

# 2022 ANNUAL SECURITY REPORT

A report detailing the campus crime, arrest and referral statistics reported to DSCC security, campus security authorities and local law enforcement agencies. This report also contains information regarding emergency alerts, campus security and access, reporting criminal offenses, the prohibitive use of alcohol, illegal drugs and firearms, and sexual assault awareness and prevention. The reporting period is October 1, 2021 to September 30, 2022.

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DYERSBURG  
STATE  
COMMUNITY  
COLLEGE

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## Annual Security Report

The Dyersburg State Community College (DSCC) Annual Security Report is published by the Chief of Police. This report contains information regarding emergency alerts, campus security, reporting criminal offenses, campus access, the prohibitive use of alcohol, illegal drugs and firearms, sexual assault awareness and prevention, and annual crime statistics.

The Office of the Chief of Police prepares the annual Crime on Campus report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Act). This report details campus and center crime, arrest and referral statistics reported to DSCC security, campus security authorities and local law enforcement agencies. The office of the Physical Plant maintains a daily log. The log is available for public view in accordance with the 1998 amendments to the Act. Appointments for viewing must be made through the Physical Plant Department by calling 731-286-3250. These statistics may also include crimes that have occurred on public property. Public property is defined as property owned by a public entity, such as a city or state government. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and off-site centers. The full text of this report can be found on our website at [www.dsc.edu/security](http://www.dsc.edu/security).

The Chief of Police and the Dean of Student Services provide updated information on the educational efforts and programs to comply with the Act. The ADA counselor and the Dean of Student Services shall inform their clients of the procedures to report crime to campus security on a voluntary or confidential basis. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year, an email notification is made to all enrolled students, faculty, and staff providing the website to access the annual security report. This email contains:

- Information regarding the report's availability
- A brief description of the information contained in the report
- The exact web address (URL) at which the report is posted
- Information regarding obtaining a paper copy of the annual security report

Faculty and staff receive notification during semester updates. All prospective students and employees are provided a notice containing a statement of the report's availability, a description of its contents, and the opportunity to request a copy. Brochures detailing the Crime on Campus Report and DSCC Sexual Assault Awareness, Prevention, and Survivor Guide are located in document holders around the campus and centers.

## Security and Access to Campus and Center Facilities

During business hours (8:00 a.m. to 4:30 p.m., Monday through Friday, excluding holidays), the College will be open to students, parents, employees, contractors, guests and invitees. Classroom buildings are open in the evenings when classes are in session until 6:30 p.m. for increased protection and safety. In some cases, part or all of the campus or centers, its buildings or facilities, are open to the general public for a designated time and purpose or when non-affiliated groups, organizations, or individuals have been granted approval by the Vice President of the College and the President. During non-business hours, access to all College facilities is by key, if issued, or by admittance via Campus Security. In the case of periods of extended closing, DSCC will admit only those with prior written approval to all facilities. When the College is closed for inclement weather or other emergencies, only specifically authorized personnel, such as Campus Police & Security and Physical Plant, may be permitted on campus.

Some facilities have individual hours, which may vary at different times of the year. Examples are the E. H. Lannom, Jr. Gymnasium, the Learning Resource Center or the campus bookstore. 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.

All persons (students, faculty, staff, visitors and invitees) on campus or at the centers shall be subject to all DSCC and Tennessee Board of Regents (TBR) rules and regulations and to all applicable federal and state laws and regulations. Additionally, all persons who operate motor vehicles on the campus or at the centers agree by such operation to be subject to DSCC and TBR rules, regulations, policies, and procedures on traffic and parking.

All persons on campus or at the centers shall provide photo identification, such as a student identification card or driver's license, upon request to appropriate DSCC officials and security personnel. Employees and students of the college who refuse to provide such identification may be subject to disciplinary action; other persons who refuse to provide such identification shall be requested to leave the campus or center and may be subject to lawful removal and prosecution.

Safety and security have been considered in the landscape and lighting of the campus and centers. Campus Police and Security Officer report maintenance needs sighted during patrol to the Physical Plant Director at the Dyersburg campus. The Director of the Gibson County and the Dean of the Jimmy Naifeh Center at Tipton County report maintenance needs for their centers to the Physical Plant Director. These evaluations examine security issues such as landscaping, locks, alarms, lighting and communications.

## **DSCC Chief of Police and Campus Security Officers**

DSCC Police and Security Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at DSCC. Police and security officers have the authority to issue parking tickets, which are billed to financial accounts of students, faculty and staff. The Chief of Police is a commissioned officer with the authority to arrest or detain any person on DSCC properties. However, security officers are non-commissioned, do not carry weapons, and do not have any authority, under applicable Tennessee laws, to arrest or detain any person on a DSCC campus or at a DSCC Center.

Criminal incidents are referred to the DSCC Chief of Police will notify local police who have jurisdiction on the DSCC properties. The DSCC Chief of Police, security officers, and center Deans/Directors maintain a highly professional working relationship with local law enforcement agencies at each location.

## **DSCC Campus Security Authorities (CSA):**

The Clery Act regulations defines Campus Security Authorities (CSA) as:

1. An institution's campus police or security department;
2. Other individuals with security responsibilities such as those monitoring access to campus property (e.g., parking lots, residence halls, and athletic venues)
3. Individuals or organizations designated in the institution's security policy as those to whom students and employees should report crimes; and
4. Officials with significant housing, student discipline, and campus judicial proceedings.

DSCC CSAs encourage all crime victims and witnesses of crimes to report crimes on a voluntary, confidential basis to campus security and local law enforcement agencies, as well as local pastoral and professional counselors. CSAs are required to attend annual training on policies and procedures. Professional counselors are informed of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Prompt reporting will assure timely warning notices at each location and timely disclosure of crime statistics included in the annual disclosure of crime statistics.

## **Reporting Criminal Offenses or Other Emergencies**

Victims or witnesses of any crime at any DSCC location, no matter how minor it may appear, are encouraged to contact campus security or a DSCC Campus Security Authority (CSA). Emergency phones are located in the

hallway on each floor of each building on campus and instructions for use are posted beside the phone. All faculty and staff are encouraged to report any suspicious activity or person seen in the parking lots or loitering around vehicles or buildings.

**DSCC Campus Security Authorities**

Chief of Police.....	901-475-3118
Director of Physical Plant .....	731-286-3250
Dean of Student Services.....	731-286-3234
JNC Counselor/Career Services Coordinator.....	901-475-3137
Vice President for the College .....	731-286-3322
Director of Admissions and Records .....	731-286-3331
Director of Enrollment Services.....	901-475-3132
Director of Financial Aid.....	731-286-3238
Director of Gibson County Center.....	731-855-1419
Director of Learning Support.....	731-286-3357
Director of Student Life – Dyersburg and Trenton Campus.....	731-286-3332
Director of Student Life – Jimmy Naifeh Center .....	901-475-3166
Dean of Jimmy Naifeh Center.....	901-475-3102
Dean of Learning Resource Center .....	731-286-3361
Dean of Nursing and Allied Health .....	731-286-3398
Dean of Arts and Sciences .....	731-286-3371
Dean of the LRC.....	731-286-3361
JNC Librarian .....	901-475-3121
Dean of Career, Technical and Distance Education .....	731-286-3204
Athletic Director & Men’s Basketball Coach .....	731-286-3259
Assistant Men’s Basketball Coach .....	731-286-3389
Director of Upward Bound & Student Support Services.....	731-288-7811
Women’s Basketball Coach.....	731-288-7742
Assistant Women’s Basketball Coach .....	731-288-7794
Baseball Coach .....	731-286-3252
Assistant Baseball Coach .....	731-286-3255
Softball Coach .....	731-286-3274
Assistant Softball Coach.....	731-286-3256
Women’s Soccer Coach.....	901-475-3133
DSCC Security – Dyersburg Campus.....	731-589-3250
DSCC Security – Jimmy Naifeh Center .....	901-201-1344

For emergencies, call 911. Listed below are additional emergency contact phone numbers for each DSCC location:

**Dyersburg Campus** 1510 Lake Rd., Dyersburg, TN 38024

- Call Campus Security at 731-589-3250
- On Campus phone dial 910

**Jimmy Naifeh Center at Tipton County** 3149 Hwy 51 S. Covington, TN 38019

- Call Center Security at 901-201-1344
- On Center phone dial 1397

**Gibson County Center** 2071 Hwy 45 Bypass, Trenton, TN 38382

- Day or evening classes call 731-222-5141
- On Center phone dial 7800

When a person asks for assistance or files a complaint through the CSAs, all pertinent information will be

obtained and officially documented in an Incident Report. Confidentiality will be maintained to the extent allowed by law. DSCC will notify the applicable local police department of all felony crimes that occur on campus or at the centers. The Chief of Police reports incidents using the Tennessee Bureau of Investigation (TBI)'s online reporting tool, Tennessee Incident Base Reporting System (TIBRS). TBI is also notified of any crime determined to be of special interest. The three most recent years of crime statistics are included in this report.

All reports will be investigated. DSCC officials will dispatch a security officer and assist the victim to report the incident to local law enforcement agencies. Victims of sexual assault are encouraged to report the assault to the local police and will be assisted by campus or center personnel. Each agency augments the other within their jurisdictions during mutual investigations, arrest and prosecutions. The security office on Campus and the JNC Center and Business Office at the Gibson County Center maintain a close working relationship with their local law enforcement agencies.

All Incident Reports are maintained in the office of the DSCC Chief of Police. All DSCC student incident reports are forwarded to the Dean of Student Services for review under the DSCC Student Conduct Policy and may include action by DSCC Chief of Police and local law enforcement agencies. All employee incident reports are forwarded to the Director of Human Resources/Title IX Coordinator.

If you are the victim of a crime and do not want to pursue action within the college system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the local law enforcement agency 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, DSCC 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. Reports filed in this manner are counted and disclosed in the College's annual crimes statistics.

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to campus security or the DSCC Chief of Police in a timely manner. Promptness in reporting a crime increases the chance of the suspect being apprehended and preventing future criminal activity. The College allows any victim or witness to report crimes on a voluntary, confidential basis to the extent allowed by law.

This publication contains information about on-campus and off campus resources. That information is made available to provide DSCC community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about "resources" is not provided to infer that those resources are "reporting entities" for DSCC.

## Alerts and Warnings during Emergencies or Threats

In the event that either a situation arises, on or off campus that, in the judgment of the DSCC President, constitutes an ongoing or continuing threat, a "timely warning" will be issued to members of the DSCC community. The Office of Public Information will issue the warning through one or more of the following systems:

- ALERTUS system - notice on all campus wide office and classroom computers
- RAVE system – text and email message to all employee and student cell phones who have signed up
- DSCC website ([www.dsc.edu](http://www.dsc.edu))
- DSCC Facebook page

DSCC use timely warnings to inform the campus community of potential threats in the geographic area against which they can take preventive measures including sexual assault, ongoing violent activity, armed intruder, or natural disaster. **Anyone with information warranting a timely warning should report the circumstances to the Chief of Police (901-475-3118).**

## Emergency Response and Evacuation Procedures

DSCC is committed to the welfare of its community, students, faculty, staff and visitors. To fulfill the College's mission and commitments in the event of a disaster, crisis, or emergency, the College strives to become disaster resistant. Disaster resistance is achieved through recognition and analysis of the risks of natural and man-made hazards, mitigation of the human and economic impact of disasters, and comprehensive planning for resumption of College functions. DSCC's Emergency Preparedness Plan provides the framework from which the college will minimize the danger to life and property resulting from natural and man-made disasters.

The following is a list of the types of emergencies that can be experienced by the College:

1. Natural Causes
  - a. Tornadoes
  - b. Earthquakes
  - c. Severe Winter Weather or Ice Storm
  - d. Building Emergency (structural damage caused by any emergency)
2. Accidental Causes
  - a. Fires (chemical, natural gas, electrical or ordinary structural)
  - b. Hazardous chemical accidents or spills (vapor or liquid)
  - c. Transportation accidents (airplane, railroad car, automobile-truck)
  - d. Explosions (compressed gas, containerized liquid or man-made)
  - e. Prolonged utility outages (gas, electricity, cooling system, water)
3. Societal Causes
  - a. Civil disturbance on campus or at centers
  - b. Hostage situation
  - c. Bomb-threats or explosions
  - d. Terrorist action

Initial Response Plan: The initial and primary source for all emergency information is the Physical Plant Director (PPD) or the Chief of Police. As soon as he or she is notified, the following initial steps will be taken:

Upon notification or observation of an emergency situation, the PPD or Chief of Police will:

- a) Notify the President and the Vice President for Finance and Administrative Services of the emergency-disaster.
- b) Ensure that the appropriate alarms have been activated (fire, tornado and radio, ALERTUS or RAVE) to alert the College community of approaching-imminent danger.
- c) Dispatch sufficient staff to the scene to alert the College community and to prevent harm or destruction of College or private property.
- d) Notify city and county emergency personnel as needed.

Declaration of Emergency and Activation Plan: The PPD or Chief of Police will take the immediate steps necessary to intervene in the emergency to reduce the threat of potential injury or loss of life or property. He or she will inform the President of the emergency situation directly, other key staff, and Emergency Response Management Team (ERMT) members as appropriate.

- a) The Marketing Office will be notified of the emergency situation. If appropriate, the media will be notified. All external communication and requests for information will flow through Marketing.
- b) The President will assemble the remainder of the ERMT members for briefing, consultations, and the development of an action plan, if or when appropriate. The ERMT will advise the President as to whether a state of emergency should be called. If it is determined that it is not necessary to declare a state of emergency, ERMT members will work with the Vice President for Finance and Administrative Services to assure that the College returns to normal operation as soon as possible.
- c) An Emergency Operations Center (EOC) will be established. A secondary and off-site EOC is identified in

DSCC's Emergency Preparedness Plan.

- d) A command post will be established by emergency personnel and/or the PPD/Chief of Police at the campus or location near the emergency. The post may be inside or outside depending on the circumstances of the emergency. The command center's purpose is to provide a single on-scene location for command and control purposes and damage assessment. The institution's upper-level managers and directors will report to the command post as well as commanders from responding agencies external to the institution.

Campus Evacuations: Evacuations of all or part of the campus or center grounds will be announced by the President, Chief of Police, and or the Physical Plant Director. Evacuation of DSCC Centers will be announced by the respective Center Dean/Director or police. All persons are to immediately vacate the area in question. Instructors and their designees are responsible for assisting persons with disabilities.

## Alcohol, Drug Use and Firearms

The possession, consumption, manufacture, sale or distribution of alcohol, illegal drugs and or any controlled substance on any DSCC owned, leased or otherwise controlled property including an affiliated clinical site, an Institution sponsored event, or as part of any activity of DSCC, is illegal under both state and federal laws and prohibited by DSCC statutes and policies. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal. Such offense is classified as a Class A misdemeanor punishable by the imprisonment for not more than 11 months, 29 days, or a fine of not more than \$2,500, or both.

The offense of public intoxication is a Class C misdemeanor punishable by imprisonment of not more than thirty (30) days or a fine of not more than \$50, or both.

## DSCC Weapons on Campus

Effective July 1, 2016, it became legal for fulltime faculty and staff conceal carry permit holders to carry a **concealed** weapon on the College campus or center to which they are assigned. Permit holders must register with the DSCC Chief of Police and the law enforcement agency that has jurisdiction for their assigned work location. Please review each policy or code for complete regulations before you carry on campus TBR Policy 7:01:00:00, T.C.A. § 39-17-1309, T.C.A. § 39-17-1351.

It is unlawful for a student or visitor to carry an open or concealed weapon on College property. It is not unlawful for these individuals to possess a weapon that is unloaded, securely locked, out of sight in their personal vehicle. This weapon must not be handled in any manner while on College property.

The enforcement of alcohol, illegal drugs and firearms regulations on College property is the primary responsibility of campus security and local law enforcement agencies. DSCC has been designated "Drug and Tobacco free" and only under certain circumstances, such as during key events is the consumption of alcohol permitted with presidential approval.

## Hate Crimes

Definition- Hate Crime is defined as a crime, which in whole or part is motivated by the offender's bias toward the victim's status. A Hate Incident is an action in which a person is made aware that her/his status is offensive to another, but does not rise to the level of a crime. Hate crimes and hate incidents are reportable to campus police.

Hate crime prevention training is provided to new students enrolled in ORN 1010 – Orientation: Learning to

Succeed course using EverFi's HAVEN prevention and awareness program. This interactive online tool educates students to foster a safe college-environment.

## **Sexual Misconduct [34 CFR §668.46(b)(11)]**

### **Prohibition of Sexual Misconduct:**

Sexual misconduct is a form of sex discrimination prohibited by Title IX. Dyersburg State is committed to eliminating any and all acts of sexual misconduct and discrimination on its campuses. As set forth in this policy, sexual misconduct includes dating violence, domestic violence, stalking and sexual assault. Dyersburg State strictly prohibits these offenses. Consistent with the Tennessee Board of Regents (TBR) policy 6.03.00.00, it is the intent of Dyersburg State Community College (DSCC) to fully comply with Title IX of the Education Amendments of 1972, §485(f) of the HEA, as amended by § 304 of the Violence Against Women Reauthorization Act of 2013, the regulations implementing these Acts found at 34 CFR §668.41, §668.46, and Appendix A to Subpart D of Part 668. DSCC policy 10:04:02:00 addresses the offenses defined herein as "Sexual Misconduct."

### **Definitions related to Sexual Misconduct:**

- Complainant – a person who is alleged to be the victim of conduct that could constitute Sexual Misconduct. A Complainant may also be referred to as a Party.
- Consent - an active agreement to participate in a sexual act. An active agreement is words and/or actions that indicate a willingness to participate in a sexual act. Consent cannot be given by an individual who is asleep; unconscious; or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason; or, is under duress, threat, coercion, or force. Past Consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent can be withdrawn at any time. See Clarifications for more information.
- Dating violence – violence against a person when the accuser and accused are dating, or who have dated, or who have or had a sexual relationship. "Dating" and "dated" do not include fraternization between two individuals solely in a business or non-romantic social context. Violence includes, but is not necessarily limited to,
  - inflicting, or attempting to inflict, physical injury on the accuser by other than accidental means;
    - placing the accuser in fear of physical harm;
    - physical restraint;
    - malicious damage to the personal property of the accuser, including inflicting, or attempting to inflict, physical injury on any animal owned, possessed, leased, kept, or held by the accuser; or,
    - placing a victim in fear of physical harm to any animal owned, possessed, leased, kept, or held by the accuser.
- Domestic violence – misdemeanor or felony crimes 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 occurs, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurs. In cases involving allegations of mutual acts or threats of acts of violence, the investigator will, when appropriate, identify the primary aggressor in the situation based on the totality of the information gathered, including without limitation: the history of violence between the Parties; the relative severity of the injuries inflicted on each person; information gathered from the persons involved in the situation and witnesses to the situation; and whether the acts or threats were done in self-defense. The primary aggressor will be considered the Respondent for purposes of evaluating Domestic Violence.

- Education program or activity - education programs and activities include locations, events, or circumstances over which the TBR or DSCC exercises substantial control over both the Respondent and the context in which the alleged Sexual Misconduct occurred. Relevant factors include whether the alleged conduct took place (i) on or off premises owned or controlled by TBR or DSCC, (ii) during school or work hours, (iii) as part of a college-sponsored social activity, and (iv) as part of an activity that advances an educational purpose. Education programs or activities also include any building owned or controlled by a student organization that is officially recognized by DSCC. Whether Respondent is a TBR or DSCC employee, and if so, the nature of the Respondent's employment may be relevant. No single factor is determinative, including whether or not the alleged harassment took place on premises owned or controlled by the college. The Title IX Coordinator, after consulting with the Office of General Counsel, will make a fact-specific decision whether, if proven, the allegations arise out of an education program or activity. Where some alleged Sexual Misconduct took place within a DSCC education program or activity and some took place outside of it, the Title IX Coordinator will determine whether to investigate all of the allegations in accordance with this policy. The decision-maker will also make a Determination whether the college has established by a preponderance of the evidence that Sexual Misconduct took place in a DSCC education program or activity.
- Force/Forced - words and/or conduct that, viewed from the perspective of a reasonable person, substantially impair(s) a person's ability to voluntarily choose whether to take an action or participate in an activity. Examples of Force include, without limitation:
  - Physical force (e.g., hitting, punching, slapping, kicking, restraining, choking, kidnapping, using a weapon, blocking access to an exit);
  - Words and/or conduct that would cause a reasonable person to fear:
    - Physical force or other harm to the person's health, safety, or property, or a third person's health, safety, or property;
    - Loss or impairment of an academic benefit, employment benefit, or money;
    - Disclosure of sensitive personal information or information that would harm a person's reputation;
    - Disclosure of video, audio, or an image that depicts the person's nudity or depicts the person engaging in a sexual act(s); or
    - Other immediate or future physical, emotional, reputational, financial, or other harm to the person or a third person.
- Formal Complaint - a document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Misconduct against a Respondent and requesting that the college investigate the allegation. At the time of filing a Formal Complaint, a Complainant either must be participating in or attempting to participate in the college's education program or activity implicated by the Formal Complaint.
- Incapacitation - that a person lacks the ability to actively agree to a sexual act because the person is asleep, unconscious, under the influence of an anesthetizing or intoxicating substance such that the person does not have control over their body, is otherwise unaware that a sexual act is occurring, or their mental, physical, or developmental abilities renders them incapable of making a rational informed judgment. Incapacitation is not the same as legal intoxication. See Clarifications for more information.
- Respondent - a person who has been alleged to be a perpetrator of conduct that could constitute Sexual Misconduct. A Respondent may also be referred to as a Party.
- Retaliation - to intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing. Intimidation, threats, coercion, or discrimination, including charges against an individual for conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex

discrimination, or a report or Formal Complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by this policy constitutes retaliation. Retaliation is a violation of this policy regardless of whether the underlying allegation of a violation of this policy is ultimately found to have merit.

- The exercise of rights protected under the First Amendment and other provisions of the United States Constitution does not constitute retaliation.
- Charging an individual with a policy or conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this policy does not constitute retaliation.
- Sexual Assault - rape, fondling, incest, and statutory rape.
  - “Rape” means the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
  - “Fondling” means 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 age or because of temporary or permanent mental incapacity.
  - “Incest” means sexual intercourse between persons who are related to each other within degrees where marriage is prohibited by law.
  - “Statutory rape” means sexual intercourse with a person who is under the statutory age of consent.
- Title IX Sexual Harassment<sup>1</sup> – conduct on the basis of sex that satisfies either of the following:
  - an employee of DSCC conditioning provision of an aid, benefit, or service of an institution on an individual’s participation in unwelcome sexual conduct (quid pro quo);
  - unwelcome conduct of a sexual nature determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to the college’s education program or activity. “Reasonable person” means a reasonable person under similar circumstances as and with similar identities to the Complainant. The college will consider the totality of the circumstances, including without limitation, the context in which the conduct and/or words occurred, and the frequency, nature, and severity of the words and/or conduct. In no event shall Title IX sexual harassment be construed to prohibit speech protected by the First Amendment to the United States Constitution (e.g., merely offensive or insulting speech). See Clarifications for more information.
- Stalking – engaging in a course of conduct directed at a specific person that would cause a reasonable person to either (a) fear for his or her safety or the safety of others or (b) suffer substantial emotional distress. “Course of conduct” means two or more acts, including, but not limited to, acts in which a person directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates with or about another person, or interferes with another person’s property. “Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. *For the definition of Stalking, “reasonable person”* means a reasonable person under similar circumstances and with similar identities to the Complainant.

## **Sexual Misconduct Educational Programs and Campaigns**

The College will engage in comprehensive educational programming to prevent sexual misconduct. Educational programming consists of:

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<sup>1</sup> With respect to conduct by employees, the college also prohibits sexual harassment in accordance with TBR Guideline P-080 and DSCC policy 06:07:02:03.

- Sexual Assault Awareness and reporting requirements are presented annually by the Dean of Student Services and/or the Human Resource Director during faculty and staff conferences;
- Sexual Assault Awareness and reporting requirements are presented annually by the Dean of Student Services and/or the Human Resource Director at adjunct faculty workshops;
- Sexual Assault Awareness and reporting requirements are presented by the Dean of Student Services and/or the Human Resource Director at New Faculty and Staff Academies;
- Sexual Assault Awareness materials are distributed to all students attending any in-person New Student Orientation program.
- College wide programs focusing on the topics of Sexual Assault and Domestic Violence awareness and preventions are planned annually by the DSCC Counselors;
- Print resources are maintained in literature racks at all DSCC locations;
- The DSCC Counselors maintain a Sexual Assault Awareness webpage on the DSCC website with information and links to resources (<http://www.dsc.edu/node/3499>);
- The college publishes annually and distributes to all DSCC locations a Sexual Assault Awareness and Survivor Guide. The guide is also available online on the Sexual Assault Awareness webpage;
- The DSCC Counselors present sexual misconduct awareness and by-stander training during the annual Student-Athlete Orientation held each fall semester;
- All students enrolled in ORN 1010 Orientation: Learning to Succeed courses participate in the internet-based HAVEN Sexual Assault Awareness and By-stander training. The DSCC Counselors meet with each ORN 1010 Orientation: Learning to Succeed course section to reiterate reporting options, resources available and answer questions;
- All DSCC employees are required to complete the HAVEN Sexual Assault Awareness online course for faculty and staff annually and records are maintained by the Human Resource office.

These programs and activities will provide ongoing awareness and prevention campaigns for students, staff and faculty that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- Defines what behavior constitutes domestic violence, dating violence, sexual assault and stalking;
- Defines what behavior and actions constitute consent to sexual activity in the State of Tennessee;
- Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault and stalking against a person other than the bystander;
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks; and
- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

DSCC has created a webpage for sexual assault education and prevention (<http://www.dsc.edu/node/3499>). This site serves as a source for awareness, advocacy and referral. Additionally, sexual assault awareness and prevention seminars are a regular component of DSCC's wellness program. The program includes sessions held each April (in conjunction with National Sexual Abuse Awareness Month) which are advertised with flyers and with an announcement in the MyDSCC internet portal and by email to faculty and staff. Sessions are open to faculty, staff and students. Awareness, Prevention and Survivors Guide pamphlet is available in our literature racks and is distributed to all students who participate in new student orientation.

## Procedures Victims Should Follow If a Sex Offense Occurs [34 CFR §668.46(b)(11)(ii)]

### If You Are a Victim of Sexual Assault:

- Get to a safe place.
- Do not destroy evidence! Preserving evidence is important for the proof of a criminal offense.
  - Do not shower, bathe, wash hands, brush teeth, use the toilet or clean up in any way.
  - Do not change or destroy clothing.
  - If it was in your home, do not rearrange and-or clean up anything.
- Determine whether to report the crime.
- To report the alleged offense:
  - Dial 911.
  - Call the police (you may ask for a gender specific police or security officer).
  - Call DSCC security.
  - Call the local rape crisis center hotline.
  - Contact a friend or family member you trust.
- DSCC personnel will assist you in notifying these authorities.
- Get medical attention as soon as possible (evidence should be collected when you get to the hospital).

Time is a critical factor for evidence collection and preservation. An assault can be reported directly to 9-1-1. If the victim wishes to make a confidential notification, the victim should follow the procedure outlined below for confidentially reporting sexual misconduct. Filing a police report with local law enforcement will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers.

Filing a police report with local law enforcement will:

- Ensure the victim of sexual assault 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 victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical-legal exam).
- Assure that the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

## Reporting Sexual Misconduct [34 CFR §668.46(b)(11)(ii)]

The college takes seriously all complaints of sexual discrimination, sexual harassment, and Sexual Misconduct. This section explains the various reporting, complaint, and confidential disclosure options available to enable individuals to make informed choices about where to turn should they experience sexual discrimination, sexual harassment, or Sexual Misconduct.

1. DSCC policy will explain how to report Sexual Misconduct to the Title IX Coordinator. Such a report can be made at any time, including during non-business hours, by using the telephone number or electronic mail address, or office mail address listed for the Title IX Coordinator.
2. DSCC recommends that reports and complaints of all Sexual Misconduct be made to the Title IX Coordinator so that the institution can respond appropriately. Although reports and complaints of Sexual Misconduct may be made at any time, reports should be made as soon as possible so that the institution is best able to address the allegation.
3. DSCC encourages anyone who witnesses, experiences, or has information about possible Sexual Misconduct to take reasonable actions to prevent or stop such actions. This may include speaking up while the behavior is taking place or immediately afterwards, reporting the behavior (in accordance with the reporting options outlined in this policy), directly intervening when it is safe and reasonable

to do so, contacting law enforcement, or other means. A person who has been subjected to any type of Sexual Misconduct need not confront the other Party. The appropriate process to address the conduct is through this or other applicable policy.

## **Interim Measures [34 CFR §668.46(b)(11)(v)]**

### Supportive and Interim Measures

1. After receiving a report of potential Sexual Misconduct, whether or not the report is a Formal Complaint, the Title IX Coordinator will contact the Complainant to discuss the availability of Interim/Supportive Measures, inform the Complainant of their availability, and consider the Complainant's wishes with respect to potential Interim/Supportive Measures. The Title IX Coordinator will also explain the process for filing a Formal Complaint.
2. The Title IX Coordinator, in conjunction with the appropriate department, may implement interim, supportive, or protective measures while assessing, investigating, and resolving the report. These Interim/Supportive Measures are non-disciplinary, non-punitive, individualized services and are offered without fee or charge to the Complainant or Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed.
3. They are designed to restore or preserve equal access to the institution's programs or activities without unreasonably burdening the other Party and may include measures designed to protect the safety of all Parties or DSCC's educational environment or deter Sexual Misconduct.
4. These measures may include, but are not limited to: mutual no-contact directives; access to counseling services and assistance in setting up an initial appointment; changing schedules, assignments, or job/study locations to lessen or minimize contact; extensions of deadlines and course-related adjustments; limiting or barring an individual's or organization's access to certain institutional facilities or activities; providing an escort to ensure safe movement on DSCC property; providing academic support services, such as tutoring; arranging for a Party to re-take a course or withdraw from a class without penalty; administrative leave; leave of absence; institution-imposed leave or physical separation from individuals or locations.
5. DSCC will attempt to maintain the confidentiality of such Interim/Supportive Measures, to the extent that it can do so without impairing its ability to effectuate the Interim/Supportive Measures or to investigate and adjudicate the complaint.

### Formal Complaint

1. Any person alleging to be a victim of Sexual Misconduct that took place within an education program or activity of DSCC in the United States may file a Formal Complaint under the policy.
2. A Complainant who wants DSCC to conduct an investigation and take action in accordance with this policy must file a Formal Complaint alleging Sexual Misconduct.
3. A Complainant must submit a written Formal Complaint in person, by mail, or via electronic mail to the Title IX Coordinator. The document must contain the Complainant's physical signature or a "digital signature." (A digital signature is information transmitted electronically that enables the Title IX Coordinator to determine that the Complainant is the person submitting the complaint, including, but not limited to, an email from a DSCC account or a typed version of the Complainant's name. A digital signature need not reproduce a written signature.) A Formal Complaint cannot be submitted anonymously. Only the Title IX Coordinator can submit a Formal Complaint on behalf of another person.
4. Although the DSCC Title IX Coordinator will attempt to consider the wishes of Complainants, including that no investigation be conducted, DSCC will also consider the college's obligations under both TBR policy and applicable law, including Title VII of the Civil Rights Act of 1964. Thus, when the Title IX Coordinator receives a report of Sexual Misconduct, and especially when the complaint involves an employee, the Title IX Coordinator may decide to investigate the matter pursuant to Guideline P-080 and DSCC policy 06:07:02:03, even if the Complainant does not want the report investigated. If the

Title IX Coordinator decides to file a Formal Complaint, the Title IX Coordinator is not a “Party” to any investigation, Determination or hearing process.

5. Complainants should provide as much of the following information as possible: what happened, where, and when; names of all people involved, including witnesses (if any); supporting documentation (if any); and contact information. DSCC encourages reporting of Sexual Misconduct even if some or all information is unavailable or cannot be provided. The Title IX Coordinator will explain their role, the options for reporting an incident, potential available Interim/Supportive Measures, and the available resources for assistance

#### Confidential Resources (who will not share information with Title IX Coordinator)

1. DSCC encourages victims of Sexual Misconduct to talk to someone about what happened, whether they want their report to be investigated or not. DSCC offers Complainants someone to talk to confidentially, so that they can get the support they need. These resources are confidential and should be considered if the Complainant does not want the institution to investigate the matter.
2. DSCC confidential resources include licensed professional counselors and mental health providers when acting in that role. These resources do not report any information about an incident to the Title IX Coordinator without a Complainant’s permission. Contact information for confidential reporting options within DSCC include:
  - a. [counselor@dsc.edu](mailto:counselor@dsc.edu)
  - b. Sherry D. Baker, Counselor  
1510 Lake Road  
Dyersburg, TN 38024  
Mathematics Building room 156  
731-286-3242 / [sdbaker@dsc.edu](mailto:sdbaker@dsc.edu)
  - c. Carmen Pfeifer, Counselor  
3149 Highway 51 South  
Covington, TN 38019  
Jimmy Naifeh Building room 163  
901-475-3137 / [pfeifer@dsc.edu](mailto:pfeifer@dsc.edu)
3. Counselors and health care providers not affiliated with DSCC will generally maintain confidentiality and not share information with the college unless the Complainant requests the disclosure and signs a consent or waiver form. However, these resources may have reporting obligations under state or federal law. For example, healthcare providers and certain other individuals are required to notify law enforcement when a person seeks treatment for injuries related to a violent crime, including injuries resulting from Sexual Misconduct or abuse of a minor.

#### Reporting by Employees

1. All employees who learn of Sexual Misconduct (or any form of sexual harassment or sex discrimination, or retaliation) are encouraged to report such matters to the Title IX Coordinator.
2. Supervisors and managers who learn of Sexual Misconduct (or any form of sexual harassment or sex discrimination, or retaliation) must immediately report such concerns to the Title IX Coordinator.

#### Anonymous and Third-Party/Bystander Reporting

1. DSCC encourages third parties to report incidents of Sexual Misconduct to the Title IX Coordinator. DSCC may not be able to move forward with third-party reports if the Complainant does not wish to file a Formal Complaint or cooperate with an investigation.
2. After providing a report, third parties are not entitled to information about DSCC’s investigation and response due to privacy concerns and applicable federal and state laws.

#### Abuse of Minors

1. Tennessee law mandates reporting by any person who has knowledge of physical or mental harm to a

child if: (1) the nature of the harm reasonably indicates it was caused by brutality, abuse, or neglect; or (2) on the basis of available information, the harm reasonably appears to have been caused by brutality, abuse, or neglect. Tennessee law also mandates reporting by any person who knows or has reasonable cause to suspect that a child has been sexually abused, regardless of whether the child has sustained any apparent injury as a result of the abuse.

2. In the event of a life-threatening emergency, a report of child abuse or child sexual abuse should be made by calling 911. In other cases, a report of child abuse or child sexual abuse must be made immediately to one of the following authorities:
  - a. The Tennessee Department of Children’s Services (the Central Intake Child Abuse Hotline is 1-877-237-0004);
  - b. The sheriff of the county where the child resides;
  - c. The chief law enforcement official of the city where the child resides; or
  - d. A judge having juvenile jurisdiction over the child.
3. In addition, institutional employees shall make a report of child abuse or child sexual abuse in connection with an institutional program or activity to the Title IX Coordinator. Note that a report to a DSCC security agency is not sufficient to comply with state law.

**Law Enforcement**

1. The following law enforcement agencies listed in this policy are available for emergency response, facilitating medical transport, investigating incidents of a criminal nature, referrals, and preserving evidence. Law enforcement may be required to report potential violations of this policy to the Title IX Coordinator and to report incidents of sexual assault and other criminal acts of a serious nature to other law enforcement authorities.
2. Local law enforcement agencies applicable to DSCC:

**In the Dyersburg, Tennessee Area:**

Dyersburg Police Department	425 West Market St. Dyersburg, TN 38024	(731) 285-1212
Dyer County Sheriff’s Department	401 East Cedar St. Dyersburg, TN 38024	(731) 288-7679

**In the Covington, Tennessee Area:**

Covington Police Department	133 East Pleasant Avenue Covington, TN 38019	(901) 476-5282
Tipton County Sheriff	1801 South College Street, Suite 106 Covington, TN 38019	(901) 475-3300

**In the Trenton, Tennessee Area:**

Trenton Police Department	309 South College St. #C Trenton, TN 38382	(731) 855-1413
Gibson County Sheriff	334 South Main St. Dyer, TN 38330	(731) 692-3714

**Reporting Pursuant to the Nottingham Act.**

1. Unless the victim of a rape does not consent to the reporting of an offense, the DSCC Chief of Police will immediately notify the local law enforcement agency with territorial jurisdiction over the DSCC location if the officer is in receipt of a report from the victim alleging that any degree of rape has occurred on the property of DSCC. The chief security officer will designate one (1) or more persons who shall have the authority and duty to notify the appropriate law enforcement agency in the

absence of the chief security officer. In the case of an alleged rape, the law enforcement agency shall lead the investigation. After notifying the local law enforcement agency, DSCC will cooperate in every respect with the investigation conducted by the law enforcement agency. T.C.A. § 49-7-129.

2. If the victim does not consent to the reporting, the DSCC chief security officer will not report the offense to the local law enforcement agency. T.C.A. § 49-7-2207; T.C.A. § 49-7-129.

#### Additional Information

- A. No Retaliation
  1. Retaliation against a person who makes a report or files a complaint, participates or assists in an investigation, encourages another to file a complaint, or opposes Sexual Misconduct (or any other form of discrimination prohibited by DSCC policy) is prohibited. Individuals must not interfere with an investigation. Retaliation will result in disciplinary measures, up to and including termination or expulsion.
  2. In order to help prevent retaliation, institutional policy is to keep confidential the identity of anyone who has made a report or complaint of sex discrimination, including anyone who has filed a Formal Complaint of Sexual Misconduct, any Complainant, any Respondent, and any witness except as is required to carry out an institution's responsibilities under this policy, as permitted by FERPA, or as required by law.
  3. Anyone who wishes to file a complaint of retaliation should contact the Title IX Coordinator.
- B. Emergency Removal/Administrative Leave
  1. If it appears, based on an allegation of Sexual Misconduct, that a student may constitute an immediate and direct threat to the physical health or safety of another individual, DSCC will conduct an individualized inquiry and risk analysis and may place the student on interim suspension on an emergency basis. If DSCC implements an interim suspension, the student shall be given the opportunity at the time of the decision, or as soon thereafter as reasonably possible, to contest the interim suspension. DSCC will follow the procedures set forth in TBR Policy 3.02.00.01-General Regulations on Student Conduct & Disciplinary Sanctions (and applicable DSCC policies) before placing any student on interim suspension.
  2. The institution may place employees on administrative leave or similar action while addressing allegations of Sexual Misconduct.
  3. Visitors, vendors, and other third Parties may be removed from the premises consistent with applicable policies and procedures.
- C. Court Orders - Individuals may seek orders of protection, restraining orders, or other similar orders from a court of law.
- D. The college will create a separate procedure for investigating and resolving complaints of Sexual Misconduct involving athletes or any other subgroup of students.
- E. Participation in the Formal Complaint process by a Complainant, Respondent, institution, or other person does not waive applicable privileges, including attorney-client privilege, doctor-patient privilege, the peer review/quality improvement privilege, etc. The holder of a privilege may waive it in certain circumstances.

## **Investigation Requirements and Procedures [34 CFR §668.46(b)(11)(ii)]**

DSCC will consult with the Tennessee Board of Regents Office of General Counsel prior to investigation.

- A. Intake and Assessment of Formal Complaints
  1. The Title IX Coordinator will assess the nature of reports and Formal Complaints, including whether one or more allegations meet the criteria for the filing of a Formal Complaint (e.g., whether the allegations include conduct that, if proven, took place in the United States and will

constitute Sexual Misconduct in an education program or activity by a participant or someone attempting to participate in the education program or activity). If a Formal Complaint includes some allegations that, if proved, constitute Sexual Misconduct and some that do not meet that definition, the Title IX Coordinator will decide whether ~~be~~ all allegations will be investigated pursuant to this policy or whether the allegations will be investigated according to another policy or guideline. As appropriate, the Title IX Coordinator may initiate proceedings under another policy, refer the matter to another department, and/or inform the Complainant about the availability of other methods to address the allegations.

2. As part of the assessment, the Title IX Coordinator or designee may contact the Complainant and ask for information about the allegations. Supporting documents, such as emails, photos, text messages, and any other evidence should be preserved. If witnesses were present or have relevant knowledge, it is important to identify them, state what they may know, and inform the investigator how they can be contacted.
3. Where Formal Complaints involving more than one Complainant and/or more than one Respondent arise out of the same facts and circumstances, the Title IX Coordinator may consolidate Formal Complaints.

#### B. Notice of Allegations

1. Upon receipt of a Formal Complaint, the Title IX Coordinator will provide written notice to known Parties. (A Notice of Allegations will be provided even if the Formal Complaint is dismissed at the same time or shortly after the Notice of Allegations issues (e.g., the allegations if proven do not meet the definition of Sexual Misconduct)). The Notice of Allegations will enable both Parties to appeal the dismissal or to proceed under another policy.) The Notice of Allegations shall contain:
  - a. an explanation of the investigation and grievance process, including a copy of or link to DSCC policy 10:02:04:00, as well as any other applicable policies;
  - b. the availability of an informal resolution process;
  - c. explanation of the allegations potentially constituting Sexual Misconduct in sufficient detail and with sufficient time to prepare a response before any initial interview. A Respondent will have at least three (3) business days after issuance of a Notice of Allegations prior to an initial interview, but depending on the nature of the allegations, additional time may be offered or requested;
  - d. the identity of the Parties involved in the incident, if known, and the date and location of the alleged incident;
  - e. a statement that the Respondent is presumed not responsible for the alleged conduct unless and until a Determination of responsibility has been issued;
  - f. a statement that the Parties may have an advisor of their choice at meetings they are permitted to attend. The advisor may be, but is not required to be, an attorney. (Parties

- may hire their own attorneys. At a live hearing only, the college will provide advisors to Parties who do not have their own);
- g. any statements in the college's policies, procedures, or guidelines that prohibit knowingly making false statements or knowingly submitting false information during the process; and
  - h. a statement that retaliation against a person who makes a report or files a complaint, participates or assists in an investigation, encourages another to file a complaint, or opposes Sexual Misconduct is prohibited and will result in disciplinary measures, up to and including termination or dismissal.
2. If, during the course of an investigation, the institution decides to investigate allegations about the Complainant or Respondent that are not included in the Notice of Allegations, the institution will provide additional written Notice of Allegations to known Parties.

## **Outcome of Investigation and Determination of Appropriate Action**

### **C. Dismissal of Formal Complaints**

1. The Title IX Coordinator shall obtain advice from the Office of General Counsel before dismissing a Formal Complaint.
2. If the Title IX Coordinator concludes that the Complainant was not participating in or attempting to participate in an institutional education program or activity at the time of the Formal Complaint or that the conduct alleged in a Formal Complaint would not constitute Sexual Misconduct even if proved, did not occur in an institution's education program or activity, or did not occur against a person while in the United States, the Title IX Coordinator shall dismiss the Formal Complaint.
3. The Title IX Coordinator has discretion to dismiss a Formal Complaint or any allegations in it, 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 it; the Respondent is no longer enrolled by, employed by, or associated with the college; or specific circumstances prevent the college from gathering evidence sufficient to reach a Determination as to the Formal Complaint or allegations therein.
4. The Title IX Coordinator may decide to dismiss a Formal Complaint of Sexual Misconduct and refer the matter for disposition pursuant to a different policy, guideline, or process when an allegation of Sexual Misconduct is dismissed or when a Formal Complaint ceases to include an allegation of Sexual Misconduct.
5. Upon dismissal of a Formal Complaint for any reason, the Title IX Coordinator will promptly send written notice explaining the reasons for dismissal to the Parties. The dismissal notice will also explain whether the college will investigate or respond to the allegations under another policy, guideline, or process and the availability of other methods to address the allegations.

### **D. Informal Resolution**

1. Because a full investigation and adjudication process may not be in the best interests of all concerned, the Title IX Coordinator may decide to offer an informal resolution process. The informal resolution process is designed to provide flexibility in crafting a resolution to a Formal Complaint that meets the needs of the Parties and the institution. Informal resolutions may include meetings facilitated by the college or third parties, resolutions facilitated by the Title IX Coordinator without formal meetings, mediations, and/or restorative justice concepts. Disciplinary action may or may not be part of any informal resolution. Both Parties must agree in writing to participate in any informal resolution process that the Title IX Coordinator may offer.
2. An informal resolution process is only available after the filing of a Formal Complaint and prior to a Determination regarding responsibility. If the Title IX Coordinator believes an informal resolution may be appropriate, the Title IX Coordinator will propose an informal resolution process in either the initial Notice of Allegations or a subsequent written document. The Title IX Coordinator may discuss with the Parties the details of how the process will work. The written notice will contain the allegations or refer to the Notice of Allegations, set out the informal resolution process, explain that at any time prior to agreeing to a resolution, the Complainant, Respondent, or the institution may withdraw from the informal resolution process and resume the investigation and adjudication process under this policy, and identify any records that will be maintained or shared related to the process.
3. The Title IX Coordinator will not offer or facilitate an informal resolution process to resolve allegations that an employee engaged in Sexual Misconduct against a student.

E. Investigation of Formal Complaints

1. The college will investigate all Formal Complaints, unless dismissed or resolved. During the investigation:
  - a. The college will not access, consider, disclose, or otherwise use a Party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional acting in the professional's capacity and made or maintained in connection with the treatment to the Party, unless the Party voluntarily consents in writing;
  - b. The investigator will conduct an investigation that is appropriate under the circumstances. The investigation will include a review of documents and physical evidence, as well as interviews with the Parties and other witnesses, unless they decline to be interviewed. The investigator may request access to premises, records, and documents deemed relevant. As the investigation progresses, the investigator may seek clarification, including during a subsequent interview, from any person participating in the investigation regarding the incident or their statement. A Party who learns or remembers any additional information should notify the investigator immediately. The Parties will have an equal opportunity to provide evidence and to

- identify witnesses, including fact and expert witnesses. Parties are encouraged to provide, as soon as possible, any evidence that the Party believes to be relevant and wants the investigator to consider. If at all possible, all evidence should be provided in time for the investigator to make it available for inspection and review;
- c. Although the Parties are encouraged to provide DSCC with information and evidence related to the allegations, the college is ultimately responsible for gathering evidence sufficient to reach a Determination regarding responsibility;
  - d. The college will not restrict the Parties from discussing the allegations under investigation or from gathering and presenting relevant evidence. Any restrictions on the ability of the Parties to discuss matters related to the proceeding but which are not under investigation will be explained in the Notice of Allegations;
  - e. Each Party will have the opportunity to obtain and to be accompanied to a meeting or proceeding by an advisor of their choice, who may, but is not required to be, an attorney, in accordance with Section IV.H. below;
  - f. When a Party is invited or expected to participate in a meeting, the institution will provide written notice of the date, time, location, participants, and purpose of the meeting, interview, or hearing, with sufficient time for the Party to prepare to participate;
  - g. Both Parties will have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a Formal Complaint, including evidence that is directly related to the allegations but upon which the college does not intend to rely in reaching a Determination regarding responsibility. The college will include both evidence that tends to prove and disprove the allegations, whether obtained from a Party or other source, so that each Party can meaningfully respond to the evidence prior to the conclusion of the investigation;
  - h. Prior to the completion of an investigation report, the institution will send to each Party the evidence subject to inspection and review. Unless a Party requests that the college not do so, the college will also send the evidence to each advisor who has been identified. The college may decide to provide access to evidence through electronic means that is not available for download. In such case, the Parties and their advisors are prohibited from, directly or indirectly, photographing or reproducing such evidence (unless the Party has access to the evidence independent of the portal, e.g., documents submitted by the Party or publicly available information); and
  - i. The college will provide at least ten (10) calendar days for the Parties to respond to the evidence provided for inspection and review. The investigator will share any written response with the other Party and will consider any written response prior to completing the investigative report.

#### F. Investigation Report

1. At the conclusion of the investigation, the investigator will prepare written report. The report shall:
  - a. identify the allegations;
  - b. identify relevant policies, guidelines, and other standards;
  - c. explain the procedural steps taken between receipt of the Formal Complaint and the conclusion of the investigation, including all notifications to the Parties, interviews with the Parties, interviews with other witnesses, dates of all interviews, any site visits, and the methods used to gather evidence; and
  - d. fairly summarize the relevant evidence.
2. The written report shall not make findings of fact or conclusions regarding the application of facts to this policy.
3. At least ten (10) calendar days prior to a hearing, the investigator will send to each Party the investigation report in either electronic or hard copy, for review and written response. Unless a Party requests that the college not do so, the college will also send the investigation report to an advisor whom the Party has been identified.
4. The Parties should provide any written response as soon as possible, as the investigator may issue an amended investigation report if the investigator deems appropriate and if a Party provides comments in sufficient time for the investigator to do so. The Parties' written responses and any amended investigation report will be sent to the decision-maker.

#### G. Advisors

1. Both the Complainant and the Respondent will be permitted to have an advisor of their choosing present during meetings where their attendance is permitted or expected. Nothing in this policy shall be read to require that the college allow a Party to attend an interview of the other Party or of a witness.
2. The advisor may accompany and confer privately with a Party, but the advisor may not interrupt, speak on behalf of a Party, or otherwise actively participate in any meeting, except for conducting cross-examination at a live hearing.
3. An advisor's failure to comply may result in the termination of the meeting or the advisor no longer being permitted to be present.
4. TBR and DSCC personnel employed in the offices responsible for the disciplinary proceedings described in this policy, along with those in the chain of command, personnel employed by the Office of the General Counsel, and others whose participation could create a conflict of interest with their duties are not eligible to serve as advisors. The college shall not otherwise limit the choice of an advisor.
5. If there is a question or concern about a possible advisor, the Title IX Coordinator should be consulted. A Party choosing to have an attorney present as an advisor must provide advance notice so that a member of the Office of the General Counsel can attend any meeting at which an attorney will be present.

#### H. Recordings

1. Parties are not permitted to record any meeting conducted pursuant to this policy.
2. When a live hearing is conducted, the college will create an audio recording, audiovisual recording, or transcript and make it available to the Parties for inspection and review.

#### I. Past Relationships and Conduct

1. Previous sexual relationships of the Complainant and Respondent with third parties generally are irrelevant.
2. A past sexual relationship between the Complainant and Respondent may or may not be relevant. For example, past sexual encounters may provide insight on communication patterns for purposes of determining whether consent was present.
3. Questions and evidence about a Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to Respondent and are offered to prove consent.

#### J. Standard of Evidence

1. In determining whether Respondent engaged in Sexual Misconduct, DSCC will use the preponderance of the evidence standard of evidence in evaluating whether Sexual Misconduct occurred. A "preponderance of the evidence" means the greater weight of the evidence or that, according to the evidence, the conclusion sought by the party with the burden of proof is the more probable conclusion.
2. The burden of proof will remain with the institution through the Determination.

## **Timeframe for Conducting the Investigation**

#### K. Timeline

1. Formal Complaints typically will be resolved (exclusive of any appeals) within 90 calendar days of filing.
2. Appeals will be resolved within fifteen (15) calendar days of the filing of an appeal.
3. Given the many variables and factors that may arise in such cases, additional time may be needed in some cases. Any departure from these time frames will be for good cause and communicated in writing or by email to both the Complainant and the Respondent simultaneously, along with a new timeline and explanation of the reasons. Good cause to extend the deadlines includes, but is not limited to, the absence of a Party, a Party's advisor, or witness; concurrent law enforcement activity; or the need for language assistance or the accommodation of disabilities.
4. Incompletion of the process within such time frames is not cause for dismissal of a Formal Complaint.

L. Parallel Investigations with Law Enforcement

1. The filing of a police report or the pendency of civil or criminal proceedings does not preclude the college from proceeding with its investigation and Determination.
2. The investigation and Determination may be delayed until law enforcement has finished gathering evidence and indicated that the college may proceed with an investigation, but the college generally will not wait for the conclusion of any criminal proceeding.
3. Civil or criminal proceedings are separate and distinct from internal college proceedings, and they may or may not run parallel to one another. However, the college may be required by law to provide information in civil or criminal proceedings.
4. College policies shall set forth parameters and clarify what information may and may not be shared during a parallel investigation with law enforcement (e.g., via a memorandum of understanding with local law enforcement).

## **Institutional Hearing [34 CFR §668.46(b)(11)(vi)]**

M. Live Hearings

1. The college will conduct a live hearing of Formal Complaints not dismissed pursuant to this policy in order to make a Determination whether this policy has been violated. The decision-maker appointed by the Title IX Coordinator has the authority to maintain order at the hearing and make all decisions necessary for the fair, orderly, and expeditious conduct of the hearing. The decision-maker shall be the final decider concerning all aspects of the hearing, including prehearing matters and at the hearing, how evidence is examined and the order of witnesses.
2. At the request of either Party, the college will provide for the live hearing to be conducted with the Parties located in separate rooms with technology enabling the decision-maker and Parties to simultaneously see and hear the Party or the witness answering questions.
3. In cases involving more than one Respondent, any Party may request separate hearings by submitting a request at least five (5) business days before the hearing. The Title IX Coordinator will decide whether to grant the request.
4. Live hearings may be conducted with all Parties physically present in the same geographic location or, at the college's discretion, any or all Parties, witnesses and other participants may appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other.
5. At least ten (10) business days prior to a live hearing, the college will provide both Parties with written notice of the following:
  - a. The time, place, date of the hearing, and electronic access information, if applicable;
  - b. The name of each witness the institution expects to present or be present at the hearing and those the college may present if the need arises;
  - c. The right to request a copy of the investigative file (other than portions that are protected by law or privilege), which includes all of the evidence obtained as part of

the investigation that is directly related to the allegations raised in the Formal Complaint;

- d. The right to request copies of all documents, copies of electronically stored information, and access to tangible evidence that the college has in its possession, custody, or control and may use to support claims or defenses;
  - e. The right to have an advisor of the Party's choice, who may be, but is not required to be an attorney, and that if the Party does not have an advisor present at the hearing, the institution will provide an advisor of the college's choice, without fee or charge, to ask the other Party and any witnesses all relevant questions and follow-up questions on behalf of that Party;
  - f. Any Party in need of a college-provided advisor must inform the Title IX Coordinator at least five (5) business days before the hearing;
  - g. Any cross-examination of any other Party or witness must be conducted by the advisor; and
  - h. Additional information may be included in the notice of hearing.
6. When notice is sent by U.S. mail or courier service, the notice is effective on the date the notice is mailed or delivered to the courier service. When notice is hand delivered by the college, notice is effective on the date that the notice is delivered to a Party. When notice is sent by email, the notice is effective on the date that the email is sent to the Parties' college-provided email account.
  7. The decision-maker may conduct a pre-hearing meeting or conference with the Parties and their advisors to discuss pre-hearing issues, including any technology to be used at the hearing and the general rules governing the hearing.
  8. The decision-maker may allow a temporary delay of the process or the limited extension of time frames for good cause with written notice to the Parties of the delay or extension and the reasons for the action. Good cause may include, but is not limited to, considerations such as the absence of a Party, a Party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
  9. If a Party fails to attend a hearing, the decision-maker may proceed without that Party's participation.
  10. During the hearing, the decision-maker will make evidence subject to review and inspection during the investigation phase available to give each Party equal opportunity to refer to that evidence, including for purposes of cross-examination.
  11. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to provide that someone other than the Respondent committed the conduct alleged by the Complainant, or 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.

12. Only relevant cross-examination and other questions may be asked of a Party or witness. Before a Complainant, Respondent, or witness answers a cross-examination or question from someone other than the decision-maker, the decision-maker will first determine whether the question is relevant and explain any decision to exclude a question as not relevant.
  13. The decision-maker will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding the privilege has waived the privilege.
  14. The decision-maker will permit each Party's advisor to ask the other Party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination at the live hearing will be conducted directly, orally, and in real time by the Party's advisor and never by a Party personally. Conducting cross-examination will be the advisor's only opportunity to speak. Advisors will not engage in other presentation of arguments or evidence, including opening statements, closing arguments, or direct examinations.
  15. If a Party does not have an advisor at the live hearing, the college will provide without fee or charge to that Party an advisor. The college will choose the advisor.
  16. THIS SECTION INTENTIONALLY LEFT BLANK.
  17. For good cause shown, a decision-maker may permit the participation of witnesses who were not identified by the Party to the investigator, or the inclusion of evidence not provided by the Party to the investigator.
  18. The institution will create an audio or audiovisual recording, or transcript, of a live hearing and make it available to the Parties for inspection and review.
  19. The decision-maker may dismiss the Formal Complaint or any allegations therein, if at any time during the hearing a Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw a Formal Complaint or any allegations therein, the Respondent is no longer enrolled or employed by the college, or specific circumstances prevent the college from gathering evidence sufficient to reach a Determination as to the Formal Complaint or allegations therein.
  20. If the decision maker dismisses the Formal Complaint during the grievance process, the decision-maker will promptly notify the Title IX Coordinator, who will promptly send written notice of the dismissal and reasons therefor simultaneously to the Parties.
- N. Written Determination
1. Within fifteen (15) business days of the hearing, the decision-maker will issue a written Determination whether Respondent engaged in Sexual Misconduct based on a preponderance of the evidence standard, which will be provided to the Parties simultaneously.

2. The Determination becomes final either on the date that the college provides the Parties with a written result of an appeal, or if an appeal is available but not filed, the day after the deadline to appeal.
3. The Determination will include:
  - a. Identification of the allegations potentially constituting Sexual Misconduct, as well as identification of any additional allegations that are being resolved but which do not constitute Sexual Misconduct;
  - b. A description of the procedural steps taken between receipt of the Formal Complaint and the Determination, including all notifications to the Parties, interviews with Parties and witnesses, site visits, methods used to gather other evidence, and any hearings held;
  - c. Findings of fact supporting the Determination;
  - d. Conclusions regarding the application of this policy, as well as any other relevant policy, guidelines, or code, to the facts;
  - e. A statement of, and rationale for, the result as to each allegation before the decision-maker, including a Determination regarding responsibility;
  - f. Any disciplinary action that the decision-maker imposes on the Respondent, including referral to another process;
  - g. Any remedies that the college will provide designed to restore or preserve equal access to the Complainant; and
  - h. The permissible bases and procedures, including timelines, for appeals by the Parties.

## Appeal of Hearing Decision

### O. Appeals/Post-Determination Procedures

1. Parties are permitted to appeal to the college's President (or other person appointed by the Title IX Coordinator) from a Determination regarding responsibility (or no responsibility) and from a dismissal of a Formal Complaint or of any allegations in a Formal Complaint on the basis of:
  - a. procedural irregularity that affected the outcome of the matter;
  - b. new evidence that was not reasonably available at the time the Determination or dismissal was made, but only if that new evidence could affect the outcome of the matter;
  - c. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome.
2. A Party wishing to appeal a Determination regarding responsibility or the dismissal of a Formal Complaint or any allegations therein must file a written appeal with the Title IX Coordinator within seven (7) business days of the date of the Determination or the dismissal. The written appeal must identify the reasons for the appeal.
3. As to all appeals, the Title IX Coordinator will:
  - a. Notify the other Party in writing when an appeal is filed;
  - b. Implement appeal procedures equally for both Parties;

- c. Ensure that the decision-maker(s) for the appeal is not the same person as the investigator, the decision-maker, or Title IX Coordinator;
  - d. Provide each Party five (5) business days to provide a written statement in support of, or challenging, the Determination.
4. The decider of the appeal will issue a written decision describing the result of the appeal and the rationale for the result, and will provide the written decision simultaneously to the Parties.

## **Effect of A Finding of a Violation of This Policy [34 CFR §668.46(b)(11)(vii)]**

### **P. Remedies and Disciplinary Action Following Determinations of Violations**

1. The college will provide remedies where a Determination of responsibility for Sexual Misconduct has been made. The college will follow this policy before the imposition of any disciplinary sanctions for Sexual Misconduct that are not supportive/interim measures.
2. Remedies will be designed to restore or preserve equal access to education programs and activities and will include discipline under the applicable policies and procedures. Remedies may include verbal warnings, written warnings, final written warnings, suspension, termination of employment (including of tenured faculty), non-renewal of appointment, or dismissal from DSCC.
3. Remedies should also consider improvements to the campus-wide environment. It is the intent of TBR that institutions consider the impact of an incident of Sexual Misconduct on the college as a whole or specific groups or areas of the college. For example, specific training may be needed for a student group.
4. The Title IX Coordinator is responsible for ensuring effective implementation of the remedies.

## **Existing On & Off-campus Counseling Services for Victims of Sexual Misconduct [34 CFR §668.46(b)(11)(iv)]**

### **Q. DSCC intends to provide resources and assistance to victims of Sexual Misconduct.**

1. DSCC provides access to mental health counselors. Additional sources of medical and law enforcement support for victims of Sexual Misconduct include the following:
  - WRAP – Women’s Resource and Rape Assistance Program  
www.wraptn.org  
1-800-273-8712
  - West Tennessee Healthcare Dyersburg Hospital  
400 Tickle Street, Dyersburg, TN 38024  
731-285-2410
  - Baptist Memorial Hospital - Tipton  
1995 Highway 51 South, Covington, TN 38019  
901-476-2621
  - Humboldt General Hospital  
3525 Chere Carol Rd., Humboldt, TN 38343  
731-784-2321
  - Jackson-Madison County General Hospital  
700 West Forest Avenue, Jackson, TN 38301  
731-425-6900
  - West Tennessee Healthcare Jackson-Madison General Hospital

620 Skyline Drive., Jackson, TN 38301  
731-541-5000

2. Victim Services Policy

a. DSCC has identified the following resources to provide assistance and services to victims.

- 1) College Counselors who can provide immediate confidential response in a crisis situation

Sherry Baker, DSCC Counselor	731-286-3242 <a href="mailto:sdbaker@dsc.edu">sdbaker@dsc.edu</a>
Carmen Pfeifer, DSCC Counselor	901-475-3137 <a href="mailto:pfeifer@dsc.edu">pfeifer@dsc.edu</a>
DSCC email	<a href="mailto:counselor@dsc.edu">counselor@dsc.edu</a>
WRAP 24/7 Counseling and victim services	800-273-8712

- 2) Emergency numbers for on- and off-campus safety, law enforcement, and other first responders, including the Title IX Coordinator;

DSCC Chief of Police	901-475-3118 <a href="mailto:mlpeeler@dsc.edu">mlpeeler@dsc.edu</a>
Dyersburg Campus Security	731-589-3250 Dial 910 on any campus phone
Jimmy Naifeh Center at Tipton County Security	901-201-1344 Dial 1397 on any center phone
Gibson County Center Security	731-222-5141 Dial 7800 on any center phone
Title IX Coordinator	731-286-3346 <a href="mailto:awest@dsc.edu">awest@dsc.edu</a>
Title IX Deputy Coordinator	731-286-3234 <a href="mailto:fultz@dsc.edu">fultz@dsc.edu</a>
Dyersburg Police Department	731-285-1212
Dyer County Sheriff's Department	731-288-7679
Covington Police Department	901-476-5282
Tipton County Sheriff Department	901-475-3300
Trenton Police Department	731-855-1413
Gibson County Sheriff Department	731-692-3714

- 3) A list of health care options, both on- and off-campus, including options to seek treatment for injuries, preventative treatment for sexually transmitted diseases, and where and how to get a rape kit or find a Sexual Assault Nurse Examiner (SANE);

Dyer County Health Department	731-285-7311
Tipton County Health Department	901-476-0235
Gibson County Health Department	731-855-7601
Well Via Telehealth (Discount for DSCC students)	<a href="https://www.dsc.edu/wellvia-health">https://www.dsc.edu/wellvia-health</a>

- 4) DSCC publishes yearly the DSCC Sexual Assault Awareness, Prevention, and Survivor Guide available in print and online ( <https://www.dsc.edu/node/3499>) which

encourages the Complainant to seek medical attention immediately so that the Complainant can be screened for sexually transmitted diseases/pregnancy/drugs that may have been used to incapacitate, obtain emergency contraception, and receive treatment for any injuries. Valuable physical evidence can be obtained from the Complainant and the Complainant's clothing. Even those who are unsure whether to make a police report or take action may wish to have a forensic examination, which will facilitate the identification and preservation of physical evidence;

- 5) To help preserve evidence in the event of a sexual assault, it is important for the Complainant not to change clothes or bedding and not take a shower, douche, use the toilet, brush their teeth, or clean up until police have had a chance to gather evidence. However, if a Complainant has already changed clothes or cleaned up/showered, evidence may still be collected. The Complainant should leave any clothes or bedding unfolded and undisturbed, if possible. If clothing or bedding must be moved, items should be kept separate to prevent transfer of body fluids or other trace evidence. Parties should not delete or destroy any text messages, social media, emails, voicemails, written notes, or any other documents that may be relevant.
- 6) DSCC counselors, the DSCC Title IX Coordinator or the DSCC Deputy Coordinator, are available to accompany a victim to the hospital or health provider;
- 7) These services are available for victims of Sexual Misconduct whether or not a victim chooses to make an official report or participate in the institutional disciplinary or criminal process.

## **Individual or Organizational Misconduct – Student Disciplinary Policy**

Individual or Organization misconduct is defined as follows:

- 1) Violations of state or federal regulations occurring on DSCC owned, leased or otherwise controlled property,
- 2) Conduct that impairs, interferes with or obstructs any institutional activity or the mission, processes and functions of the institution,
- 3) Conduct on or off-campus/centers posing a substantial threat to persons or property within the institutional community.

A “student” shall mean any person who is registered for study in any institution in the State University and Community College System of Tennessee for any academic period. A person shall be considered a student during any period, which follows the end of an academic period which the student has completed until the last day of registration for the next succeeding regular academic period and during any period while the student is under suspension from the institution.

Behaviors subject to disciplinary sanctions shall include but not be limited to the following examples:

- **Conduct Dangerous to Others.** Any conduct which constitutes a serious danger to any person’s health, safety or personal well-being, including any physical abuse or immediate threat of abuse.
- **Hazing.** Any act of hazing of any variety by an individual, group or organization. Hazing means any intentional or reckless act in Tennessee on or off the property of any Higher Education Institution by a student acting alone or with others which is directed against any other student, that endangers the

mental or physical health or safety of that student, or which induces or coerces a student to endanger his or her mental or physical health or safety. Hazing specifically refers to those actions taken and situations created in connection with initiation into or affiliation with any organization.

- Disorderly Conduct. Any individual or group behavior which is abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly or which unreasonably disturbs other groups or individuals.
- Obstructing or Interfering with Institutional Activities or Facilities. Any intentional interference with or obstruction of any institutional activity, program, event or facility, including the following:
  - Any unauthorized occupancy of institution or institutionally controlled facilities or blockage of access to or from such facilities.
  - Interference with the right of any institution member or other authorized person to gain access to any institution or institutionally controlled activity, program, event or facility.
  - Any obstruction or delay of a campus/centers security officer, firefighter or any institution official in the performance of his/her duty.
- Misuse of or Damage to Property. Any act of misuse, vandalism, defacing, disfiguring, malicious or unwarranted destruction, or unauthorized use of institutional property including, but not limited to, fire alarms, fire equipment, elevators, telephones, institution keys, library materials and/or safety devices; and any such act against a member of the institution community or a guest of the institution.
- Theft, Misappropriation or Unauthorized Sale. Any act of theft, misappropriation, or unauthorized possession or sale of institution property or any such act against a member of the institution community or a guest of the institution.
- Misuse of Documents or Identification Cards. Any forgery, alteration or unauthorized use of institutional documents, forms, records or identification cards, including the giving of any false information or the withholding of necessary information, in connection with a student's admission, enrollment or status in the institution.
- Possession of Firearms or Other Dangerous Weapons. Any unauthorized or illegal possession of or use of firearms or dangerous weapons of any kind.
- Possession of Explosives, Fireworks or Flammable Materials. The unauthorized possession, ignition or detonation of any object or article which could cause damage by fire or other means to persons or property or the possession of any substance which could be considered to be fireworks and used as such.
- Alcoholic Beverages. The use, possession, distribution, sale or manufacture of alcoholic beverages, or public intoxication on property owned or controlled by the institution; at an institution-sponsored event; on property owned or controlled by an affiliated clinical site; or in violation of any term of the DSCC Drug-Free Schools and Communities Policy Statement.
- Drugs. The unlawful use, possession, distribution, sale or manufacture, of any drug or controlled substance (including any stimulant, depressant, narcotic, or hallucinogenic drug or substance, or marijuana), being under the influence of any drug or controlled substance, or the misuse of legally prescribed or "over the counter" drugs on property owned or controlled by the institution; at an institution-sponsored event; on property owned or controlled by an affiliated clinical site; or in violation of any term of the DSCC Drug-Free Schools and Communities Policy Statement.
- Gambling. Gambling in any form.
- Financial Irresponsibility. Failure to promptly meet financial responsibilities to the institution including, but not limited to, knowingly passing a worthless check or money order in payment to the institution or to a member of the institution community acting in an official capacity.
- Unacceptable Conduct in Hearings. Any conduct at an institutional hearing involving contemptuous, disrespectful or disorderly behavior, or the giving of false testimony or other false evidence at any hearing.
- Failure to Cooperate with Institutional Officials. Failure to comply with directions of institutional officials performing their duties.
- Violation of General Rules and Regulations. Any violation of the general rules and regulations of the institution as published in an official institutional publication, including the intentional failure to perform a required action or the intentional performance of a prohibited action.
- Attempting or Aiding and Abetting the Commission of Offenses. Any attempt to commit any of the foregoing offenses, or the aiding and abetting of the commission of any of the foregoing offenses (an "attempt" to commit an offense is defined as the intention to commit the offense coupled with the

- taking of some action toward its commission).
- Violations of State or Federal Laws. Any violation of state or federal laws or regulations prescribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference.

## Student Disciplinary Proceedings

DSCC will, upon written request, disclose to the alleged victim of a violent crime, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, DSCC will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

A violation of any law regarding alcohol, drug use, weapons or misconduct (including crimes of violence or sexual misconduct) is a violation of DSCC's Student Conduct policy and will be treated as a separate disciplinary matter. Disciplinary sanctions and procedures for students are listed in the student handbook. Possible disciplinary sanctions for failure to comply with the terms of this policy may include expulsion, suspension, mandatory participation in and satisfactory completion of a drug/alcohol abuse program or rehabilitation program, referral for prosecution, probation, warning or reprimand.

Organizations or groups violating alcohol, illegal drugs and weapons policies or laws may be subject to sanctions by the college.

## Safety & Security Awareness

Student orientation sessions are held before each semester. During these sessions, students are informed of services offered by campus security as well as ways to maintain personal safety. Students are made aware of crime on campus and at centers and in surrounding neighborhoods. Similar information is presented to new employees during new employee orientation and in the Faculty/Staff Academy program. Security updates are presented to all employees during Fall Update and to adjunct faculty during fall workshops. Additionally, every employee is required to complete an annual Sexual Harassment Prevention Training program.

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.

Information is also available to students and employees through brochures (campus safety and security, sexual assault awareness), posters, 24-hour surveillance, state hotline and videos. Additionally, the "Blue" flip chart, *Dyersburg State Community College Safety and Security Procedures*, is located in each campus and center office and classroom. The flip chart outlines emergency procedures for: Fire, Accidents and Thefts, Bomb Threats, Maintenance Problems, Suicidal Crisis Intervention, Homicidal Crisis Intervention, Chemical/Gas Leak, Evacuation, Toxic Fume Release (Off Campus), Medical Emergencies & Violent Crimes, Campus/Centers Security Services, Temporary Closings, Lost & Found/Door Openings, Student Conduct, Traffic Regulations, Earthquake, Tornado/Watch/Warning, Shelter Areas and Lockdowns.

When time is of the essence, information is released to the DSCC community by means of ALERTUS, which populates all campus and center computers. Additional information is also available on the DSCC website ([www.dscce.edu](http://www.dscce.edu)), DSCC Facebook page, DSCC hotline (731-286-3303) and/or employee and student cell phones via email and or text using RAVE.

## Prevention of Crimes

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. DSCC personnel facilitate orientation programs for students, parents, faculty and new employees as well as programs for student organizations and community organizations.

These programs provide a variety of educational strategies and tips on how to protect oneself from sexual assault, theft and other crimes.

*Student Safety Policy: DSCC strives to maintain a learning-centered environment free from intimidation, threats, violent acts and theft. This includes, but is not limited to, intimidating, threatening or hostile behaviors, physical or verbal abuse, vandalism, arson, sabotage, carrying or use of weapons, or any other act which is inappropriate to the academic environment.*

*Students who feel they have been subjected to any of the behaviors listed above are requested to immediately report the incident to the Dean of Student Services. Students who observe or have knowledge of any violation of this policy should also report it immediately. Complaints will be investigated in accordance with the DSCC Student Handbook and disciplinary action will be taken against the offender, if appropriate.*

*The College reserves the right to take any and all action required to enforce the above policy including searching and inspection of school property and material brought into or out of the institution.*

*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 campus security for an escort.*

## **Criminal Activity off Campus/Center**

DSCC does not have any student organizations with off-of-college locations in the annual security report.

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

DSCC has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals and college disciplinary actions. These include:

Alcohol and Drug Education: DSCC Counseling Office, Employee Assistance Program  
Counseling Services: DSCC Counseling Office, Employee Assistance Program  
Referral Services Professional Care Services, PCS, with locations in: Dyersburg, Ripley, Brownsville, Somerville, Covington, and Millington. <https://www.pcswn.org/gethelp/same-day-access>; Alcoholics Anonymous, Narcotics Anonymous  
College Disciplinary Actions: Faculty/Student Judicial Review Committee.

Information regarding the dangers of drug or alcohol-abuse is made available to all students and staff in literature racks located at all DSCC location. In addition, educational information is provided during new student orientation and can be found in the DSCC Catalog and Student Handbook.

### **Health Risks Associated With Drug/Alcohol Use:**

Drugs that dull the senses to react, see and think clearly include, but are not limited to, marijuana, antihistamines, tranquilizers, stimulants, inhalants, sedatives, and hypnotics. Stimulants would include amphetamines, cocaine and caffeine, which are mood changing drugs. Opiates, or pain relievers, include heroin, morphine, meperidine, paregoric, and cough syrups that contain codeine.

The use of alcohol can lead to serious health risks, including a loss of muscle control, poor coordination, slurred speech, fatigue, nausea, headache, an increased likelihood of accidents, impaired judgment and possible respiratory paralysis and death.

Heavy drinking can lead to alcoholism, damage to brain cells, hallucinations and an increased risk of cirrhosis, ulcers, heart disease, heart attack and cancer of liver, mouth, throat and stomach.

Health risks associated with use of illegal drugs include increased susceptibility to disease due to a less efficient immune system, increased likelihood of accidents, personality disorders and addiction.

The use of illicit drugs and the abuse of alcohol during pregnancy may cause spontaneous abortion, various

birth defects or fetal alcohol syndrome. Additionally, the illicit use of drugs increases the risk of contracting hepatitis, AIDS and other infections. If used excessively, the use of alcohol or drugs singly or in certain combinations may cause death.

## **Advising the Campus Community about Sex Offenders: Sex Offender Registration** **[34 CFR §668.46(b)(12)] (All Locations)**

In accordance to 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*, Dyersburg State Community College's Security Department is providing a link to the Tennessee State 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 to each institution of higher education in that state at which the person is employed, carries a vocation or is a student. Members of the campus community may obtain the most recent information received from the Tennessee Bureau of Investigation (TBI) concerning sex offenders employed, enrolled or volunteering at this institution from the TBI's website listing of sex offenders located at <https://www.tn.gov/tbi/general-information/tennessee-sex-offender-registry.html>. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.

## CRIME ON CAMPUS ANNUAL REPORT 2021

Pursuant to the Federal "Student Right-to-Know the Campus Security Act" of 1990 and the "Tennessee College and University Security Information Act" of 1989.  
The calendar year statistics for 2019, 2020 and 2021 are provided below.

### College Population Statistics (2019 Fall Term College Population)

Students (Full-Time & Part-Time)  
Faculty & Staff (Full-Time & Part-Time)  
Total College Population

CAMPUS/CENTER									
	2019			2020			2021		
	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center
<b>Criminal Offenses</b>									
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0	0	0	0
<b>Arrests</b>									
Illegal weapons possession	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	1	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0

<b>CAMPUS/CENTER</b>									
	<b>2019</b>			<b>2020</b>			<b>2021</b>		
	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center
<b>Criminal Offenses</b>									
<i>Violence Against Women</i>									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking Incidents	0	0	0	0	0	0	0	0	0
<b>THERE WERE NO HATE CRIMES REPORTED ON CAMPUS FOR THE YEARS 2019, 2020 OR 2021.</b>									
<b>PUBLIC PROPERTY</b>									
<b>Criminal Offenses</b>									
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
<b>PUBLIC PROPERTY</b>									
	<b>2019</b>			<b>2020</b>			<b>2021</b>		
	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center
<b>Criminal Offenses</b>									
Any other crime involving bodily injury	0	0	0	0	0	0	0	0	0
Arrests									

<b>PUBLIC PROPERTY</b>									
	<b>2019</b>			<b>2020</b>			<b>2021</b>		
	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center	Dyersburg	Jimmy Naifeh Center at Tipton Co.	Gibson Co. Center
Illegal weapons possession	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0
<b>Criminal Offenses</b>									
Liquor Law Violations	0	0	0	0	0	0	0	0	0
<i>Violence Against Women</i>									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking Incidents	0	0	0	0	0	0	0	0	0

**THERE WERE NO HATE CRIMES REPORTED ON PUBLIC PROPERTY FOR THE YEARS 2019, 2020 OR 2021.**

There are no Unfounded Crimes at any of the three locations for the reporting years 2019-2021.

Dyersburg State Community College does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs, and activities sponsored by Dyersburg State Community College. The following staff has been designated to handle inquiries regarding non-discrimination policies: Equity Officer, [equity@dsc.edu](mailto:equity@dsc.edu), Eller Administration Building, Room 150, 1510 Lake Road, Dyersburg, TN 38024, (731) 286-3316 or Dean of Student Services, Deputy Title IX Coordinator, [fultz@dsc.edu](mailto:fultz@dsc.edu), Student Center, Room 123, 1510 Lake Road, Dyersburg, TN 38024, (731) 286-3234. Dyersburg State Community College's policy on nondiscrimination can be found at <http://www.dsc.edu/node/6332>. PUB 10\_22\_116