participating in the complaint process. (See, Retaliation section).

If it is determined that the complaint/report, if substantiated, would constitute a violation of this policy, the appropriate supportive measures will be determined and the Title IX Coordinator will explain the options for informal resolution (e.g., mediation) and a formal investigation. The complainant will be advised that a hearing will be held at which parties and witnesses will be cross-examined by advisors for each party. Neither the complainant nor respondent will be allowed to directly cross examine each other.

Any individual designated by the University as a Title IX Coordinator, investigator, decision-maker, or any person designated by the University to facilitate an informal resolution process must not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. The Title IX Coordinator's initiation of a formal complaint or an individual's decision that allegations warrant an investigation or hearing shall not be considered evidence of bias. An individual's current job title, professional qualifications, past experience, identity, or sex will not alone indicate bias. Use of trauma-informed practices will not be considered evidence of bias when such practices do not rely on sex stereotypes, apply generalizations to allegations in specific cases, cause loss of impartiality, or prejudge the facts at issue. The University will apply an objective, common sense approach to evaluating whether a particular person serving in a Title IX process is biased and will exercise caution not to apply generalizations that might unreasonably conclude that bias exists.

NOTICE OF ALLEGATIONS

Upon receipt of a formal complaint, the University must provide the following written notice to the parties who are known:

1. Notice of the University's grievance process that complies with this section, including any informal resolution process.
2. Notice of the allegations of sexual harassment potentially constituting sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include, if known:

INFORMAL RESOLUTION

1. The University may not require a party to waive the right to an investigation and a live hearing with cross-examination.
2. The University may not require the parties to engage in an informal resolution process and may not offer informal resolution, unless a formal complaint is filed and both parties agree, in writing, to an informal resolution.
3. At any time prior to reaching a determination regarding responsibility, the University may facilitate an informal resolution process, such as mediation, a negotiated resolution, or restorative justice, that does not involve a full investigation and adjudication, provided that the University issues a written notice disclosing:
 - the allegations
 - the requirements of the informal resolution process (including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegation);
 - a statement that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and
 - an explanation that any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
 - Obtains the parties' voluntary, written consent to the informal resolution process;
 - Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

Informal resolutions shall be resolved within 30 days of assignment, unless there is good cause shown to continue the process. Good cause shall include showing that reasonable progress is being made and that continued informal resolution efforts will likely result in resolution or that there was a good reason for failure to resolve the complaint within 30 days (e.g., the unavailability of the parties, school closings, etc.)

FORMAL INVESTIGATION

The following procedures shall apply during a formal investigation:

1. The investigator will offer each party the opportunity to be interviewed, to provide a written statement, to provide evidence for consideration, to submit suggested witnesses, and to submit information from fact witnesses and expert witnesses.
2. Both the complainant and the respondent to the complaint will have an equal opportunity to provide evidence and to identify any witnesses that support their position.
3. The investigators must presume that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
4. The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the University and not on the parties.
5. Interviews shall be sought from the complainant, the respondent, any witnesses identified by the parties as relevant and necessary to the matter, and any witnesses determined by the investigator(s) to be relevant to the matter. If any witnesses identified by the parties as relevant

and necessary to the matter are not interviewed, then the investigator(s) will state, in the written response to the parties, the reason(s) for not conducting the additional interviews.

6. Parties and witnesses may be interviewed more than once to gather all relevant information and evidence.
7. All relevant documents and evidence shall be gathered and reviewed by the investigator(s) and, upon request, made available for review by the parties, except to the extent that such documents and/or evidence contain privileged, confidential, or FERPA-protected information, which shall be determined solely by the University. For example, the University cannot access, consider, disclose, or otherwise use a party's records, that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the University obtains that party's voluntary, written consent to do so for a grievance process under this Policy. If a party is a minor, then the University must obtain the voluntary, written consent of a parent or guardian.
8. Due to the nature of most sexual harassment allegations, the parties will be interviewed separately and neither the complainant nor respondent will be permitted to directly question one another. However, the parties may have their advisors cross-examine the other party and/or their witnesses, in a live cross examination hearing. A complainant's or respondent's advisor may also be allowed to ask questions of their own party, to help the party explain the party's side of the story. Cross examination may not include questions about a complainant's sexual behavior or disposition, unless evidence of such behavior is offered to establish consent or to demonstrate that another party is responsible for committing the violation.
9. All investigations will be conducted under a preponderance of the evidence standard, meaning, the decision-maker will determine whether it is more likely than not that the respondent violated this Title IX Sexual Harassment Policy.
10. Both the complainant and the respondent may have a single advisor/support person of their choice present during any meetings with the investigator(s). The advisor/support person may not actively participate during any meetings or ask or answer any questions during the meetings. They may advise the parties privately but may not confer with them while the meeting is in progress. The investigator(s) may remove any advisor/support person who distracts or disrupts the investigatory process. The support person may be the same individual who represents the party at the live hearing with cross-examination. An advisor may participate in the hearing to conduct live cross examination of the parties or witnesses and to respond to questions from the decision maker.
11. The investigator(s) may record by electronic, stenographic, or other means any meeting, to the extent permitted by law. Other than the official recording made by the investigator(s), no photographs, tape recordings, videotapes, stenographic records, or other recordings of proceedings under this policy may be made by any person.
12. The investigation shall be completed as promptly as possible. Generally, investigations will be completed within 90 calendar days of receipt of the complaint. However, complicated cases, absence of witness, school closings, or other factors may result in longer investigations. If the investigation exceeds 90 calendar days, the investigator(s) will notify the complainant and the respondent.

13. The parties and their advisors shall receive simultaneous access to the investigative report.
14. The parties must have an opportunity to review all the evidence, including evidence upon which the University does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so each party can meaningfully respond to the evidence prior to the conclusion of the investigation
15. Prior to completion of the investigative report, the University must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties and advisors are not permitted to disseminate the evidence subject to inspection and review. The parties must have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report. The University must also make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.
16. The investigators shall create an investigative report that fairly summarizes relevant evidence. At least 10 days prior to a hearing or other time of determination regarding responsibility, the University must send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response. The decider shall review the written responses prior to hearing.

HEARING

1. The University must provide a live hearing, with cross-examination.
2. At the hearing, each party's advisor is allowed to ask the other party and any witnesses all relevant questions and follow-up questions, including those that challenge credibility.
3. A party is never permitted to cross-examine another party. Only the party's advisor can conduct cross examination.
4. An advisor can attend the hearing and conduct cross-examination, even if the party they represent does not appear. No assumption should be inferred about the appearance or nonappearance of the party.
5. Third party cross-examination of what a non-appearing party stated does not count as statements tested on cross-examination. For example, family or friends cannot appear on behalf of the non-appearing party and answer questions for them.
6. The decider may rely on a description of the words allegedly used by a respondent, if those words constitute part of the alleged sexual harassment at issue, even if the party does not submit to cross-examination.
7. Although the refusing party's statement cannot be considered, the decider may reach a determination based on the remaining evidence so long as no inference is drawn based on the party or witness's absence from the hearing or refusal to answer cross-examination (or other) questions. (Example: The complainant refused to answer cross-examination questions, but video evidence shows the underlying incident. The video evidence may still be considered.)
8. No statements in police reports, medical reports, or other documents can be considered statements of parties or witnesses who do not submit to cross examination.
9. The decision as to what occurred, whether it constitutes a policy violation, and what sanctions are appropriate shall be made by the decision-maker, who cannot be the same person as the

Title IX Coordinator or the investigator. The decision-maker shall be trained in how to conduct a hearing, including any technology needed to conduct the hearing remotely.

10. The decision maker shall also be trained on how to recognize that a party should not be “unfairly judged due to inability to recount each specific detail of an incident in sequence, whether such inability is due to trauma, the effects of drugs or alcohol, or simple fallibility of human memory”.
11. The hearing may be conducted with all parties physically present in the same geographic location or in separate rooms. At the request of either party or at the University’s discretion, the hearing may occur with the parties located in separate rooms with technology enabling the decider and parties to simultaneously see and hear the party or the witness answering questions, using an online platform, such as Zoom, as long as both parties can see each other.
12. The University must create an audio or audiovisual recording or transcript, of any live hearing. It must be available to the parties for inspection and review.
13. Each party is entitled to the advisor of the party’s choice. If a party does not have an advisor, the University shall appoint an advisor, of the University’s choice, to conduct cross-examination in the place of the party’s advisor of choice. Both parties must have advisors, who may be, but are not required to be attorneys. There shall be no charge to either party for an advisor appointed by the University.
14. The parties shall have the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding. The University may, however, establish restrictions regarding the extent to which the advisor may participate in the proceedings, if the restrictions apply equally to both parties.
15. For reasons of confidentiality, the advisor is the only individual permitted to accompany the party to the hearing, unless otherwise required by law (e.g., a sign language interpreter).
16. The advisor’s role in the hearing shall be limited to cross examination unless the advisor is asked a question by the decider. For all other meetings, the advisor may accompany the complainant or respondent. However, the advisor’s role is limited to that of silent support person in those other meetings.
17. The University will provide to a party, whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
18. The decider shall not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege (e.g., attorney-client, doctor-patient, etc.), unless the person holding such privilege has waived the privilege in writing.
19. At the live hearing, the decision-maker must permit each party’s advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including questions that challenge credibility. The advisor’s questions may test consistency, accuracy, and memory, so that the decision-maker can better assess whether a party’s story should be believed. The advisor may direct the decision-maker’s attention to implausibility, inconsistency, unreliability, and ulterior motives, in the other party’s statements. Appropriate questions will advance the

asking party's perspective with respect to the specific allegation at issue. The decider may also ask questions to help the decider determine whether a policy has been violated.

20. No party-on-party questioning will be permitted. Such cross-examination must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally. Other than this function, the advisor may not participate in the proceedings, except if the decider uses its discretion to allow participation, for the purpose of obtaining additional relevant evidence only.
21. If a party does not submit to cross examination at the live hearing, the decision-maker must not rely on any statement of that party or witness in reaching a determination regarding responsibility. However, the decider cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.
22. During the hearing, the decider will evaluate each question for relevance before an answer may be given to that question. Questions that are not relevant will be disallowed. Before a complainant, respondent, or witness answers a cross-examination or other question, the decider must first determine whether the question is relevant and explain any decision to disallow a question as not relevant. The decider is not required to give a lengthy or complicated explanation of a relevancy determination during the hearing. The decider may send to the parties after the hearing any revisions to the decider's explanation that was provided during the hearing.
23. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless: (a) such questions and evidence are offered to prove that someone other than the respondent committed the conduct alleged by the complainant; or (b) if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.
24. Repetition of the same question, evidence that is duplicative of other evidence, and information protected by a legally recognized privilege that has not been waived is irrelevant.
25. The decider will not exclude relevant evidence but may objectively evaluate such evidence by analyzing whether that evidence warrants a high or low level of weight or credibility.
26. Both parties shall have an equal opportunity to present witnesses, including fact and expert witnesses, and other evidence, to show that the respondent either did or did not commit a policy violation.
27. After the hearing, the decision-maker must issue a written determination regarding responsibility, applying the preponderance of evidence standard. There shall be an objective evaluation of all relevant evidence, including both evidence that tends to prove a policy violation and evidence that disproves a policy violation.
28. The decision-maker will evaluate all admissible, relevant evidence for weight or credibility. The degree to which any inaccuracy, inconsistency, or implausibility in a narrative provided by a party or witness should affect a determination regarding responsibility is a matter to be decided by the decision-maker, after having the opportunity to ask questions of parties and witnesses, and to observe how parties and witnesses answer the questions posed by the other party. Corroborating evidence is not required. Credibility determinations are not based solely on observing demeanor, but are also based on other factors (e.g., specific details, inherent

plausibility, internal consistency, corroborative evidence). Credibility determinations will not be based on an individual's status as a complainant, respondent, or witness.

29. The written determination must include the following:
 - a. The standard of evidence for making the decision shall be the preponderance of the evidence standard (i.e., whether it is more likely than not that the violation occurred).
 - b. Identification of the Complainant's allegations potentially constituting sexual harassment, as defined above.
 - c. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held.
 - d. Findings of fact supporting the determination.
 - e. Conclusions regarding the application of the University's Title IX Sexual Harassment Policy and other relevant policies to the facts.
 - f. The result, as to each allegation, including a statement of, and rationale for the result, a determination regarding responsibility, any disciplinary sanctions the University imposes on the respondent, and whether remedies designed to restore or preserve equal access to the University's education program or activity will be provided by the University to the Complainant.
 - g. The University's procedures and permissible bases for the complainant and respondent to appeal.
30. The University must provide the written decision to both parties simultaneously.
31. The determination regarding responsibility becomes final, either on the date that the University provides the parties with the written determination of the result of the appeal, if one is filed or, if an appeal is not filed, the date on which an appeal would no longer be considered timely.
32. The respondent shall not be informed of all remedies offered to the Complainant unless they specifically relate to the respondent.
33. The Title IX Coordinator or the Deputy Coordinator is responsible for effective implementation of any remedies.

APPEALS

34. Each party shall have an equal opportunity to file a written appeal to the University's dismissal of a formal complaint or any allegations in the complaint or a determination regarding responsibility, within 10 calendar days of receipt of the determination on the following bases:
 - a. Procedural irregularity that affected the outcome of the matter;
 - b. New evidence that was not reasonably available at the time of the determination regarding responsibility (the hearing decision) or dismissal was made, that could affect the outcome of the matter; and/or
 - c. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainant or respondent generally or the individual complainant or respondent that affected the outcome of the matter.
35. The appeal shall be filed with the Title IX Coordinator, who will assign the appeal to a trained senior administrator or external party for decision.

36. As to all appeals, the Title IX Coordinator must:

- a. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;
- b. Ensure that the decision-maker(s) for the appeal is not the same person as the decisionmaker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
- c. Ensure that the decision-maker(s) for the appeal complies with the standards set forth in this Policy;
- d. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
- e. Issue a written decision describing the result of the appeal and the rationale for the result; and
- f. Provide a written decision simultaneously to both parties.
- g. Appeals shall be resolved within 30 calendar days from the date of filing, unless good cause is shown, with written notice to the parties. Good cause may include but shall not be limited to: the unavailability of parties, a party's advisor, or a witness (if needed); delays caused by concurrent law enforcement activity; the need for language assistance or accommodation of disabilities; school closings; or emergencies caused by the pandemic.

SANCTIONS

A complaint alleging sexual misconduct does not alone constitute proof of prohibited conduct. As such, the fact that a complaint has been filed against an individual in the past shall not be taken into consideration when evaluating or making decisions regarding the academic or employment status of such individual, unless the previous or current investigation results in a finding of a policy violation.

Persons found to be in violation of this policy will be subject to immediate and appropriate disciplinary action, proportional to the seriousness of the offense. Possible sanctions include: educational sanctions, oral or written warning/reprimand, loss of privileges, mandatory training or counseling, disciplinary probation, performance improvement plan, last chance agreement, University or social probation, expulsion from school, reassignment, fine, restitution, no-contact order, restriction from specific University programs or activities, restriction from University employment, involuntary leave of absence, and/or removal and exclusion from Parker University property.

EMERGENCY REMOVAL

The University may remove a respondent from the University's education program or activity on an emergency basis, provided that the University performs an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and provides the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision shall not modify any rights under Section 504 of the Rehabilitation Act of 1973 or other applicable laws.

TRAINING, PREVENTION AND EDUCATION

Parker University provides educational resources, programming and counseling services throughout the year related to the prevention of sexual assault, stalking, and domestic and dating violence. Educational awareness and training programs are presented during student and employee orientations. The Title IX Coordinator also provides routine and ongoing education and training related to the prevention of sexual assault, stalking, and domestic and dating violence.

Parker University now requires that all students and employees successfully complete an on-line training course/program on the awareness and prevention of sexual assault, stalking, and domestic and dating violence. The on-line training course/program is currently provided through an outside vendor and addresses the following:

- Definitions of sexual harassment, sexual assault, domestic violence, dating violence, stalking, and consent;
- Safe and positive options for bystander intervention that may be utilized by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person; and
- Information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks, among other topics.

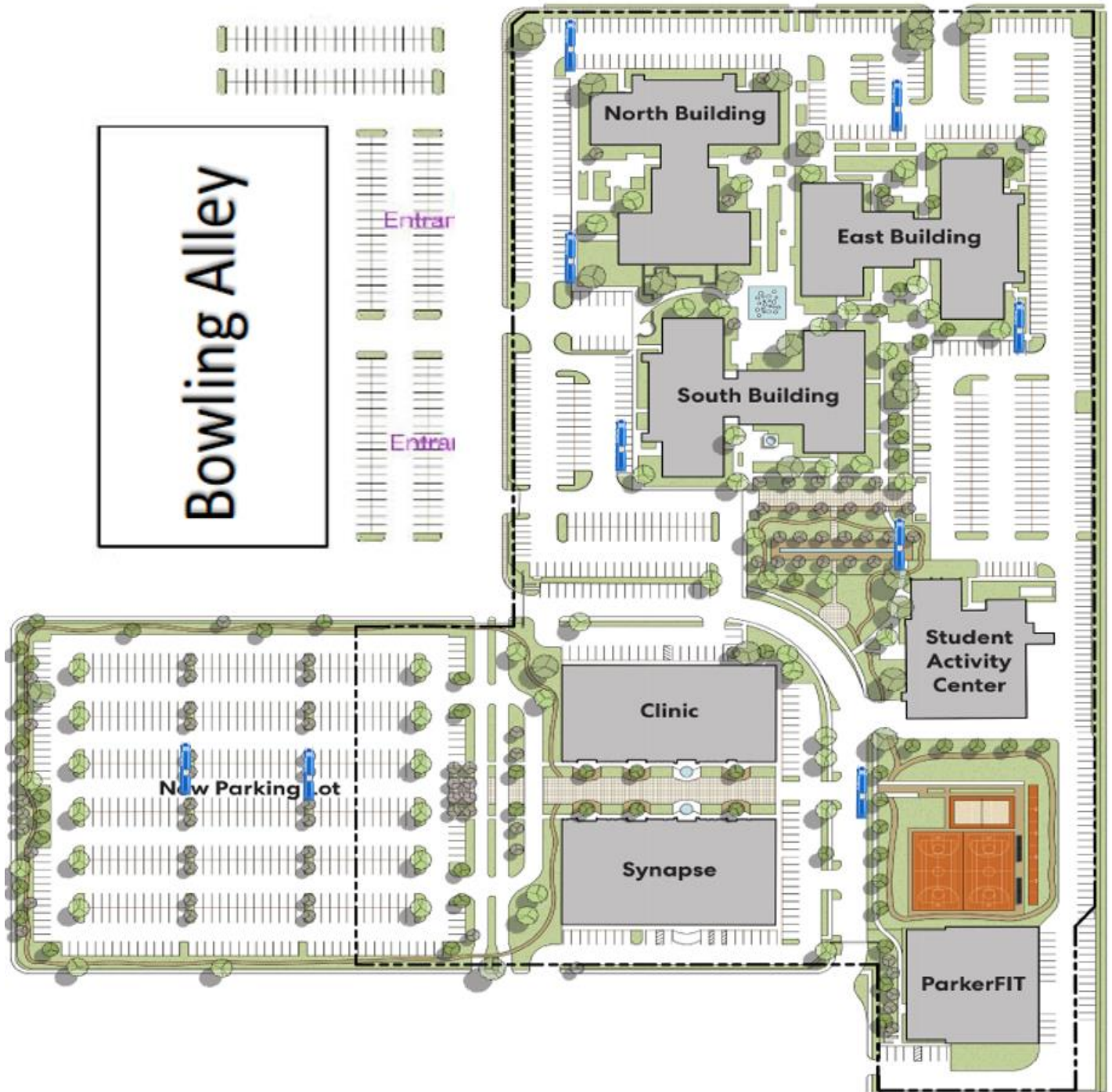
In addition to the on-line training course/program, students and employees are required to successfully complete a refresher course/program annually.

All individuals designated to serve as investigators, deciders, facilitators, advisors, and appeal panelists under this policy (including the University's Title IX and Disability Coordinator) receive training and education regarding these policies as required by Title IX and Clery Act regulations. Investigators are trained in how to conduct proper investigations in a prompt, thorough, and impartial manner. Training and certification is conducted by the Title IX Coordinator, and by other trained professionals

Additional Referrals

Organizations	City	Phone Numbers
Health & Human Services Information	Dallas	214-379-4357
Catholic Counseling Services	Dallas	866-223-7500
Jewish Family Services	Dallas	972-437-9950
Family Life Center	Dallas	214-428-8807
Galaxy Counseling Center	Garland	214-682-7842
Child & Family Guidance Center	Dallas	214-351-3490
UNT Psychology Clinic	Denton	940-565-2631
Dallas Psychological Association Referral Services	Dallas	888-923-2256
Parkland Outpatient Clinic	Dallas	214-266-0955
Fort Worth Psychological Association	Fort Worth	817-383-2786

APPENDIX C – CODE BLUE / EMERGENCY PHONE LOCATIONS



This Report was prepared by Parker University Department of Security and Campus Safety in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. If you have questions, or you would like a copy of this report you may contact PU SCST at (214) 902-3440 or come by the Security Office located in the Student Activity Center 1st floor.

