

Richland College

2015 Jeanne Clery

Annual Security Report

Published October 2015 – Contains Crime Stats for 2012 - 2014



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Nondiscrimination Statement

In compliance with Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and other Federal, State, and local laws, Richland College, does not discriminate on the basis of age, race, color, sex, sexual orientation, gender identity, religion, national or ethnic origin, disability, or veteran status in any phase of its employment process, in any phase of its admission or financial aid programs, or other aspects of its educational programs or activities. The Title IX Coordinator is the individual designated by the college to coordinate its efforts to comply with Title IX, Section 504 and other equal opportunity and affirmative action regulations and laws.

Annual Report (Disclosure of Crime Statistics)

The Richland College Police Department (RLCPD) prepares this report to comply with the Jeanne Clery *Disclosure of Campus Security Policy and Crime Statistics Act*. The full text of this report can be located on our web site at <http://richlandcollege.edu/assets/uploads/2015/02/annual-security-report.pdf>. You will also be able to connect to our site via the Richland College Home page at <http://www.rlc.dcccd.edu/>. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and the Garland Campus. The report covers a calendar year (Jan. 1 through Dec. 31).

Campus crime, arrest and referral statistics include those reported to the Richland College Police, designated campus safety officers (CSA) (including but not limited to directors, deans, department heads, advisors to students/student organizations, athletic coaches), and local law

enforcement agencies. Counseling staff inform their clients of the procedures to report crime to the RLCPD on a voluntary or confidential basis, should they feel it is in the best interest of the client.

Each year, an e-mail notification is made to all enrolled students that provides the web site to access this report. Faculty and staff receive similar notification. Copies of the report may also be obtained at the RLCPD Headquarters located in Pecos Hall or by calling (972) 238-6174. All prospective employees may obtain a copy.

About the Police Department

Role, Authority, and Training

The Richland College Police Department of one Chief and twenty two officers of differing rank that provide service 24 hours a day, 365 days a year, and report to the Director of Business Services.

Officers are required:

- To have a high school diploma;
- Possess a TCOLE license which makes them fully commissioned by the state of Texas;
- Receive 40 hours of in-service training every cycle to stay current with laws and tactics;

All criminal incidents are investigated by the Richland College Police Department. All crimes that occur on campus shall be reported to the department immediately.

Issuing Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Richland College Chief of Police or designated Incident

Commander, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued as soon as pertinent information is available. The warning will be issued through the college e-mail system to students, faculty, and staff.



Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the RLCPD and/or Office of Emergency Management may also post a notice on the campus-wide electronic bulletin board, the College web site, public address system, text messaging through Blackboard, or various other means of communication, providing the college community with more immediate notification. In such instances, a copy of the notice may also be posted on the doors of each college building. Anyone with information warranting a timely warning should report the circumstances to the Richland College Police Department, by phone (972-860-4290) or in person at the Police Department, Pecos Hal

Crime Statistics

Legend for Crime Statistics

OC - On Campus -Any building or property owned or controlled by a school within the same reasonably contiguous geographic area and used by the school in direct support of or in a manner related to its educational purposes and, property within the same reasonably contiguous area that is owned by the school but controlled by another person, frequently used by students, and supports the school's purposes (such as a food or other retail vendor).

NCP - Non-Campus Building or Property - Any building or property owned or controlled by the school, that is not within the same reasonable contiguous area, is used in direct support of or in relation to the school's educational purpose and is frequently used by the students.

PP - Public Property - All public property including: thoroughfares, streets, sidewalks, and parking facilities within the same campus or immediately adjacent to and easily accessible from the campus. This would not include, for example, highways that are adjacent to the campus, but that are separated from the campus by a fence or other man- made barrier. A school may use a map to visually illustrate the areas included in the definition of its campus.

Richland College has no residential living facilities on campus.

RICHLAND COLLEGE - Main Campus

HATE CRIMES - There were no reported hate crimes for the years 2012, 2013, 2014

Although a “good-faith effort” was made to obtain all crime statistics from outside agencies; some were unable to be positively determined as to whether they fell under a CLERY classification.

2014 Offenses (Main Campus)

Number of Reports of Selected Crimes	OC	NCP	PP	Unfounded
Murder/Non-negligent manslaughter	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0
Rape	1	N/A	0	1
Statutory Rape	0	N/A	0	0
Incest	0	N/A	0	0
Fondling	0	N/A	0	0
Robbery	0	N/A	0	0
Aggravated Assault	0	N/A	0	0
Burglary	0	N/A	0	0
Motor Vehicle Theft	0	N/A	0	0
Arson	0	N/A	0	0
Liquor Law Violation/Arrests	2	N/A	0	0
Drug Law Violations/ Arrests	13	N/A	4	0
Weapons Law Violation/Arrests	1	N/A	0	0
Liquor Law Violation/Judicial Referral	0	N/A	0	0
Drug Law Violations/ Judicial Referral	0	N/A	0	0
Weapons Law Violation/ Judicial Referral	0	N/A	0	0

VAWA (Violence Against Women Act) Crimes	OC	NCP	PP	Unfounded
Stalking	0	N/A	0	0
Domestic Violence	0	N/A	0	0
Dating Violence	0	N/A	0	0

2013 Offenses (Main Campus)

Number of Reports of Selected Crimes	OC	NCP	PP	Unfounded
Murder/Non-negligent manslaughter	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0
Rape	0	N/A	0	0
Statutory Rape	0	N/A	0	0
Incest	0	N/A	0	0
Fondling	0	N/A	0	0
Robbery	1	N/A	0	0
Aggravated Assault	0	N/A	0	0
Burglary	3	N/A	0	0
Motor Vehicle Theft	0	N/A	0	0
Arson	0	N/A	0	0
Liquor Law Violation/Arrests	4	N/A	0	0
Drug Law Violations/ Arrests	6	N/A	0	0
Weapons Law Violation/Arrests	0	N/A	0	0
Liquor Law Violation/Judicial Referral	0	N/A	0	0
Drug Law Violations/ Judicial Referral	0	N/A	0	0
Weapons Law Violation/ Judicial Referral	0	N/A	0	0

VAWA (Violence Against Women Act) Crimes	OC	NCP	PP	Unfounded
Stalking	0	N/A	0	0
Domestic Violence	0	N/A	0	0
Dating Violence	0	N/A	0	0

2012 Offenses (Main Campus)

Number of Reports of Selected Crimes	OC	NCP	PP	Unfounded
Murder/Non-negligent manslaughter	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0
Rape	0	N/A	0	0
Statutory Rape	0	N/A	0	0
Incest	0	N/A	0	0
Fondling	0	N/A	0	0
Robbery	1	N/A	0	0
Aggravated Assault	0	N/A	0	0
Burglary	0	N/A	0	0
Motor Vehicle Theft	2	N/A	0	0
Arson	0	N/A	0	0
Liquor Law Violation/Arrests	5	N/A	0	0
Drug Law Violations/ Arrests	5	N/A	0	0
Weapons Law Violation/Arrests	1	N/A	0	0
Liquor Law Violation/Judicial Referral	1	N/A	0	0
Drug Law Violations/ Judicial Referral	0	N/A	0	0
Weapons Law Violation/ Judicial Referral	0	N/A	0	0

RICHLAND COLLEGE – Garland Campus

2014 Offenses (Garland Campus)

Number of Reports of Selected Crimes	OC	NCP	PP	Unfounded
Murder/Non-negligent manslaughter	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0
Rape	0	N/A	0	0
Statutory Rape	0	N/A	0	0
Incest	0	N/A	0	0
Fondling	0	N/A	0	0
Robbery	0	N/A	0	0
Aggravated Assault	0	N/A	0	0
Burglary	0	N/A	0	0
Motor Vehicle Theft	0	N/A	0	0
Arson	0	N/A	0	0
Liquor Law Violation/Arrests	2	N/A	0	0
Drug Law Violations/ Arrests	0	N/A	0	0
Weapons Law Violation/Arrests	0	N/A	0	0
Liquor Law Violation/Judicial Referral	0	N/A	0	0
Drug Law Violations/ Judicial Referral	0	N/A	0	0
Weapons Law Violation/ Judicial Referral	0	N/A	0	0

VAWA (Violence Against Women Act) Crimes	OC	NCP	PP	Unfounded
Stalking	0	N/A	0	0
Domestic Violence	0	N/A	0	0
Dating Violence	0	N/A	0	0

2013 Offenses (Garland Campus)

Number of Reports of Selected Crimes	OC	NCP	PP	Unfounded
Murder/Non-negligent manslaughter	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0
Rape	0	N/A	0	0
Statutory Rape	0	N/A	0	0
Incest	0	N/A	0	0
Fondling	0	N/A	0	0
Robbery	0	N/A	0	0
Aggravated Assault	0	N/A	0	0
Burglary	0	N/A	0	0
Motor Vehicle Theft	0	N/A	0	0
Arson	0	N/A	0	0
Liquor Law Violation/Arrests	1	N/A	0	0
Drug Law Violations/ Arrests	1	N/A	0	0
Weapons Law Violation/Arrests	0	N/A	0	0
Liquor Law Violation/Judicial Referral	0	N/A	0	0
Drug Law Violations/ Judicial Referral	0	N/A	0	0
Weapons Law Violation/ Judicial Referral	0	N/A	0	0

VAWA (Violence Against Women Act) Crimes	OC	NCP	PP	Unfounded
Stalking	0	N/A	0	0
Domestic Violence	0	N/A	0	0
Dating Violence	0	N/A	0	0

2012 Offenses (Garland Campus)

Number of Reports of Selected Crimes	OC	NCP	PP	Unfounded
Murder/Non-negligent manslaughter	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0
Rape	0	N/A	0	0
Statutory Rape	0	N/A	0	0
Incest	0	N/A	0	0
Fondling	0	N/A	0	0
Robbery	0	N/A	0	0
Aggravated Assault	0	N/A	0	0
Burglary	0	N/A	0	0
Motor Vehicle Theft	0	N/A	0	0
Arson	0	N/A	0	0
Liquor Law Violation/Arrests	0	N/A	0	0
Drug Law Violations/ Arrests	0	N/A	0	0
Weapons Law Violation/Arrests	0	N/A	0	0
Liquor Law Violation/Judicial Referral	0	N/A	0	0
Drug Law Violations/ Judicial Referral	0	N/A	0	0
Weapons Law Violation/ Judicial Referral	0	N/A	0	0

Definitions of Reportable Crimes

Criminal Homicide

Murder and non-negligent manslaughter

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

Negligent manslaughter

The killing of another person through gross negligence

Forcible sex offenses

Forcible rape

The carnal knowledge of a person, forcibly and/or against that person's will; or to forcibly or against the person's will, where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).

Forcible sodomy

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

Non-forcible sex offenses

Incest

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

Fondling

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

Statutory Rape

It is a sexual assault for anyone to intentionally or knowingly penetrate anyone under the age of 17 other than his/her spouse.

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 a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary

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

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. (Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.)

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.

Other Offenses

Liquor law violations

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

Drug abuse violations

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

Weapons law violations

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

the manufacture, sale, or possession of deadly weapons; the carrying of deadly weapons, concealed or openly.

How to Report Criminal Offenses

The RLCPD encourages anyone who is the victim or witness to any crime to promptly report the incident to the police.

To report an on-campus crime:

Contact the RLCPD, **dial 9-1-1-** (on a campus phone), **or dial (972) 860-4290** (cell phone or off campus phone) or by using the Emergency Phones located in each building. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings and/or around the buildings should be reported to the police department.

In addition you may report a crime to the following areas:

Vice President for Student Development	
972-238-6202	A206
Coordinator, Counseling Services	
972-238-3771	E082
Director, Health Services	
972-238-6135	T110
Director, Student Life	
972-238-6961	E040
Director, Athletics	
972-238-6263	G114

Or contact any other college official with significant responsibility for student activities at any RLC location. These officials are classified as campus Security Authorities (CSA) and are trained how to properly report offenses.

According to the Clery Act, professional mental health counselors who are appropriately credentialed and hired by Richland College to serve in a counseling role, are not considered Campus Security Authorities when acting in their counseling role. The college encourages professional mental health counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

To report an on-campus crime:

Dial 9-1-1 for your local police agency. Each department augments the other within their jurisdiction during mutual investigations, arrest, and prosecutions. RLCPD exchanges ideas and challenges with local law enforcement agencies which may be of concern to the college community.

If you are the victim of a crime and do not want to pursue action within the Student Conduct Code or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief or a designee of RLCPD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the RLCPD can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reportable offenses filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Campus Access

During business hours, the College will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key or keycard, if issued, or by admittance via the RLCPD. In the case of periods of extended closing, the College will admit only those with prior approval to all facilities. Hours of operation may vary. Generally the campus is open from 6:00 a.m. until 11:00 p.m., Monday through Friday. Saturday, the campus is open from 8:00 a.m. until 4:30 p.m. or such time as classes in individual buildings have ended for the day. Hours on Sundays are as necessary to accommodate classes.

During periods when the college is closed (at nighttime) only faculty and staff, and contractors are allowed to enter the college, after informing college police of the location where the person(s) can be located in case of an emergency. In the case of extended campus closings, the college police will only allow persons with prior approval to enter the campus.

The campus facilities such as soccer fields and baseball diamonds are for reserved use only. You may contact the Athletic Department at (972) 238-6263 for information. Tennis court access is limited to those classes having priority access.

Soliciting on campus or posting advertisements or fliers on vehicles is prohibited. Please report violations to college police as soon as possible.

Some facilities may have individual hours, which may vary at different times of the year. Examples are the Physical Education Center, the Library Learning Center, and computer labs. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

Emergencies may necessitate changes or alterations to any posted schedules.

Annual Required Emergency Procedure Test

Main Campus

12800 Abrams Rd. Dallas, TX 75243

On 01/23/2014, an All Campus Fire Drill was announced at 13:30 hours. The alarm activation was done from the Operations Center main fire panel. Notification was also done via handheld radio to all RC-ERT members and police department. RC-ERT members assisted with evacuating faculty, staff, and students in a calm and orderly manner. When all buildings were evacuated, and all clear was called out at 13:40 hours. All radio communication was good. Area of improvement noted during the drill was PA volume in certain buildings. This was corrected by the Facilities department.

Garland Campus

675 W. Walnut St. Garland, TX 75040

On 11/12/2014, a Police Activity Lockdown was announced at 10:05 hours. The alarm activation was done from the PA system indicating a drill involving police activity near campus. Notification to all staff and students was done through the AGC phone system as well. All classrooms, offices, and main entrances were checked. All clear was given at 10:12 hours. Areas of improvement noted were that some students did not know where to go. This was corrected during the monthly Garland campus emergency procedures training.

Emergency Procedures

Fire

If it is safe to do so, take personal belongings and put away sensitive material. Leave the area by means of the primary evacuation route. If this exit is blocked, use a secondary route. Once outside the building, move at least 100 feet from the building. If instructed by Richland College Emergency Response Team (RC-ERT) members and/or first responders, move further away from the building(s). Wait for additional instructions. Do not reenter building until police, RC-ERT members and/or the fire department advises it is safe to do so.

Shelter-in-Place

Follow instructions from the RC-ERT members and/or first responders. Remain calm and do not exit the building. Notify people in your area to quickly get away from the perimeter of the building and exterior glass. Proceed to one of the marked "Safer Zone" areas (based on NOAA guidelines) unless instructed otherwise by RC-ERT members and/or first responders.

Intruder Lockdown and Violent Criminal Action

Dial 911 on a campus phone, or (972) 860-4290 from your cellphone. If immediate harm is not present, leave the area and advise others to leave the location as quickly as possible. If conditions present immediate harm, go to interior rooms and spaces that place as many walls and barriers between you and the event as possible. When you get into the room, turn out the lights and close any window blinds. Be sure to silence your cell phone. Even "vibrate mode" is too loud with many cell phones. Turn off the lights and get low to the floor. Remain in safe areas until directed by police and/or fire personnel to evacuate. Do not open a door

simply because someone shouts they are a police officer or first responder.

For more information about emergency procedures, follow the link below.

<https://www.dcccd.edu/Emp/Departments/LegalCounsel/RiskManagement/EmergMgmt/EPG/Documents/EmergencyProceduresGuide.pdf>

Emergency Notification Procedures

Richland College has procedures in place to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. These procedures contain a "layered approach" to emergency notification, including emergency alert voice/text notifications, public address announcements, Email "blasts" to all on-campus computer users, and phone speaker broadcast systems.

Taking into account the safety of the community, Richland College Administration will, without delay determine the content of the notifications and initiate the notification systems, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or contain, respond to, or otherwise mitigate the emergency.

Richland College Police department will confirm the existence of any significant emergency, determine who to notify, determine the content of the notification, and initiate the notification systems. Richland College Police Department, in collaboration with the Richland ERT team is responsible for carrying out this process.

The Richland College Police Department shall determine if emergency information, originating from within the college, is deemed necessary for dissemination to the larger community. The Office of Emergency Management shall test the college emergency response and evacuation procedures on a monthly basis, including publicizing its procedures in conjunction with at least one drill per year. The Office of Emergency Management will document a description of the exercise (drill) as well as the date and time of the exercise and whether it was announced or unannounced.

Arrest Authority

RLCPD has complete authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. If minor offenses involving college rules and regulations are committed by a college student, the campus police may also refer the individual to the Vice President of Student Development. Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the local police and joint investigative efforts with investigators from college and the appropriate municipal police are deployed to solve these serious felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at either Justice of the Peace, County, District or Federal Court.

RLCPD personnel work closely with local, state, and federal police agencies and have direct radio communication with municipal police departments through the District Dispatch System.

Through this dispatch system police personnel can access the National Crime Information Computer system as well as the Texas Crime

Information. These computer databases are used for accessing criminal history data, nationwide police records, driver/vehicle identification information, as well as other local, state and federal law enforcement information.

The RLCPD maintains a close working relationship with the Dallas, Richardson and Garland municipal police departments. The RLCPD staff occasionally work with other law enforcement agencies in Texas, including the FBI, the U.S. Secret Service, DART Transit Police, the Dallas County Sheriff, and other Texas municipal police departments. Meetings are held between the leaders of these agencies on both a formal and informal basis. The officers of RLCPD and these agencies communicate regularly concerning incidents that occur in and around the campus area. The RLCPD works closely with the investigative staff at these other police agencies when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. There is no written memorandum of understanding between RLCPD and these other agencies.

Confidential Crime Reporting

All reports will be investigated. The college does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies and when appropriate, to the Vice President of Student Development for review. When a potentially dangerous threat to the college community arises, timely reports or warnings will be issued through e-mail announcements, the posting of flyers on the doors of the campus, in-class announcements, or other appropriate means.

Security Awareness Programs for Students and Employees

During orientation students are informed of services offered by the RLCPD. Video and power point presentations outline ways to maintain personal safety. Students are told about crime on-campus. Similar information is presented to new employees. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis.

Periodically during the academic year the RLCPD, in cooperation with other College organizations and departments, present crime prevention awareness sessions on sexual assault (rape and acquaintance rape), Rohypnol abuse, theft, and vandalism, as well as educational sessions on personal safety.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, displays, videos, and articles and advertisements in student newspapers.

Tip: To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call the RLCPD for an escort.

Alcoholic Beverages

The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are



strictly enforced by the RLCPD. Violators are subject to college disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation for anyone to consume or possess alcohol in any public or private area of campus.

Drug-Free Schools and Communities Act

To satisfy the requirements of the "Drug Free Schools and Communities Act," the colleges and facilities are committed to creating an educational and work environment free from use or distribution of illicit drugs and abuse of alcohol. Richland College prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.

Information and confidential referrals concerning counseling and treatment programs for drug and alcohol abuse may be obtained from the college Counseling and/or Advisement Center, Health Center and location Office of Human Resources at each college.

Substance Abuse Education

Richland College complies with the requirements of Section 1213 of the Higher Education Act of 1965, as amended, by annually distributing to students and employees written documentation regarding the availability of Drug and Alcohol Awareness Programs. In addition, the College Health Center provides related programs, health fairs, and special events during the course of each semester to promote further awareness on these issues.

Arrests and referrals for disciplinary action for violation of the above policies may be pursued by the College and/or local law enforcement.



Violence against Women Amendment (VAWA)

Our Commitment to Addressing Sexual Assault, Family and Dating Violence, and Stalking

The college does not tolerate sexual misconduct or abuse, such as sexual assault or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student code of conduct, and may violate federal and state laws. Violations are subject to disciplinary sanctions.

Disciplinary Sanctions for all Misconduct; including Sexual Assault, Family and Dating Violence, and Stalking

Any student that violates the Richland College student Code of Conduct (<http://richlandcollege.edu/code-of-student-conduct/>) shall be subject to disciplinary sanctions including suspension or expulsion. A complaint should be filed with the Vice President of Student Development and will be handled solely by them. If a student disagrees with a given sanction, they have the right to request a public or private hearing. During this hearing, a committee will decide, based on the evidence, if the sanction is lifted or remains. Legal rules of evidence shall not apply to hearings under this code. Evidence that is commonly accepted by reasonable persons in the conduct of their affairs is admissible. Irrelevant, immaterial, and unduly repetitious evidence may be excluded. The Student Code of Conduct provides, in part, that the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. All sanctions and hearings will be imposed in a reasonable time given the nature of the offense. A student found guilty of violating the College sexual misconduct policy could be criminally prosecuted in the state as well.

In addition to sanctions being imposed on the offender, the survivor will receive, in writing, a notification that the college will accommodate changes in class schedule, special parking, or escorts that may be requested by the survivor. The survivor will also be informed of the Annual Security Report and its location so that they may have access to information regarding existing counseling and other services available to them on and off campus. Reasonable

accommodations will be provided to a survivor even if the offense occurred off campus upon request and notification to the campus police or a CSA.

Reporting of Suspected Sexual Assault, Family or Dating Violence and Stalking

If it is suspected that a student or fellow staff member may be a survivor of ongoing Sexual Assault, Family or Dating Violence, or Stalking; be a good bystander. Report this to the campus police department or a CSA immediately. It is on us not to allow these offenses to go unreported and to intervene before the situation becomes worse.

Risk Reduction: Warning Signs of Abusive Behavior

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe.

Warning signs that you may be involved in dating or family violence:

1. Being afraid of your partner.
2. Constantly watching what you say to avoid a "blow up."
3. Feelings of low self-worth and helplessness about your relationship.
4. Feeling isolated from family or friends because of your relationship.
5. Hiding bruises or other injuries from family or friends.
6. Being prevented from working, studying, going home, and/or using technology (including your cell phone.)

7. Being monitored by your partner at home, work or school.
8. Being forced to do things you don't want to do.

Warning signs that someone you know may be involved in a dating or family violence relationship:

1. Their behavior changes drastically. (Outgoing to shy, always happy to always depressed)
2. They miss activities that they always use to be a part of.
3. They begin wearing clothing that covers more area of their body and do not seem to want to take them off.
4. They make excuses for their partner when someone overhears or sees bad behavior.
5. They are constantly receiving phone calls or texts from their significant other.

Risk Reduction: Tips to Avoid Becoming a Future Survivor of Sexual Assault, Family or Dating Violence or Stalking

1. Learn how to look for "red flags" in relationships so you can learn to avoid some of those characteristics in future partners
2. Consider making a report with Campus Police and/or the Title IX Coordinator and ask for a "no contact" directive from the University to prevent future contact
3. Consider getting a protection from abuse order or no contact order from a local judge or magisterial justice. The Richland College Police Department will honor these orders and act accordingly if a violation is reported.
4. Learn more about what behaviors constitute dating and domestic violence, understand it

is not your fault, and talk with friends and family members about ways you can be supported

5. Trust your instincts—if something doesn't feel right in a relationship, speak up or end it
6. Be aware of rape drugs and never leave drinks unattended.
7. Only drink from un-opened containers or from drinks you have watched being made and poured
8. Avoid group drinks like punch bowls
9. If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible
10. If you suspect you have been drugged, go to a hospital and ask to be tested
11. Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/her number instead of giving out yours.
12. Avoid giving away your location or routine when using social media.

Traveling around campus (walking)

1. Make sure your cell phone is easily accessible and fully charged
2. Be familiar with where emergency phones are installed on the campus
3. Be aware of open buildings where you can use a phone
4. Take major, public paths rather than less populated shortcuts

5. Avoid dimly lit places and talk to campus services if you believe that lights need to be installed in an area
6. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone
7. Walking back from the library very late at night is sometimes unavoidable, so try to walk with a friend
8. Carry a noisemaker (like a whistle) on your keychain
9. Carry a small flashlight on your keychain
 - If walking feels unsafe, try call 972-860-4290 or 911 from a campus phone for a police escort.

What to do if you are a Survivor of Sexual Assault, Family or Dating Violence, or Stalking

If you are a survivor of a sexual assault, family or dating violence or stalking at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The RLCPD strongly advocates that a survivor of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation.

Reporting

These offenses should be reported directly to a RLCPD officer. Filing a police report with an officer will not obligate the victim to prosecute, nor will it subject the survivor to scrutiny or judgmental opinions from officers. Filing a police report will:

- Ensure that a survivor of any of these offenses receives the necessary medical

treatment and tests, at no expense to the victim;

- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a survivor of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- Assure the survivor has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

A survivor of a these offenses may choose for the investigation to be pursued through the criminal justice system and the College Student Conduct Code procedure, or only the latter. A Richland College Police Department representative will guide the survivor through the available options and support the survivor in his or her decision. A survivor is also given the option of changing their name in the reports in order to keep their identity concealed. The officer will assist the survivor in completing a pseudonym form to ensure complete confidentiality.

Various counseling options are available from the College through the Health Center and Counseling Center. Counseling and support services outside the College system can be obtained through the Dallas Area Rape Crisis Center and the Victim Intervention Program – Parkland. The local crisis center can be reached at any time by calling the National Sexual Assault Hotline at 1-800-656-HOPE (4673).

Campus Education and Programs for the Prevention and Awareness of Sexual Assault, Family or Dating Violence, and Stalking

Richland College Counseling and Health Center offer literature to all student’s staff and faculty covering these topics as well as classes upon

request. The Richland College Police Department provides literature in all student areas as well as a Women's Safety and Dating Violence classes.

VAWA Definitions

Consent – According to the Texas Penal Code, in Title I, Chapter 1, Section 1.07, "Consent" means assent in fact, whether express or apparent. Regarding sexual activity, the definition of 'consent' requires that the parties to a sexual act be capable of 'consenting' to the act. Forcibly committing a sexual offense, such as sexual assault, or committing the act against an individual incapable of giving consent, i.e. drugged, intoxicated, or against an individual with diminished mental capacity negates 'consent' being present. Children (14 years of age and under) cannot give consent.

Domestic Violence - An act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself.

Dating Relationship – A relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature.

Dating Violence – An act, other than a defensive measure to protect oneself, by an actor that:

- 1) is committed against a victim:
 - (a) With whom the actor has or has had a dating relationship; or
 - (b) Because of the victim's marriage to or dating relationship with an individual

with whom the actor is or has been in a dating relationship or marriage; and

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

Preponderance of Evidence – The standard of evidence used in an institutional Title IX disciplinary hearing. The 'greater weight' of the evidence – 51% of the evidence on either side of the argument – would be a preponderance of the evidence. The type of burden (or level) of proof used in a civil trial.

Sexual Assault – As defined in the Texas Penal Code, a person commits the offense of sexual assault if the person intentionally or knowingly causes the penetration of the anus or sexual organ of another person by any means, without that person's consent. (General definition only. For detail, see TPC 22.011).

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

- 1) The actor knows or reasonably believes the other person will regard as threatening:
 - (a) Bodily injury or death for the other person;
 - (b) Bodily injury or death for a member of the other person's family or household;
 - (c) That an offense will be committed against the other person's property;
- 2) Causes the other person or a member of the other person's family or household to be placed in fear of bodily injury or death or fear

that an offense will be committed against the other person's property; and

- 3) Would cause a reasonable person to fear:
 - (a) Bodily injury or death for himself or herself;
 - (b) Bodily injury or death for a member of the person's family or household;
 - (c) That an offense will be committed against the person's property.

Sex Offender Registration

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the RLCPD is providing a link to the Texas Department of Public Safety Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. In Texas, convicted sex offenders must register with the Texas Sex Offender Registration Program maintained by the Department of Public Safety (DPS).

Anyone who uses any information on this website to injure, harass, or for any other unlawful purpose may be subject to criminal prosecution or civil liability.

DPS is responsible for maintaining this registry. Follow the link below to access the DPS website.

<https://records.txdps.state.tx.us/SexOffender/>

Important Contacts, Campus Security Authorities and Other Resources:

To report an emergency or a crime in progress on campus	
From a campus phone	4290 or 911
From your cell phone	972-860-4290
For other Richland College Police assistance on campus	
	972-860-4290
For other police assistance off campus	
	911
Office of the Vice President for Student Development	
	972-238-6202
Richland College Counseling Center	
	972-238-3771
Richland College Health Center	
	972-238-6135
Richland College Human Resources	
	972-238-6240
National Clearinghouse for Alcohol and Drug Information	
	800-729-6686
Rape, Abuse and Incest National Network (RAINN)	
	800-656-4673
National Domestic Violence Hotline	
	800-799-7233
Child Abuse Hotline	
	800-482-5964
Texas Department of Family and Protective Services	
	800-252-5400
Texas Poison Control Network	
	800-222-1222
Alcoholics Anonymous, Dallas Area Office	
	214-887-6699
	www.alcoholics-anonymous.org
Texas Poison Control Network	
	800-222-1222
Al-Anon Information	
	214-363-0461
	www.al-anon.org