2019
ANNUAL SECURITY AND
FIRE SAFETY REPORT
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OUR MISSION

The mission of Vanderbilt University Public Safety is to provide professional, service-oriented law enforcement and security services dedicated to the protection and security of Vanderbilt University and its diverse community.

To fulfill our mission we will:

• Deliver superior law enforcement services with integrity and pride.
• Respect and safeguard the dignity and rights of all individuals.
• Demonstrate respect toward the people we serve and one another to maintain an environment of trust.

Develop partnerships with all segments of our community through effective communication and collaboration.

• Carefully select and maintain a well-trained, educated and professional staff.
• Accept individual responsibility and accountability for our actions.

ACCREDITATION

VUPS maintains national, international and state-level triple accreditation through three governing bodies: CALEA (Commission on Accreditation for Law Enforcement Agencies), IACLEA (International Association of Campus Law Enforcement Administrators), and TLEA (Tennessee Law Enforcement Accreditation).

The nationally and internationally accredited Vanderbilt University Public Safety Department (VUPS) is pleased to present the 2019 Annual Security and Fire Safety Report.

This report is provided to inform our Vanderbilt community of safety and security policies, support and assistance information for victims of crime and includes three years of crime and fire statistics. VUPS provides comprehensive law enforcement and security services 24 hours a day, 365 days a year, to the academic campus, Vanderbilt University Medical Center, and Vanderbilt Health at 100 Oaks.
Being accredited means that VUPS has met or exceeded all standards within that accrediting organization. The standards provide law enforcement agencies with best practices for policy, procedure, and accountability. Each year VUPS must produce proofs of compliance for over 500 standards to maintain all three accreditations.

Accreditation is a voluntary process and it is not easy to achieve and maintain but it is the cornerstone of how VUPS operates as a public safety agency. Accreditation provides the firm foundation upon which VUPS demonstrates an ongoing commitment to serving the Vanderbilt community with excellence and professionalism.

Vanderbilt University Public Safety is committed to maintaining a safe, secure environment for our students, faculty, staff and visitors. Although security is everyone’s responsibility, your personal safety is a priority at Vanderbilt. Maintaining a safe place to live, work and learn requires a dedicated partnership and sincere cooperation between the members of the Vanderbilt community and Vanderbilt University Public Safety. For additional information on services offered by VUPS please visit publicsafety.vanderbilt.edu.

VANDERBILT UNIVERSITY POLICE DEPARTMENT

VUPS delivers law enforcement and security services through the Vanderbilt University Police Department (VUPD). VUPD employs 95 sworn officers commissioned as Special Police and empowered with the same authority to enforce laws and make arrests as Metropolitan Nashville Police Department (MNPD) police officers through a Memorandum of Understanding. The 125 non-sworn Community Service Officers (CSO) are vital to the security operations of the University, and are empowered as unarmed security guards through the Tennessee Private Protective Services Agency. VUPS routinely uses contract security to supplement safety and security services for special events such as concerts, move-in, commencement, and athletic events. All VUPS commissioned officers have successfully completed law enforcement training at a state-certified police academy. In addition, all sworn and non-sworn officers are required to attend annual in-service and on-the-job training.

VUPD also operates a 24/7 communications center maintaining all emergency and non-emergency calls, including 9-1-1; monitoring the Video Patrol program, intrusion and panic alarms, and blue light phones.

As a full-service police department, VUPD operates units for criminal investigations; records, property and evidence management; training and special events coordination; and accreditation and compliance, which manages the VUPS accreditation process and Clery Act compliance for Vanderbilt University.

VUPD offers many services to the VU community including but not limited to educational programming, R.A.D. Self Defense classes, fingerprinting, weapons safekeeping, Operation ID (bike and computer registration), and walking escorts. For more information please visit police.vanderbilt.edu.

PARKING AND TRANSPORTATION SERVICES

Parking and Transportation Services maintains and operates the use of University parking lots and garages on campus and provides parking enforcement services, including parking permits for students, staff, faculty and visitors. Parking and Transportation Services also operates the VandyRide system providing free transportation around the VU campus community to our students. For more information on parking and transportation at VU please visit vanderbilt.edu/traffic_parking.

OFFICE OF EMERGENCY PREPAREDNESS, FIRE AND WORKPLACE SAFETY

The Office of Emergency Preparedness, Fire, and Workplace Safety’s goal is to provide mitigation, preparedness, response, recovery and workplace safety services that ensure the safety and well-being of students, faculty, staff, and visitors who work and live in the Vanderbilt University community. Additionally, the office collaborates with campus stakeholders to develop emergency preparedness and business continuity protocols to ensure departments are able to maintain mission critical operations and business services during and after an emergency incident.

Along with stakeholders from virtually every campus entity, the office coordinates training, preparedness and response activities with the Metro Nashville Office of Emergency Management, Tennessee Emergency Management Agency (TEMA) and several other colleges and universities in Davidson County. It is through these partnerships that the office is able to increase the University’s resiliency to incidents —both natural and man-made.

Office personnel are available 24/7 to respond to emergency incidents on campus to support response and recovery efforts. The Office of Emergency Preparedness, Fire and Workplace Safety works to ensure a safe environment for the thousands of students, faculty, staff and visitors in our community every day. For more information visit emergency.vanderbilt.edu.
Additionally, emergency telephones are located throughout the University and medical center. Each phone has an emergency button that automatically dials the VUPD Communications Center. An open line on any emergency phone will activate a priority response from VUPD.

A trained communication officer will then direct the appropriate response to your emergency. Direct radio and phone communications with Nashville police, fire, and emergency medical services ensures that officers can initiate and direct additional emergency responders to the area.

Furthermore, VandySafe, a free mobile safety application designed for iOS and Android smartphones, is available to all students, faculty, and staff through the Apple Store and Google Play.

**VandySafe users can:**
- Contact VUPD for emergency or non-emergency assistance via call or chat
- Activate a Mobile Bluelight to share your location with VUPD and initiate a response
- Submit non-emergency reports to VUPD with text, photos, or videos
- Assign contacts to monitor your safety at your request
- Request “Virtual Walkhome” where the VUPD Communications Center monitors your walk to your car, office, or residence hall
- Share your location with a friend or VUPD
- Access information about VandyRide
- View VUPD emergency guides

Questions? Email the Office of Emergency Preparedness, Fire and Workplace Safety at publicsafetyinfo@vanderbilt.edu.
EMERGENCY RESPONSE AND EVACUATION PROCEDURES

EMERGENCY NOTIFICATIONS

The University shall immediately notify the campus community upon confirming a significant emergency or dangerous situation on or near campus involving an immediate threat to the health and safety of students, faculty, or staff. Once a significant emergency or dangerous situation has been confirmed, VUPD will take into account the safety of the campus community, determine what information to release about the situation, and issue an AlertVU notification through the University’s mass notification system. Notifications will be made without delay unless the notification will, in the judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. Some examples of significant emergencies or dangerous situations that may warrant an AlertVU notification are an armed intruder, bomb threat, tornado warning, or chemical spill.

The mass notification system is designed to deliver customizable messages to every subscriber and every registered device via emails, phone calls, and text messages. These delivery points are registered.

SECTION 3

AlertVU

An AlertVU message will be issued in the event of an emergency that poses an imminent threat or danger to the Vanderbilt community, including messages for tornadoes, active shooters, and bomb threats. Messages may include instructions regarding shelter-in-place, run-hide-fight, or evacuation.

The Vanderbilt University Police Department is designated as the first responder to all emergencies at Vanderbilt University. VUPD will respond and make an initial determination if an incident poses an imminent threat or danger to the Vanderbilt community. All emergencies should be reported to VUPD by calling 911 from any campus phone or (615) 421-1911 from any other phone.
through Oracle, YES, and C2HR (for VUMC employees). Directions on how to update your information is available on the emergency.vanderbilt.edu website. All Vanderbilt students and employees will receive an email to their Vanderbilt email account.

Depending on the nature of the significant emergency or dangerous situation, the outdoor warning system may be activated along with the issuance of an AlertVU notification. The outdoor warning system, as well as an AlertVU, will be disseminated if a tornado is forecast to strike the campus within 15 minutes. Additional emergency notification options include: Security Notices (see below), the University website, social media, and media releases from the Division of Communications.

ALERTVU MESSAGE CONTENT
VUPD will determine the content of all AlertVU messages based on the nature, severity, and duration of each emergency. The mass notification system contains pre-approved messages by university officials that are eligible for immediate activation, including messages for tornadoes, shootings, and bomb threats. If available and appropriate for the situation, Public Safety officials may include instructions on how to respond, such as shelter-in-place, run-hide-fight, or evacuation.

Non-emergency updates relevant to community safety will be distributed as information becomes available and posted to alertvu.vanderbilt.edu. These updates include emergency directions and notification that the threat is no longer imminent.

ALERTVU ACTIVATION
The decision to issue campus community notifications will be determined by the nature of the incident, the size of the impact, and/or the input of subject-matter-experts. Depending on any exigent circumstances, where on-scene confirmation cannot occur, responding officers, patrol supervisors, communications officers, or other authorized personnel may confirm a significant emergency or dangerous situation involving an immediate threat to the health and safety of the community using other methods, such as witness accounts and/or camera surveillance.

Public Safety personnel with the authority to send or direct the activation of campus-wide emergency mass notifications and/or sirens include the Chief of Police, Assistant Chief of Police, Command Staff, on-duty patrol supervisor or incident commander, Communications Manager and Officers, and Emergency Preparedness personnel.

OPERATIONAL READINESS
Full-scale tests of the mass notification system and AlertVU notifications were conducted on March 28, 2019 and September 17, 2019. Testing procedures were announced prior to activation and a test message was sent to all devices registered in the system by students, faculty, and staff, as well as all computers connected to the network in University offices.

EVACUATION PROCEDURES
Evacuation is one method of protecting the public from the effects of a hazard; protection is achieved by moving people away from the hazard. In planning for evacuation, the characteristics of the hazard and its magnitude, intensity, speed of onset, and anticipated duration are all significant factors. These factors will determine the number of people to be evacuated, the distance people must be moved to ensure their safety, the need for reception facilities, and the extent of traffic control and security required.

The Vanderbilt community must be prepared to conduct both small-scale (e.g. single facility) and large-scale or area (e.g. multiple buildings) evacuations at all times of day both from known hazard areas and from unexpected incident locations. Depending on the type of emergency, it may be necessary to either evacuate from a building or to shelter in place — remain in the building until emergency personnel advise it is safe to leave.

In the event of a fire alarm or if instructed by emergency personnel to evacuate, evacuate immediately using the nearest emergency exit.

• Do not use elevators unless directed to do so.
• Never use elevators during a fire alarm.
• Once outdoors, move to your designated rally point area.
• Check in and report missing persons, injuries, damages and/or potentially hazardous conditions to your supervisor or designated point of contact.
• Keep streets, fire lanes, and walkways clear for emergency vehicles and personnel.
• Supervisors and designated points of contact should contact the Vanderbilt University Police Department to report any immediate emergencies.
• Do not re-enter the building until cleared by Vanderbilt University Police or on-site emergency personnel.
• Review and practice evacuation routes, assembly areas, and procedures for your office, classroom, laboratory, residence hall, or other facility before an emergency happens.

Information regarding evacuation of persons with disabilities is available at emergency.vanderbilt.edu/vu/quick-ref-guides/evacuation-disabled.php/. Following a review of the campus emergency plans in March 2018, Vanderbilt University conducted an announced table-top exercise of the campus evacuation plan on December 4, 2018. The drill attendees included both internal campus and external stakeholders; representatives from the Metro Nashville Police Department, the Metro Nashville Fire Department, and the Nashville Office of Emergency Management were in attendance. A copy of the University emergency response guidebook and evacuation procedures were made available to each attendee. Also, the emergency guides and procedures used were advertised to the public and are available at emergency.vanderbilt.edu/vu/quick-ref-guides/. The table-top drill scenario evaluated the disaster lifecycle, which includes the campus evacuation plan, lockdown procedures, campus response, and recovery operations.

For more information about Vanderbilt’s emergency guides and response plans, visit emergency.vanderbilt.edu.

CRISIS COMMUNICATION TO THE VANDERBILT COMMUNITY

In addition to AlertVU, Vanderbilt University works diligently to identify additional communication tools to deliver larger and more complex emergency messages to the Vanderbilt community.

A desktop alert system displays emergency information on connected computers even without email access. Outdoor sirens and PA systems in VUMC, VCH, and other buildings may also be used depending on the situation. Vanderbilt University News and Communications will serve as the primary news source during all emergencies at Vanderbilt. News and Communications has several additional communication tools ready and available to deliver detailed and complex emergency information. Some of those tools are:

• Vanderbilt University homepage
• Vanderbilt banner at top of websites across the University updated with emergency information
• Emergency Preparedness website: alertvu.vanderbilt.edu
• Email
• Social media, including Twitter: @VanderbiltU and Facebook: Vanderbilt University
• Public Safety Twitter account @VUSafety
This also ensures that timely warnings to the community, known as Security Notices, are distributed when appropriate. Security Notices, as well as other publicly available information published in the crime log and the annual disclosure of crime statistics, will not include personally identifiable information of victims or witnesses.

Vanderbilt University Police Department procedures require that calls involving crimes against persons and life/safety issues, such as fire or injury, receive priority response from the department. Property crimes in progress and other criminal acts with a high potential for violence also necessitate a rapid response. Requests for officers to file reports on criminal acts not actually in progress or general assistance requests are taken in the order received.

VUPD responds to crime at Vanderbilt in much the same way as any other urban law enforcement agency would respond. A criminal incident is documented with a report, which is then filed with the Metropolitan Nashville Police Department. Metro police reports are public records under state law. The Vanderbilt University Police Department cannot hold reports of crime in confidence. Vanderbilt University Police Department officers preserve and collect evidence from criminal incidents occurring at the University. Crimes against persons, including sexual assaults, may be jointly investigated and reviewed by VUPD and MNPD. Tennessee Code Annotated § 49-7-129 and a Memorandum of Understanding between the two agencies determines primary jurisdiction.

Members of the community can stay informed about criminal incidents at Vanderbilt University by reading the Daily Crime Log or Security Notices distributed to members of the Vanderbilt community as part of an ongoing effort to keep the community informed and to raise awareness of significant unsolved crimes that occur at or near the University.

Reporting crimes directly to VUPD allows the department to investigate the crime, implement necessary additional preventative measures, and often prevent others from being victimized. Victims of crime on campus are strongly encouraged to report all crimes directly to VUPD to ensure inclusion in the Daily Crime Log and annual crime statistics.
SECURITY NOTICES

Security Notices are issued in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). This act requires that a timely warning (Security Notice) be issued when one of the below incidents occurs on or near Vanderbilt University facilities or property and there is reason to believe that there is a continued threat to students and/or employees:

• Murder
• Sex offense
• Robbery
• Aggravated assault
• Burglary
• Motor vehicle theft
• Manslaughter
• Arson
• Stalking, domestic violence, or dating violence or
• When repeated offenses warrant public notice, such as multiple unsolved thefts with the same possible suspect(s) or established pattern(s) or when VUPD otherwise determines that there is a compelling need to get information to the Vanderbilt community.

Security Notices are meant to assist the community in making informed decisions about their safety and, depending on the nature of the incident, they should contain as much of the following information as possible, when available and pertinent:

• Date, time, location (general or specific)
• Summarized event description
• Vehicle description (i.e. make, model, color, any damage to vehicle and direction of flight)
• Any special instructions that may be needed
• Risk reduction tips
• Resources available for students, faculty and staff

When VUPD receives a report of a crime, it is immediately assessed by a precinct supervisor to determine if there is a risk to the Vanderbilt community. The Chief of Police or their designee is consulted on the incident and a Security Notice will be issued as soon as possible after the specific event. If the incident is a delayed report (more than 24 hours) by the victim, then the time and date the victim reported the incident will also be included in the notice. The Security Notice will not contain information that may hinder an ongoing police investigation and will not identify the victim by name or address. A general location designation, such as “residence hall” or “Greek house,” may be given instead of a specific location to ensure the privacy of the victim.

Security Notices are usually distributed via email through the University’s mass notification system, but fliers, posters, or other media may be used as appropriate in addition to or instead of email. Security Notices are also posted on the VUPD website at police.vanderbilt.edu.

DAILY CRIME LOG

The Vanderbilt University Police Department maintains a Daily Crime Log in compliance with the Clery Act and the Tennessee College and University Security Information Act. As previously noted, personally identifiable information regarding victims or witnesses will not be published in the crime log. The Daily Crime Log may be viewed at the VUPD Records window located at 2800 Vanderbilt Place during normal business hours, or online at police.vanderbilt.edu/crimeinfo/dailylog.php.

PROTECTION OF MINORS ON CAMPUS

Vanderbilt University is dedicated to the welfare and safety of minor children (individuals under age 18) who participate in Vanderbilt’s programs and activities, visit Vanderbilt’s campus, or are enrolled as Vanderbilt University students. Minors participating in Vanderbilt programs and activities

Report any type of known or suspected child abuse or neglect to:

• Tennessee Child Abuse Hotline
  (877) 237-0004 or apps.tn.gov/carat/
• Any TN sheriff or law enforcement
  department, including VUPD at
  (615) 322-2745 or call 911 in an emergency

Reports of abuse can also be reported to the University Compliance Hotline
vanderbiltcompliancehotline.ethicspoint.com
or (844) 814-5935.

(excluding those enrolled as Vanderbilt University students) are expected to be supervised while on campus, and every adult member of the Vanderbilt community is required to follow the Protection of Minors (POM) Policy, including the Code of Conduct When Interacting with Minors. Vanderbilt-hosted programs for minors are required to be registered with the Office of Risk and Insurance Management. The Policy and Code of Conduct are available at: vanderbilt.edu/riskmanagement/pompolicyJune2018.php
Reporting Requirements

Everyone (not limited to individuals who interact with Minors) is required by Tennessee law to report to the Department of Children’s Services (DCS) or law enforcement, any type of known or suspected child abuse or neglect, including suspected child sexual abuse. Community members making a report in good faith will be protected from criminal and civil liability for making the report.

Additional policy requirements include the internal reporting of abuse or maltreatment of or inappropriate interactions with (including conduct code violations) a Minor in a Vanderbilt program or at an event on campus. It is important to understand that every member of the University community is required to report any type of suspected abuse (physical or sexual), neglect or inadequate care. This policy includes disclosures of abuse which may or may not involve Vanderbilt personnel.

When abuse or neglect of a Minor is suspected, two reports, one external and one internal, must be made:

External Report

Tennessee law requires every person to make a report when they suspect sexual or physical abuse or neglect of a Minor. Failure to report abuse is a Class A misdemeanor, intentional failure to report abuse is a Class E Felony. The required external report may be made to the State of Tennessee Child Abuse Hotline at (877) 237-0004, online at apps.tn.gov/carat/ or to a Tennessee sheriff’s office or police department, including VUPD at (615) 322-2745. If the situation is a life-threatening emergency, contact 911.

Internal Report

In addition to any external report made, and in situations affecting or having the potential to affect the safety and well-being of minors, every member of the University community has a further obligation to report known or suspected abuse, neglect, maltreatment, exploitation, or inappropriate interactions with (including conduct code violations) a Minor on campus or in a Vanderbilt program immediately to Vanderbilt University. Internal reporting steps are as follows:

- Immediately contact the program supervisor (where appropriate) and the Office of Risk and Insurance Management (ORIM), Protection of Minors Director at (615) 936-5935.
- Program supervisors receiving any report of concern of abuse to a Minor must report the concern to the ORIM, Protection of Minors Director at (615) 936-5935. This includes if the program supervisor has already made a referral to the Department of Children’s Service or law enforcement as outlined in the external reporting procedure above.
- Concerns may also be reported to the occurrence reporting system or the Vanderbilt University Compliance Hotline.

The University compliance hotline is accessed by calling (844) 814-5935 or visiting the Compliance website vanderbiltcompliancehotline.ethicspoint.com.

NOTE: The hotline should not be used for emergencies or when immediate action may be otherwise necessary.
If you believe a student has been missing for at least 24 hours, please immediately contact VUPD or staff in the Office of Housing and Residential Experience.

Vanderbilt makes the missing student notification procedure available to all students, including those in the graduate and professional schools. This confidential contact is in addition to any other emergency contact that the student may identify, although both the “confidential” contact and the “emergency” contacts may be the same person or persons. The confidential contact will be registered confidentially and only authorized campus officials will have access to this information. This information will be disclosed to no one outside law enforcement. In the case of non-emancipated students under the age of eighteen, the HEOA requires that a custodial parent or guardian be notified; however, an additional, confidential contact may also be specified. Students may designate both emergency contacts and confidential contacts by logging into YES (Your Enrollment Services) at yes.vanderbilt.edu, and selecting the appropriate process. For more information, see vanderbilt.edu/student_handbook/university-policies-and-regulations/#missing-student-notification-policy.

Once the Vanderbilt University Police Department has determined that a student is missing, the Dean of Students or one of the dean’s designees will notify the confidential contact (and a custodial parent or guardian in the case of unemancipated minors) within 24 hours. Vanderbilt University will also notify appropriate external law enforcement agencies and others at the University, as appropriate, about the missing student within the same 24-hour period.

All potential missing student reports must be referred to VUPD for investigation. In compliance with the Higher Education Opportunity Act of 2008, Vanderbilt University provides each student residing on campus the opportunity to designate a confidential contact to be notified by the University in the event that the University, through its established procedures, determines that a student is missing.
If you are a victim of sexual misconduct, including sexual assault or intimate partner violence at Vanderbilt, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Vanderbilt University Police Department advocates that a victim of sexual assault report the incident in a timely manner by calling 911 or (615) 322-2745. Vanderbilt faculty and staff will assist victims with notification of VUPD if the student requests their assistance.

Time is a critical factor for evidence collection and preservation. Filing a police report with a Vanderbilt officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

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

Vanderbilt prohibits and seeks to eliminate all forms of sexual misconduct, including sexual assault and intimate partner violence, which includes domestic violence, dating violence, and stalking.
SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

including sexual assault and intimate partner violence.

• The University will arrange for appropriate interim measures (academic, residential, or otherwise) for a student who has filed a complaint alleging a violation of the Sexual Misconduct and Intimate Partner Violence Policy and will take any other interim actions that are appropriate to ensure the safety and security of the campus community. It is not necessary to file a police report to receive interim measures, counseling, or support services. The process for requesting any of these services is listed below.

• The University also will arrange for appropriate interim measures relating to violations of the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students (formerly the Campus SaVE Act Policy) (Appendix B) and will take any other interim actions that are appropriate to ensure the safety and security of the campus community. It is not necessary to file a police report to receive interim measures, counseling, or support services. Specific interim measures are described below.

RESOURCES AND SUPPORT/IMMEDIATE ASSISTANCE AND ONGOING ASSISTANCE

Any member of the Vanderbilt community who has experienced or been impacted by sexual misconduct, including prior to their affiliation with Vanderbilt, may seek immediate and/or ongoing assistance from one or more of the resources outlined below. Some of these resources are confidential; others are subject to mandatory reporting requirements. The level of confidentiality offered by the listed resources is described below.

Confidential Resources

Some resources are confidential. Confidential resources include licensed professional counselors and mental health providers, such as those at the University Counseling Center and the Work/Life Connections—Employee Assistance Program; pastoral counselors acting in that capacity; and medical professionals acting in a patient-care role, such as those at the Student Health Center, the Vanderbilt University Medical Center Emergency Department, or other clinics or hospitals.

These confidential resources do not report any information about an incident to the Title IX Office without the permission of the person consulting them. Off-campus counselors and health care providers will also generally maintain confidentiality and not share information with the University unless the person consulting them requests the disclosure and signs a consent or waiver form. However, under state or federal law, all resources may have other reporting obligations. For example, health care providers and certain other individuals are required to notify law enforcement when someone seeks treatment for injuries caused by a violent crime, including sexual assault. Similarly, all persons are required to notify law enforcement or the Department of Children’s Services (DCS) when they receive a report of sexual or any abuse of a minor (see Protection of Minors on Campus section above). Anyone who at first uses a confidential resource may later decide to make a report to a non-confidential resource, such as the Title IX and Student Discrimination Office ("Title IX Office"), or law enforcement.

Limited Confidential Resource

Individuals who work at the Project Safe Center, including front desk staff and graduate assistants, can generally talk to any person impacted by sexual misconduct without revealing any personally identifying information about an incident to others within the University.

A person can seek assistance and support from Project Safe Center staff without triggering a University investigation that could reveal that person’s identity or that the person has disclosed the incident. However, a person who self-discloses to Project Safe Center staff that he/she/they (or other pronoun used by the student) engaged in a possible violation of the Sexual Misconduct policy may not be covered by limited confidentiality.

Without disclosing personally identifying information about the victim, the Project Safe Center will notify the Title IX Office of the nature, date, time, and general location of an incident. This notification helps keep the Title IX Office informed of the general extent and nature of sexual violence on and off campus, and allows for tracking patterns, evaluating the scope of the problem, and formulating appropriate campus-wide responses. The Project Safe Center will also notify the Title IX Office of the name of the alleged perpetrator, if known, when the alleged perpetrator is affiliated with Vanderbilt University as a faculty member, staff member, postdoctoral fellow/trainee, teaching assistant, independent contractor, adviser, or in any other similar capacity, other than as a student.

Project Safe Center staff can assist in providing additional information, including potentially identifying information, to the Title IX Office, if the victim so wishes. Anyone who at first notifies Project Safe Center staff may later decide to make a report to the Title IX Office or law enforcement.
Project Safe Center staff can assist a victim with interim remedial and protective measures; however, the provision of interim measures that involve a non-confidential University department or impact another person may require the disclosure of identifying information to the relevant department and person as well as the Title IX Office.

While Project Safe Center staff may maintain a victim’s confidentiality vis-à-vis the University, they may have reporting obligations under state and federal law, which include:

- Reporting incidents involving victims who are minors;
- Disclosing information regarding a threat of imminent harm to self or others;
- Testifying if subpoenaed in a criminal case; and
- Complying with other federal, state, and local laws.

In addition, if Project Safe Center staff determine that the respondent poses a serious and/or immediate threat to the University community (based on, for example, the nature and severity of the incident or whether there is a pattern of alleged misconduct), they will disclose all relevant information to the appropriate University authorities, including, but not limited to, the Title IX Office.

Project Safe Center staff will provide non-identifying information, similar to that provided to the Title IX Office, to the Vanderbilt University Police Department (VUPD) for crime statistics reporting under the Clery Act. The information reported may result in the issuance of a timely warning or Security Notice to the community, and the information reported may result in the issuance of a timely warning or Security Notice to the community. The information reported may result in the issuance of a timely warning or Security Notice to the community. The information reported may result in the issuance of a timely warning or Security Notice to the community.

In addition, if Project Safe Center staff determine that the respondent poses a serious and/or immediate threat to the University community (based on, for example, the nature and severity of the incident or whether there is a pattern of alleged misconduct), they will disclose all relevant information to the appropriate University authorities, including, but not limited to, the Title IX Office.

Anonymous Reporting

The University encourages victims of sexual misconduct or intimate partner violence to talk to someone to ensure their health and wellbeing. The University provides several resources for anonymous reporting for victims who do not wish to be identified. Anonymous reports may be made to the Project Safe Center at (615) 322-7233. Students also may report anonymously to the Community Standards hotline at (615) 343-7867 or via an online reporting form, available at cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=3.

In addition, Vanderbilt has established a hotline for anonymous reporting through the Vanderbilt University Compliance Reporting Hotline, an independently-operated compliance hotline that may be used to report incidents of apparent wrongdoing on campus. The Compliance Reporting Hotline is available 24 hours a day, seven days a week, 365 days a year at (844) 814-5935 or online at vanderbiltcompliancehotline.ethicspoint.com. NOTE: These resources, aside from the Project Safe Center, should not be used for immediate assistance.

Reports of sexual misconduct or intimate partner violence can be made anonymously to:

- Project Safe – (615) 322-7233
- Student Accountability and Community Standards – (615) 343-7867
- Incident Reporting Form – cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=3
- Compliance Reporting Hotline – (844) 814-5935 or vanderbiltcompliancehotline.ethicspoint.com

For more information about the services provided by the Project Safe Center and for contact information for Project Safe Center staff, please visit vanderbilt.edu/projectsafe.
Third-Party Reporting

Vanderbilt encourages third parties to report incidents of sexual misconduct and intimate partner violence to the Title IX Office, VUPD, or MNPD. Third parties may also report incidents to any mandatory reporter or through the anonymous reporting resources identified above. The University may not be able to move forward based on a third-party report if the victim does not wish to cooperate and/or proceed with an investigation. After providing a report, third parties are not entitled to information about the University’s investigation and response due to privacy concerns and applicable federal and state laws. Statistical information regarding all reports received by law enforcement, the Title IX Office, and other mandatory reporters are included in the annual disclosure of crime statistics; personally identifiable information will be kept confidential and will not be published in the crime log or annual crime statistics.

Bystander Intervention

Vanderbilt encourages anyone who witnesses, experiences, or has information about possible sexual misconduct or intimate partner violence to take reasonable actions to prevent or stop such actions. Reasonable actions may include, depending on the relevant facts and circumstances, reporting the behavior (in accordance with the reporting options outlined above), directly intervening when it is safe and reasonable to do so, or contacting law enforcement. Bystander intervention is an effective means by which to reduce sexual misconduct in our community. Vanderbilt provides bystander intervention trainings, available through the Project Safe Center. A person who has been subjected to sexual misconduct or intimate partner violence need not confront the other party.

Contact Information for Resources

Any member of the Vanderbilt University community who has experienced sexual misconduct may seek immediate and/or ongoing assistance from one or more of the following resources. The resources listed will provide assistance whether or not the victim chooses to make a report to the Title IX Office or law enforcement, or to participate in an investigation.

**VICTIM ADVOCACY SERVICES**

Confidential (Limited)

- Vanderbilt Project Safe Center Support Line
  (24/7/365)
  (615) 322-SAFE (7233)

**LAW ENFORCEMENT**

Not Confidential, VUPD is a Mandatory Reporter

- Vanderbilt University Police Department
  (615) 322-2745
  **Emergency:** 911 or (615) 421-1911
- Metro Nashville Police Department
  (615) 862-8600
  **Emergency:** 911

**MEDICAL SERVICE PROVIDERS**

Confidential*

(But required to notify law enforcement when a person seeks treatment for injuries caused by a violent crime)

- Vanderbilt University Medical Center
  Emergency Services
  (615) 322-0160
- **For Students:** Student Health Center
  (615) 322-2427
- **For Faculty and Staff:** Occupational Health Clinic
  (615) 936-0955

**COUNSELING SERVICES**

Confidential

- **For Students:**
  - Vanderbilt University Counseling Center
    (615) 322-2571
  - Vanderbilt Office of the University Chaplain and Religious Life
    (615) 322-2457
- **For Faculty and Staff:**
  - Work/Life Connections—Employee Assistance Program
    (615) 936-1327
  - Faculty and Physician Wellness Program
    (615) 936-1327
  - Nurse Wellness Program
    (615) 936-1327

**ADDITIONAL SUPPORT FOR VANDERBILT STUDENTS**

Mandatory Reporters

- Office of the Dean of Students
  (615) 322-6400
- Office of Housing and Residential Experience
  (615) 322-2591
- Office of Student Care Coordination
  (615) 343-9355
- Center for Student Wellbeing
  (615) 322-0480
- Margaret Cuninggim Women’s Center
  (615) 322-4843
RESOURCES IN THE COMMUNITY

No Mandatory Report to Vanderbilt

- Nashville Sexual Assault Center Hotline
  (800) 879-1999
- YWCA Crisis and Information Line
  (800) 334-4628
- RAINN/National Sexual Assault Hotline
  (800) 656-4673
- 1 in 6: 24-hour Helpline Chat
  1in6.org/helpline/
  (for male survivors over 18 years of age)
- National Suicide Prevention Lifeline
  (800) 273-8255
- Trans Lifeline
  (877) 565-8860
- Saint Thomas Midtown Hospital
  Emergency Department
  (615) 284-5555
- Nashville General Hospital at Meharry
  Emergency Department
  (615) 341-4000
- TriStar Centennial Medical Center
  Emergency Department
  (615) 342-1000

Additional Information

VUPD and the Metro Nashville Police Department (MNPD) are available for emergency response, facilitating medical transport, investigating incidents of a criminal nature, referrals, and advice concerning and/or assistance with preserving evidence. VUPD also provides support for crime victims and is available to accompany them to court.

The medical service providers listed above are available to treat injuries and possible sexually transmitted infections and diseases, as well as for other health services and consultations.

If the victim requests a forensic exam, one can be performed at the Student Health Center (Monday through Friday, 6:00 a.m. to 4:30 p.m.) or the Vanderbilt University Medical Center Emergency Department (ED) (24/7/365) by a Sexual Assault Nurse Examiner (SANE) on site.

Please note that medical treatment and a forensic examination may aid in the identification and preservation of physical evidence associated with the assault and can be performed even if a person does not wish to proceed with an investigation at that time. A forensic exam facilitates the identification and preservation of physical evidence associated with the assault.

Tennessee law requires all medical personnel to report to law enforcement when a person seeks treatment for injuries caused by a violent crime, including sexual assault. Medical personnel are also required to report to law enforcement and/or DCS when a minor presents for treatment for any injury or condition that reasonably indicates it was caused by violence or abuse, including physical or sexual abuse. Medical personnel are also required to report to law enforcement and/or Adult Protective Services when certain vulnerable adults present and there is reasonable belief that they are victims of adult abuse, neglect, or exploitation.

Upon request, a Victim Resource Specialist from the Project Safe Center will meet a student at a medical service provider, law enforcement agency, or other location for assistance or consultation. Project Safe Center Victim Resource Specialists are available 24 hours a day, seven days a week, 365 days a year. The Project Safe Center, the Work/Life Connections—Employee Assistance Program, Faculty and Physician Wellness Program, Nurse Wellness Program, and the community resources listed above are also available to assist members of the Vanderbilt community. Students, faculty, staff members, or postdoctoral fellows/trainees seen at the Vanderbilt University Medical Center ED may also obtain victim support through the Nashville Sexual Assault Center.

Immediate Priority—Preserving Evidence: To help preserve evidence, victims of sexual assault are advised not to change clothes or bedding, take a shower, douche, or clean up until evidence has been collected by the police or SANE. Evidence may still be available even if the victim has changed clothes or cleaned up/showered. Therefore, victims should leave any clothes or bedding that may contain evidence unfolded and undisturbed, if possible. If clothing or bedding must be moved, each item should be kept separate to prevent transfer of body fluids or other trace evidence. Victims and witnesses should also not delete or destroy any potentially relevant video, audio, photographs, text messages, messages through other social media applications or outlets (e.g., Snapchat, Facebook, Twitter, Instagram, Tinder, Grindr, etc.), emails, voicemails, written notes, or any other media, including hard-copy documents.

Interim Measures

Vanderbilt will implement reasonable interim remedial and protective measures on its own initiative or in response to a request from a complainant or respondent. Interim measures are not punitive and are intended to provide support and relief to the parties involved in or affected by sexual misconduct. Implementation of interim measures, however, may impact one or more involved individuals. Such measures will remain in effect as long as necessary, depending on the relevant facts and circumstances.

Parties may request interim measures from the Title IX Office (students), the Equal Employment Opportunity Office (faculty/staff/postdoctoral fellows/trainees), the Project Safe Center, or the Office of Student Accountability, Community Standards, and Academic Integrity (Student Accountability). Parties may request interim measures even in cases where an investigation
Effective consent to sexual activity may be withdrawn at any time, at which point sexual activity must cease immediately.

Interim measures for faculty, staff, and postdoctoral fellows/trainees may include, but are not limited to:

- Access to on-campus counseling services and assistance in setting up an initial appointment;
- No contact orders issued by Student Accountability (See No Contact Orders section below);
- Rescheduling of academic exams and assignments;
- Providing alternative course completion options;
- Changing class schedules, including the ability to transfer course sections or withdraw from a course;
- Changing work schedules, job assignments, or job locations for University employment;
- Changing on-campus residence hall assignments;
- Providing an escort for transit between University classes and activities;
- Providing academic support services, such as tutoring;
- Restrictions, which may include limiting or barring access to certain facilities or activities;
- Interim residential suspension of the respondent (removal from University housing);
- Interim suspension of the respondent;
- Student-requested leaves of absence.

Interim measures for students may include, but are not limited to:

- Vanderbilt-imposed leave or physical separation from individuals or locations.
- Student-requested leaves of absence.
- Interim suspension of the respondent;
- Interim residential suspension of the respondent (removal from University housing);
- Providing an escort for transit around campus;
- Administrative leave;
- Changing work schedules, job assignments, or job locations;
- Limiting or barring access to certain Vanderbilt-owned facilities or activities;
- Providing an escort for transit between University classes and activities;
- Rescheduling of academic exams and assignments;
- Providing academic support services, such as tutoring;
- Restrictions, which may include limiting or barring access to certain facilities or activities;
- Interim residential suspension of the respondent (removal from University housing);
- Interim suspension of the respondent;
- Student-requested leaves of absence.

Institutional definitions of specific offenses are set forth in the Sexual Misconduct and Intimate Partner Violence Policy at Appendix A, or see vanderbilt.edu/student_handbook/sexual-misconduct/. See also the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students at Appendix B.

Clarifications

Effective consent is consent that is informed and freely and actively given. Effective consent requires mutually understandable words or actions indicating a willingness to engage in mutually agreed-upon sexual activity.

- The person who wishes to engage in sexual activity with another bears the burden of specifically obtaining effective consent. If effective consent is in question or ambiguous, then the person who wishes to engage in sexual activity must clarify or explicitly ask for permission.
- There is no requirement for a person to resist physically or otherwise in order to demonstrate a lack of effective consent. Effective consent means communicating “yes” by word or action; the absence of saying or indicating “no” does not equate to effective consent.
- Effective consent must be maintained by both parties throughout the sexual interaction.

- Effective consent to sexual activity may be withdrawn at any time, at which point sexual activity must cease immediately.
- Effective consent for one form of sexual activity does not constitute effective consent for another form of sexual activity.
- When “no” to a form of sexual activity is communicated by word or action, that sexual activity must cease immediately. Repeated requests to engage in a form of sexual activity may amount to coercion, as explained below.
- Previous sexual relationships of the complainant and the respondent with others are generally irrelevant to the existence of effective consent. A previous, current, and/or subsequent sexual relationship between the complainant and the respondent may or may not be relevant to demonstrating or establishing, depending on the facts and circumstances, whether effective consent was sought or obtained. Relevancy of a previous, current, and/or subsequent sexual relationship between the complainant and respondent or others will be evaluated on a case-by-case basis.
- Effective consent expires. Effective consent lasts for a reasonable time, depending on the circumstances. Thus, effective consent on one occasion, whether on the same day or another day, may not carry over to another sexual interaction.
- Effective consent is never implied by a person’s attire, a person’s acceptance of an invitation to dinner, a date (social function) or a person’s residence, or the person’s consensual participation in kissing or other sexual activity.
- Because effective consent must be informed, an individual may not engage in sexual activity with
another person if the individual knows the person is incapacitated, or a reasonable person would know that the person is incapacitated.
- Effective consent is deemed withdrawn at any point during sexual activity when an individual knows or reasonably should know that the other person has become or is incapacitated.
- Agreement or acquiescence obtained through the use of fraud or force (actual or implied), whether that force be physical force, threats, intimidation, or other forms of coercion, is not effective consent.
- Effective consent requires mutual understanding and agreement regarding the use and/or method of prophylaxis and contraception.
- A person’s age may be a factor in determining the ability to give effective consent. For example, under Tennessee law, a person who is under the age of 18 cannot effectively consent to sexual intercourse with a person four or more years older than the underage person.
- The existence of a cognitive disability or other condition that significantly limits a person’s ability to understand the nature of an action for which effective consent is requested may be a factor in determining the ability to give effective consent.
- The existence of a physical disability or other circumstances may prevent a person from giving effective consent.
- The intoxication of a respondent does not excuse the failure to obtain effective consent.
- Explicit and contemporaneous consent by all parties is required in advance for any behaviors that end in an effort to compel participation in sexual activity. Determinations regarding whether actions or statements amount to coercion will be made on a case-by-case basis. For example, repeated advances or requests to engage in sexual activity may or may not amount to coercion depending on all of the relevant facts and circumstances.

**To coerce** is to attempt to exert power or control over another person by use of force, pressure, manipulation, threats, or intimidation in an effort to compel participation in sexual activity. Determinations regarding whether actions or statements amount to coercion will be made on a case-by-case basis. For example, repeated advances or requests to engage in sexual activity may or may not amount to coercion depending on all of the relevant facts and circumstances.

**ALCOHOL AND DRUGS**

The impact of alcohol and other drugs varies from person to person. A person wishing to engage in sexual activity with another whom the person knows or reasonably should know has consumed alcohol or other drugs must specifically determine the capacity of the other person to provide “effective consent,” as explained above. Depending on the level of a person’s intoxication, they may or may not be able to give effective consent. The Title IX Office (or EEOO, in cases not involving students) will determine whether a person’s level of intoxication affects their ability to give effective consent on a case-by-case basis.

**Intoxication** refers to a state of stupefaction, exhilaration or euphoria resulting from the ingestion of alcohol or other chemical substances.

**Incapacitation** means the inability to make or carry out a rational, reasonable decision. One who is incapacitated cannot give effective consent. Incapacitation can result from intoxication from the voluntary or involuntary use of alcohol, marijuana, or other drugs, including, but not limited to, sedatives or “date rape” drugs (e.g., GHB, Rohypnol, Burundanga, Ketamine, etc.). Evidence of incapacitation may include, but is not limited to, one or more of the following:
- Slurred speech
- Bloodshot eyes
- Dilated pupils
- The smell of alcohol on the breath
- Shaky equilibrium
- Unsteady gait
- Vomiting
- Outrageous or unusual behavior
- Unconsciousness
- Elevated blood alcohol level
- Blacking out
- Sleeping

**Blacking out** is an amnesia-like state that may be brought on by drugs, heavy drinking, or intoxication; blacking out is not necessarily incompatible with the ability to engage in simple or even complex behavior. Afterwards, the person has no recollection of all or part of the events that occurred during the blackout. There is a distinction between passing out (falling asleep or becoming unconscious) due to drug or alcohol use and blacking out in that a person in a blackout remains conscious and operative.

Blacking out, incapacitation, and intoxication do not provide a valid explanation or excuse for engaging in any form of sexual misconduct or intimate partner violence against another person or persons.

Depending on the facts and circumstances, intent may or may not be required for a finding of sexual misconduct. For example, engaging in intercourse without obtaining effective consent constitutes a violation of the policy regardless of intent. On the other hand, intent may be an appropriate consideration in some instances (such as when one person brushes up against another person in a crowded room).
Vanderbilt is committed to providing a prompt, fair, and impartial investigation and resolution for all students and employees. All persons conducting investigations, making determinations, or imposing sanctions will be free from any conflict of interest or bias for or against the complainant or respondent. Complainant and respondent will be provided timely notice of all meetings at which either may have the right to be present. For additional information concerning the investigation and disciplinary process for students, please review the Sexual Misconduct and Intimate Partner Violence Policy attached as Appendix A or at vanderbilt.edu/student_handbook/sexual-misconduct. For additional information concerning the investigation and disciplinary process for faculty, staff, or postdoctoral fellows or trainees relating to allegations that do not involve students, please review the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students attached as Appendix B.

In addition, for employees, also please review the Anti-Harassment Policy at hr.vanderbilt.edu/policies/anti-harassment.php and the Workplace Violence Policy at hr.vanderbilt.edu/policies/workplace-violence.php. For generally applicable faculty disciplinary procedures, see vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch1-disciplinary-actions.

Reporting an Incident to the University

Vanderbilt takes reports of sexual misconduct and intimate partner violence seriously. When an individual reports a potential incident of sexual misconduct or intimate partner violence, the University community can provide a number of written resources regarding the individual’s rights and options and information regarding support and resources. This information also is available on the website of the Project Safe Center at vanderbilt.edu/projectsafe.

Whether or not a report is made to police, the University recommends that reports of sexual misconduct, including sexual assault and intimate
partner violence, be made to the Title IX Office (or the EEOO in cases not involving students). If a person chooses to make an initial complaint to any other mandatory reporter, that person will refer the matter to the Title IX Office (or EEOO where appropriate). How the University responds depends upon a variety of factors, including the wishes of the complainant, the facts and circumstances of the specific incident, to whom it was reported, and the University’s obligations under applicable federal and state laws.

**Retaliation is prohibited against any person who makes a report of sexual misconduct, participates in an investigation, encourages reporting an incident, or opposes sexual misconduct and intimate partner violence.**

The University encourages community members to report sexual misconduct as soon as possible after an incident, but reports may be made at any time. If the respondent is not a student, but is affiliated with Vanderbilt University as a faculty member, staff member, postdoctoral fellow/trainee, teaching assistant, independent contractor, adviser, or in any other similar capacity, the Title IX Office will notify the Equal Employment Opportunity Office (EEOO). If the Title IX Office determines that a report should be addressed by another department, the Title IX Office will direct the reporting party and/or the complainant to the appropriate department and refer the matter to that department. In addition, the Title IX Office will assist a student in reporting an incident of sexual misconduct involving a respondent from another institution and will cooperate with the other institution’s investigation, if any.

To report an incident to the Title IX Office, please contact Molly Zlock, the University’s Title IX coordinator at (615) 343-9004, complete the online reporting form, visit the office, or write. The Title IX Office will provide written notice to all involved parties of their rights, the confidential and other

resources available to them, their reporting options, and the procedures that will follow.

**Email Address:**
titleixandstudentdiscrimination@vanderbilt.edu

**Campus Address:**
Baker Building, Suite 975

**Located at:**
110 21st Avenue South
Nashville, TN 37203

**Mailing Address:**
PMB 401809
2301 Vanderbilt Place
Nashville, TN 37240-1809

**EEOO Contact Information:**
(615) 343-9336

**Campus Address:**
Loews Vanderbilt Office Building
Suite 780
2100 West End Avenue
Nashville, TN 37203

**Email Address:**
eeooinfo@vanderbilt.edu

**Mailing Address:**
Equal Employment Opportunity Office
PMB 401809
2301 Vanderbilt Place
Nashville, TN 37240-1809

Everyone is encouraged to report sexual misconduct or intimate partner violence even if some or all information is unavailable or cannot be provided. When making a report to the Title IX Office or EEOO, one should provide as much of the following information as possible: what happened, where, and when; names of all parties involved, including witnesses who were present and/or have relevant knowledge (identify them, state what they know, and inform the Title IX Office or EEOO how they can be contacted); supporting documentation, (such as videos, emails, photos, text messages, or messages through social media); any other evidence; and contact information. A person may report sexual misconduct even if the person does not have the above-listed information, and persons should not attempt to obtain additional information through investigation, which is the purview of the Title IX Office or EEOO.

As explained above, there are various reporting and confidential disclosure options available to members of the University community to enable community members to make informed choices about where to turn should they experience or witness sexual misconduct.

**Public Awareness Events**

Public awareness events, such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak-outs,” and other forums in which students disclose incidents of sexual violence, including meetings or other events organized by Rooted in Resilience, a support group led by the Project Safe Center staff, are not considered notice to the University of sexual misconduct for purposes of initiating its obligation to address any particular incident. To ensure that an event meets this definition, the organizing party must obtain clearance through the Office of the Dean of Students. Such events may, however, inform the need for campus-wide education and prevention efforts, and the University may provide information about students’ Title IX rights at these events.

**Investigations**

The Title IX and Student Discrimination Office (“Title IX Office”) has responsibility for investigating reports of sexual misconduct or intimate partner violence. If a faculty or staff member or a postdoctoral fellow/trainee is a party to the investigation, the Title IX
Office will notify the Equal Employment Opportunity Office (“EEOO”) and it will also participate in the investigation. Reports in which no party is a student will be investigated by EEOO. The Title IX Office and EEOO staff are trained at least annually and on an ongoing basis on issues related to sexual misconduct and intimate partner violence, and in conducting investigations in a manner that protects the well-being and safety of the complainant, the respondent, and the University community. Additional information regarding the investigative process in cases not involving students is set forth in Appendix B, the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students.

**Informational Meetings**

Upon receiving a report of sexual misconduct, the Title IX Office will reach out to the complainant and provide written notice of the complainant’s rights and options, the confidential and other resources available to them, reporting options, and the procedures that the Title IX Office will follow. The Title IX Office will offer to schedule an informational meeting in which the Title IX Coordinator or designee will explain the role of the Title IX Office, the options for reporting an incident, requests for confidentiality, and available resources for assistance, including interim measures that may be appropriate. Both the complainant and, in the event of an investigation, the respondent will have the opportunity to have informational meetings with the Title IX Office and be accompanied by an adviser of their choosing to meetings related to the report of a violation of the policy, including with the Title IX Office.

**Requests Not to Pursue an Investigation or for Confidentiality for Purposes of an Investigation**

A complainant may request that the Title IX Office not pursue an investigation. The Title IX Coordinator will give substantial weight to a complainant’s request not to pursue an investigation, except when there is a risk to the safety of the University community or the University's commitment to provide a non-discriminatory environment. To evaluate such a request, the Title IX Coordinator will consider several factors, including, but not limited to, the nature and severity of the incident; the passage of time and availability of evidence; whether the respondent has previously been the subject of allegations of misconduct or a demonstrated pattern of behavior that may violate the policy; the respondent has threatened further misconduct or other behavior that may violate the policy; the respondent used a weapon; and/or the community is at an increased risk of future sexual misconduct.

If at any time a complainant requests that the Title IX Office not pursue an investigation, and the Title IX Office determines that it will not investigate at that time, the complainant is not precluded from later requesting that the Title IX Office open or re-open an investigation. If the Title IX Office determines that it will investigate, the complainant is not precluded from later cooperating with the investigation. If a complainant is undecided as to whether he/she/they would like to pursue and/or participate in an investigation, the Title IX Coordinator will consider the factors above in determining whether to conduct an investigation.

A complainant may make a request for confidentiality, including that his/her/their name or other identifying details not be revealed to the respondent. The complainant should be aware that his/her/their request for confidentiality may hinder the Title IX Office’s ability to investigate and/or take remedial actions. This is particularly true for remedial actions involving the respondent.

Even if the Title IX Coordinator determines not to investigate, based in whole or in part on the complainant’s request not to pursue or for confidentiality, the University will take actions, as appropriate, to mitigate the effects of the alleged sexual misconduct and prevent its recurrence. Such actions may include, depending on all of the relevant facts and circumstances, increased monitoring, supervision, or security at locations or activities where the alleged misconduct occurred; providing training and education for students and employees; and revising and publicizing the University’s policies on sexual misconduct.

The Title IX Office (or EEOO where appropriate) will confer with the appropriate offices (Student Accountability, the Office of Housing and Residential Experience (OHARE), the appropriate dean’s office, Human Resources, and other offices or departments, as necessary) as to any appropriate interim measures. Please refer to the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students in Appendix B for more detail on requests for confidentiality and investigations in cases not involving students.

**Determining Whether an Investigation Will Proceed**

During or after an informational meeting, a complainant may meet with Title IX Office investigators to provide an account of the incident(s). Once the complainant provides an account of the incident(s), the investigators will consult with the Title IX Coordinator in determining whether an investigation will proceed. The Title IX Coordinator will review the information and make a determination regarding whether the complainant’s report states facts that, if true, could constitute a violation of the policy.

If the Title IX coordinator determines that an investigation will proceed, both the complainant and the respondent will be notified in writing. The Title IX Office will ask complainants who decline to participate in an investigation whether they wish to
receive the preliminary report and/or final report. If the complainant and/or respondent choose not to cooperate with an investigation, the Title IX Office may move forward based on the available information and evidence.

The Title IX Coordinator has the discretion to administratively close an investigation prior to a determination. In making the determination to administratively close an investigation, the Title IX Coordinator will consider relevant factors, including, but not limited to, whether the allegations lack sufficient detail, whether after initial review the allegations as stated would not constitute a violation of the policy, whether the complainant has requested that no investigation be pursued or has declined to participate in an investigation, as well as the safety of the University community and the University’s commitment to provide a non-discriminatory environment. The Title IX Coordinator may also determine to re-open an investigation based on a consideration of relevant factors, including, but not limited to, the time period that has elapsed since the investigation was closed, the complainant’s stated reasons for requesting that the investigation be reopened, and fairness to both parties.

In no circumstances will mediation be used to resolve cases of sexual assault.

**Notice of Investigation**

Upon a determination by the Title IX coordinator that an investigation involving a student respondent will be conducted, the Title IX Office will normally provide a summary of the allegations to the director of Student Accountability or designee (collectively, Student Accountability). Student Accountability may request any additional information or documents that have been obtained by the Title IX Office.

Student Accountability will present a written notice of investigation to the respondent that outlines the potential violations of the policy and the range of possible sanctions. Student Accountability will also provide written notice of the respondent’s rights and options, the confidential resources available to them, and the procedures that the Title IX Office will follow. A notice of investigation may be modified at any point based on information provided to or developed by the Title IX Office during its investigation. The notice of investigation will be sent to the Title IX Office. The Title IX Office may contact the respondent for the purposes of obtaining or sharing information prior to the presentation of notice of investigation. For faculty, staff, and postdoctoral fellow/trainee respondents, the notice of investigation will be issued by the Equal Employment Opportunity Office (EEOO).

**The Investigative Process**

The Title IX Office will attempt to contact the complainant and the respondent separately to schedule informational meetings in which the Title IX Coordinator or designee will explain the role of the Title IX Office in the investigation and disposition of reports and the resources available for assistance, including interim measures that may be appropriate. Both the complainant and the respondent may be accompanied by an adviser of their choosing to meetings related to the report of a violation of the policy, including the Title IX Office. The parties may provide a written statement regarding the events forming the basis for the allegations of misconduct at any time during the process, including before or at the time of the informational meeting.

During the investigation, the complainant and the respondent will be interviewed by the assigned investigators. The complainant and respondent will have the opportunity to provide information regarding the allegations, ask questions, and offer names of witnesses or other people with relevant information. The Title IX Office will also interview any other individuals who, in the investigators’ judgment, may have pertinent knowledge.

Potentially relevant information and documents may be collected from the complainant, respondent, witnesses, and third parties. Student witnesses are strongly encouraged to cooperate with Title IX Office investigations. As the investigation progresses, the investigators may seek to conduct follow-up interviews with any person as the investigators deem necessary and appropriate. If the complainant or the respondent learns of, or remembers, any additional information during the course of the investigation, he/she/they should notify the Title IX Office investigators immediately. Both parties will be given timely and equal access, to the extent possible under the circumstances of each case, to review other evidence, such as video.

The Title IX Office will provide and give the complainant and the respondent a reasonable amount of time to review and submit comments on their own statements. If comments are not submitted within the time frame requested by the Title IX Office, the Title IX Coordinator may authorize the investigators to proceed with the statements as they are.

Prior to making a final determination, the Title IX Office will prepare a preliminary report containing the statements of the parties and witnesses and other relevant evidence. The complainant and respondent will receive a copy of the preliminary report simultaneously. The Title IX Office may redact the names of others and sensitive information from the preliminary report. The complainant and respondent will be permitted to view the redacted information by scheduling an appointment at the Title IX Office. Both the complainant and respondent will have the opportunity to submit written comments on the preliminary report. Any such comments must be submitted either by hand delivery to the Title IX Office, 110 21st Avenue South, Suite 975, or by email attachment to the Title IX Office investigators by no later than...
5:00 p.m. on the fifth calendar day following the date the complainant and respondent receive the preliminary report. Requests for extensions must be submitted to the Title IX Office prior to the expiration of the five-day period.

The Title IX Office may investigate and make findings of fact regarding possible violations of other University policies by the parties to the investigation that may be integral to the alleged violations of the policy (i.e., other violations of University policy outlined in the Student Handbook, HR policies, and the Faculty Manual). The relevant information and findings will then be shared with Student Accountability or the appropriate department for further action. If the conduct complained of involves a possible violation of another University policy that the Title IX Office determines is not integral to a violation of the Sexual Misconduct and Intimate Partner Violence Policy, or if the conduct complained of involves only a possible violation of another policy, the Title IX Office will refer the report to the department responsible for investigating and/or resolving such reports. If the Title IX Office receives information about a possible violation of University policy by a non-party (that is not covered by the Limited Disciplinary Immunity section of the policy), the Title IX Office will refer the report to the department responsible for investigating and/or resolving such reports. If the report does not allege conduct that violates any University policy, the matter will be closed.

Retaliation
Retaliation is any adverse action threatened or taken, whether personally or through a third party, against another person because they have complained about, reported, or participated in the investigation or disposition of alleged sexual misconduct or intimate partner violence. Retaliation in an effort to discourage a person from reporting or participating in an investigation, or to punish a person for doing so, is also prohibited. Individuals involved in investigations or disciplinary proceedings are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, complainants and respondents are not restricted from discussing and sharing information with others, including those who may support or assist them during the process. The University will take appropriate action to address any reports of retaliation.

Advisers
Both the complainant and the respondent will be permitted to ask one adviser of their choosing to accompany them to all meetings related to the report of a violation of the Sexual Misconduct and Intimate Partner Violence Policy. The adviser for either party may confer privately with that party, but the adviser may not speak on behalf of the complainant or respondent or otherwise participate in any meeting. An adviser’s failure to comply with these guidelines may result in the termination of the meeting or the adviser no longer being permitted to be present.

University personnel employed in the offices responsible for the process described in the policy, along with those in the chain of command above them, personnel employed by the Office of the General Counsel, and others whose participation could create a conflict of interest with their University duties are not eligible to serve as advisers. Other University personnel, including mandatory reporters, as well as people not affiliated with the University, may serve as advisers. Student Accountability maintains a list of trained staff members who can serve in this role. Persons who may be potential witnesses in the matter are not permitted to serve as advisers to the parties. If there is a question or concern about a possible adviser, please consult with the Title IX Office.

Recordings
Interviews conducted as part of an investigation under the Sexual Misconduct and Intimate Partner Violence Policy may be recorded by the University. Recordings not authorized by the University are prohibited. Specifically, interviews conducted by EEOC as part of an investigation under the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students may not be recorded.

Evidence Not Considered
The Title IX coordinator shall decide in each case whether to receive evidence from experts or other witnesses. Under no circumstances, however, will polygraph evidence be considered. Evidence concerning the character of a party will not be considered.
Standard of Proof

Vanderbilt uses the preponderance of the evidence standard of proof at every stage of the investigative process to determine responsibility for violations of the Sexual Misconduct and Intimate Partner Violence Policy and the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students. Proof meets the preponderance standard if the Title IX Office or EEOO determines it is “more likely than not” that the policy was violated.

Determinations

The Title IX Office will consider any comments received from the complainant and/or respondent after reviewing the preliminary report and will conduct any further investigation it considers necessary or appropriate. The parties will receive and have an opportunity to submit a response limited to new information. Thereafter, the Title IX Office will issue a final report that sets forth (a) an analysis of the Title IX Office’s final determination, based on a preponderance of the evidence, whether the respondent engaged in sexual misconduct, as described in the notice of investigation, in violation of the Sexual Misconduct and Intimate Partner Violence Policy and (b) if appropriate, any relevant recommendations. The final report will contain a summary of the evidence on which the final determination and any remedial or other recommendations are based and will address, to the extent the Title IX Office considers appropriate, any comments received from the complainant or respondent concerning the preliminary report. The comments from the complainant and respondent will also attached to the final report. The Title IX Office may redact the names of others and sensitive information from the final report. The complainant and respondent will be permitted to view the redacted information by scheduling an appointment at the Title IX Office. When the respondent is found to have violated the policy, the appropriate person will be notified for sanctioning, referral, or follow-up (e.g., the Director of Student Accountability for students, the dean of the appropriate school for faculty, the appropriate supervisor/manager and Human Resources consultant for staff, etc.). When there is no finding or a finding that the respondent has not violated the policy, the appropriate person (Director of Student Accountability for students, Dean of the appropriate School for faculty, appropriate supervisor/manager and Human Resources consultant for staff, etc.) will be notified. The Title IX Office will also forward a summary of any evidence it received concerning possible violations of other policies to the office or department responsible for enforcement of such policies, as appropriate. Materials obtained by the Title IX Office during the investigation will be maintained by the Title IX Office. The Title IX Office will provide its final report simultaneously to the complainant and the respondent.

Pursuant to federal law, if a victim of sexual misconduct or any other crime of violence or non-forcible sex offense, such as statutory rape or incest, is deceased as a result of the crime or offense, the next of kin may submit a written request and will be provided with the final report.

Timelines

In cases involving students, the University endeavors to conduct and complete the investigative process within 90 business days from the issuance of the notice of investigation to the respondent. Given the many variables and factors that may arise in such cases, good cause may exist for extending the time needed in some cases, such as those involving multiple witnesses, complicated evidence, and/or University breaks or holidays. The complainant and the respondent will be notified simultaneously, in writing, if the investigation process cannot be completed within 90 business days, and they will be provided with a revised timeline.

The Title IX Office’s ability to complete the investigative process efficiently is enhanced when students, witnesses, and other third parties respond promptly to requests for information, interviews, and meetings.

In cases not involving students, the investigative process will typically be completed within 90 calendar days from the time the Director of EEOO determines that an investigation will go forward. Given the many variables and factors that may arise in such cases, additional time may be needed in some cases. A deviation from the 90-day time frame will be communicated in writing to both the complainant and the respondent simultaneously.

Criminal or Civil Complaints

Criminal complaints may be filed with either VUPD or MNPD. VUPD and MNPD are not confidential resources. Victims may also decline to report to these authorities.

Vanderbilt University Police Department
2800 Vanderbilt Place, Nashville, TN 37212
(615) 322-2745
Emergency—911 or (615) 421-1911
police.vanderbilt.edu

Metro Nashville Police Department Headquarters
200 James Robertson Parkway, Nashville, TN 37201
(615) 862-7400
Emergency—911
police.nashville.gov

Civil or criminal proceedings are separate and distinct from internal University proceedings and they may or may not run parallel to one another. The University may be required by law to provide information to civil or criminal authorities or in civil or criminal proceedings. The filing of a police report or the pendency of civil or criminal proceedings does not preclude the Title IX Office, EEOO, or any other department of Vanderbilt University from
proceeding with its investigation and determination. The investigation and determination may be delayed until the police have finished gathering evidence, but generally will not wait for the conclusion of any criminal proceeding. Vanderbilt encourages its students, faculty, staff, and postdoctoral fellows/trainees to report crimes to law enforcement. Project Safe Center staff are available to accompany victims who choose to report an incident to law enforcement.

When VUPD receives information concerning conduct that may be criminal, including sexual assault, it will work in conjunction with MNPD. Typically, VUPD and MNPD detectives work together to assist victims. In most sexual assault cases, VUPD will provide assistance and MNPD will be the primary investigating agency. For other sexual misconduct or intimate partner violence cases, VUPD may conduct the investigation and keep MNPD updated and informed. Regardless of whether VUPD or MNPD conducts the primary investigation, individuals may contact VUPD about the incident at any time. VUPD is available on request to assist victims in working with MNPD and in court proceedings.

**ADDITIONAL INFORMATION FOR STUDENTS**

**Limited Disciplinary Immunity**

The University understands that individuals with information about sexual misconduct or other intimate partner violence may hesitate to provide that information if they fear that their own violations of other University policies would be revealed. While Vanderbilt does not condone any violations of its policies, the University will generally extend immunity for possession or use of alcohol or drugs and any resulting intoxication to individuals in order to facilitate reporting and investigation of sexual misconduct or other intimate partner violence incidents. Students may be referred for an alcohol or drug assessment and counseling.

**No Contact Orders**

Given the nature of cases involving sexual misconduct and intimate partner violence, a student may request issuance of a no contact order. For more detailed information about interim measures, please refer to the “Interim Measures” section above. No contact orders often require that the complainant and respondent have no contact with each other during the course of the investigation and/or thereafter, even when there is no finding of a policy violation. No contact orders may also be issued and maintained even in cases where an investigation is not undertaken or either party has declined to participate in the University proceeding or the criminal process. The University may also employ or continue such orders and implement other interim measures on its own initiative, as appropriate. The issuance or continuation of a no contact order is not an accountability proceeding or corrective action for purposes of a student’s record and is not subject to appeal. Additional information about no contact orders, including how to request one, may be found in Chapter 3 of the Student Handbook under the section, “No Contact Orders” ([vanderbilt.edu/student_handbook/student-conduct/#no-contact-orders](vanderbilt.edu/student_handbook/student-conduct/#no-contact-orders)). Questions may be directed to Student Accountability.

Students may also seek orders of protection, restraining orders, or other similar orders issued by a court of law and may be assisted in doing so by representatives from University offices, including, for example, the Project Safe Center, the Office of Housing and Residential Experience, and VUPD. If a student obtains an order of protection or similar order issued by a court, the student should share that information with VUPD and the Project Safe Center so the University can assist. VUPD and the Project Safe Center also are available to assist faculty and staff in obtaining such orders.

**SANCTIONING AND APPEALS IN CASES INVOLVING STUDENTS**

For more information, see the Sexual Misconduct and Intimate Partner Violence Policy attached as Appendix A or at [vanderbilt.edu/student_handbook/sexual-misconduct/#additional-information-for-students](vanderbilt.edu/student_handbook/sexual-misconduct/#additional-information-for-students).

**Sanctioning of Student Respondents**

Where the respondent is a student and the Title IX Office has determined that the respondent violated the policy, Student Accountability will review the Title IX Office’s final report and render an appropriate sanction. If, upon reviewing the materials, Student Accountability requires clarification or additional information from the Title IX Office before rendering a sanction, Student Accountability may request such clarification or additional information from the Title IX Office. The sanctioning determination will be made based on the information contained in the Title IX Office report, with particular regard for the nature of the incident; the respondent’s reported cooperation and candor; and the respondent’s disciplinary history, if any.

Student Accountability will notify the complainant and the respondent simultaneously in writing of the sanction imposed following the issuance of the final report. The director of Student Accountability is trained at least annually and on an ongoing basis on issues related to sexual misconduct, including sexual assault, and other intimate partner violence.

The guidelines for sanctions of student respondents in sexual misconduct and intimate partner violence cases are set forth below. See also the “Sanctions” section of Chapter 3 of the Student Handbook at [vanderbilt.edu/student_handbook/student-conduct/#sanctions](vanderbilt.edu/student_handbook/student-conduct/#sanctions).

- The range of sanctions for any student found responsible for **Sexual assault—Intercourse** is
suspension to expulsion, depending on all of the relevant facts and circumstances.

- Sanctions for Sexual assault—Contact, Sexual harassment, Sexual exploitation, Stalking, Dating violence, Domestic violence, Retaliation, or any of the other delineated forms of sexual misconduct will range from disciplinary probation to expulsion, depending on all of the relevant facts and circumstances.

- Inappropriate behavior that does not violate the Sexual Misconduct policy or otherwise create a hostile environment may be addressed under other applicable policies, including the Student Handbook.

- In some cases of sexual misconduct or intimate partner violence, participation in an evaluation and/or treatment program by an approved counseling service may be required as a part of an accountability action plan that accompanies a sanction. Participation in such a program may also be a condition for readmission to the University or a condition for remaining in the University. In cases of suspension, Student Accountability may require the fulfillment of additional conditions for readmission to Vanderbilt.

- Unless Student Accountability decides that an interim measure, such as an interim suspension, should be imposed immediately in order to protect the safety and security of the complainant or the University community, sanctions will be effective when the appeal period expires or the appeal is decided, whichever is later.

**Appeals by Students**

Student parties have the right to appeal the determination by the Title IX Office and the sanction (if any) rendered by Student Accountability. Student parties will be notified simultaneously in writing of this right and the procedures for appeal. The complainant and respondent will also be notified simultaneously of any change to the results that occurs prior to the time such results become final. Faculty, staff or postdoctoral fellows/trainees may not use this process to appeal adverse decisions under this policy. However, they will be notified if a student party submits an appeal under this process.

Student appeals will be decided by a panel of three Appellate Officers for Sexual Misconduct (Appellate Officers), with one serving as the Chair of the panel. Appellate Officers will be faculty and/or administrators appointed by the Chancellor (or the Chancellor’s designee) for two- or three-year terms, who will receive annual training on issues involved in sexual misconduct and intimate partner violence including relevant evidence, the appeals process, standards of review, and actual or perceived conflicts of interest. Assignment to cases will be on a rotating basis. Any appeal of a finding of violation of another University policy (and/or sanction for that violation) that is investigated by the Title IX Office will be decided under the process set forth in that policy by the Appellate Officers.

An Appellate Officer may not consider an appeal if the Appellate Officer has a conflict of interest. Each Appellate Officer is responsible for determining whether or not a conflict of interest exists and may consult with the Dean of Students or designee or the Office of the General Counsel, if necessary. If a conflict does exist, the case is assigned to the next panelist in the rotation.

A petition for appeal, signed by the petitioning student, must be submitted in writing to the Appellate Officers, either by hand delivery to 310 Sarratt, or by email attachment to appeals@vanderbilt.edu, by no later than 5:00 p.m. on the tenth calendar day following the date the complainant that notice of the determination by the Title IX Office is sent to the parties (when the respondent is found not to have violated the policy), or following the date the complainant and respondent are notified of the sanction. Requests for extensions must be submitted prior to the expiration
of the ten-day period and will be granted or denied by the Chair of the panel. Any extensions granted by the Chair will be communicated to the other parties.

The petition must be no longer than ten double-spaced pages with one-inch margins and twelve-point font. The petition must include the following: A statement of the grounds for appeal, supporting explanation, and copies of, or reference to, all information not previously submitted to the Title IX Office that the petitioner wishes the Appellate Officers to consider. Except for new information as defined below, no documents or other evidence will be considered on appeal unless previously submitted to the Title IX Office.

Grounds for Appeal

The four grounds for appeal are as follows:

• **Procedural irregularities sufficient to affect the determination by the Title IX Office and/or the sanction imposed by Student Accountability.** The Title IX Office and Student Accountability are expected to conduct investigations and proceedings in accordance with their policies and procedures. Deviations from those policies and procedures that render their actions fundamentally unfair constitute a sufficient basis for the Appellate Officers to remand the determination by the Title IX Office and/or the sanction imposed by Student Accountability. Procedural irregularities that are considered by the Appellate Officers to be harmless and that did not, in the judgment of the Appellate Officers, materially affect the process are not a basis for upsetting the determination by the Title IX Office and/or the sanction imposed by Student Accountability.

• **The evidence does not support the determination by the Title IX Office.** It is not the role of Appellate Officers to substitute their judgment for the judgment of the Title IX Office if there is a reasonable basis for the Title IX Office’s determination based on a preponderance of the evidence. Deference must be given to the Title IX Office’s determination, especially to the extent that the Title IX Office had the opportunity to hear the witnesses and to assess their credibility and demeanor. The Appellate Officers may not alter the Title IX Office’s determination unless, in the Appellate Officers’ assessment, the determination is clearly erroneous and cannot be reasonably supported by a preponderance of the evidence.

• **New evidence that was not reasonably available for presentation to the Title IX Office, the introduction of which could reasonably be expected to have changed the Title IX Office’s determination.** All available relevant evidence is expected to be presented to the Title IX Office before it prepares its final report. A student who seeks to offer new evidence in support of an appeal must show that the evidence was not reasonably available for presentation to the Title IX Office and that the introduction of such new evidence can be reasonably expected to have changed the Title IX Office’s determination. If the Appellate Officers determine that the student has satisfied this burden, the Appellate Officers shall remand the case to the Title IX Office with instructions to reconsider the case in light of the new evidence.

• **Severity of the sanction imposed by Student Accountability.** The Appellate Officers may not substitute their judgment for the reasonable decision of Student Accountability with respect to sanctions. However, sanctions may be modified or remanded upon a finding, based on the totality of relevant facts and circumstances, that the sanctions imposed by Student Accountability are the product of an abuse of discretion. Abuse of discretion does not necessarily imply an intentional wrong or bad faith.

**Consideration of Petition and Determination of Appeal**

• One of the three Appellate Officers will be designated by the panel as the Chair of the panel. When the panel receives a petition, the Chair:
  • Notifies all persons who were sent formal notification of the Title IX Office’s determination and the sanction (if any) that a petition for appeal has been filed;
  • Requests that the Title IX Office and/or Student Accountability provide to the Appellate Officers the final report, and other evidence relied upon in determining responsibility and/or imposing sanctions but not attached to the final report; and
  • Forwards a copy of the petition to the Title IX Office and Student Accountability (if applicable) as well as the non-petitioning party. The Title IX Office and/or Student Accountability may submit written comments within ten calendar days of receiving the petition from the Chair. The non-petitioning party may also submit a response within the same time period. The written comments and response are subject to the same length and formatting limitations as the petition. Requests for extensions by the Title IX Office and/or Student Accountability as well as the non-petitioning party must be submitted prior to the expiration of the ten-day period. Any extensions granted by the Chair will be communicated to the other parties.

• Upon receiving any written comments or response from the Title IX Office, Student Accountability, and/or the non-petitioning party, the Chair sends the written comments and response to the petitioner, offering the petitioner an opportunity to reply. Replies must be submitted within five calendar days and are limited to five pages with the same formatting limitations. Requests for extensions by the petitioner must be submitted prior to the expiration of the five-day period. Any extensions granted by the Chair will be communicated to
the other parties. A copy of the petitioner’s final reply will be shared with the other parties for informational purposes only. No further responses will be accepted by the Appellate Officers.

- The Appellate Officers then proceed to consideration of the appeal. The Appellate Officers’ consideration of the appeal must be based only on (a) the original records created by or provided to the Title IX Office and/or Student Accountability, including the final report, (b) the petition, (c) any new evidence in the petition that was not reasonably available for presentation to the Title IX Office and the introduction of which could reasonably be expected to change the Title IX Office’s determination, (d) any written comments/ responses, and (e) any reply.

- The Appellate Officers decide by majority vote whether to affirm or take action based on each ground for appeal as set forth below.
  - In cases where there has been a material procedural error sufficient to affect the determination and/or the sanction imposed, the Appellate Officers will remand the case to the Title IX Office and/or Student Accountability with instructions, as appropriate.
  - In cases where the evidence does not support the determination of the Title IX Office and the determination is clearly erroneous, the Appellate Officers will reverse the determination.
  - In cases where the Appellate Officers deem that new evidence was not reasonably available for presentation to the Title IX Office and could reasonably be expected to change the Title IX Office’s determination and therefore should be considered, the Appellate Officers will remand the case to the Title IX Office with instructions, as appropriate.
  - Generally, the appellate process should conclude within 45 days.
  - The Chair notifies the complainant, the respondent, the Title IX Office, and Student Accountability of the Appellate Officers’ decision and the reasons for the decision simultaneously. The decision of the Appellate Officers is final.
  - At no time may Appellate Officers substitute their opinions or values for University policy.

**PROCESS FOR CASES NOT INVOLVING STUDENTS**

For more information, see the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students in Appendix B and hr.vanderbilt.edu/policies/save-act.php.

Upon a determination by the director of the Equal Employment Opportunity Office (EEOO) that an investigation will be conducted involving a respondent who is faculty or staff, the EEOO investigator may provide a copy of the complaint, any additional statements or information provided by the complainant, and any other information gathered during the course of the filing of an incident or police report to the appropriate Dean’s office or Human Resources, respectively, for a determination of whether interim disciplinary action or other interim measures should be considered or implemented.

At the conclusion of the investigation, EEOO will determine, based on the preponderance of the evidence, whether the alleged acts occurred and violated the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students. EEOO will provide its determination, including the basis for the determination, in writing to the complainant and the respondent simultaneously, including any available appeal procedures for that decision. When the respondent is determined to have violated the policy, the determination will also be forwarded to the appropriate person, as indicated below. Vanderbilt has several categories of employees, and the range of possible sanctions is set out in the disciplinary processes for each category, with the maximum sanction in each case being termination of employment. If the respondent is determined not to have violated the policy, the matter will be closed.

**Faculty**

If EEOO determines that a member of the faculty violated the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students Policy, EEOO will notify the appropriate dean or official of the school in which the faculty member holds his or her primary appointment. If, after reviewing the information from or consulting with EEOO, the dean for the appropriate school or the Provost’s Office determines that the disciplinary process should be initiated, the dean will follow the process for violations of the faculty standards of conduct set out in the Faculty Manual at Chapter 1, Section B. See vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch1-disciplinary-actions/. Appeals will be handled pursuant to University Grievance Committee procedures. See vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch2-faculty-grievances/.

As noted above, where a faculty member is a party in a matter involving a student, the investigation will follow the process set out in the Sexual Misconduct and Intimate Partner Violence Policy and will be jointly conducted by the Equal Employment Opportunity Office and the Title IX Office. The appropriate Dean’s office will be provided with the notice of investigation. As appropriate, the investigation will also provide information regarding possible violations of other policies related to the allegations of misconduct. If, after receiving information from or consulting with the Title IX Office and Equal Employment Opportunity Office, the Dean for the appropriate school or the Provost’s office determines that the disciplinary process...
should be initiated, the Dean will follow the process for violations of the faculty standards of conduct set out in the Faculty Manual.

**Staff**

If EEOO determines that a staff member violated the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students Policy, EEOO will notify the department with which the staff member is affiliated and Human Resources. After reviewing the determination and in consultation with Human Resources, the department will follow the process for violations of Human Resources policies, including review of any disciplinary actions. See [hr.vanderbilt.edu/policies/index.php](http://hr.vanderbilt.edu/policies/index.php).

As noted above, where a staff member is a party in a matter involving a student and an alleged violation of the Sexual Misconduct and Intimate Partner Violence Policy, the investigation will follow the process set out in that policy and will be jointly conducted by the Equal Employment Opportunity Office and the Title IX Office. Human Resources, as well as the staff member’s department, will be provided with the notice of investigation. As appropriate, the investigation will also provide information regarding possible violations of other policies related to the allegations of misconduct. If, after receiving information from or consulting with the Title IX Office and Equal Employment Opportunity Office, the staff member’s department, in consultation with Human Resources, determines that the disciplinary process should be initiated, the process for violations of Human Resources policies will be followed.

**Postdoctoral Fellows and Trainees**

If EEOO determines that a postdoctoral fellow or trainee violated the Sexual Assault, Stalking, Dating and Domestic Violence Policy in Cases Not Involving Students Policy, EEOO will notify the appropriate dean’s office. After reviewing the determination and in consultation with the appropriate office, the process for similar conduct violations will be followed.

As noted above, where a postdoctoral fellow or trainee is a party in a matter involving a student and an alleged violation of the Sexual Misconduct and Intimate Partner Violence Policy, the investigation will follow the process set out in that policy and will be jointly conducted by the Equal Employment Opportunity Office and the Title IX Office. The appropriate Dean’s office will be provided with the notice of investigation. As appropriate, the investigation will also provide information regarding possible violations of other policies related to the allegations of misconduct. If, after receiving information from or consulting with the Title IX Office and Equal Employment Opportunity Office, the fellow or trainee’s department, in consultation with the appropriate Dean’s office, determines that the disciplinary process should be initiated, the process for similar conduct violations will be followed.
obtaining protective orders or warrants, coordinate with the District Attorney’s Office, and guide the victim through the criminal justice system. Referrals are also made to campus and community support programs. Phone contact is (615) 322-2745. More detailed information is available online at police.vanderbilt.edu/services/vicservices.

**Project Safe Center**

The Project Safe Center for Sexual Misconduct Prevention and Response provides information, support, referrals, and education about intimate partner violence (including sexual harassment, sexual assault, dating violence, domestic violence, and stalking), as well as consent, healthy relationships, and healthy sexuality to the Vanderbilt University community. Project Safe administers the University’s bystander intervention training and Preventing Sexual Assault, the online sexual assault prevention educational module required of all incoming students, and offers prevention education designed to address all forms of sexual harassment, assault, and misconduct.

Project Safe serves as a central resource for those affected by intimate partner violence and can assist with navigating the University’s complaint process and resource and support network (including the University Counseling Center, Student Health, the Equal Employment Opportunity Office, the Title IX and Student Discrimination Office, and the Vanderbilt University Police Department) as well as external support and law enforcement resources. Visit vanderbilt.edu/projectsafe.

**University Counseling Center (UCC)**

The UCC provides mental health services to Vanderbilt undergraduate, graduate, professional students, and postdoctoral scholars regardless of insurance status. The staff of therapists and medical providers specializes in mental health care of the University...
Resources at the UCC are confidential; students have the opportunity to work with our staff to understand the options for support provided by campus partners.

**Work/Life Connections—Employee Assistance Program (EAP)**

Vanderbilt’s EAP provides confidential psychological support and counseling services for Vanderbilt staff and their spouses. Support and assistance are available for domestic violence; stress and emotional challenges; depression, grief, and loss; family and marital conflicts, relationships, interpersonal concerns, and divorce; alcohol and substance abuse; critical incident stress management; and career concerns, management consultation, and performance coaching. Besides the EAP for staff, there are two other specialty programs to serve the unique needs of the faculty, physicians, postdoctoral students, and nurses. Services are provided for Vanderbilt University and Vanderbilt University Medical Center. Phone contact is (615) 936-1327 or visit vumc.org/health-wellness/work-life.

**Faculty and Physician Wellness Program**

The Faculty and Physician Wellness Program is available to provide psychological support to the Vanderbilt faculty of all ten University schools as well as house staff and spouses.

**Nurse Wellness Program**

The components of the Nurse Wellness Program include counseling, workplace outreach, and the promotion of wellness activities. The Nurse Wellness Program is available to our Vanderbilt nurses including registered nurses, advanced practice nurses, graduate nurses, and licensed practical nurses, and their spouses. Nurses who are on faculty would be served by the Faculty and Physician Wellness Program.

Students can use the VandySafe app to check route information or to request a walking escort.

**Postdoc Wellness Program**

The Postdoc Wellness Program of Work/Life Connections-EAP was created for Vanderbilt postdoctoral students to promote psychological resilience and support personal and professional well-being. The program strives to empower all postdocs as they develop their strengths, refine their skills, and establish their professional identities.

**Zerfoss Student Health Center**

Student Health provides primary health care services to Vanderbilt undergraduate and graduate students, regardless of insurance coverage. Student Health is staffed by physicians and nurse practitioners who specialize in college health and are attuned to the unique health care needs of a student population. Student Health staff are trained to take care of sexual assault, domestic or partnership violence, and harassment victims in clinic on a confidential basis. All staff are required to attend 30 (nurses and nurse practitioners) or 50 (physicians) hours of continuing education classes annually; sexual violence-related topics are included in this education approximately one to three times per year. These classes address not only the medical aspects of sexual assault (e.g., proper treatment for sexually transmitted diseases), but also related psychological and social issues (e.g., panic attacks, date rape). Several staff members also attend the annual conferences of the American College Health Association and the Southern College Health Association, both of which include educational programs on sexual violence and harassment.
The care provided by Student Health is multifaceted and includes, free of charge, an office visit with a clinician, pregnancy testing, HIV and STD testing and treatment, and referrals to other campus partners, including the University Counseling Center and the Project Safe Center. In addition, if a student seeks treatment for an injury or STD, or pregnancy testing that could be related to violence in a relationship, the health care professional who treats the student provides one-on-one counseling and education as appropriate for that student.

The Student Health Center can also perform the Medical Legal Exam for the collection of evidence in the event that a student wishes to pursue legal avenues after a sexual assault.

**Bystander Intervention Training**

The Project Safe Center offers bystander intervention training, an awareness-raising and skill-building program designed to reduce and prevent intimate partner violence, including stalking, sexual assault, and dating and domestic violence. This training provides strategies for bystanders to become part of the solution through focusing on their role in violence prevention. Visit vanderbilt.edu/projectsafe to learn more.

**AFTER-HOURS TRANSPORTATION AND WALKING ESCORTS**

**VandyRide**

The VandyRide shuttle bus system, administered by Vanderbilt University Public Safety, operates during the academic year while students are present on campus. The hours of operation are 5:00 p.m. to 3:30 a.m., seven days a week at marked designated pick-up and drop-off points on campus. Students can check the location and seating availability of VandyRide using their computers or smartphones, and they can set up text message alerts to let them know when the VandyRide will be arriving at their stop. To access VandyRide, students can download the VandySafe app to their smartphone through the Apple and Google Play stores. Once inside the app, students can select “route” in the drop-down menu in the upper left-hand corner and select all routes to see the routes on the map. Students can also request a walking escort from the VandyRide stop or through the VandySafe app to their final destination. Additional information about VandyRide and routes is available online at vandyvan.doublemap.com/map.

**Walking Escort Service**

VUPD provides walking escorts for students, faculty, and staff on campus during hours of darkness. A walking escort may be requested by dialing (615) 322-2745 or through the VandySafe app on their smartphone.

**VUMC Shuttle Service**

The VUMC Shuttle Service operates to and from the Medical Center, designated Medical Center parking areas, and Vanderbilt Health at 100 Oaks clinics on business days. The VUMC Shuttle Service is free to the Vanderbilt community.

**Rape Aggression Defense System**

VUPD offers free to the Vanderbilt community Rape Aggression Defense System class (RAD). RAD is a comprehensive self-defense tactics and techniques class focusing on awareness, prevention, risk reduction and avoidance, with hands-on defense training. For more information email Captain Leshuan Oliver at leshuan.d.oliver@Vanderbilt.Edu or sign up at police.vanderbilt.edu/services/radselfdefense.php

**Protect your bicycle, laptop, or cell phone by registering it with VUPD through the Operation ID registration system. Registering your property with Operation ID increases the chances of your property being returned if it is stolen.**

Office of Student Accountability, Community Standards, and Academic Integrity

The Office of Student Accountability promotes good citizenship in the Vanderbilt community through education. The office has jurisdiction over all persons enrolled in or taking courses at the University, or participating in programs and activities of the University as students, even if not registered primarily at Vanderbilt, students on official leaves from the University, and student organizations. Among other responsibilities, the Office of Student Accountability presents notices of investigation to students or student organizations under investigation by the Title IX Office for reported violations of the Sexual Misconduct Policy. The office also sanctions students or student organizations found responsible by the Title IX Office for violating the Sexual Misconduct Policy. Additionally, the office assists with implementing interim measures, such as no contact orders. Phone contact is (615) 322-7868; online at vanderbilt.edu/studentaccountability; email studentaccountability@vanderbilt.edu.
is not available on weekends. For VUMC shuttle information, call (615) 936-1215.

Please be patient on ballgame nights and at other times when traffic is congested. Your shuttle’s arrival may be delayed at those times. When leaving a shuttle bus, try to walk in groups. If you are alone, and your destination is only a few feet away, ask the driver to pause and watch you walk to your destination.

Ridesharing

Students, faculty, and staff are able to use Commodore Cash to purchase pre-paid Lyft vouchers in the form of a code to be added to a Lyft account. Unused funds/codes will expire on May 15, 2020. Lyft codes are only available from the Commodore Card Office located in room 184 of Sarratt Student Center and by using Commodore Cash as the form of payment.

CRIME PREVENTION AND SAFETY AWARENESS EDUCATION

Crime prevention and personal safety awareness programs are available from several resources at Vanderbilt. The following departments and organizations sponsor prevention services and provide advice and educational programs. Many of these programs are described in greater detail below:

- Vanderbilt University Police Department
- Project Safe Center for Sexual Misconduct Prevention and Response
- Title IX and Student Discrimination Office
- Office of Housing and Residential Experience
- University Counseling Center
- Work/Life Connections—Employee Assistance Program (EAP), including the Faculty and Physician Wellness Program and the Nurse Wellness Program
- Human Resources—Employee Relations
- Zerfoss Student Health Center
- International Student and Scholar Services

Upon request, VUPD provides talks, information, and/or programs on:

- Rape and sexual assault risk reduction
- Domestic violence education
- Personal safety (includes personal self-defense instruction, and classroom and workplace violence topics)
- Victim assistance and advocacy
- Alcohol and drug awareness/legal consequences
- Travel safety
- Property protection (includes information on fraud, identity theft, and larceny)
- Operation ID (a program to register laptops, tablets, and bicycles)

Student organizations and associations routinely sponsor programs and speakers on personal safety and awareness.

STUDENT EDUCATION AND PREVENTION RELATING TO SEXUAL MISCONDUCT AND INTIMATE PARTNER VIOLENCE

Vanderbilt provides numerous programs that address sexual misconduct and intimate partner violence, including the intersection of alcohol and drug use with sexual violence. A number of individual departments and offices, including the Title IX and Student Discrimination Office, the Project Safe Center, VUPD, the Center for Student Wellbeing, the Office of Housing and Residential Experience, and student organizations also provide regular and ongoing programming.

Vanderbilt provides orientation to incoming students with information intended to prevent all forms of sexual assault and intimate partner violence, including domestic violence, dating violence, and stalking. The information comprises definitions and a clear statement that the University prohibits such acts. Additionally, training and materials are provided defining consent, options for bystander intervention, information for risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention education and awareness campaigns are offered throughout the year.

Student Programs

All Vanderbilt first-year students participate in CommonVU, a weeklong orientation that includes advising sessions, community-building activities, and academic programming. CommonVU also marks the beginning of Vanderbilt Visions, the central community-building educational program of the first-year living and learning community, The Martha Rivers Ingram Commons. Vanderbilt Visions aims to form strong connections and support networks among classmates from the various houses that make up The Ingram Commons as a part of the process of transitioning first-year students into successful college students. Through Vanderbilt Visions, all first-year students are assigned to one of ninety-two small Visions groups of seventeen to nineteen students, each led by faculty and student VUceptors.

Each Vanderbilt Visions group must attend the True Life program during CommonVU. True Life is a student-produced program focusing on experiences of Vanderbilt students outside the classroom.
True Life covers topics such as personal safety, community safety, health, and responsibility, and includes information related to sexual misconduct. Based on the actual experiences of Vanderbilt students, True Life skits are aimed at addressing a variety of issues that new students are likely to confront during their first year, such as alcohol, drugs, and/or sexual violence. After watching the True Life skits, Vanderbilt first-year students discuss the skits with their Vanderbilt Visions groups.

During CommonVU, the first-year students also attend two additional educational sessions, “The Commons Addresses Sexual Violence” and “Community of Care: Alcohol Awareness and Community Responsibility,” in which University staff review University policy expectations, definitions of consent, sexual assault, dating violence, domestic violence, and stalking, information about University reporting procedures, resources to support survivors, bystander intervention strategies, social norming, health effects of alcohol and other drugs, and addiction, as well other health and wellness issues and resources.

All new undergraduate students (first-years and transfers) must also complete the following modules: Preventing Sexual Assault, AlcoholEdu, Protecting Youth, and Diversity, Equity, and Inclusion for Students. Vanderbilt also requires incoming graduate and professional students to complete a version of the Preventing Sexual Assault module. Preventing Sexual Assault is an interactive online module that educates students about the types of intimate partner violence, prevention strategies, including bystander intervention, and relevant laws, policies, warning signs, and campus resources.

The Project Safe Center provides comprehensive year-round violence prevention programming to undergraduate students, graduate and professional students, faculty, and staff to raise awareness and help prevent sexual harassment, sexual assault, stalking, and dating and domestic violence. Project Safe offers programs on recognizing signs of violence and abuse, risk reduction, bystander intervention, supporting survivors, social media/online privacy and safety, understanding consent, establishing boundaries, and relationship communication.

Vanderbilt’s bystander intervention program is coordinated by the Project Safe Center. The Project Safe Center offers several bystander intervention trainings to students, faculty, and staff throughout the year. During the 2018/2019 academic year, all housing resident advisers, VUceptors, and all new members of Interfraternity Council chapters completed at least three hours of bystander intervention training. In 2018/19, all Panhellenic sorority women completed a three-hour program that combined bystander intervention training with trauma-informed instruction on how to constructively support survivors.

Anyone in the Vanderbilt community may participate in bystander intervention training offered by the Project Safe Center staff and members of the University’s bystander intervention committee. The Project Safe Center also offers the Escalation Workshop, which educates participants on the prevalence and warning signs of dating violence and how to support someone who may be involved in an unhealthy relationship.

Vanderbilt University Police Department offers the Rape Aggression Defense System or R.A.D. self-defense training 6 months a year (September, November, February, April, June, and July). Additional information and a schedule of class
dates can be found at police.vanderbilt.edu/services/radselfdefense.php. VUPD also provides programming on healthy relationships to reduce or prevent the occurrence of intimate partner violence and to protect personal safety. VUPD also collaborates with various departments on campus to provide other educational programming relating to sexual misconduct, dating and domestic violence, and stalking.

In addition, the chart in Appendix C provides additional examples of the type of programs presented during the 2018/2019 academic year to help prevent and raise awareness of sexual misconduct, dating and domestic violence, and stalking.

Faculty and Staff Programs

Vanderbilt’s nondiscrimination policy makes clear that Vanderbilt is subject to Title IX and other applicable federal nondiscrimination laws and that the University does not tolerate discrimination. All Vanderbilt employees are informed of the University’s nondiscrimination policy, which also is included in the Faculty Manual. Policies are discussed during new employee orientation, and the new employees are informed of their responsibility to know the policies.

Vanderbilt ensures that faculty and staff also have access to relevant trainings and materials about the various resources available for students relating to sexual misconduct issues. For example, Project Safe distributes laminated contact cards as a quick reference in case a student asks for help. Furthermore, Vanderbilt’s Office of Student Care Coordination maintains an online reference guide for faculty and staff on assisting students of concern. The Project Safe Center and the Center for Student Wellbeing facilitate training on responding to students in distress. The University provides training for managers and supervisors with hiring responsibilities on subjects including discrimination, harassment, and retaliation. The Title IX and Student Discrimination Office provides in-person training regarding Title IX, sexual misconduct, and reporting obligations. The Title IX and Student Discrimination Office, the Office of Student Accountability, Community Standards, and Academic Integrity (Student Accountability) and the Project Safe Center also provide other training to faculty, staff, and students on sexual misconduct and intimate partner violence and the University’s policies that address these issues.

Blue light phones are located around campus and have a direct line to VUPD’s Communications Dispatch Center.

The VandySafe app on your smartphone allows users to:
- Contact VUPD via phone call or real-time chat
- Trigger a mobile Bluelight that shares your location instantly with VUPD
- Initiate a “Virtual Walkhome” where VUPD can monitor your walk home, to the car, or the office
- Submit iReports and crime tips
- View information about VandyRide (previously Vandy Vans)
- Access support resources, such as Facilities, EAP and Project Safe
- View emergency guides

VandySafe can be downloaded from the Apple or Google Play stores.
Vanderbilt has developed an orientation training module for new staff members. The orientation training and materials for new employees contain definitions for sexual assault, consent, domestic violence, dating violence, and stalking, as well as University policies and procedures for responding to these incidents, and also contain a clear statement that the University prohibits such acts. Additionally, the University offers programs on bystander intervention and offers information on risk reduction.

The Title IX coordinator, the Title IX and Student Discrimination Office staff, the Equal Employment Opportunity Office Director and staff, the director of Student Accountability, and the Project Safe Center staff are trained at least annually, and on an ongoing basis, on issues related to sexual harassment, sexual misconduct, and intimate partner violence, and in conducting investigations. University law enforcement personnel, mandatory reporters, and others involved in responding to sexual misconduct and intimate partner violence cases receive training as well.

**Risk Reduction**

The victim is not to blame for criminal behavior. The following are offered only as potential strategies to reduce one’s risk of harm:

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid dark or isolated areas. It is more difficult to get help if no one is around.
- Familiarize yourself with the blue light emergency phone locations around campus.
- Walk with confidence and purpose. Even if you don’t know where you are going, act like you do.
- Walk and jog in groups.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
- Know that you do not have to stop to talk to strangers.
- If you are being followed, go to the nearest area of safety.
- Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money.
- Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
- Avoid using music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you attend social gatherings, go with a group of friends. Arrange together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- If you can’t find travel companions, use the escort service on campus, no matter how short the distance, and advise a friend or roommate of your destination and when you plan to return.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
- Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself.
- At parties, don’t drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get them to a safe place immediately.
How to Be an Active Bystander

Bystanders may play a critical role in the prevention of violence. Bystanders are individuals who witness an act of violence or a situation posing the risk of violence and who may be in a position to intervene in an effective manner to preserve the health and safety of all those involved. Vanderbilt University strives to promote a culture of care and community accountability in which bystanders are actively engaged in the prevention of violence without causing further harm.

Bystanders may not always know what to do even if they want to help. Information regarding safe and appropriate bystander intervention may be found on the Vanderbilt University Project Safe Center website: vanderbilt.edu/projectsafe. Vanderbilt University uses a bystander intervention program coordinated by the Project Safe Center. Anyone in the Vanderbilt community may participate in bystander intervention training offered by the Project Safe Center staff.

A Vanderbilt community member may be an active bystander by:

- Participating in a bystander intervention training in order to learn more about how to recognize high-risk situations and learn how to safely and appropriately intervene as a bystander.
- Watching out for friends, employees, colleagues, and students, and when observing a situation that could be high-risk or seeing a person who may need assistance, asking if they are okay. If the situation would put your personal safety at risk, delegate to law enforcement or other security personnel.
- Speaking up and voicing disagreement when overhearing someone’s plans to take sexual advantage of another person.
- Being a sympathetic listener if someone discloses that they have experienced any form of intimate partner violence, advising them if you have reporting obligations required by law and/or University policy, and helping to connect them with support resources. A one-sheet of the University’s reporting options and on-campus resources may be found on the Project Safe Center website.
- If it seems safe, consider confronting a person directly when they are observed attempting to isolate another person who is intoxicated or may be resisting romantic or sexual advances. Examples of this technique would be to say to the couple, “We are finding their friends, and they will take them home.” Or to say to the intoxicated person, “I am not letting a stranger take you home.” Or to say to the other party, “Hey, don’t take her/him/them upstairs; they’re too drunk.”
- If you are not comfortable directly confronting a person, distraction techniques may be effective to interrupt the flow of potential or escalating violence. Once the bystander identifies a high-risk situation, they act to distract either party. Some examples would be to ask one of the people to help you find a lost item, interrupt to ask for directions, spill a drink, or start talking to the couple and don’t leave, so the victim does not become isolated. An easy technique for women bystanders is to invite another woman who is at risk for harassment or violence to go to the bathroom with her. Once she is away from the other person, check in and ask if she is afraid or needs help.
- When a bystander doesn’t feel safe to approach the situation alone, they can involve others. An example of this would be to say to one’s friends, “I am concerned for that person. Can you find their friends and get them to check on the situation, while I stay here and watch?” Another way would be to ask a bouncer or manager at a bar to look into the situation. You could also ask the host of a party to intervene. For example, “I am worried for that person who is so drunk. Could you let that person with them know that upstairs is off limits?”

If you suspect you or a friend has been drugged, contact law enforcement or medical assistance immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can administer the correct tests (you may need a urine or blood test).

- Have a code word to use with your friends or family, so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- If you and/or the other person have been drinking, you can say that you would rather wait until you are comfortable with.
- Download the VandySafe application to your smartphone. Additional information can be found regarding this resource at police.vanderbilt.edu/services/vandysafe.php.
Campus and Medical Center PHYSICAL SECURITY

RESIDENCE HALLS
The Office of Housing and Residential Experience works closely with the Vanderbilt University Police Department, Plant Operations, Buildings and Grounds, Campus Planning, and other departments to maintain and enhance the physical security of the residence halls. Throughout the academic year, the office sponsors educational programming for residents about residence hall security and safety. Student housing for undergraduates consists of single, double, and triple rooms, apartments, suites, and lodges. First-year students are housed at The Martha Rivers Ingram Commons, separate from other students.

The residence hall system is divided into seven administrative areas. Each area consists of a cluster of residence halls and has a central information desk. Branscomb Hall information desk is staffed 24 hours a day, seven days a week, during the academic year (including breaks). Hank Ingram House information desk is staffed 24 hours a day, seven days a week, during the academic year, but is closed during breaks. Each of the areas have desks operate from 8:00 a.m. until midnight. Information desk attendants respond to a variety of situations and have been trained in University resources, customer service skills, and the operation of door and fire alarm panels.

Allied Universal personnel provide additional security in the residence halls. All residence halls (except Chaffin and Mayfield) have Allied Universal personnel at the main entrance from 8:00 p.m. until 6:00 a.m., seven days a week, throughout the academic year (including breaks) and in residence halls used during the summer. Allied Universal personnel check to ensure anyone who enters has a Vanderbilt identification card. In addition, they log the names of guests who enter the residence halls. Between midnight and 6:00 a.m., they conduct rounds through the interiors of the residence halls. Mayfield and Chaffin are apartments without a single entry point, so, during those same hours, Allied Universal patrols the exterior of those apartments. In

ADMINISTRATIVE AND CLASSROOM FACILITIES
The administrator of each department is responsible for physical security and determining access rights and hours. In general, classroom buildings are locked after the last class in the building ends, and administrative buildings are locked after normal business hours.

MEDICAL CENTER FACILITIES
After hours entrance to Medical Center buildings is restricted to designated points.
addition, all residential areas have Vanderbilt Police Community Service Officers monitoring the exterior areas.

Professional staff members share in a duty rotation with at least three on duty 24/7 plus a large, live-in, paraprofessional staff. All residence halls are equipped with smoke detectors and sprinkler systems. All residence halls are accessed via electronic key card. Electronic access is restricted to residents or authorized users of a residential area or building at all times. In some buildings, combination locks or electronic access devices further restrict access to corridors. Residents are expected to escort their guests, especially non-student guests. Solicitation in halls is prohibited without authorization. Generally, persons who are not guests of residents are not permitted in residence halls.

Cameras have been installed at all entry/exit points and in common areas. Most residence hall exit doors will trigger an audible alarm if they are opened during darkness. Keys to individual student rooms are unmarked to prevent unauthorized use in case they are lost. All operable windows have securing mechanisms.

Requests for maintenance should be directed to the resident adviser, the area maintenance supervisor, or submitted through the Student Housing Portal at vanderbilt.edu/ohare.

Exterior doors that have been propped open should be closed and reported immediately to the resident adviser or, during normal business hours, to the area maintenance supervisor.

Tampering with or disabling security devices and smoke detectors may lead to disciplinary action.

Residence halls are closed during breaks. Students who need housing over breaks may register for housing and will be permitted to remain in their halls.

Vanderbilt University operates no off-campus housing nor does the University recognize any student organizations that own or control off-campus property; however, many graduate students and some undergraduate students live in neighborhoods surrounding Vanderbilt.

MAINTENANCE OF CAMPUS FACILITIES

Facilities and landscaping are maintained in a manner that minimizes unsafe conditions. VUPD regularly patrols the campus and reports malfunctioning lights and other unsafe physical conditions to the appropriate department for correction. VUPD conducts an annual Campus Lighting Assessment Tour. Students, staff, and members of Student Housing, Campus Planning, and Plant Operations are invited to participate. These tours assess popular pedestrian travel routes on campus and identify areas where additional lighting or physical improvements may enhance the overall safety and security of the area.

Members of the Vanderbilt community are encouraged to report potentially unsafe or hazardous conditions to VUPD, Campus Plant Operations, or VUMC Plant Services at any time throughout the year:
- VUPD at (615) 322-2745 or online at police.vanderbilt.edu/services/lightingform.php
- Campus Plant Operations at (615) 343-9675 or online at vanderbilt.edu/plantops/servicerequest.php
- VUMC Plant Services at (615) 343-4443

IDENTIFICATION CARDS

All students, faculty, and staff members at Vanderbilt University are issued Commodore Cards. All faculty and staff must be active in Human Resources before receiving a card. A valid photo ID (e.g., a driver’s license) is also required. University employees receive cards in room 184 of Sarratt Student Center. Cards may be used to gain access to certain locations and may be used to make purchases from University facilities.

Lost or stolen Commodore Cards should be reported immediately to the Commodore Card Office by telephone at (615) 322-2273 during regular business hours. Card Holders may also report lost or found cards online at vanderbilt.edu/cardservices. If a student loses his or her card when the Commodore Card Office is closed, the student may get a temporary access card valid for his or her campus residence at the Branscomb Reeves Desk. Any stolen card should also be reported immediately to the Vanderbilt University Police Department.

OTHER PHYSICAL SECURITY MEASURES

Closed circuit television (CCTV) cameras are in place at various locations around the Vanderbilt campus. VUPS works with University departments to determine locations and coordinate monitoring upon request. Recorded images may be used as evidence in criminal and/or University investigations.
The purpose of University policies, and the purpose of articulating them in great detail, is to enable students to make informed, and, it is hoped, intelligent choices, as well as to enable them to understand the consequences of making unhealthy choices. In compliance with the federal Drug-Free Schools and Campuses regulations, Vanderbilt has adopted a policy that includes the expectation that students will comply with federal, state, and local laws, including those relating to alcoholic beverages, narcotics, and other drugs.

All first-year and transfer students are required to complete AlcoholEdu, an on-line course on alcohol and other drugs. In addition, the Alcohol Awareness & Community Responsibility Commons Module is a presentation given to all incoming first-year students. The Center for Student Wellbeing provides resources and support for students seeking information or assistance regarding alcohol or other drugs. For more information, see: vanderbilt.edu/healthydores and vanderbilt.edu/healthydores/for-students/recovery-support-services. Information regarding education, treatment, and support regarding alcohol or drug use is available to faculty and staff through the Employee Assistance Program at healthandwellness.vanderbilt.edu/work-life/eap.

The Center for Student Wellbeing also provides education programming in the residence halls and to student organizations, as well as education and information for parents during orientation. It also sponsors weekly support meetings for Vanderbilt students in recovery. The Center conducts Host Responsibility Training, which prepares hosts to have safe and successful events through the discussion of Tennessee State Law, Vanderbilt Policy, and DUI prevention strategies. All student organizations hosting events at which alcohol will be present are required to complete this training.

The University prohibits the unlawful possession, use, sale, distribution, or facilitation of the
distribution of alcohol and other drugs by students, faculty, and staff, on its property, or as part of any University-sponsored activity. The prohibition extends to off-campus activities that are officially sponsored by Vanderbilt, its schools, departments, or organizations. In addition, the prohibition extends to off-campus professional or organizational activities, including attendance at conferences, when participation is sponsored by the University, or when the participating student, faculty member, or staff member is representing the University. Finally, the prohibition extends to “private” events off campus where the University may have an interest (e.g., if a student were to provide alcohol to underage students at an off-campus location).

In addition, the improper use of prescription drugs is a serious problem on college campuses. For this reason, it is a violation of University policy for a student to be in possession of, or use, another person’s prescription medication or for a student to distribute medications to one person that have been prescribed for another.

To underscore the seriousness with which it takes the issue of health and welfare of its constituent populations, the University will impose sanctions on students, faculty, and staff—up to and including expulsion or termination of employment, and possible referral for prosecution—for violation of the alcohol and other drugs policy. Conditions of continued employment or enrollment may include the completion of an appropriate rehabilitation program and/or active participation in a recovery program.

The minimum sanction for simple purchase, possession, or consumption of alcohol in violation of University policy is an educational conference for the first offense. The completion of an appropriate assessment will also be required.

The presumptive sanction for first-offense intoxication is disciplinary probation. Standard indicators of drinking to the level of intoxication may include lack of balance, loss of coordination, confusion, slurred speech, bloodshot eyes, odor of intoxicant, etc.

The minimum sanction for driving under the influence of alcohol or other drugs is disciplinary probation and may include loss of campus driving and parking privileges.

Unlawful provision, distribution, or sale of alcohol by a student in violation of University policy will result in serious disciplinary action, which may include suspension or expulsion for the first offense, and may also result in criminal prosecution. The presumptive sanction for a student who illegally distributes alcohol to an underage student will be disciplinary probation for the first offense. Persons who unlawfully furnish alcoholic beverages to students who are not of legal drinking age may also be held responsible for personal injuries or property damages resulting from misconduct committed by underage, intoxicated students.

Distribution or facilitation of distribution of illegal drugs (including unlawful distribution of prescription medication) may result in suspension or expulsion for a first offense; unlawful distribution includes incidents in which no money is exchanged. In addition, the possession of controlled substances or alcohol in such quantities as to create a presumption of possession with the intent to distribute on or off campus is a serious violation that may result in immediate suspension or expulsion. Evidence that a student has distributed drugs is grounds for interim suspension from the University and/or expulsion from University housing pending the findings of accountability proceedings. Students found to have distributed drugs to others may also be held responsible for personal injuries or property damages resulting from misconduct committed by the students under the influence of the distributed substances.

The presumptive sanction for a third violation of alcohol or other drugs policies is suspension.

Violations involving behavior that injures persons, that damages property, or that injures or damages the community at large, will increase the presumptive strength of the sanction given.

Sanctions may be accompanied by an accountability action plan to help students and organizations understand the potential consequences of policy violations and improve decision-making.

Such enhancements may include the following:

- Alcohol Use Disorders Identification Test (AUDIT);
- Cannabis Use Disorders Identification Test (CUDIT);
- Evaluation through Brief Alcohol Screening and Intervention for College Students (BASICS) or extensive clinical assessment by a counselor;
- Participation in an individualized treatment plan to address substance use and/or co-occurring mental health disorders when indicated by the results of the evaluation;
- Required attendance at alcohol or drug education seminars;
- Implementation of an alcohol or drug educational program for peers;
- Completion of educational programs or on-line tutorials;
- Drug testing;
- Research or reflection essays;
- Restitution; or
- Letters of apology.

Tennessee alcohol and drug laws, including penalties for violations, are detailed in the Student Handbook. Additional resources can be found at vanderbilt.edu/student_handbook/alcoholic-beverage-and-controlled-substances-policies.
The University also does not permit storage of recreational sporting/hunting equipment, such as archery equipment, inside residential facilities on campus. Students who plan to use weapons in legal recreational activities may store them for safekeeping at the Vanderbilt University Police Department located at 2800 Vanderbilt Place. For complete information including the required forms, visit police.vanderbilt.edu.

Tennessee law and University policy prohibit anyone other than commissioned law enforcement officers from carrying weapons on a private campus.
If an employee is convicted of a crime, the employee is required to notify his or her immediate supervisor within 5 days of the conviction. Failure to report a conviction or being convicted of a crime that makes a person unsuitable for continued employment may be grounds for termination of employment. Criminal convictions prior to employment at Vanderbilt will not necessarily bar employment. Falsification of application materials, however, including failure to disclose convictions or guilty pleas for any violation of the law is grounds for termination of employment at any time after the falsification is discovered.

SECTION

CRIMINAL CONVICTIONS

Being convicted of a crime outside the workplace may render a staff member unsuitable for continued employment even if the crime did not occur on Vanderbilt time or premises.
REFERENCE PHONE NUMBERS

ON-CAMPUS RESOURCES
When dialing from an on-campus phone, use the last five digits in the phone number. Remember to dial area code (615) when using a cell phone.

Vanderbilt University Police Department
- Emergency
  (615) 421-1911 or 911
  (all medical, fire, life/safety issues)
- Non-emergency
  (615) 322-2745
- Community Relations
  (615) 322-2745
- Walking Escorts
  (615) 322-2745
- Lost and Found
  (615) 343-5371

Medical
- VUMC Emergency Room
  (615) 936-8883
- Student Health
  (615) 322-2427
  (for student non-emergency illness and injury)
- Occupational Health Clinic
  (615) 343-0955
  (work-related injuries or exposures)
- Poison Center Hotline
  (800) 222-1222
- VUMC Human Resources/Employee Service Center
  (615) 343-7000

Environmental/Safety Hazards
- Environmental Health and Safety/Safety Officer
  (615) 322-2057
  (615) 875-3779 after hours
- University Plant Operations
  (615) 344-9675
  (request for services, 24 hours)
- VUMC Plant Services
  (615) 343-4443
  (request for repairs, 24 hours)
• Information Technology Services
  • Students: (615) 343-3999
  • Faculty and Staff: (615) 343-3362

Counseling/Support/Information
• University Counseling Center
  (615) 322-2571
  (counseling services and referrals for students)
• Work/Life Connections—EAP
  (615) 936-1327
  (counseling, referrals, violence in the workplace issues)
• Faculty and Physician Wellness Program
  (615) 936-1327
  (counseling, referrals, violence in the workplace issues)
• Nurse Wellness Program
  (615) 936-1327
  (counseling, referrals, violence in the workplace issues)
• Center for Student Wellbeing
  (615) 322-0480
• Project Safe Center for Sexual Misconduct Prevention and Response
  (615) 322-SAFE (7233)
  (24-hour support hotline)
  (615) 875-0660
  (office line for non-urgent matters)
• Office of Housing and Residential Experience
  (615) 322-2591
  (615) 566-1010 On-call PC/AC
  (for referrals and support services; after hours, contact a Program or Area Coordinator)
• Office of the University Chaplain and Religious Life
  (615) 322-2457
  (available after hours for crisis counseling through voice mail forwarding)
• University Human Resources/Employee Service Center
  (615) 343-4788
  (conflict resolution issues between staff members or between staff and supervisors)

• Title IX and Student Discrimination Office
  (615) 322-9004
  (student issues involving sexual harassment, sexual assault, intimate partner violence, racial bias, discrimination, equal access)
• Equal Employment Opportunity
  (615) 343-9336
  (faculty/staff issues involving discrimination, harassment, equal access, disabilities, and affirmative action)
• Student Access Services
  (615) 322-9727
  (issues involving equal opportunity in employment, public accommodations, transportation, state and local government services, and telecommunications for individuals with disabilities pertaining to students)

Parking and VUMC Shuttles
• University Parking and Transportation
  (615) 322-2554
• VUMC Parking Office
  (615) 936-1215 (Option 3)
• VUMC Shuttle Service
  (615) 936-1215 (Option 3)

OFF-CAMPUS RESOURCES
When calling from an on-campus phone, dial “9” to get an outside line.
• Metropolitan Nashville Police Department (MNPD)
  (615) 862-8600
  (“911” call dialed from on campus will be routed through the Vanderbilt University Police Department dispatcher, who will notify Metro Police, if needed)
• Crime Stoppers
  (615) 742-7463
  (to give an anonymous tip on a crime)
• MNPD Sex Crimes Unit
  (615) 862-7540

• MNPD Domestic Violence Division
  (615) 880-3000
• MNPD Victim Intervention
  (615) 862-7773
• District Attorney’s Office Victim/Witness Division
  (615) 862-5500
  (legal process questions)
• Family and Children’s Service Crisis Line
  (615) 244-7444
  (24-hour assistance)
• Sexual Assault Center of Nashville, Crisis and Support Line
  (800) 879-1999
  (24-hour assistance)
• YWCA Domestic Violence Center, Crisis and Information Line
  (800) 344-4628
  (24-hour assistance)
In addition, a chart providing Vanderbilt’s crime statistics reported to the Tennessee Bureau of Investigation’s Crime Statistics Unit is attached as Appendix D. Note that these statistics may differ due to differing legal definitions of some crimes, as well as different rules regarding the year for which each incident must be reported. For example, a crime that occurred in December 2017, but was reported in January 2018, would be included in the 2018 federal statistics and the 2017 TBI statistics.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from campus officials with significant responsibility for student and campus activities and security. Many sources provide data for the Annual Security Report, including: the Vanderbilt University Police Department, the Metropolitan Nashville Police Department, the Title IX coordinator, the EEOO Director, the Associate Provost and Dean of Students, the Director, Student Accountability, the Assistant Vice Chancellor for Athletics, Recreation, and Wellness, the University Compliance Officer, and other faculty and staff campus security authorities.

Crime statistics are reported annually to the Vanderbilt community via this Annual Security Report, published by the Vanderbilt University Police Department. Vanderbilt University then submits the annual crime statistics to the Department of Education. This statistical information also is available to the public through the Department of Education website at ope.ed.gov/campussafety/.

Students and employees are provided notice on an annual basis of the availability of this report on the Vanderbilt University website, and a printed version is available by request.

SPECIFIC INFORMATION ABOUT CLASSIFYING CRIME STATISTICS

The statistics in this report are published in accordance with the standards and guidelines used by the FBI.
Uniform Crime Reporting (UCR) Program and relevant federal law (the Clery Act).

**Geography**

Statistics must be disclosed if the crime occurred within University geography as defined by the Clery Act. The Department of Education describes the categories of Clery geography as **On Campus, Public Property**, and **Non-campus**. Clery crimes that occur in **residential housing** are reported as a sub-category within the **On Campus** geography.

**On campus** is described as:

1. any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and

2. any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Federal regulations require that Vanderbilt report all crimes that occur on Vanderbilt University Medical Center property that is contiguous to campus, including crime that occurs within the Emergency Department, Vanderbilt University Hospital, Monroe Carell Jr. Children’s Hospital, and Vanderbilt Behavioral Health. Those statistics are set forth in a separate chart below.

The **on campus** statistics includes a sub-category of residential housing statistics. A **residential housing facility** is defined as any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. On Vanderbilt’s campus, this includes any buildings housing Greek organizations in which some members reside.

**Public Property** includes thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.

**Non-campus** is any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution; or any building or property owned or controlled by a student organization that is officially recognized by the institution.

**Reasonably contiguous** refers to a building or property the institution owns or controls that’s in a location that you and your students consider to be, and treat as, part of your campus.

**Clery Act Crimes**

The number of victims involved in a particular incident is indicated in the statistics column for the following crime classifications: murder/non-negligent manslaughter; manslaughter by negligence; sex offenses, including rape, fondling, incest, and statutory rape; aggravated assault; domestic violence; dating violence; and stalking. For example, if an aggravated assault occurs, and there are three victims, this would be counted as three aggravated assaults in the crime statistics chart. In the crime categories of robbery, burglary, larceny, vandalism, and arson the number reflected in the statistics includes one offense per distinct operation. In cases of motor vehicle theft, each vehicle stolen is counted separately.

There are four categories of crime statistics:

1. **Criminal Offenses**
   - Murder and Non-negligent Manslaughter
   - Manslaughter by Negligence
   - Sex Offenses (Rape, Fondling, Incest, and Statutory Rape)
   - Robbery
   - Aggravated Assault

2. **Hate Crimes** are incidents including any of the above Criminal Offenses and any of the following additional offenses that were motivated by a bias with respect to race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and/or disability (see explanation below):
   - Larceny/Theft
   - Simple Assault
   - Intimidation
   - Destruction/Damage/Vandalism of Property

3. **Violence Against Women Act (VAWA) Offenses**.
   (VAWA also includes sexual assault, which for reporting purposes is included in the Criminal Offenses category.)
   - Dating Violence
   - Domestic Violence
   - Stalking

4. **Arrests and Referrals for Disciplinary Action**
   - Weapons Law Violations—Carrying, Possession, etc.
   - Drug Abuse Violations
   - Liquor Law Violations

If an incident occurs that includes multiple offenses from the Criminal Offense category, a hierarchy rule must be used. Only the most serious offense is counted when more than one of the following is committed during a single incident. The hierarchy rule beginning with the most serious offense is as follows:

1. Murder and Non-negligent Manslaughter
2. Manslaughter by Negligence
3. Sex Offenses (Rape, Fondling, Incest, and Statutory Rape)
4. Robbery
5. Aggravated Assault
6. Burglary
7. Motor Vehicle Theft
### Definitions— VAWA Crimes and Tennessee Law

<table>
<thead>
<tr>
<th>VAWA DEFINITIONS</th>
<th>TENNESSEE LAW DEFINITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rape</strong></td>
<td><strong>TCA § 39-13-503 – Rape</strong></td>
</tr>
<tr>
<td>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.</td>
<td>Rape is unlawful sexual penetration of a victim by the defendant or of the defendant by a victim accompanied by any of the following circumstances: 1. Force or coercion is used to accomplish the act; (2) The sexual penetration is accomplished without the consent of the victim and the defendant knows or has reason to know at the time that the victim did not consent; 3. The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or 4. The sexual penetration is accomplished by fraud. There is no statutory definition for “consent” for sexual offense crimes in Tennessee. Tennessee courts consider consent a question for the jury; however, they have held that non-resistance does not constitute consent. The statutory age of consent in Tennessee is 18 years of age.</td>
</tr>
<tr>
<td><strong>Fondling</strong></td>
<td><strong>TCA § 39-13-505 – Sexual Battery</strong></td>
</tr>
<tr>
<td>The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.</td>
<td>Sexual battery is unlawful sexual contact with a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances: 1. Force or coercion is used to accomplish the act; 2. The sexual contact is accomplished without the consent of the victim and the defendant knows or has reason to know at the time of the contact that the victim did not consent; 3. The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or 4. The sexual contact is accomplished by fraud. As used in this section, “coercion” means the threat of kidnapping, extortion, force or violence to be performed immediately or in the future.</td>
</tr>
<tr>
<td><strong>Incest</strong></td>
<td><strong>TCA § 39-15-302 – Incest</strong></td>
</tr>
<tr>
<td>Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.</td>
<td>A person commits incest who engages in sexual penetration as defined in § 39-13-501, with a person, knowing the person to be, without regard to legitimacy: 1. The person’s natural parent, child, grandparent, grandchild, uncle, aunt, nephew, niece, stepparent, stepchild, adoptive parent, adoptive child; or 2. The person’s brother or sister of the whole or half-blood or by adoption.</td>
</tr>
</tbody>
</table>
## Definitions—VAWA Crimes and Tennessee Law

<table>
<thead>
<tr>
<th>VAWA Definitions</th>
<th>Tennessee Law Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Statutory Rape</strong></td>
<td><strong>TCA § 39-15-506 – Statutory Rape</strong></td>
</tr>
<tr>
<td>Sexual intercourse with a person who is under the statutory age of consent.</td>
<td>Statutory Rape is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when:</td>
</tr>
<tr>
<td></td>
<td>1. The victim is at least thirteen (13) but less than fifteen (15) years of age and the defendant is at least four (4) years but less than ten (10) years older than the victim; or</td>
</tr>
<tr>
<td></td>
<td>2. The victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is more than five (5) but less than ten (10) years older than the victim.</td>
</tr>
</tbody>
</table>

Any incident meeting these definitions is considered a crime for the purposes of Clery Act reporting even if no Tennessee law was violated.

<table>
<thead>
<tr>
<th><strong>Domestic Violence</strong></th>
<th><strong>TCA § 39-13-111 – Domestic Assault</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>A felony or misdemeanor crime of violence committed: By a current or former spouse or intimate partner of the victim; By a person with whom the victim shares a child in common; By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; 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 of violence occurred. Regardless of state domestic assault laws, Clery does not include violence between roommates in this definition.</td>
<td>Any assault committed against a “domestic abuse victim,” which includes:</td>
</tr>
<tr>
<td></td>
<td>1. Adults or minors who are current or former spouses;</td>
</tr>
<tr>
<td></td>
<td>2. Adults or minors who live together or who have lived together;</td>
</tr>
<tr>
<td></td>
<td>3. Adults or minors who are dating or who have dated or who have or had a sexual relationship, but does not include fraternization between two (2) individuals in a business or social context;</td>
</tr>
<tr>
<td></td>
<td>4. Adults or minors related by blood or adoption;</td>
</tr>
<tr>
<td></td>
<td>5. Adults or minors who are related or were formerly related by marriage; or</td>
</tr>
<tr>
<td></td>
<td>6. Adult or minor children of a person in a relationship that is described in (1)-(5).</td>
</tr>
</tbody>
</table>

Tennessee does not have a specific statute pertaining to dating violence that does not meet the definition of domestic violence above.

For the purpose of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.
## Definitions— VAWA Crimes and Tennessee Law

<table>
<thead>
<tr>
<th>VAWA DEFINITIONS</th>
<th>TENNESSEE LAW DEFINITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stalking</strong></td>
<td><strong>TCA § 39-17-315 Stalking</strong>&lt;br&gt;A willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested, and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested. “Harassment” means conduct directed toward a victim that includes, but is not limited to, repeated or continuing unconsented contact that would cause a reasonable person to suffer emotional distress, and that actually causes the victim to suffer emotional distress. “Unconsented contact” includes, but is not limited to, any of the following:&lt;br&gt;1. Following or appearing within the sight of that person;&lt;br&gt;2. Approaching or confronting that person in a public place or on private property;&lt;br&gt;3. Appearing at that person’s workplace or residence;&lt;br&gt;4. Entering onto or remaining on property owned, leased, or occupied by that person;&lt;br&gt;5. Contacting that person by telephone;&lt;br&gt;6. Sending mail or electronic communications to that person; or&lt;br&gt;7. Placing an object on, or delivering an object to, property owned, leased, or occupied by that person;</td>
</tr>
<tr>
<td><strong>Reasonable Person</strong></td>
<td><strong>A reasonable person under similar circumstances and with similar identities to the victim.</strong>&lt;br&gt;A pattern of conduct composed of a series of two or more separate non-continuous acts evidencing a continuity of purpose, including but not limited to, acts in which the defendant directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person's property.</td>
</tr>
<tr>
<td><strong>Course of Conduct</strong></td>
<td><strong>Significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.</strong>&lt;br&gt;“Emotional distress” means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling</td>
</tr>
<tr>
<td><strong>Substantial Emotional Distress</strong></td>
<td><strong>A pattern of conduct composed of a series of two or more separate non-continuous acts evidencing a continuity of purpose, including but not limited to, acts in which the defendant directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to a person, or interferes with a person’s property.</strong></td>
</tr>
</tbody>
</table>
Exceptions to applying the hierarchy rule include the following:

- With respect to incidents that include both a sexual offense and murder, both offenses are counted.
- Arson incidents are counted regardless of any additional offense committed during the incident. The most serious offense is counted along with the arson.
- When classifying hate crimes, all offenses in the incident that is motivated by bias are counted.

When an incident occurs that includes offenses from any one of the four categories, the offense must be reported in each category. For example, if an aggravated assault that includes domestic violence and an arrest for a drug violation occurs in one incident, then each offense must be counted.

CRIME STATISTICS TABLE

The Vanderbilt University Annual Security Report has always included in its on-campus crime statistics all incidents occurring at the hospitals and clinics located at Vanderbilt University Medical Center (VUMC). The primary location of VUMC, including Vanderbilt University Hospital, the Monroe Carell Jr. Children’s Hospital at Vanderbilt, and Vanderbilt Behavioral Health (formerly Psychiatric Hospital at Vanderbilt), along with many clinics, medical offices, and treatment centers, is adjacent to Vanderbilt’s campus. Prior to the separation of the University and VUMC into separate entities, crimes occurring at off-campus VUMC clinics at Vanderbilt Health at 100 Oaks and other locations in the Nashville area where medical or nursing students received training or performed clinical rotations were included in University statistics in the noncampus property category.

On April 30, 2016, VUMC became a separate legal entity from Vanderbilt University. Because of VUMC’s proximity to campus and the regular presence of both faculty and students in the clinical and research areas of VUMC, crimes occurring on VUMC property proximate to campus will continue to be included in Vanderbilt’s on-campus crime statistics. However, crimes occurring after April 30, 2016, at off-campus VUMC clinics have not been included in Vanderbilt’s crime statistics.

For purposes of clarity, the following crime statistics have been divided into two charts. The first chart comprises crimes occurring on the Vanderbilt University campus, the surrounding public property, and all non-campus property owned or controlled by Vanderbilt University, which does not include VUMC clinics. The statistics for Student Housing, which includes all Vanderbilt fraternity and sorority houses, are also included in the on-campus statistics. The second chart covers all crimes occurring on-campus at VUMC and its hospitals and clinics, as well as non-campus VUMC clinics.

### University Campus

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>LOCATION</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder / Non-negligent</td>
<td>On-campus</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Non-campus</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Public Property</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter by Negligence</td>
<td>On-campus</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Student Housing</td>
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<td>0</td>
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</tr>
<tr>
<td></td>
<td>Non-campus</td>
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<td>0</td>
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<tr>
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<td>Public Property</td>
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<tr>
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<td>26¹</td>
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<tr>
<td>Fondling</td>
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</tr>
<tr>
<td>Incest / Statutory Rape</td>
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<tr>
<td></td>
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</tr>
<tr>
<td></td>
<td>Non-campus</td>
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<tr>
<td></td>
<td>Public Property</td>
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<tr>
<td>Robbery</td>
<td>On-campus</td>
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<tr>
<td></td>
<td>Student Housing</td>
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</tr>
<tr>
<td></td>
<td>Non-campus</td>
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<tr>
<td></td>
<td>Public Property</td>
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<td>Aggravated Assault</td>
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<tr>
<td></td>
<td>Public Property</td>
<td>1</td>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>

¹ Ten of the rapes reported in 2017 occurred prior to 2017. Clery requires that crime data be identified by the year reported, rather than the year in which the incident occurred. One of the rapes also is included in the dating violence statistics.
² Thirteen of the rapes reported in 2018 occurred prior to 2018. Three of the rapes also are included in the domestic violence statistics.
³ Six of the aggravated assaults occurring in student housing arise from two incidents involving the same perpetrator.
In 2016, one of the reported domestic violence incidents also is included in the rape statistics. In 2017, one of the reported domestic violence incidents also is included in the rape statistics; two also are included as stalking. In 2018, three of the reported domestic violence incidents also are included in the rape statistics and one was included in the stalking statistics.

Federal regulations require that state law be followed when defining domestic violence; because Tennessee domestic violence law includes individuals who are or have been in a dating relationship, very few crimes fall into the Clery Dating Violence category.

Crime reports may be submitted anonymously or by a third party reporter to a Campus Security Authority. Since these reports usually have very limited information, they often cannot be investigated by law enforcement; however, they will be included in the annual disclosure of crime statistics if they meet the definition of Clery crime.

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>LOCATION</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burglary</td>
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<td>Motor Vehicle Theft</td>
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<td>Non-campus</td>
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<tr>
<td></td>
<td>Public Property</td>
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<td>Arson</td>
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</tr>
<tr>
<td></td>
<td>Non-campus</td>
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<tr>
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<td>Public Property</td>
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<tr>
<td>Liquor Law Violations: Arrests</td>
<td>On-campus</td>
<td>2</td>
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<td>Liquor Law Violations: Referrals</td>
<td>On-campus</td>
<td>237</td>
<td>264</td>
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<td>Drug Related Violations: Arrests</td>
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<td>Drug Related Violations: Referrals</td>
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### Vanderbilt University Medical Center, Vanderbilt Health at 100 Oaks, and other VUMC off-campus clinics

<table>
<thead>
<tr>
<th>CATEGORY</th>
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<th>2016</th>
<th>2017</th>
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<td>Drug Related Violations: Arrests</td>
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</tr>
</tbody>
</table>

* Three of the reported aggravated assaults also are included in the domestic violence statistics.
HATE CRIMES

The Clery Act requires reporting of incidents where the offender’s bias against a person or property motivates them in whole or in part to commit the crime. This includes bias against race, gender, religion, national origin, sexual orientation, gender identity, disability, or ethnicity. Incidents which fall under the bias relating to both the criminal offense and hate crime categories from above must be reported.

2018: No hate crimes were reported at Vanderbilt University or at VUMC facilities.
2017: No hate crimes were reported at Vanderbilt University or at VUMC facilities.
2016: No hate crimes were reported at Vanderbilt University or at VUMC facilities.

VANDERBILT PROGRAMS OUTSIDE NASHVILLE

Vanderbilt conducts programs or sponsors travel during the summer in Washington, D.C., and to other locations outside of Tennessee or the United States. In some instances, Vanderbilt may lease classroom and living space for the students participating in these programs or trips, and security is provided by the leasing entity and local police authorities. Specific questions about security at program facilities and housing should be raised with the sponsoring department and the faculty member or administrator in charge of the program or trip. All victims are encouraged to report crimes to local police, the department or school sponsoring the program, and the Vanderbilt faculty or administrator in charge of the program. Vanderbilt received no reports of crime occurring at property leased in connection with its programs in Washington or abroad during 2016, 2017, or 2018.

REPORTS OF CRIMES THAT HAVE BEEN UNFOUNDED

In 2016, there were three unfounded reports, one report from a residence hall on the University campus and two from the VUMC precinct. During 2017, three reports were unfounded, one report from University campus precinct and two from VUMC precinct. Only one report was unfounded in 2018. That report was from a residence hall in the University campus precinct.

A reported crime may be unfounded only if sworn or commissioned law enforcement personnel have fully investigated the reported crime and made a formal determination that the report is false or baseless. For example, if an individual reports a motor vehicle theft, but then later reports to police that the vehicle had actually been borrowed or parked in a different location, the report of that crime will be unfounded because the investigation concluded that no crime had occurred. These reports are not included in either the Clery or the Tennessee College and University Information Security Act (Appendix D) crime statistics.

No one other than appropriate law enforcement personnel may unfound a crime. A prosecutor’s decision not to bring charges, a finding of not guilty by a jury, or a finding of no responsibility by Vanderbilt University officials is not sufficient to unfound a reported crime.
This report includes information on fire prevention policies and practices, fire safety educational and training initiatives, fire protection equipment in the residence halls, and emergency evacuation procedures, as well as residence hall fire safety statistics.

The Vanderbilt University Campus Fire Safety Program is managed by the Vanderbilt University Public Safety (VUPS) Office of Emergency Preparedness, Fire and Workplace Safety. This office maintains all campus fire-related statistical data and works to ensure campus facilities and operations are within the Metro Davidson County Fire Department rules and regulations.

All fires on campus shall be reported immediately to VUPD. Small fires within residence halls that have already been extinguished may be reported to the Office of Housing and Residential Experience, which will report the fire to the Office of Emergency Preparedness for recordkeeping purposes.

RESIDENCE HALL FIRE SAFETY SYSTEMS

All Vanderbilt residence halls and Greek houses are protected by fire detection and automatic sprinkler systems. The fire detection systems are designed to alert building occupants in the event of a fire and is activated by smoke detectors, sprinkler water flow, or manual pull station activation. Sprinkler systems are activated when the fire sprinkler heads detect temperatures above a designated
FIRE SAFETY

Additionally, candles, other devices that produce open flames, oil lamps, and incense are prohibited in the residence halls and subject to confiscation, whether or not they are lit at the time they are discovered. Exceptions for registered events sponsored by University departments may be made at the discretion of the senior director for housing operations, or the director’s designee.

• Walkways, stairs, and corridors must be kept clear at all times for emergency egress. Student property may not be stored in these areas.
• Heat producing appliances (coffee makers, heating pads, slow-cookers, etc.) must be attended when turned on.
• Flammable materials (e.g., sheets, blankets, bandanas, scarves), may not be used to cover or obstruct light sources, heating/cooling sources, or fire-safety fixtures.
• The University’s smoke-free campus policy limits smoking to designated outdoor areas. Extinguishing or disposing of smoking materials by any means other than the urns provided is prohibited.
• Access to windows and doors must be kept clear for emergency egress.
• Emergency exits may be used by residents or guests only for emergency exit or exit during drills. Other use is prohibited.
• Failure to evacuate a building when a fire alarm sounds is prohibited.
• Additionally, the following are prohibited and will likely result in corrective action through the University’s accountability process, which action may include possible suspension from the University or a prorated damage charge among the residents of a particular area if the responsible person(s) cannot be identified (see Collective Damage):

STUDENT FIRE SAFETY REGULATIONS

Vanderbilt University is a smoke-free campus. Smoking is prohibited in all buildings on campus, including University residence halls and Greek chapter houses and on the grounds of the campus, with the exception of designated outdoor smoking areas. Additional smoking policy information can be found in the Student Handbook at vanderbilt.edu/student_handbook/university-policies-and-regulations/#smoke-free-campus.

Residents must abide by the fire safety regulations outlined in the Student Handbook (See vanderbilt.edu/student_handbook/residential-life/#general-residence-life-policies):

- Combustible materials may not be stored on the premises.
- Cardboard boxes may not be used for storage of items in storage areas.
- The Metropolitan Nashville-Davidson County Fire Code prohibits the use and storage of grills within ten (10) feet of any combustible materials on any balcony or patio of a multifamily dwelling. Use or storage of grills is prohibited on any balcony or patio, or in any residential facility.
- Motorcycles, mopeds, and other internal combustion machines may not be kept in University housing.
- The use, possession, or storage of Hoverboards, Swagways, IO Hawks, Skywalkers, and similar devices is prohibited inside all Vanderbilt buildings and facilities, including, but not limited to, residence halls, Greek houses, student centers, academic buildings, labs, and parking structures.
- Bicycles may not be stored in hallways, stairwells, or other common areas because they may block emergency egress. Bicycles may be stored in student rooms.
- Candles, other devices that produce open flames, oil lamps, and incense are prohibited in the residence halls and subject to confiscation, whether or not they are lit at the time they are discovered. Exceptions for registered events sponsored by University departments may be made at the discretion of the senior director for housing operations, or the director’s designee.

FIRE SAFETY IMPROVEMENTS

The Office of Emergency Preparedness continuously assesses the need for fire safety improvements across campus in conjunction with the Metro Nashville Fire Marshal’s Office. A certified Fire Inspector within VU Public Safety is able to perform inspections in campus buildings to ensure fire and life safety code compliance.

The Office of Emergency Preparedness provides fire safety training to various student groups, as well as University departments upon request. A laser-driven fire extinguisher training equipment is used during these trainings to demonstrate the proper use of extinguishers on small fires. The Office of Emergency Preparedness has conducted over 70 hours of training since implementing this equipment into fire safety training. This training will be made available to all faculty, staff, and students during large campus events and upon request for targeted audiences.

The Office of Emergency Preparedness, in collaboration with Greek Life, is currently developing evacuation plans for all Greek Houses.

Questions regarding code compliance or general fire and life safety inquiries can be directed to the Office of Emergency Preparedness at publicsafetyinfo@vanderbilt.edu.

The Vanderbilt University Plant Operations Controls Group, in accordance with local fire codes, is responsible for all fire system testing and maintenance for all campus buildings.

All fire detection systems are monitored by Plant Operations Building Systems Controls (BSC), which is staffed 24 hours per day, seven days a week. BSC will notify the Vanderbilt University Police Department Communications Center, who will then request response from Metro Nashville Fire Department (MNFD).

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FIRE SAFETY |

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• Tampering with door alarms, fire extinguishers, sprinkler heads, water flow or other control valves and other fire-safety equipment;
• Tampering with smoke detectors, emergency phones, building access systems, elevator systems, surveillance cameras or other safety and security equipment;
• Tube lights and string lights, except that string lights may be used under the following conditions: Such lights may be used only in individual rooms and not in common areas. The lights must be UL approved and in good condition and may not be used for more than 90 days. No more than three strands of such lights may be strung together, and they must be plugged directly into an outlet or into a surge protector that is plugged directly into an outlet;
• Items suspended from the ceilings, sprinkler heads, overhead piping, or on or near water pipes;
• Use or possession of fireworks;
• Disabling fire alarm systems;
• Arson/igniting fires;
• Tampering with or damaging fire-exit lights, signs, horns, strobes or other notification devices;
• Tampering with or obstructing emergency-exit doors.

FIRE SAFETY RULES FOR ELECTRICAL APPLIANCES

Approved Appliances

Electric-powered appliances such as radios, sound systems, TVs, electric blankets, clocks, lamps, and coffee makers with enclosed heating elements are permitted in residence hall rooms. All appliances used in campus residences must be in good condition, with special attention given to seals, electrical cords, and plugs. Only power strips with circuit breakers may be used as extension cords. Additional approved electrical appliances include:

- Tampering with door alarms, fire extinguishers, sprinkler heads, water flow or other control valves and other fire-safety equipment;
- Tampering with smoke detectors, emergency phones, building access systems, elevator systems, surveillance cameras or other safety and security equipment;
- Tube lights and string lights, except that string lights may be used under the following conditions: Such lights may be used only in individual rooms and not in common areas. The lights must be UL approved and in good condition and may not be used for more than 90 days. No more than three strands of such lights may be strung together, and they must be plugged directly into an outlet or into a surge protector that is plugged directly into an outlet;
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- Use or possession of fireworks;
- Disabling fire alarm systems;
- Arson/igniting fires;
- Tampering with or damaging fire-exit lights, signs, horns, strobes or other notification devices;
- Tampering with or obstructing emergency-exit doors.
• Microwave ovens (800 watt maximum and interior capacity of one cubic foot)
• Refrigerators (4-foot capacity)

The residential staff may require that any appliance be placed in storage if the manner in which the appliance is used causes interruption of service or endangers the health, safety, or well-being of the residential community.

**Restricted Appliances**

Electric-powered appliances with exposed heating elements and grills (either outdoor or indoor use, including “George Foreman” grills and similar devices) are prohibited. Appliances that draw a large amount of current from each circuit, such as hot plates, air conditioners, and electric heaters are prohibited. Additional restricted electrical appliances include:

- Halogen lamps or halogen light sources
- Washing machines
- Dryers
- Water-heating elements

The senior director of housing operations reserves the option of revoking authorization for the use of any appliance in individual buildings or throughout the residential campus.

**FIRE SAFETY RULES FOR FURNISHINGS**

Student-owned furniture brought into campus residences and Greek houses must meet the hospitality/contract-grade furniture fire-safety specifications of either the National Fire Protection Association (NFPA) 260 or the California Technical Bulletin 117, section E.

Furniture that complies with either standard will be appropriately tagged by the manufacturer.

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**RESIDENTIAL FIRE SAFETY EDUCATION AND TRAINING**

**Residential Staff Training**

Prior to the beginning of each fall semester, the VUPS Office of Emergency Preparedness, Fire and Workplace Safety provides fire safety training for all residential advisers (RA). Topics covered include RA fire safety responsibilities, fire safety rules, evacuation procedures, fire drills, and extinguisher training.

**Student Resident Training**

At the start of each fall semester, RAs are instructed to review the Evacuation Fire Safety Fact Sheet with residents of their floor during the first residence hall meeting.

The following instructions are posted in every student’s residence room on campus:

- **Fire Evacuation**
  
  **When you hear a fire alarm or see smoke and fire:**
  - Exit the building immediately using the nearest exit.
  - Never use an elevator as an exit during a fire.
  - Feel each door as you approach. Never open a hot door.
  - If the hallway or stairwell is smoky, seek another path or await rescue in your room.
  - Once outside, proceed to the Area Rally Point. Never reenter the building.

At the start of each fall semester, the VUPS Office of Emergency Preparedness, Fire and Workplace Safety provides fire safety training for all Greek House officers. This training covers fire prevention, fire-safe party décor, and evacuation safety.

**Emergency Evacuation Drills**

Emergency evacuation drills are conducted each fall semester in every Vanderbilt residence hall. The drills are planned and coordinated by the VUPS Office of Emergency Preparedness, with input and assistance from the senior director of the Residential Experience Office, the associate directors, and the area coordinators for each residential area. BSC staff members activate the alarms and then check operating condition of fire alarm annunciators (audible and visual alarms) in each residence hall being drilled. Emergency evacuation drills were conducted in all residence halls at Vanderbilt University during August–September 2019.

- Greek Houses with only six or seven residents are not required to conduct emergency evacuation drills under local codes. However, we do offer to conduct drills for Greek Houses when requested.

**2016–2018 FIRE STATISTICS**

The following chart summarizes all fires occurring in residence halls or Greek houses from 2016 through 2018. Within that time period, there were a total of seven fires, none of which caused any injuries. Only two fires resulted in significant damage. Four of the seven fires occurred in kitchens.

<table>
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<tr>
<th>RESIDENCE HALL/ADDRESS</th>
<th>Year</th>
<th># of Fires</th>
<th>Cause of Fire</th>
<th># of Injuries Requiring Medical Facility Treatment</th>
<th># of Deaths</th>
<th>Damages</th>
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Portions of Kensington Place and 24th Ave. were closed in summer 2019; New street addresses for some buildings are noted in parentheses.

Barnard Hall was demolished in May 2016 – E. Bronson Ingram Hall built at this address

Not currently used for housing
Residence Hall/Address

Portions of Kensington Place and 24th Ave. were closed in summer 2019; New street addresses for some buildings are noted in parentheses.

<table>
<thead>
<tr>
<th>Residence Hall/Address</th>
<th>Year</th>
<th># of Fires</th>
<th>Cause of Fire</th>
<th># of Injuries Requiring Medical Facility Treatment</th>
<th># of Deaths</th>
<th>Damages</th>
<th>Notes</th>
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## Residence Hall/Address
Portions of Kensington Place and 24th Ave. were closed in summer 2019; New street addresses for some buildings are noted in parentheses.

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<th># of Deaths</th>
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<td>Portions of Kensington Place and 24th Ave. were closed in summer 2019; New street addresses for some buildings are noted in parentheses.</td>
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</table>
## FIRE SAFETY

### RESIDENCE HALL/ADDRESS

Portions of Kensington Place and 24th Ave. were closed in summer 2019; New street addresses for some buildings are noted in parentheses.

<table>
<thead>
<tr>
<th>Year</th>
<th># of Fires</th>
<th>Cause of Fire</th>
<th># of Injuries Requiring Medical Facility Treatment</th>
<th># of Deaths</th>
<th>Damages</th>
<th>Notes</th>
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<tbody>
<tr>
<td>2016</td>
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</tbody>
</table>

- **McTyeire Hall**
  - 414 24th Ave. S.
  - 2016 0
  - 2017 0
  - 2018 0

- **Memorial House**
  - 1910 Horton Ave.
  - 2016 0
  - 2017 0
  - 2018 1 Small electrical fire in HVAC unit 0 0 $250

- **Morgan House**
  - 1408 25th Ave. S.
  - 2016 0
  - 2017 0
  - 2018 0

- **Murray House**
  - 1501 18th Ave. S.
  - 2016 0
  - 2017 0
  - 2018 0

- **North Hall**
  - 1300 21st Ave. S.
  - 2016 0
  - 2017 0
  - 2018 0

- **NPHC Fraternities**
  - 308 West Side Row
    - (200E 25th Ave. S.)
    - 2016 0
    - 2017 0
    - 2018 0

- **NPHC Sororities**
  - 200 25th Ave. S.
    - (200A 25th Ave. S.)
    - 2016 0
    - 2017 0
    - 2018 0

- **Phi Kappa Psi**
  - 103 24th Ave. S.
  - 2016 0
  - 2017 0
  - 2018 0

- **Pi Beta Phi**
  - 2408 Kensington Pl.
    - (110D 25th Ave. S.)
    - 2016 0
    - 2017 0
    - 2018 0

- **Rice Hall**
  - 2101 West End Ave.
  - 2016 0
  - 2017 0
  - 2018 0

- **Scales House**
  - 311 24th Ave. S.
  - 2016 0
  - 2017 0
  - 2018 0

- **Sigma Alpha Epsilon**
  - 2500 Kensington Place
  - 2016 0
  - 2017 0
  - 2018 0

Building housed Phi Delta Theta until Fall 2017
<table>
<thead>
<tr>
<th>RESIDENCE HALL/ADDRESS</th>
<th>Year</th>
<th># of Fires</th>
<th>Cause of Fire</th>
<th># of Injuries Requiring Medical Facility Treatment</th>
<th># of Deaths</th>
<th>Damages</th>
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</table>

Portions of Kensington Place and 24th Ave. were closed in summer 2019; New street addresses for some buildings are noted in parentheses.

Vanderbilt Hall 2211 West End Ave. Building was demolished in May 2016 – E. Bronson Ingram Hall built at this address.
### Fire Safety Systems Table

<table>
<thead>
<tr>
<th>RESIDENCE HALL/ADDRESS</th>
<th>Automatic Fire Alarm System Monitored on Campus</th>
<th>Automatic Fire Sprinkler System</th>
<th>Portable Fire Extinguishers</th>
<th>Smoke Detection</th>
<th>Hood Suppression System (Commercial Kitchen Only)</th>
<th>Notes</th>
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<td>Alpha Chi Omega, 2414 Vanderbilt Place</td>
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<td>Alpha Delta Pi, 2410 Vanderbilt Place</td>
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<td>Alpha Epsilon Pi, 209 24th Ave. S.</td>
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<td>Blakemore House, 2818 Vanderbilt Place</td>
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<td>Carmichael Tower 1, 2321 West End Ave.</td>
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<td>Chaffin Place F, 1406F 25th Ave. S.</td>
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<td>Crawford House, 1910 South Dr.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Delbruck Hall, 105 21st Ave. S.</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Delta Delta Delta, 120 24th Ave. S. (2308E Vanderbilt Pl.)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Delta Kappa Epsilon, 101 24th Ave. S. (2402 Vanderbilt Pl.)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>E. Bronson Ingram, 2211 West End Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2 common &amp; 2 in faculty apartments</td>
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<td>East House, 1920 South Dr.</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Elliston Hall, 105 21st Ave. S.</td>
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<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Gillette House, 1900 Horton Ave.</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Hank Ingram House, 1401 18th Ave. S.</td>
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<td>Yes</td>
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<td>Kappa Alpha Theta, 204 24th Ave. S. (2308C Vanderbilt Pl.)</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Kappa Alpha, 201 24th Ave. S. (2400D Vanderbilt Pl.)</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Kappa Kappa Gamma, 2416 Kensington Pl. (110B 25th Ave. S.)</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Kappa Sigma, 213 24th Ave. S. (2400A Vanderbilt Pl.)</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Lewis House, 1410 25th Ave. S.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
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<td>Lupton House, 2401 Vanderbilt Place</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Mayfield Place A, 1412A 25th Ave. S.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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## Fire Safety Systems Table

<table>
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<tr>
<th>Residence Hall/Address</th>
<th>Automatic Fire Alarm System Monitored on Campus</th>
<th>Automatic Fire Sprinkler System</th>
<th>Portable Fire Extinguishers</th>
<th>Smoke Detection</th>
<th>Hood Suppression System (Commercial Kitchen Only)</th>
<th>Notes</th>
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<tr>
<td>Mayfield Place B, 1412B 25th Ave. S.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Mayfield Place C, 1412C 25th Ave. S.</td>
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<td>Mayfield Place D, 1412D 25th Ave. S.</td>
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<td>Yes</td>
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<td>Mayfield Place E, 1412E 25th Ave. S.</td>
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<tr>
<td>McGill Hall, 310 West Side Row (2304F Vanderbilt Pl.)</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Yes - 1</td>
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<td>McTyeire Hall, 414 24th Ave. S.</td>
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<td>Memorial House, 1910 Horton Ave.</td>
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<td>Morgan House, 1408 25th Ave. S.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Murray House, 1501 18th Ave. S.</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>North Hall, 1300 21st Ave. S.</td>
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<td>Yes</td>
<td>Yes</td>
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<td>NPHC Fraternities, 308 West Side Row (200E 25th Ave. S.)</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>NPHC Sororities, 200 25th Ave. S. (200A 25th Ave. S.)</td>
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<td>Yes</td>
<td>Yes</td>
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<td>Phi Kappa Psi, 103 24th Ave. S.</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>Pi Beta Phi, 2408 Kensington Pl. (110D 25th Ave. S.)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Rice Hall, 2101 West End Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<tr>
<td>Scales House, 311 24th Ave. S.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>One located in the area coordinator suite</td>
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<tr>
<td>Sigma Alpha Epsilon, 2500 Kensington Place</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>Sigma Chi, 2420 Vanderbilt Place</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>Sigma Nu, 2412 Kensington Pl. (110C 25th Ave. S.)</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>Smith Hall, 2101 West End Ave.</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Stambaugh House, 1405 18th Ave. S.</td>
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<td>Stapleton House, 315 24th Ave. S.</td>
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<td>Sutherland House, 1900 South Dr.</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<td>Tolman Hall, 320 West Side Row (2304C Vanderbilt Pl.)</td>
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<td>Yes</td>
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<td>Vaughn House, 313 24th Ave. S.</td>
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<td>West House, 1400 21st Ave. S.</td>
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<td>Yes</td>
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<tr>
<td>Zeta Beta Tau, 2419 Kensington Pl. (200B 25th Ave. S.)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - 1</td>
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<tr>
<td>Zeta Tau Alpha, 118 24th Ave. S. (200D 25th Ave. S.)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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</table>
APPENDIX A. SEXUAL MISCONDUCT AND INTIMATE PARTNER VIOLENCE POLICY
INTRODUCTION
Vanderbilt University is committed to maintaining a safe and healthy environment for all members of the University community, guests, and visitors that is free of all forms of discrimination and harassment, including sexual misconduct. The University’s policies, programs, and activities are designed to foster courtesy and respect. In compliance with federal law, including the provisions of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, the ADA Amendments Act of 2008, Executive Order 11246, the Vietnam Era Veterans Readjustment Assistance Act of 1974 as amended by the Jobs for Veterans Act, and the Uniformed Services Employment and Reemployment Rights Act, as amended, and the Genetic Information Nondiscrimination Act of 2008, Vanderbilt University does not discriminate against individuals on the basis of their race, sex, sexual orientation, gender identity, religion, color, national or ethnic origin, age, disability, military service, covered veterans status, or genetic information in its administration of educational policies, programs, or activities; admissions policies; scholarship and loan programs; athletic or other University-administered programs; or employment. In addition, the University does not discriminate against individuals on the basis of their gender expression consistent with the University’s nondiscrimination policy.

The University prohibits and seeks to eliminate all forms of sexual misconduct, including sexual harassment and sexual assault, and intimate partner violence, which includes dating violence, domestic violence, and stalking. Such conduct is contrary to Vanderbilt’s values and is not tolerated. Under federal law, Vanderbilt has a duty to take steps to prevent and redress sexual misconduct and intimate partner violence. Vanderbilt will fulfill its obligations under Title IX of the Education Amendments of 1972 (“Title IX”), the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (“Clery Act”), and the Violence Against Women Reauthorization Act of 2013 (“VAWA”). Other forms of discrimination, harassment, and retaliation based on a protected status that fall outside the scope of this policy are addressed in another University policy.

Scope of Policy
The policy sets forth the specific types of conduct that are prohibited, as well as the resources and support services available to those in the Vanderbilt community who have been impacted by such conduct. Vanderbilt encourages everyone affected by sexual misconduct or intimate partner violence, and everyone who suspects or witnesses such conduct, to report it and to seek help and support from available resources. The University will take prompt and effective action to address allegations of sexual misconduct and intimate partner violence, and it will resolve complaints and reports in a timely and fair manner.

This policy outlines the procedures that apply to allegations of sexual misconduct, including sexual harassment and sexual assault, and intimate partner violence involving students, as defined in the Jurisdiction section of Chapter 3 of the Student Handbook. It is applicable to all members of the Vanderbilt community, including student organizations, with respect to conduct that occurs on campus and conduct that occurs off campus, including conduct in connection with University programs or activities or that otherwise interferes with or limits the ability of a member of the community to participate in or to receive benefits, services, or opportunities from the University’s programs or activities, regardless of whether the victim is an affiliate of the University. Reports of sexual misconduct or intimate partner violence will be addressed utilizing the procedures outlined in the version of this policy in effect as of the date of the notice of investigation; however, the “Offenses and Definitions” section of the policy in effect as of the date of the alleged incident will be used. Reports of conduct spanning more than one year will be addressed using the “Offenses and Definitions” section in the version of the policy in effect at the time of the most recent alleged incident.

Questions about the policy and its applicability to any alleged conduct may be directed to Vanderbilt’s Title IX Coordinator, who oversees compliance with applicable non-discrimination policies, including this policy:

Molly Zlock
Title IX Coordinator and Director, Title IX and Student Discrimination Office
(615) 343-9004
titleixandstudentdiscrimination@vanderbilt.edu
110 21st Avenue South, Suite 975
Nashville, TN 37203
For purposes of this policy, the following terms and definitions will be used throughout:

- **Sexual Misconduct** – all forms of sexual misconduct, sexual assault, sexual harassment, and intimate partner violence, including dating violence, domestic violence, and stalking, as outlined in the Offenses and Definitions section of this policy.
- **Report** – any complaint or information provided to the Title IX and Student Discrimination Office (Title IX Office) or to a mandatory reporter regarding an incident of sexual misconduct, whether provided by the complainant, a third party, or another.
- **Complainant** – the person who is reported to have been subjected to sexual misconduct; if the complainant is a student organization, a representative from the organization will be designated to participate in the process on behalf of the organization.
- **Respondent** – the person against whom allegations of sexual misconduct have been made; if the respondent is a student organization, a representative from the organization will be designated to participate in the process on behalf of the organization.

The Title IX Office receives, directly or indirectly, all reports of sexual misconduct involving students that are not made to a confidential resource (see below). With the exceptions set forth in this policy, reports of sexual misconduct received by the Title IX Office will be investigated by the Title IX Office. If a faculty or staff member or a postdoctoral fellow/trainee is a party to the investigation, the Title IX Office will notify the Equal Employment Opportunity Office and the offices will conduct a joint investigation.

**RESOURCES AND SUPPORT**

Any member of the Vanderbilt community who has experienced or been impacted by sexual misconduct, including prior to their affiliation with Vanderbilt, may seek immediate and/or ongoing assistance from one or more of the resources outlined below. Some of these resources are confidential; others are subject to mandatory reporting requirements. This policy indicates the level of confidentiality offered by the listed resources.

**Confidential Resources**

Some resources are confidential. Confidential resources include licensed professional counselors and mental health providers, such as those at the University Counseling Center and the Work/Life Connections – Employee Assistance Program; pastoral counselors acting in that capacity; and medical professionals acting in a patient-care role, such as those at the Student Health Center, the Vanderbilt University Medical Center Emergency Department, or other clinics or hospitals. **These confidential resources do not report any information about an incident to the Title IX Office without the permission of the person consulting them.** Off-campus counselors and health care providers will also generally maintain confidentiality and not share information with the University unless the person consulting them requests the disclosure and signs a consent or waiver form. However, under state or federal law, all resources may have other reporting obligations. For example, healthcare providers and certain other individuals are required to notify law enforcement when someone seeks treatment for injuries caused by a violent crime, including sexual assault. Similarly, all persons are required to notify law enforcement or the Department of Children’s Services (DCS) when they receive a report of sexual or any abuse of a minor (see Protection of Minors on Campus section below). Anyone who at first utilizes a confidential resource may later decide to make a report to a non-confidential resource, such as the Title IX Office or law enforcement.

**Limited Confidential Resource**

Individuals who work at the Project Safe Center, including front desk staff and graduate assistants, can generally talk to any person impacted by sexual misconduct without revealing any personally identifying information about an incident to others within the University. **A person can seek assistance and support from Project Safe Center staff without triggering a University investigation that could reveal that person’s identity or that the person has disclosed the incident.** However, a person who self-discloses to Project Safe Center staff that he/she/they (or other pronoun used by the student) engaged in a possible violation of this policy may not be covered by limited confidentiality.

Without disclosing personally identifying information about the victim, the Project Safe Center will notify the Title IX Office of the nature, date, time, and general location of an incident. This notification helps keep the Title IX Office informed of the general extent and nature of sexual violence on and off campus, and allows for tracking patterns, evaluating the scope of the problem, and formulating appropriate campus-wide responses. The Project Safe Center will also notify the Title IX Office of the name of the alleged perpetrator, if known, when the alleged perpetrator is affiliated with Vanderbilt University as a faculty member, staff member, postdoctoral fellow/trainee, teaching assistant, independent contractor, adviser, or in any other similar capacity, other than as a student.

Project Safe Center staff can assist in providing additional information, including potentially identifying information, to the Title IX Office, if the victim so wishes. Anyone who at first notifies Project Safe Center staff may later decide to make a report to the Title IX Office or law enforcement.

Project Safe Center staff can assist a victim with interim remedial and protective measures; however,
the provision of interim measures that involve a non-confidential University department or impact another person may require the disclosure of identifying information to the relevant department and person as well as the Title IX Office.

While Project Safe Center staff may maintain a victim’s confidentiality vis-à-vis the University, they may have reporting obligations under state and federal law, which include:

- Reporting incidents involving victims who are minors;
- Disclosing information regarding a threat of imminent harm to self or others;
- Testifying if subpoenaed in a criminal case; and
- Complying with other federal, state, and local laws.

In addition, if Project Safe Center staff determines that the respondent poses a serious and/or immediate threat to the University community (based on, for example, the nature and severity of the incident or whether there is a pattern of alleged misconduct), they will disclose all relevant information to the appropriate University authorities, including, but not limited to, the Title IX Office.

Project Safe Center staff will provide non-identifying information, similar to that provided to the Title IX Office, to the Vanderbilt University Police Department (VUPD) for crime statistics reporting under the Clery Act. The information reported may result in the issuance of a timely warning or security notice to the community, but the warning will not include any information that identifies the victim.

For more information about the services provided by the Project Safe Center and for contact information for Project Safe Center staff, please visit vanderbilt.edu/projectsafe/.

Responsible Employees Who Are Mandatory Reporters Under Title IX

A responsible employee is a Vanderbilt employee who has a duty to report all alleged violations of this policy to the Title IX Office because the employee has the authority to address sexual misconduct or because a member of the University community could reasonably believe that the employee has such authority. Responsible employees are mandatory reporters; they are not confidential resources. Generally, with the exception of the confidential resources discussed above, a University employee to whom a community member reports an incident of sexual misconduct is a mandatory reporter. This includes faculty members, teaching assistants, and most staff. A non-exhaustive list of mandatory reporters is contained in the Appendix at the end of this policy.

Mandatory reporters are required to report possible violations of this policy to the Title IX Coordinator or the Title IX Office staff, including disclosures that occur in an academic setting or that are related to a pre-matriculation incident. Mandatory reporters must report names, if known, and all relevant details about the alleged sexual misconduct, so that the University can take steps to address the matter promptly, including identifying support resources, and resolve it fairly. Conversations with mandatory reporters are otherwise kept private to the extent possible.

If a mandatory reporter believes a person may intend to share any information regarding an instance of sexual misconduct, the mandatory reporter should seek to confirm that the reporting party understands the employee’s reporting obligations. If the reporting party would prefer to speak with a confidential resource, the mandatory reporter should direct the reporting party to a confidential resource. A list of confidential resources is available in this policy, on the Title IX Office’s website, and on the Project Safe Center’s website.

Contact Information for Resources

Any member of the Vanderbilt University community who has experienced sexual misconduct may seek immediate and/or ongoing assistance from one or more of the following resources. The resources listed will provide assistance whether or not the victim chooses to make a report to the Title IX Office or law enforcement, or to participate in an investigation.

VICTIM ADVOCACY SERVICES

Confidential (Limited)
- Vanderbilt Project Safe Center Support Line (24/7/365)
  (615) 322-SAFE (7233)

LAW ENFORCEMENT

Not Confidential, VUPD is a Mandatory Reporter
- Vanderbilt University Police Department
  (615) 322-2745
  Emergency: 911 or (615) 421-1911
- Metro Nashville Police Department
  (615) 862-8600
  Emergency: 911

MEDICAL SERVICE PROVIDERS

Confidential*
- Vanderbilt University Medical Center
  Emergency Services
  (615) 322-0160
- For Students: Student Health Center
  (615) 322-2427
- For Faculty and Staff: Occupational Health Clinic
  (615) 936-0955

COUNSELING SERVICES

Confidential
- For Students:
  - Vanderbilt University Counseling Center
    (615) 322-2571
• Vanderbilt Office of the University Chaplain and Religious Life  
  (615) 322-2457  
• For Faculty and Staff:  
  • Work/Life Connections—Employee Assistance Program  
    (615) 936-1327  
  • Faculty and Physician Wellness Program  
    (615) 936-1327  
  • Nurse Wellness Program  
    (615) 936-1327

**ADDITIONAL SUPPORT FOR VANDERBILT STUDENTS**  
**Mandatory Reporters**

• Office of the Dean of Students  
  (615) 322-6400  
• Office of Housing and Residential Experience  
  (615) 322-2591  
• Office of Student Care Coordination  
  (615) 343-9355  
• Center for Student Wellbeing  
  (615) 322-0480  
• Margaret Cuninggim Women’s Center  
  (615) 322-4843  
• Office of LGBTQI Life  
  (615) 322-3330  
• Bishop Joseph Johnson Black Cultural Center  
  (615) 322-2524

**RESOURCES IN THE COMMUNITY**  
**No Mandatory Report to Vanderbilt**

• Nashville Sexual Assault Center Hotline  
  (800) 879-1999  
• YWCA Crisis and Information Line  
  (800) 334-4628  
• RAINN/National Sexual Assault Hotline  
  (800) 656-4673  
• 1 in 6: 24-hour Helpline Chat  
  1in6.org/helpline/  
  (for male survivors over 18 years of age)  
• National Suicide Prevention Lifeline  
  (800) 273-8255

• Trans Lifeline  
  (877) 565-8860  
• Saint Thomas Midtown Hospital  
  Emergency Department  
  (615) 284-5555  
• Nashville General Hospital at Meharry  
  Emergency Department  
  (615) 341-4000  
• TriStar Centennial Medical Center  
  Emergency Department  
  (615) 342-1000

**Additional Information**

VUPD and MNPD are available for emergency response, facilitating medical transport, investigating incidents of a criminal nature, referrals to community support resources, and advice concerning and/or assistance with preserving evidence. VUPD also provides support for crime victims and is available to accompany them to court.

The medical service providers listed above are available to treat injuries and possible sexually transmitted infections and diseases, as well as for other health services and consultations. If the victim requests a forensic examination, one can be performed at the Student Health Center (Monday through Friday, 8:00 a.m. to 4:30 p.m.) or the Vanderbilt University Medical Center Emergency Department (ED) (24/7/365) by a Sexual Assault Nurse Examiner (SANE) on site. Please note that
Immediate Priority—Preserving Evidence: To help preserve evidence, victims of sexual assault are advised not to change clothes or bedding, take a shower, douche, or clean up until evidence has been collected by the police or SANE. Evidence may still be available even if the victim has changed clothes or cleaned up/showered. Therefore, victims should leave any clothes or bedding that may contain evidence unfolded and undisturbed, if possible. If clothing or bedding must be moved, each item should be kept separate to prevent transfer of body fluids or other trace evidence. Victims and witnesses should also not delete or destroy any potentially relevant video, audio, photographs, text messages, messages through other social media applications or outlets (e.g., Snapchat, Facebook, Twitter, Instagram, Tinder, Grindr, etc.), emails, voicemails, written notes, or any other media, including hard-copy documents.

Interim Measures
Vanderbilt will implement reasonable interim remedial and protective measures on its own initiative or in response to a request from a complainant or respondent. Interim measures are not punitive and are intended to provide support and relief to the parties involved in or affected by sexual misconduct. Implementation of interim measures, however, may impact one or more involved individuals. Such measures will remain in effect as long as necessary, depending on the relevant facts and circumstances.

Parties may request interim measures from the Title IX Office (students), the Equal Employment Opportunity Office (faculty/staff/postdoctoral fellows/trainees), the Project Safe Center, or the Office of Student Accountability, Community Standards, and Academic Integrity (Student Accountability). Parties may request interim measures even in cases where an investigation is not conducted or a party has declined to participate in the University proceeding or the criminal process. In all instances, the University will determine the reasonableness of the request and the Title IX Coordinator or Director of Equal Employment Opportunity will oversee the interim measure(s) provided.

Interim measures for students may include, but are not limited to:
- access to on-campus counseling services and assistance in setting up an initial appointment;
- no contact orders issued by Student Accountability (see No Contact Orders section below);
- rescheduling of academic exams and assignments;
- providing alternative course completion options;
- changing class schedules, including the ability to transfer course sections or withdraw from a course;
- changing work schedules, job assignments, or job locations for University employment;
- changing on campus residence hall assignments;
- providing an escort for transit between University classes and activities;
- providing academic support services, such as tutoring;
- restrictions, which may include limiting or barring access to certain facilities or activities;
- interim residential suspension of the respondent (removal from University housing);
- interim suspension of the respondent;
- student-requested leaves of absence.

Interim measures for faculty, staff, and postdoctoral fellows/trainees may include, but are not limited to:
- access to on-campus counseling services and assistance in setting up an initial appointment;
- changing work schedules, job assignments, or job locations;
- limiting or barring access to certain Vanderbilt-owned facilities or activities;
- providing an escort for transit around campus;
- administrative leave;
- Vanderbilt-imposed leave or physical separation from individuals or locations.
OFFENSES AND DEFINITIONS

Offenses

The following conduct is prohibited:

- Sexual Assault – Intercourse
- Sexual Assault – Contact
- Sexual Harassment
- Sexual Exploitation
- Attempts to commit sexual misconduct
- Facilitating, aiding, encouraging, concealing, and/or otherwise assisting a violation of the policy
- Stalking
- Dating Violence
- Domestic Violence
- Retaliation

Definitions of Specific Offenses

- **Sexual Assault – Intercourse** is any vaginal and/or anal penetration – however slight – by any body part (e.g., penis, tongue, or finger) or object, and/or oral copulation (mouth to genital contact), by any person upon another without effective consent. Sexual Assault – Intercourse also includes an individual causing someone else to penetrate him/her/them vaginally, anally, or orally without effective consent.
- **Sexual Assault – Contact** is any contact of a sexual nature – however slight – with the breasts, buttocks, groin, genitals, mouth, or other body part of another, by any person upon another without effective consent. This offense also includes contact of a sexual nature involving an individual causing someone else to touch him/her/them with, or on, any of these body parts without effective consent.
- **Sexual Harassment** is any unwelcome sexual advance, request for sexual favors, or other unwanted conduct of a sexual nature, whether verbal, non-verbal, graphic, physical, or otherwise, when:
  - Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of a person’s employment, academic standing, or participation in any University programs and/or activities or is used as the basis for University decisions affecting the individual (often referred to as quid pro quo harassment); and/or
  - Such conduct creates a hostile environment. A hostile environment exists when the conduct is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, limits, or deprives an individual from participating in or benefiting from the University’s education or employment programs and/or activities. The severity, persistence, and pervasiveness of conduct are assessed from both a subjective and objective perspective. A hostile environment can be created by persistent or pervasive conduct or by a single isolated incident, if sufficiently severe. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the conduct is physical. A single incident of sexual assault, for example, may be sufficiently severe to constitute a hostile environment. In contrast, a single offensive verbal or written expression, standing alone, is often insufficient to constitute a hostile environment. In evaluating whether a hostile environment exists, the totality of the circumstances, including, but not limited to, the following will be considered:
    - The frequency, nature, and severity of the conduct;
    - Whether the conduct was physically threatening;
    - The effect of the conduct on the complainant’s mental or emotional state;
    - Whether the conduct was directed at more than one person;
    - Whether the conduct arose in the context of other discriminatory conduct;
- Whether the conduct unreasonably interfered with the complainant’s educational or work performance and/or participation in University programs or activities; and
- Whether the conduct implicates concerns related to academic freedom or protected speech.

- **Sexual Exploitation** is non-consensual abuse or exploitation of another person’s sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage, or any other improper purpose. Forms of sexual exploitation include, but are not limited to, the following:
  - Invasion of privacy of a sexual nature;
  - Non-consensual digital, video, or audio recording of nudity or sexual activity, or distribution of such, without the consent of all parties involved;
  - Voyeurism;
  - Procuring, offering, or promoting prostitution;
  - Knowingly exposing someone to or transmitting a sexually transmitted infection, sexually transmitted disease, or HIV (human immunodeficiency virus);
  - Intentionally or recklessly exposing one’s genitals in non-consensual circumstances or soliciting another to expose their genitals in non-consensual circumstances; and
  - Intentionally disclosing or threatening to disclose the sexual orientation, gender identity, and/or gender expression of another if the person has kept, or sought to keep, their status private from the person(s) to whom it is disclosed.
- **Attempting** to commit sexual misconduct.
- **Facilitating, aiding, encouraging, concealing, and/or otherwise assisting** a violation of this policy.
- **Stalking** is a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the
safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates with or about a person, or interferes with a person’s property.

• **Dating Violence** is sexual, psychological, or physical abuse or the threat of such abuse committed by

  - a person who is the current or former spouse or domestic partner of the person against whom the domestic violence is perpetrated;
  - a person who shares a child in common with the person against whom the domestic violence is perpetrated;
  - a person who is cohabitating or has cohabitated as a spouse in the context of a social relationship of a romantic or intimate nature with the person against whom the domestic violence is perpetrated;
  - a person who is a party to another type of intimate relationship, including as a parent, guardian, or other status defined by Tennessee law, except platonic roommates, or by University policy, with the person against whom the domestic violence is perpetrated.

Whether the alleged conduct constitutes abuse or the threat of abuse will depend on a number of factors, including, but not limited to, the nature, severity, and frequency of the conduct. Whether a party was acting in self-defense may also be considered. Dating violence does not include acts covered under the definition of domestic violence.

• **Domestic Violence** is sexual, psychological, or physical abuse or the threat of such abuse committed by

  - a person who is the current or former spouse or domestic partner of the person against whom the domestic violence is perpetrated;
  - a person who shares a child in common with the person against whom the domestic violence is perpetrated;
  - a person who is cohabitating or has cohabitated as a spouse in the context of a social relationship of a romantic or intimate nature with the person against whom the domestic violence is perpetrated;
  - a person who is a party to another type of intimate relationship, including as a parent, guardian, or other status defined by Tennessee law, except platonic roommates, or by University policy, with the person against whom the domestic violence is perpetrated.

Whether the alleged conduct constitutes abuse or the threat of abuse will depend on a number of factors, including, but not limited to, the nature, severity, and frequency of the conduct. Whether a party was acting in self-defense may also be considered.

• **Retaliation** is any adverse action threatened or taken, whether directly or through a third party, against another person because they have complained about, reported, or participated in the investigation or disposition of alleged sexual misconduct. Retaliation in an effort to discourage a person from reporting sexual misconduct or participating in a sexual misconduct investigation, or to punish a person for doing so, is also prohibited. Individuals involved in investigations or disciplinary proceedings are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, complainants and respondents are not restricted from discussing and sharing information with others, including those who may support or assist them during the process. The University will take appropriate action to address any reports of retaliation.

These definitions may not be the same as those for criminal offenses under Tennessee state law.

**Clarifications**

**Effective Consent** is consent that is informed and freely and actively given. Effective consent requires mutually understandable words or actions indicating a willingness to engage in mutually agreed-upon sexual activity.

- The person who wishes to engage in sexual activity with another bears the burden of specifically obtaining effective consent. If effective consent is in question or ambiguous, then the person who wishes to engage in sexual activity must clarify or explicitly ask for permission.
- There is no requirement for a person to resist, physically or otherwise, in order to demonstrate a lack of effective consent. Effective consent means communicating “yes” by word or action; the absence of saying or indicating “no” does not equate to effective consent.
- Effective consent must be maintained by both parties throughout the sexual interaction.
- Effective consent to sexual activity may be withdrawn at any time, at which point sexual activity must cease immediately.
- Effective consent for one form of sexual activity does not constitute effective consent for another form of sexual activity.
• When “no” to a form of sexual activity is communicated by word or action, that sexual activity must cease immediately. Repeated requests to engage in a form of sexual activity may amount to coercion, as explained below.
• Previous sexual relationships of the complainant and the respondent with others are generally irrelevant to the existence of effective consent. A previous, current, and/or subsequent sexual relationship between the complainant and the respondent may or may not be relevant to demonstrating or establishing, depending on the facts and circumstances, whether effective consent was sought or obtained. Relevancy of a previous, current, and/or subsequent sexual relationship between the complainant and respondent or others will be evaluated on a case-by-case basis.
• Effective consent expires. Effective consent lasts for a reasonable time, depending on the circumstances. Thus, effective consent on one occasion, whether on the same day or another day, may not carry over to another sexual interaction.
• Effective consent is never implied by a person's attire, the person's extension or acceptance of an invitation to dinner, a date (social function), or a person's residence, or the person's consensual participation in kissing or other sexual activity.
• Because effective consent must be informed, an individual must not engage in sexual activity with another person if the individual knows or reasonably should know the person is incapacitated.
• Effective consent is deemed withdrawn at any point during sexual activity when an individual knows or reasonably should know that the other person has become or is incapacitated.
• Agreement or acquiescence obtained through the use of fraud, force (actual or implied), or other forms of coercion, as defined below, is not effective consent.
• Effective consent requires mutual understanding and agreement regarding the use and/or method of prophylaxis and contraception.

A person's age may be a factor in determining the ability to give effective consent. For example, under Tennessee law, a person who is under the age of 18 cannot effectively consent to sexual intercourse with a person four or more years older than the underage person.

The existence of a cognitive disability or other condition that significantly limits a person's ability to understand the nature of an action for which effective consent is requested may be a factor in determining the ability to give effective consent.

The existence of a physical disability or other circumstances may prevent a person from giving effective consent.

The intoxication of a respondent does not excuse the failure to obtain effective consent.

NOTE: Explicit and contemporaneous consent by all parties is required in advance for any behaviors that fall under bondage and discipline, dominance and submission, and sadism and masochism (BDSM). Compliance with established boundaries, safe words, or other mechanisms to revoke consent in encounters involving BDSM is also required.

**Force** includes physical power (such as pushing, hitting, pinning down), threats (direct or indirect expressions of intent to inflict harm to self or others), intimidation (implied or indirect threats), and/or other forms of coercion in an effort to compel participation in sexual activity.

**To coerce** is to exert power or control over another person by use of force, pressure, manipulation, threats, or intimidation in an effort to compel participation in sexual activity. Determinations regarding whether actions or statements amount to coercion will be made on a case-by-case basis. For example, repeated advances or requests to engage in sexual activity may or may not amount to coercion depending on all of the relevant facts and circumstances.

**Alcohol and drugs**
The impact of alcohol and other drugs varies from person to person. A person wishing to engage in sexual activity with another whom the person knows or reasonably should know has consumed alcohol or other drugs must specifically determine the capacity of the other person to provide “effective consent,” as explained above. Depending on the level of a person's intoxication, the person may or may not be able to give effective consent. The Title IX Office will determine whether a person's level of intoxication affects the person's ability to give effective consent on a case-by-case basis.

**Intoxication** refers to a state of stupefaction, exhilaration or euphoria resulting from the ingestion of alcohol or other chemical substances.

**Incapacitation** means the inability to make or carry out a rational, reasonable decision. One who is incapacitated cannot give effective consent. Incapacitation can result from intoxication from the voluntary or involuntary use of alcohol, marijuana, or other drugs, including, but not limited to, sedatives or “date-rape” drugs (e.g., GHB, Rohypnol, Burundanga, Ketamine, etc.). Evidence of incapacitation may include, but is not limited to, one or more of the following:
• slurred speech
• bloodshot eyes
• dilated pupils
• the smell of alcohol on the breath
• shaky equilibrium
• unsteady gait
• vomiting
• outrageous or unusual behavior
• unconsciousness
• elevated blood alcohol level
• blacking out
• sleeping

**Blacking out** is an amnesia-like state that may be brought on by drugs, heavy drinking, or intoxication;
blacking out is not necessarily incompatible with the ability to engage in simple or even complex behavior. Afterwards the person has no recollection of all or part of the events that occurred during the blackout. There is a distinction between passing out (falling asleep or becoming unconscious) due to drug or alcohol use and blacking out in that a person in a blackout remains conscious and operative.

Blacking out, incapacitation, and intoxication do not provide a valid explanation or excuse for engaging in any form of sexual misconduct against another person or persons.

Depending on the facts and circumstances, intent may or may not be required to violate this policy. For example, engaging in intercourse without obtaining effective consent constitutes a violation of the policy regardless of intent. On the other hand, intent may be an appropriate consideration in some instances (such as when one person brushes up against another person in a crowded room).

Reporting an Incident

Vanderbilt takes reports of sexual misconduct seriously. The University recommends that reports of sexual misconduct be made to the Title IX Office. If a person chooses to make an initial report to any other mandatory reporter, the mandatory reporter will refer the matter to the Title IX Office. The Title IX Office has responsibility for responding to reports of sexual misconduct. How the University responds depends upon a variety of factors, including the wishes of the complainant, the facts and circumstances of the specific incident, to whom it was reported, and the University’s obligations under applicable federal and state laws. Retaliation is prohibited against any person who makes a report of sexual misconduct, participates in an investigation, encourages reporting an incident, or opposes sexual misconduct.

The University encourages community members to report violations of this policy as soon as possible after an incident, but violations can be reported at any time. If the respondent is not a student, but is affiliated with Vanderbilt University as a faculty member, staff member, postdoctoral fellow/trainee, teaching assistant, independent contractor, adviser, or in any other similar capacity, the Title IX Office will notify the Equal Employment Opportunity Office. If the Title IX Office determines that a report should be addressed by another department, the Title IX Office will direct the reporting party and/or the complainant to the appropriate department and refer the matter to that department. In addition, the Title IX Office will assist a student in reporting an incident of sexual misconduct involving a respondent from another institution and will cooperate with the other institution’s investigation, if any.

To report an incident to the Title IX Office, please contact Molly Zlock, the University’s Title IX Coordinator at (615) 343-9004, complete the online reporting form, visit the office, or write.

Email Address:
titlexandstudentdiscrimination@vanderbilt.edu

Campus Address:
Baker Building, Suite 975

Located at:
110 21st Avenue South
Nashville, TN 37203

Mailing Address:
PMB 407730
2301 Vanderbilt Place
Nashville, TN 37240-7730

Everyone is encouraged to report sexual misconduct even if some or all information is unavailable or cannot be provided. When making a report to the Title IX Office, it would be helpful to provide as much of the following information as possible:

- what happened, where, and when; names of all parties involved, including witnesses who were present and/or have relevant knowledge (identify them, state what they know, and inform the Title IX Office how they can be contacted); supporting documentation (such as videos, emails, photos, text messages, or messages through social media); any other evidence; and contact information. A person may report sexual misconduct even if the person does not have the above-listed information, and persons should not attempt to obtain additional information through investigation, which is the purview of the Title IX Office.

As previously explained, there are various reporting and confidential disclosure options available to members of the University community to enable community members to make informed choices about where to turn should they experience or witness sexual misconduct.

Anonymous Reporting

The University provides several resources for anonymous reporting for victims who do not wish to be identified. Anonymous reports may be made to the Project Safe Center at (615) 322-7233. Students may also report anonymously to the Community Standards hotline at (615) 343-7867 or via an online reporting form, available at cm.maxient.com/reportingform.php?VanderbiltUniv&layout_id=3. In addition, Vanderbilt has established a hotline for anonymous reporting through the Vanderbilt University Compliance Reporting Hotline, an independently-operated compliance hotline that may be used to report incidents of apparent wrongdoing on campus. The Compliance Reporting Hotline is available 24 hours a day, 7 days a week, 365 days a year, at (844) 814-5935 or at vanderbiltcompliancehotline.ethicspoint.com.

NOTE: These resources, aside from the Project Safe Center, should not be used for immediate assistance.
Third-Party Reporting

Vanderbilt encourages third parties to report incidents of sexual misconduct to the Title IX Office, VUPD, or the Metro Nashville Police Department (MNPD). Third parties may also report incidents to any mandatory reporter or through the anonymous reporting resources identified above. The University may not be able to move forward based on a third-party report if the victim does not wish to cooperate and/or proceed with an investigation. After providing a report, third parties are not entitled to information about the University’s investigation and response due to privacy concerns and applicable federal and state laws.

Public Awareness Events

Public awareness events, such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak-outs;” and other forums in which students disclose incidents of sexual violence, including meetings or other events organized by Rooted in Resilience, a support group led by the Project Safe Center staff, are not considered notice to the University of sexual misconduct for purposes of initiating its obligation to address any particular incident. To ensure that an event meets this definition, the organizing party must obtain clearance through the Office of the Dean of Students. Such events may, however, inform the need for campus-wide education and prevention efforts, and the University may provide information about students’ Title IX rights at these events.

Protection of Minors on Campus

Vanderbilt University is dedicated to the welfare and safety of minors who are enrolled as Vanderbilt University students, who visit Vanderbilt’s campus, and who participate in Vanderbilt’s programs and activities. Minors (excluding those enrolled as Vanderbilt University students) participating in Vanderbilt programs and activities are expected to be supervised while on campus, and every adult member of the Vanderbilt community is required to follow the Protection of Minors (POM) Policy, including the Code of Conduct When Interacting with Minors.

Everyone (not limited to individuals who interact with minors) is required by Tennessee law to report to DCS or law enforcement, any type of known or suspected abuse, neglect, or inadequate care of a minor, including suspected child sexual abuse. Community members making a report in good faith are protected from criminal and civil liability for making a report. Vanderbilt also requires members of the University community to make an internal report to the Office of Risk and Insurance Management. For questions about the Protection of Minors policy, email protectionofminors@vanderbilt.edu.

INVESTIGATIONS

Informational Meetings

Upon receiving a report of sexual misconduct, the Title IX Office will reach out to the complainant and provide written notice of the complainant’s rights and options, the confidential and other resources available to them, reporting options, and the procedures that the Title IX Office will follow. The Title IX Office will offer to schedule an informational meeting in which the Title IX Coordinator or designee will explain the role of the Title IX Office, the options for reporting an incident, requests for confidentiality, and available resources for assistance, including interim measures that may be appropriate. Both the complainant and, in the event of an investigation, the respondent will have the opportunity to have informational meetings with the Title IX Office and be accompanied by an adviser of their choosing to meetings related to the report of a violation of the policy, including with the Title IX Office.

Requests Not to Pursue an Investigation or for Confidentiality for Purposes of an Investigation

A complainant may request that the Title IX Office not pursue an investigation. The Title IX Coordinator will give substantial weight to a complainant’s request not to pursue an investigation, except when there is a risk to the safety of the University community or the University’s commitment to provide a non-discriminatory environment. To evaluate such a request, the Title IX Coordinator will consider several factors, including, but not limited to, the nature and severity of the incident; the passage of time and availability of evidence; whether the respondent has previously been the subject of allegations of misconduct or a demonstrated pattern of behavior that may violate the policy; the respondent has threatened further misconduct or other behavior that may violate the policy; the respondent used a weapon; and/or the community is at an increased risk of future sexual misconduct.

If at any time a complainant requests that the Title IX Office not pursue an investigation, and the Title IX Office determines that it will not investigate at that time, the complainant is not precluded from later requesting that the Title IX Office open or re-open an investigation. If the Title IX Office determines that it will investigate, the complainant is not precluded from later cooperating with the investigation. If a complainant is undecided as to whether he/she/they would like to pursue and/or participate in an investigation, the Title IX Coordinator will consider the factors above in determining whether to conduct an investigation.

A complainant may make a request for confidentiality, including that his/her/their name or other identifying details not be revealed to the respondent. The complainant should be aware that his/her/their request for confidentiality may
hinder the Title IX Office’s ability to investigate and/or take remedial actions. This is particularly true for remedial actions involving the respondent.

Even if the Title IX Coordinator determines not to investigate, based in whole or in part on the complainant’s request not to pursue or for confidentiality, the University will take actions, as appropriate, to mitigate the effects of the alleged sexual misconduct and prevent its recurrence. Such actions may include, depending on all of the relevant facts and circumstances, increased monitoring, supervision, or security at locations or activities where the alleged misconduct occurred; providing training and education for students and employees; and revising and publicizing the University’s policies on sexual misconduct.

**Determining if an Investigation Will Proceed**

During or after an informational meeting, a complainant may meet with Title IX Office investigators to provide an account of the incident(s). Once the complainant provides an account of the incident(s), the investigators will consult with the Title IX Coordinator in determining whether an investigation will proceed. The Title IX Coordinator will review the information and make a determination regarding whether the complainant’s report states facts that, if true, could constitute a violation of the policy.

If the Title IX Coordinator determines that an investigation will proceed, both the complainant and respondent will be notified. The Title IX Office will ask complainants who decline to participate in an investigation whether they wish to receive the preliminary report and/or final report. If the complainant and/or respondent chooses not to cooperate with an investigation, the Title IX Office may move forward based on the available information and evidence.
The Title IX Coordinator has the discretion to administratively close an investigation prior to a determination. In making the determination to administratively close an investigation, the Title IX Coordinator will consider relevant factors, including, but not limited to, whether the allegations lack sufficient detail, whether after initial review the allegations as stated would not constitute a violation of the policy, whether the complainant has requested that no investigation be pursued or has declined to participate in an investigation, as well as the safety of the University community and the University’s commitment to provide a non-discriminatory environment. The Title IX Coordinator may also determine to re-open an investigation based on a consideration of relevant factors, including, but not limited to, the time period that has elapsed since the investigation was closed, the complainant’s stated reasons for requesting that the investigation be reopened, and fairness to both parties.

In no circumstances will mediation be used to resolve cases of sexual assault.

**Notice of Investigation**

Upon a determination by the Title IX Coordinator that an investigation involving a student respondent will be conducted, the Title IX Office will normally provide an oral and/or written summary of the allegations to the Director of Student Accountability or designee (collectively, Student Accountability). Student Accountability may request any additional information or documents that have been obtained by the Title IX Office. Student Accountability will present a written notice of investigation to the respondent that outlines the potential violations of the policy and the range of possible sanctions. Student Accountability will also provide written notice of the respondent’s rights and options, the confidential and resources available to them, and the procedures that the Title IX Office will follow. A notice of investigation may be modified at any point based on information provided to or developed by the Title IX Office during its investigation. The notice of investigation will be sent to the Title IX Office. The Title IX Office may contact the respondent for the purposes of obtaining or sharing information prior to the presentation of the notice of investigation. For faculty, staff, and postdoctoral fellow/trainee respondents, the notice of investigation will be issued by the Equal Employment Opportunity Office.

**The Investigative Process**

The Title IX Office will attempt to contact the complainant and the respondent separately to schedule informational meetings in which the Title IX Coordinator or designee will explain the role of the Title IX Office in the investigation and disposition of reports, and the resources available for assistance, including interim measures that may be appropriate. Both the complainant and the respondent may be accompanied by an adviser of their choosing to meetings related to the report of a violation of the policy, including with the Title IX Office. The parties may provide a written statement regarding the events forming the basis for the allegations of misconduct at any time during the process, including before or at the time of the informational meeting.

During the investigation, the complainant and respondent will be interviewed by the assigned investigators. The complainant and respondent will have the opportunity to provide information regarding the allegations, ask questions, and offer names of witnesses or other people with relevant information. The Title IX Office will also interview any other individuals who, in the investigators’ judgment, may have pertinent knowledge. Potentially relevant information and documents may be collected from the complainant, respondent, witnesses, and third parties. Student witnesses are strongly encouraged to cooperate with Title IX Office investigations. As the investigation progresses, the investigators may seek to conduct follow-up interviews with any person as the investigators deem necessary and appropriate. If the complainant or the respondent learns of, or remembers, any additional information during the course of the investigation, he/she/they should notify the Title IX Office investigators immediately. Both parties will be given timely and equal access, to the extent possible under the circumstances of each case, to review other evidence, such as video.

The Title IX Office will provide and give the complainant and the respondent a reasonable amount of time to review and submit comments on their own statements. If comments are not submitted within the time frame requested by the Title IX Office, the Title IX Coordinator may authorize the investigators to proceed with the statements as they are.

Prior to making a final determination, the Title IX Office will prepare a preliminary report containing the statements of the parties and witnesses and other relevant evidence. The complainant and respondent will receive a copy of the preliminary report simultaneously. The Title IX Office may redact the names of others and sensitive information from the preliminary report. The complainant and respondent will be permitted to view the redacted information by scheduling an appointment at the Title IX Office. Both the complainant and respondent will have the opportunity to submit written comments on the preliminary report. Any such comments, which shall be no longer than ten (10) double-spaced pages with one (1) inch margins and twelve (12) point font, must be submitted either by hand delivery to the Title IX Office, 110 21st Avenue South, Suite 975, or by email attachment to the Title IX Office investigators by no later than 5 p.m. on the fifth (5th) calendar day following the date the complainant and respondent receive the preliminary report. Requests for extensions must be
submitted to the Title IX Office prior to the expiration of the five-day period.

The Title IX Office may investigate and make findings of fact regarding possible violations of other University policies by the parties to the investigation that may be integral to the alleged violations of this policy (i.e., other violations of University policy outlined in the Student Handbook, HR policies, and Faculty Manual). The relevant information and findings will then be shared with Student Accountability or the appropriate department for further action. If the conduct complained of involves a possible violation of another University policy that the Title IX Office determines is not integral to a violation of this policy, the Title IX Office will refer the report to the department responsible for investigating and/or resolving such reports. If the Title IX Office receives information about a possible violation of University policy by a non-party (that is not covered by the Limited Disciplinary Immunity section of this policy), the Title IX Office will refer the report to the department responsible for investigating and/or resolving such reports. If the report does not allege conduct that violates any University policy, the matter will be closed.

Retaliation
Retaliation is any adverse action threatened or taken, whether personally or through a third party, against another person because they have complained about, reported, or participated in the investigation or disposition of alleged sexual misconduct. Retaliation in an effort to discourage a person from reporting sexual misconduct or participating in a sexual misconduct investigation, or to punish a person for doing so, is also prohibited. Individuals involved in investigations or disciplinary proceedings are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, complainants and respondents are not restricted from discussing and sharing information with others, including those who may support or assist them during the process. The University will take appropriate action to address any reports of retaliation.

Advisers
Both the complainant and the respondent will be permitted to ask one adviser of their choosing to accompany them to all meetings related to the report of a violation of the policy. The adviser for either party may confer privately with that party, but the adviser may not speak on behalf of the complainant or respondent or otherwise participate in any meeting. An adviser’s failure to comply with these guidelines may result in the termination of the meeting or the adviser no longer being permitted to be present.

University personnel employed in the offices responsible for the process described in this policy, along with those in the chain of command above them, personnel employed by the Office of the General Counsel, and others whose participation could create a conflict of interest with their University duties are not eligible to serve as advisers. Other University personnel, including mandatory reporters, as well as people not affiliated with the University, may serve as advisers. Student Accountability maintains a list of trained staff members who can serve in this role. Persons who may be potential witnesses in the matter are not permitted to serve as advisers to the parties. If there is a question or concern about a possible adviser, please consult with the Title IX Office.

Recordings
Interviews conducted as part of an investigation under this policy may be recorded by the University. Recordings not authorized by the University are prohibited.

Evidence Not Considered
The Title IX Coordinator shall decide in each case whether to receive evidence from experts or other witnesses. Under no circumstances, however, will polygraph evidence be considered. Evidence concerning the character of a party will not be considered.

Standard of Proof
Vanderbilt uses the preponderance of the evidence standard of proof at every stage of the investigative process to determine responsibility for violations of this policy. Proof meets the preponderance standard if the Title IX Office determines it is “more likely than not” that the policy was violated.

Determinations
The Title IX Office will consider any comments received from the complainant and/or respondent after reviewing the preliminary report, and will conduct any further investigation it considers necessary or appropriate. The parties will receive and have an opportunity to submit a response limited to new information. Thereafter, the Title IX Office will issue a final report that sets forth (a) an analysis of the Title IX Office’s determination, based on a preponderance of the evidence, whether the respondent engaged in sexual misconduct, as described in the notice of investigation, in violation of this policy, and (b) if appropriate, any relevant recommendations. The final report will contain a summary of the evidence on which the final determination and any remedial or other recommendations are based and will address, to the extent the Title IX Office considers appropriate, any comments received from the complainant or respondent concerning the preliminary report. The comments from the complainant and respondent will also be attached to the final report. The Title IX Office may redact the names of others and sensitive
information from the final report. The complainant and respondent will be permitted to view the redacted information by scheduling an appointment at the Title IX Office. When the respondent is found to have violated the policy, the appropriate person will be notified for sanctioning, referral, or follow-up (e.g., Director of Student Accountability for students, Dean of the appropriate School for faculty, appropriate supervisor/manager and Human Resources consultant for staff, etc.). When there is no finding or a finding that the respondent has not violated the policy, the appropriate person (e.g., Director of Student Accountability for students, Dean of the appropriate School for faculty, appropriate supervisor/manager and Human Resources consultant for staff, etc.) will be notified. The Title IX Office will also forward a summary of any evidence it received concerning possible violations of other policies to the office or department responsible for enforcement of such policies, as appropriate. The Title IX Office will provide its final report simultaneously to the complainant and the respondent.

**Timeline**

The University endeavors to conduct and complete the investigative process within 90 business days from the issuance of the notice of investigation to the respondent. Given the many variables and factors that may arise in such cases, good cause may exist for extending the time needed in some cases, such as those involving multiple witnesses, complicated evidence, and/or University breaks and holidays. The complainant and the respondent will be notified simultaneously, in writing, if the investigation process cannot be completed within 90 business days, and they will be provided with a revised timeline.

The Title IX Office’s ability to complete the investigative process efficiently is enhanced when students, witnesses, and other third parties respond promptly to requests for information, interviews, and meetings.

**Preservation of Investigative Materials**

Materials obtained by the Title IX Office during the investigation will be maintained by the Title IX Office for at least seven (7) years from the date of closure of the matter, except in cases of suspension of expulsion in which the materials may be kept indefinitely.

**Parallel Investigations with Law Enforcement**

Criminal complaints may be filed with either VUPD or MNPD. VUPD and MNPD are not confidential resources; VUPD is a mandatory reporter. Victims may also decline to report to these authorities.

**Vanderbilt University Police Department**

111 28th Avenue South
Nashville, TN 37212
(615) 322-2745
Emergency – 911 or (615) 421-1911
police.vanderbilt.edu

**Metro Nashville Police Department Headquarters**

200 James Robertson Parkway
Nashville, TN 37201
(615) 862-7400
Emergency – 911
police.nashville.gov

Civil or criminal proceedings are separate and distinct from the process described in this policy for investigating and resolving sexual misconduct reports, and they may or may not run parallel to one another. The University may be required by law to provide information to civil or criminal authorities or in civil or criminal proceedings. The filing of a police report or the pendency of civil or criminal proceedings does not preclude the Title IX Office or any other department of Vanderbilt University from proceeding with its investigation and determination. The investigation and determination may be delayed until the police have finished gathering evidence but generally will not wait for the conclusion of any criminal proceeding. Vanderbilt encourages its students, faculty, staff, and postdoctoral fellows/trainees to report crimes to law enforcement. Project Safe Center staff are available to accompany victims who choose to report an incident to law enforcement.

When VUPD receives information concerning conduct that may be criminal, including sexual assault, they work in conjunction with MNPD. Typically, VUPD and MNPD detectives work together to assist victims. In most sexual assault cases, VUPD will provide assistance and MNPD will be the primary investigating agency. For other sexual misconduct cases, VUPD may conduct the investigation and keep MNPD updated and informed. Regardless of whether VUPD or MNPD conducts the primary investigation, individuals may contact VUPD about the incident at any time. VUPD is available on request to assist victims in working with MNPD and in court proceedings.
**APPENDIX A. SEXUAL MISCONDUCT AND INTIMATE PARTNER VIOLENCE POLICY**

**ADDITIONAL INFORMATION FOR STUDENTS**

**Limited Disciplinary Immunity**

The University understands that individuals with information about sexual misconduct may hesitate to provide that information if they fear that their own violations of other University policies would be revealed. While Vanderbilt does not condone any violations of its policies, the University will generally extend immunity for possession or use of alcohol or drugs and any resulting intoxication to individuals in order to facilitate reporting and investigation of sexual misconduct incidents. Students may be referred for an alcohol or drug assessment and counseling.

**No Contact Orders**

Given the nature of cases involving sexual misconduct, a student may request issuance of a no contact order. For more detailed information about interim measures, please refer to the “Interim Measures” section above. No contact orders often require that the complainant and respondent have no contact with each other during the course of the investigation and/or thereafter, even when there is no finding of a policy violation. No contact orders may also be issued and maintained even in cases where an investigation is not undertaken or either party has declined to participate in the University proceeding or the criminal process. The University may also employ measures on its own initiative, as appropriate. The University may also employ measures on its own initiative, as appropriate. The guidelines for sanctions in sexual misconduct cases are set forth below. See also the “Sanctions” section of Chapter 3 of the Student Handbook.

The guidelines for sanctions in sexual misconduct cases are set forth below. See also the “Sanctions” section of Chapter 3 of the Student Handbook.

- The range of sanctions for any student found responsible for Sexual Assault – Intercourse is suspension to expulsion, depending on all of the relevant facts and circumstances.
- Sanctions for Sexual Assault – Contact, Sexual Harassment, Sexual Exploitation, Stalking, Dating Violence, Domestic Violence, Retaliation, or any of the other delineated forms of sexual misconduct, will range from disciplinary probation to expulsion, depending on all of the relevant facts and circumstances.
- Inappropriate behavior that does not violate this policy may be addressed under other applicable policies, including the Student Handbook.
- In some cases of sexual misconduct, participation in an evaluation and/or treatment program by an approved counseling service may be required as part of an accountability action plan that accompanies a sanction. Participation in such a program may also be a condition for readmission to the University or a condition for remaining in the University. In cases of suspension, Student Accountability may require the fulfillment of additional conditions for readmission to Vanderbilt.
- Unless Student Accountability decides that an interim measure, such as interim suspension, should be imposed immediately in order to protect the safety and security of the complainant or the University community, sanctions will be effective when the appeal period expires or the appeal is decided, whichever is later.

**Appeals**

Student parties have the right to appeal the determination by the Title IX Office and the sanction (if any) rendered by Student Accountability. Student parties will be notified simultaneously in writing of the right and the procedures for appeal. Faculty, staff, and postdoctoral fellows/trainee parties may not use this process to appeal adverse decisions under this policy. However, they will be notified if the student party submits an appeal.

Student appeals will be decided by a panel of three Appellate Officers for Sexual Misconduct (“Appellate Officers”) with one serving as the Chair of the panel. Appellate Officers will be faculty and/or administrators appointed by the Chancellor (or the Chancellor’s designee) for two- or three-year terms.
who will receive annual training on issues involved in sexual misconduct, such as relevant evidence, the appeals process, standards of review, and actual or perceived conflicts of interest. Assignment to cases will be on a rotating basis. Any appeal of a finding of a violation of another University policy (and/or sanction for that violation) which is investigated by the Title IX Office will be decided under the process set forth in this policy by the Appellate Officers.

An Appellate Officer may not consider an appeal if the Appellate Officer has a conflict of interest. Each Appellate Officer is responsible for determining whether or not a conflict of interest exists and may consult with the Dean of Students or designee or the Office of the General Counsel, if necessary. If a conflict does exist, the case is assigned to the next panelist in the rotation.

A petition for appeal, signed by the petitioning student, must be submitted in writing to the Appellate Officers, either by hand delivery to 310 Sarratt, or by email attachment to appeals@vanderbilt.edu, by no later than 5 p.m. on the tenth (10th) calendar day following the date that notice of the determination by the Title IX Office (when the respondent is found not to have violated the policy) is sent to the parties, or following the date the complainant and respondent are notified of the sanction. Requests for extensions must be submitted prior to the expiration of the ten-day period and will be granted or denied by the Chair of the panel. Any extensions granted by the Chair will be communicated to the other parties.

The petition must be no longer than ten (10) double-spaced pages with one (1) inch margins and twelve (12) point font. Petitions that exceed or deviate from these requirements will be reviewed by the Chair of the panel who will determine whether to accept the petition as is or require that it be modified to meet these requirements. The petition must include the following: a statement of the grounds for appeal, supporting explanation, and copies of, or reference to, all information not previously submitted to the Title IX Office that the petitioner wishes the Appellate Officers to consider. Except for new information, as defined below, no documents or other evidence will be considered on appeal unless previously submitted to the Title IX Office.

**Grounds for Appeal**

The four grounds for appeal are as follows:

- **Procedural irregularities sufficient to affect the determination by the Title IX Office and/or the sanction imposed by Student Accountability.**
- The Title IX Office and Student Accountability are expected to conduct investigations and proceedings in accordance with their policies and procedures. Deviations from those policies and procedures that render their actions fundamentally unfair constitute a sufficient basis for the Appellate Officers to remand the determination by the Title IX Office and/or the sanction imposed by Student Accountability. Procedural irregularities that are considered by the Appellate Officers to be harmless and that did not, in the judgment of the Appellate Officers, materially affect the process are not a basis for upsetting the determination by the Title IX Office and/or the sanction imposed by Student Accountability.
- **The evidence does not support the determination by the Title IX Office.**
- It is not the role of Appellate Officers to substitute their judgment for the judgment of the Title IX Office if there is a reasonable basis for the Title IX Office’s determination based on a preponderance of the evidence. Deference must be given to the Title IX Office’s determination, especially to the extent that the Title IX Office had the opportunity to hear the witnesses and to assess their credibility and demeanor. The Appellate Officers may not alter the Title IX Office’s determination unless, in the Appellate Officers’ assessment, the determination is clearly erroneous and cannot be reasonably supported by the evidence.
- **New evidence that was not reasonably available for presentation to the Title IX Office, the introduction of which could reasonably be expected to have changed the Title IX Office’s determination.**
- All available relevant evidence is expected to be presented to the Title IX Office before it prepares its final report. A student who seeks to offer new evidence in support of an appeal must show that the evidence was not reasonably available for presentation to the Title IX Office, and that the introduction of such new evidence can be reasonably expected to have changed the Title IX Office’s determination. If the Appellate Officers determine that the student has satisfied this burden, the Appellate Officers shall remand the case to the Title IX Office with instructions to reconsider the case in light of the new evidence.
- **Severity of the sanction imposed by Student Accountability.**
- The Appellate Officers may not substitute their judgment for the reasonable decision of Student Accountability with respect to sanctions. However, sanctions may be modified or remanded, based on the totality of relevant facts and circumstances, that the sanctions imposed by Student Accountability are the product of an abuse of discretion. Abuse of discretion does not necessarily imply an intentional wrong or bad faith.

**Consideration of Petition and Determination of Appeal**

- One of the three Appellate Officers will be designated as the Chair of the panel.
- When the panel receives a petition, the Chair:
  - notifies all persons who were sent formal notification of the Title IX Office’s determination and the sanction (if any) that a petition for
appeal has been filed;
• requests that the Title IX Office and/or Student Accountability provide to the Appellate Officers the final report, and other evidence relied upon in determining responsibility and/or imposing sanctions but not attached to the final report; and
• forwards a copy of the petition to the Title IX Office and Student Accountability (if applicable) as well as the non-petitioning party. The Title IX Office and/or Student Accountability may submit written comments within ten (10) calendar days of receiving the petition from the Chair. The non-petitioning party may also submit a response within the same time period. The written comments and response are subject to the same length and formatting limitations as the petition. Requests for extensions by the Title IX Office and/or Student Accountability as well as the non-petitioning party must be submitted prior to the expiration of the ten-day period. Any extensions granted by the Chair will be communicated to the other parties.
• Upon receiving any written comments or response from the Title IX Office, Student Accountability, and/or the non-petitioning party, the Chair sends the written comments and response to the petitioner, offering the petitioner an opportunity to reply. Replies must be submitted within five (5) calendar days and are limited to five (5) pages with the same formatting limitations. Requests for extensions by the petitioner must be submitted prior to the expiration of the five-day period. Any extensions granted by the Chair will be communicated to the other parties. A copy of the petitioner’s final reply will be shared with the other parties for informational purposes only. No further responses will be accepted by the Appellate Officers.
• The Appellate Officers then proceed to consideration of the appeal. The Appellate Officers’ consideration of the appeal must be based only on (a) the original records created by or provided to the Title IX Office and/or Student Accountability, including the final report, (b) the petition, (c) any new evidence in the petition that was not reasonably available for presentation to the Title IX Office and the introduction of which could reasonably be expected to change the Title IX Office’s determination, (d) any written comments/responses, and (e) any reply.
• The Appellate Officers decide by majority vote whether to affirm or take action based on each ground for appeal as set forth below.
  • In cases where there has been a material procedural error sufficient to affect the determination and/or the sanction imposed, the Appellate Officers will remand the case to the Title IX Office and/or Student Accountability with instructions, as appropriate.
  • In cases where the evidence does not support the determination of the Title IX Office and the determination is clearly erroneous, the Appellate Officers will reverse the determination.
  • In cases where the Appellate Officers deem that new evidence was not reasonably available for presentation to the Title IX Office and could reasonably be expected to change the Title IX Office’s determination and therefore should be considered, the Appellate Officers will remand the case to the Title IX Office with instructions, as appropriate.
  • Generally, the appellate process should conclude within 45 days.
  • The Chair notifies the complainant, the respondent, the Title IX Office, and Student Accountability of the Appellate Officers’ decision and the reasons for the decision simultaneously. The decision of the Appellate Officers is final.
  • At no time may Appellate Officers substitute their opinions or values for University policy.

PROCEDURES FOR FACULTY
Where a faculty member is a party in a matter involving a student and an alleged violation of this policy, the investigation will follow the process set out in this policy and will be jointly conducted by the Equal Employment Opportunity Office and the Title IX Office. The appropriate Dean’s office will be provided with the notice of investigation. As appropriate, the investigation will also provide information regarding possible violations of other policies related to the allegations of misconduct. If, after receiving information from or consulting with the Title IX Office and Equal Employment Opportunity Office, the Dean for the appropriate school or the Provost’s office determines that the disciplinary process should be initiated, the Dean will follow the process for violations of the faculty standards of conduct set out in the Faculty Manual. vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch1-disciplinary-actions/

PROCEDURES FOR STAFF
Where a staff member is a party in a matter involving a student and an alleged violation of this policy, the investigation will follow the process set out in this policy and will be jointly conducted by the Equal Employment Opportunity Office and the Title IX Office. Human Resources, as well as the staff member’s department, will be provided with the notice of investigation. As appropriate, the investigation will also provide information regarding possible violations of other Human Resources policies related to the allegations of misconduct. If, after receiving information from or consulting with the Title IX Office and Equal Employment Opportunity Office, the staff member’s department, in consultation with Human Resources, determines that the disciplinary process should be initiated, the process for violations of Human Resources policies will be followed. hr.vanderbilt.edu/policies/index.php
Where a postdoctoral fellow or trainee is a party in a matter involving a student and an alleged violation of this policy, the investigation will follow the process set out in this policy and will be jointly conducted by the Equal Employment Opportunity Office and the Title IX Office. The appropriate Dean’s office will be provided with the notice of investigation. As appropriate, the investigation will also provide information regarding possible violations of other policies related to the allegations of misconduct. If, after receiving information from or consulting with the Title IX Office and Equal Employment Opportunity Office, the fellow or trainee’s department, in consultation with the appropriate Dean’s office, determines that the disciplinary process should be initiated, the process for similar conduct violations will be followed.

PREVENTION, EDUCATION, AND TRAINING

Vanderbilt provides numerous programs that address sexual misconduct, including the intersection of alcohol and drug use with sexual violence. Vanderbilt’s programs include Preventing Sexual Assault (an online prevention module), The Escalation Workshop, True Life at Vanderbilt, Vanderbilt Visions, AlcoholEdu, and bystander intervention training. A number of individual departments and offices, including the Title IX Office and the Project Safe Center, and student organizations also provide regular and ongoing programming on these important issues.

The Title IX Coordinator, the Title IX Office staff, the Equal Employment Opportunity Office Director, the Equal Employment Opportunity Office staff, the Director of Student Accountability, and Project Safe Center staff are trained at least annually, and on an ongoing basis, on issues related to sexual harassment, sexual misconduct, and intimate partner violence, and in conducting investigations in a manner that protects the well-being and safety of the complainant, the respondent, and the University community. University law enforcement personnel, mandatory reporters, and others involved in

Vanderbilt also provides regular and ongoing training to faculty and staff, including the Provost, the Deans of the various schools, and Human Resources:

- The University provides training on nondiscrimination laws and policies, including those covering sexual misconduct, as an essential part of new faculty and staff orientations.
- The Office of Student Care Coordination maintains an online guide for faculty and staff on assisting students of concern.
- The Project Safe Center, the Center for Student Wellbeing, and the Office of Student Care Coordination facilitate training on responding to students in distress.
- The University provides training for managers and supervisors with hiring responsibilities on subjects including discrimination, harassment, and retaliation.
- The Title IX Office provides in-person training as well as online modules for faculty members regarding Title IX, sexual misconduct, and reporting obligations.
- The Title IX Office, Student Accountability, and the Project Safe Center also provide training to faculty, staff, and students on sexual misconduct and the University’s policies that address these issues.
responding to sexual misconduct and intimate partner violence cases receive training as well.

**Bystander Intervention**

Vanderbilt encourages anyone who witnesses, experiences, or has information about possible sexual misconduct to take reasonable actions to prevent or stop such actions. Reasonable actions may include, depending on all relevant facts and circumstances, reporting the behavior (in accordance with the reporting options outlined above), directly intervening when it is safe and reasonable to do so or contacting law enforcement. Bystander intervention is an effective means by which to reduce sexual misconduct in our community. Vanderbilt provides bystander intervention trainings, available through the Project Safe Center. A person who has been subjected to sexual misconduct need not confront the other party.

**FEDERAL STATISTICAL REPORTING OBLIGATIONS**

Under the Clery Act, the University is required to report statistical information regarding sexual assault, domestic violence, dating violence, and stalking occurring on campus and on non-campus property controlled by the University and utilized by students. Personally identifiable information is not included, but information must be provided to VUPD regarding the nature of the incident, the date it occurred, and its general location (e.g., on or off campus, in residential housing, or in the surrounding area) for publication in the Annual Security Report. This report helps to provide the community with information regarding the extent and nature of campus crime and security measures on campus, to ensure greater community safety.

Mandated federal reporters, known as Campus Security Authorities, include: campus law enforcement; Student Accountability; the Title IX Coordinator and the Title IX Office staff; Residential Experience staff (including Resident Advisers); advisers to student organizations; designated staff within the Office of the Dean of Students and its offices; coaches and other designated staff within the Department of Athletics; and anyone else with significant responsibility for student and campus activities.

**APPENDIX: LIST OF MANDATORY REPORTERS**

The University’s mandatory reporters include, but are not limited to, the following employees or categories of employees:

- Faculty members and teaching/graduate/research assistants
- Senior leadership (e.g., Chancellor, Provost, Vice Chancellors, and Deans, including Associates and Assistants)
- Title IX Coordinator and staff in the Title IX and Student Discrimination Office
- Staff in the Equal Employment Opportunity Office
- Staff in Student Access Services
- Staff in Vanderbilt University Public Safety
- Staff in the Office of Student Accountability, Community Standards, and Academic Integrity
- Staff in the Office of Student Care Coordination
- Staff in the Office of the Dean of the Ingram Commons
- Student and faculty VUceptors
- Faculty Heads of House, Faculty in Residence, and Faculty Directors in Living Learning Communities
- Other professional staff working within the Provost’s areas, including departmental program coordinators
- Professional staff, graduate assistants, and coaches in the Department of Athletics
- Designated staff in Human Resources
- Administrative Compliance Officer in the Office of Audit, Risk, and Advisory Services
- Staff in the Office of Risk and Insurance Management
APPENDIX B. CAMPUS SAVE ACT POLICY

SEXUAL ASSAULT, STALKING, DATING AND DOMESTIC VIOLENCE POLICY in Cases Not Involving Students (Campus SaVE Act Policy)
**POLICY STATEMENT/ REASON FOR POLICY**

Vanderbilt University is committed to the principles of equal opportunity and seeks to establish and maintain a safe and healthy environment for all members of the University community, guests, and visitors. The University provides programs, activities, and a campus environment that foster courtesy and respect. Vanderbilt’s policies prohibiting sexual violence are a part of its overall commitment to provide a safe and healthy environment and to equal opportunity, both in educational programming and employment opportunities.

The University seeks to eliminate and prohibits all forms of sexual misconduct, including sexual harassment and sexual assault, and other forms of intimate partner violence, including dating violence, domestic violence, and stalking. For definitions and explanations of each of these categories of prohibited conduct, please see the Appendix. Under federal law, including Title IX of the Education Amendments of 1972 (“Title IX”), Vanderbilt has a duty to prevent and redress sexual misconduct and intimate partner violence. Such conduct is contrary to Vanderbilt’s values, represents socially irresponsible behavior, and will not be tolerated. This policy addresses Vanderbilt’s obligations under Title IX, the Violence Against Women Act, and the Violence Against Women Reauthorization Act of 2013 (also known as the Campus SaVE Act) with respect to dating violence, domestic violence, sexual assault, and stalking not involving students. Allegations not covered by this policy may be covered by Vanderbilt’s Equal Opportunity, Non-Discrimination, and Affirmative Action Policy, Anti-Harassment Policy, or Workplace Violence Policy (hyperlinks in Related Polices/Documents section below).

**THIS POLICY APPLIES TO**

This policy applies to all the following employment categories*: executive officers, administrators, faculty, postdoctoral fellows and trainees, professionals, staff, union staff, and Vanderbilt temporary service employees.

This policy outlines the procedures that apply to allegations of dating violence, domestic violence, sexual assault, and stalking involving individuals in the employment categories listed above that do not also involve students. Allegations of sexual misconduct raised by, or otherwise involving, a student are governed by the Sexual Misconduct and Intimate Partner Violence Policy published in the Student Handbook (hyperlink in Related Policies/Documents section below).

This policy is applicable to all members of the Vanderbilt community with respect to conduct that (1) occurs on campus; (2) occurs in connection with University programs and activities; or (3) otherwise interferes with or limits the ability of a member of the Vanderbilt community to participate in or to receive benefits, services, or opportunities from the University’s programs or activities, regardless of whether the alleged victim is an affiliate of the University.

*For more information on the categories, please see the following link: vanderbilt.edu/skyvu/files/HCM-Assignment-Category.pdf

**POLICY**

**Introduction**

This policy sets forth the specific types of conduct that are prohibited, as well as the resources and support services available to those in the Vanderbilt community who have been impacted by dating violence, domestic violence, sexual assault, and stalking. Vanderbilt encourages reporting of violations of this policy. The University will initiate prompt, fair, impartial investigations into allegations of dating violence, domestic violence, sexual assault, and stalking, and will resolve complaints in a prompt, fair, and impartial manner.

**Reporting an Incident**

Vanderbilt takes reports of alleged sexual assault, stalking, and dating or domestic violence seriously. This section explains the various reporting and confidential disclosure options available to faculty, staff, and postdoctoral fellows and trainees to enable them to make informed choices about where to turn should they experience dating violence, domestic violence, sexual assault, or stalking. When faculty, staff, and postdoctoral fellows and trainees report alleged violations of this policy, the University will provide them with written notification of their rights and options.

The University recommends that complaints by faculty, staff, and postdoctoral fellows and trainees of dating violence, domestic violence, sexual assault, and stalking be made to the Equal Employment Opportunity Office (EEOO). Complaints may be filed at any time, but the University encourages community members to report violations as soon as possible after the incident. If EEOO determines that the complaint should be filed with another department, EEOO will direct the complainant to the appropriate department. EEOO will also investigate incidents that have been reported to other University officials and referred to EEOO.
To file a complaint under this policy, please contact the EEOO by telephone, email, letter, or in-person visit.

**EEOO Number:**
(615) 343-9336

**Campus Address:**
Loews Vanderbilt Office Building
Suite 780
2100 West End Avenue
Nashville, TN 37203

**Email Address:**
eeooinfo@vanderbilt.edu

**Mailing Address:**
Equal Employment Opportunity Office
PMB 401809
2301 Vanderbilt Place
Nashville, TN 37240-1809

Complainants who write to EEOO should provide as much of the following information as possible: what happened, where, and when; names of all parties involved, including witnesses (if any); supporting documentation (if any); and contact information. Everyone is encouraged to report dating violence, domestic violence, sexual assault, and stalking even if some or all information is unavailable or cannot be provided.

When a complainant calls or visits EEOO, a staff person will explain the role of EEOO, the options for reporting an incident, the available interim measures, and the available resources for assistance.

Any member of the Vanderbilt community who has experienced or been impacted by sexual misconduct, including prior to their affiliation with Vanderbilt, may seek immediate and/or ongoing assistance from one or more of the resources outlined below. Some of these resources are confidential; others are subject to mandatory reporting requirements. This policy indicates the level of confidentiality offered by the listed resources.

### Confidential Resources

Confidential resources include licensed professional counselors/mental health providers, such as those at the Work/Life Connections – Employee Assistance Program when acting in that role; pastoral counselors acting in that capacity; and medical professionals, such as those at the Vanderbilt University Medical Center Emergency Department or other clinics or hospitals when acting in a clinical role. These resources do not report any information about an incident to EEOO without a complainant’s permission. Off-campus counselors and health care providers will also generally maintain confidentiality and not share information with the University 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 complainant seeks treatment for injuries related to a violent crime, including sexual assault. Similarly, all persons are required to notify law enforcement when they receive a report of sexual abuse of a minor.

### Responsible Employees Who Are Mandatory Reporters

Consistent with the policy statement, members of the Vanderbilt community are expected to report violations of this policy. A responsible employee is a Vanderbilt employee who has a duty to report all alleged violations of this policy because the employee has the authority to address sexual misconduct or because a member of the University community could reasonably believe that the employee has such authority. Responsible employees are mandatory reporters; they are not confidential resources. Generally, with the exception of the confidential resources discussed above, a University employee to whom a community member reports an incident of sexual misconduct is a mandatory reporter. This includes faculty members, teaching assistants, and most staff. A non-exhaustive list of mandatory reporters is contained in the Appendix of the Sexual Misconduct and Intimate Partner Violence Policy published in the Student Handbook (hyperlink below).

Mandatory reporters are required to report possible violations of this policy to the EEOO Director or the EEOO staff. All possible violations involving students must be reported to the Title IX Coordinator or the Title IX Office staff. Mandatory reporters must report names, if known, and all relevant details about the alleged sexual misconduct, so that the University can take steps to address the matter promptly and resolve it fairly. Conversations with mandatory reporters are otherwise kept private to the extent possible and are only disclosed to those with a need or right to know.

Before a mandatory reporter receives any information regarding an instance of sexual misconduct, the mandatory reporter should seek to confirm that the reporting party understands the employee's reporting obligations and, if the reporting party wants to maintain confidentiality, direct the reporting party to a confidential resource.

If a complainant or third-party wants to tell a mandatory reporter about an incident but does not want the report investigated or the complainant’s name disclosed, the employee will tell the complainant or third-party that the University will consider the request but cannot guarantee that the University will be able to honor it. In reporting the details of an incident to the EEOO or Title IX Office, the mandatory reporter will also inform the EEOO or Title IX Office of the request for confidentiality.
Mandatory reporters will not pressure a complainant or other reporting party either to request confidentiality or make a full report.

NOTE: All allegations involving the abuse of minors must be reported to law enforcement and the University consistent with the University’s Protection of Minors Policy.

Anonymous and Third-Party/Bystander Reporting

The University encourages persons who have experienced dating violence, domestic violence, sexual assault, or stalking to talk to someone. The University provides several resources for anonymous reporting for victims who do not wish to be identified. An anonymous, confidential, independently-run hotline is available to report compliance concerns and complaints. Reports can be made online at vanderbiltcompliancehotline.ethicspoint.com or by toll-free call to (844) 814-5935. NOTE: EthicsPoint should not be used for emergency or immediate assistance.

Vanderbilt encourages third parties to report incidents of dating violence, domestic violence, sexual assault, or stalking to the Vanderbilt University Police Department (VUPD) and/or EEOO. Third parties may also report incidents to the University Police Department (VUPD) and/or EthicsPoint. The University may not be able to move forward with third-party reports if the complainant does not wish to cooperate with an investigation. After providing a report, third parties are not entitled to information about the University’s investigation and response due to privacy concerns and applicable federal and state laws.

Vanderbilt encourages anyone who witnesses, experiences, or has information about possible dating violence, domestic violence, sexual assault, or stalking to take reasonable actions to prevent or stop such actions. This may include reporting the behavior (in accordance with the reporting options outlined above), directly intervening when it is safe and reasonable to do so, contacting law enforcement, or other means. A person who has been subjected to dating violence, domestic violence, sexual assault, or stalking need not confront the other party; the appropriate process to address the conduct is through this policy.

Investigations and Determinations

EEOO has responsibility for investigating reports made under this policy pertaining to alleged dating violence, domestic violence, sexual assault, and stalking. The EEOO staff is trained annually and on an ongoing basis on issues related to dating violence, domestic violence, sexual assault, and stalking, and in conducting investigations in a manner that protects the well-being and safety of the complainant and the University community and promotes accountability. Retaliation against any person who files a complaint, participates in an investigation, encourages the filing of a complaint, or opposers dating violence, domestic violence, sexual assault, or stalking is prohibited. No EEOO personnel with a conflict of interest or bias for or against a complainant or respondent will participate in the investigation of a complaint.

Intake, Charging, and the Investigative Process

An EEOO staff person will assess the nature of the complaint through an intake process. The EEOO staff person will then submit the complaint to the Director of EEOO or refer the complainant to the appropriate department if the allegations do not involve a violation of this policy or other anti-discrimination/retaliation policies for which EEOO is responsible. If, during the intake process or thereafter, EEOO determines that the complaint involves a student or otherwise implicates the

Sexual Misconduct and Intimate Partner Violence Policy published in the Student Handbook, the complaint will be shared with the Title IX Coordinator for joint-investigation. If the complaint falls within EEOO’s purview, an investigator will contact the complainant.

EEOO will ask the complainant for information about the incident. Supporting documents, such as emails, photos, or 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 EEOO how they can be contacted. If the complainant chooses not to participate, the Director of EEOO will determine whether to conduct an investigation.

In no circumstances will mediation between the complainant and respondent be used to resolve cases of dating violence, domestic violence, or sexual assault. It may be used for stalking as appropriate, but only with the consent of both parties.

The EEOO investigator will confer with the appropriate offices (Human Resources, the appropriate Dean’s office, and other departments, as necessary) as to any appropriate interim measures.

NOTE: If the Director of EEOO determines that an investigation should be conducted and the complainant chooses not to participate, EEOO will move forward and make its determination based upon the information available to it.

Upon a determination by the Director of EEOO that an investigation will be conducted involving a faculty, staff, or postdoctoral fellow or trainee respondent, the EEOO investigator will provide a notice of investigation to the respondent, complainant and appropriate Dean’s office or Human Resources. The EEOO investigator may
provide a copy of the complaint, any additional statements or information provided by the complainant, and any other information gathered during the course of the filing of an incident or police report to the appropriate Dean’s office or Human Resources, respectively, for a determination of whether disciplinary action or interim measures should be considered or implemented.

The EEOO investigator will inform the respondent of the allegations, the initiation of an investigation, and the possibility of sanctions and/or disciplinary action, and will provide the respondent with an opportunity to ask questions, provide information, and offer names of witnesses or other people with relevant information. The EEOO investigator will interview the respondent and other individuals who may have pertinent knowledge. Supporting documentation and information may be collected from the complainant, respondent, and witnesses. EEOO may request access to premises, records, and documents it deems relevant to its investigation of the complaint. As the investigation progresses, the EEOO investigator may seek clarification from any person participating in the investigation regarding the incident or their statement. If the complainant learns or remembers any additional information, the complainant should notify the EEOO investigator immediately.

Retaliations

Retaliation against a person who files a complaint, participates in an EEOO investigation, encourages another to file a complaint, or opposes conduct prohibited by this policy is prohibited. The University will not tolerate interference with investigations under this policy.

• Retaliation is any adverse action threatened or taken, whether directly or through a third party, against another person because they have complained about, reported, opposed, or participated in the investigation or disposition of policy violations or workplace concerns. Retaliation in an effort to discourage a person from reporting concerns or participating in an investigation, or to negatively impact a person for doing so, is also prohibited. Individuals involved in investigations or disciplinary proceedings are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, employees are not restricted from discussing and sharing information with others who may support or assist them during the process. The University will take appropriate action to address any reports of retaliation.

Notice of Meetings

The complainant and respondent will each receive timely notice of meetings related to the investigation and disciplinary process at which either or both may be present. When only one party may attend the meeting and prior notice is impractical, the notice to the other party may permissibly come after the meeting, so long as it is made in a timely manner. This requirement does not apply to meetings between University officials and complainants concerning accommodations or protective measures to be provided to a complainant.

Advisers

Both the complainant and the respondent will be permitted to ask an adviser of their choosing to be present during all relevant meetings related to
alleged violations of this policy. The adviser may accompany the complainant or respondent and may confer privately with them, but the adviser may not speak on behalf of the complainant or respondent or otherwise participate in any meeting. An adviser’s failure to comply with these guidelines may result in the termination of the meeting or the adviser no longer being permitted to be present. University personnel employed in the offices responsible for the disciplinary proceedings described in this policy, along with those in the chain of command above them, personnel employed by the Office of the General Counsel, and others whose participation could create a conflict of interest with their University duties are not eligible to serve as advisers. If there is a question or concern about a possible adviser, please consult with EEOO.

Recordings
The recording of any meeting conducted as part of an EEOO investigation under this policy is prohibited. The complainant and the respondent will have timely and equal access to any information that will be used. Recordings of meetings with faculty members are governed by the Faculty Manual.

Standard of Proof
Vanderbilt uses the preponderance of the evidence standard of proof. The preponderance standard is met where EEOO concludes it is “more likely than not” that the respondent’s conduct occurred and violated the policy.

Timeline
The investigative process will typically be completed within 90 calendar days from the time the Director of EEOO determines that an investigation will go forward. Given the many variables and factors that may arise in such cases, additional time may be needed in some cases. A deviation from the 90-day time frame will be communicated in writing, including by email, to both the complainant and the respondent simultaneously, along with a new timeline and explanation of the reason for the extension of time.

Parallel Investigations with Law Enforcement
Complaints also may be filed with either VUPD or the Metro Nashville Police Department (MNPD).

Vanderbilt University Police Department
2800 Vanderbilt Place
Nashville, TN 37212
(615) 322-2745
Emergency – 911 or (615) 421-1911
police.vanderbilt.edu

Metro Nashville Police Department Headquarters
200 James Robertson Parkway
Nashville, TN 37201
(615) 862-8600
Emergency – 911
police.nashville.gov

The filing of a police report or the pendency of civil or criminal proceedings does not preclude EEOO or any other department of Vanderbilt University from proceeding with its investigation and determination. The investigation and determination may be delayed until the police have finished gathering evidence but generally will not wait for the conclusion of any criminal proceeding. Vanderbilt encourages faculty, staff, and postdoctoral fellows and trainees to report crimes to law enforcement.

NOTE: Civil or criminal proceedings are separate and distinct from internal University proceedings and they may or may not run parallel to one another. However, the University may be required by law to provide information in civil or criminal proceedings.

When VUPD is contacted about sexual assault or other criminal acts of a serious nature, it is required to contact MNPD. Typically, VUPD and MNPD detectives work together to investigate and assist victims. In most sexual assault cases, VUPD will provide assistance and MNPD will be the primary investigating agency. For all other offenses, VUPD will typically conduct the investigation and keep MNPD informed. Regardless of who primarily conducts the investigation, VUPD detectives and other services are available to victims.

Interim Measures
Vanderbilt will implement appropriate interim remedial and protective measures on its own initiative or in response to a request from a complainant or respondent. While interim measures are not punitive and are intended to provide support and relief to the parties involved in or affected by sexual misconduct, they may impact one or more parties. Such measures will remain in effect as long as necessary, depending on the relevant facts and circumstances.

Complainants and respondents may request interim measures from the EEOO, Human Resources, or the appropriate Dean’s office. Parties may request interim measures even in cases where an investigation is not undertaken or either party has declined to participate in the University proceeding or the criminal process. In all instances, the University will determine the reasonableness of the request and the Director of EEOO will oversee the interim measure(s) provided.

Interim measures may include, but are not limited to:

- Access to counseling services and assistance in setting up an initial appointment;
- Changing work schedules, job assignments, or job locations;
- Limiting or barring an individual’s or organization’s access to certain Vanderbilt-owned facilities or activities;
- Providing an escort to ensure safe movement on campus;
• Administrative leave;
• Physical separation from individuals or locations.

NOTE: Individuals may also seek orders of protection, restraining orders, or other similar orders issued by a court of law and may be assisted in doing so by representatives from University offices, including, for example, VUPD and the Project Safe Center.

Determinations
At the conclusion of an investigation, EEOO will determine, based on the preponderance of the evidence, whether the alleged acts occurred and violated this policy. EEOO will provide its determination, including the basis for the determination, in writing to the complainant and the respondent simultaneously. If the respondent is determined not to have violated this policy, the matter will be closed. If the respondent is determined to have violated the policy, the determination will also be forwarded to the appropriate person, as indicated below.

Post-Determination Procedures
The University will follow the procedures identified below if EEOO determines that a violation of this policy has occurred. Notwithstanding anything to the contrary in those procedures:
• The University shall provide simultaneous written notification to the complainant and respondent (1) of any initial, interim, or final decision by an official authorized to resolve disciplinary matters, (2) of any available appeal procedures for that decision, (3) of any change to that decision, and (4) of when that decision becomes final;
• The University will afford the complainant and respondent timely and equal access to any information that will be presented or discussed during informal and formal meetings and hearings, excluding interviews and other investigative meetings; and
• Proceedings will not be conducted by officials who have a conflict of interest or bias for or against a complainant or respondent.

Faculty
If EEOO determines that a member of the faculty violated this policy, EEOO will notify the appropriate Dean or official of the school in which the faculty member holds his or her primary appointment. After reviewing the determination, the Dean will follow the process for violations of the faculty standards of conduct set out in the Faculty Manual at Part IV, Chapter 1, Section B. See vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch1-disciplinary-actions/.

Staff
If EEOO determines that a staff member violated this policy, EEOO will notify the department with which the staff member is affiliated and Human Resources. After reviewing the determination and in consultation with Human Resources, the department will follow the process for violations of Human Resources policies. See hr.vanderbilt.edu/policies/index.php

Postdoctoral Fellows and Trainees
If EEOO determines that a postdoctoral fellow or trainee violated this policy, EEOO will notify the Office of Postdoctoral Affairs. After reviewing the determination and in consultation with the appropriate office, the process for similar conduct violations will be followed.

Definitions of Specific Offenses
• Dating Violence is sexual, psychological, or physical abuse or the threat of such abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the person against whom the dating violence is perpetrated. The existence of a social relationship of a romantic or intimate nature may be determined by the length of the relationship, the type of relationship, the frequency of the interactions between the persons involved in the relationship, and other relevant contextual factors. Whether the alleged conduct constitutes abuse or the threat of abuse will depend on a number of factors, including, but not limited to, the nature, severity, and frequency of the conduct. Whether a party was acting in self-defense may also be considered. Dating violence does not include acts covered under the definition of domestic violence.
• Domestic Violence, is sexual, psychological, or physical abuse or the threat of such abuse committed by:
  • a person who is the current or former spouse or domestic partner of the person against whom the domestic violence is perpetrated;
  • a person who shares a child in common with the person against whom the domestic violence is perpetrated;
  • a person who is a party to another type of intimate relationship, including as a parent, guardian, or other status defined by Tennessee law, except platonic roommates, or by University policy, with the person against whom the domestic violence is perpetrated.

Offense and Definitions

Offenses
The following conduct is prohibited:
• Dating Violence
• Domestic Violence
• Retaliation
• Sexual Assault
• Stalking

APPENDIX
Whether the alleged conduct constitutes abuse or the threat of abuse will depend on a number of factors, including, but not limited to, the nature, severity, and frequency of the conduct. Whether a party was acting in self-defense may also be considered.

- Sexual Assault is any vaginal and/or anal penetration by any body part or object, and/or oral copulation, by any person upon another without effective consent. It also includes any contact of a sexual nature – however slight – with the breasts, buttocks, groin, genitals, mouth, or other body part of another by any person upon another without effective consent. Sexual Assault also includes an individual causing someone else to penetrate them vaginally, anally or orally or causing someone else to touch them with, or on, any of these body parts without effective consent. Attempts to commit any type of sexual assault also are included in this definition.
- Stalking is a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates with or about a person, or interferes with a person's property.

These definitions may or may not be the same as those for criminal offenses under Tennessee state law.

Clarifications

Effective Consent is consent that is informed and freely and actively given. Effective consent requires mutually understandable words or actions indicating a willingness to engage in mutually agreed-upon sexual activity.
- The person who wishes to engage in sexual activity with another bears the burden of specifically obtaining effective consent. If effective consent is in question or ambiguous, then the person who wishes to engage in sexual activity must clarify or explicitly ask for permission.
- Effective consent must be maintained by both parties throughout the sexual interaction.
- Effective consent for one form of sexual activity does not constitute effective consent for another form of sexual activity. When "no" to a form of sexual activity is communicated by word or action, that sexual activity must cease immediately. Repeated requests to engage in that sexual activity may amount to coercion, as explained below.
- Effective consent to sexual activity may be withdrawn at any time, at which point all sexual activity must cease immediately.
- There is no requirement for a person to resist, physically or otherwise, in order to demonstrate a lack of effective consent. Effective consent means communicating "yes" by word or action; the absence of saying or indicating "no" does not equate to effective consent.
- Previous sexual relationships of the complainant and the respondent with others are generally irrelevant to the existence of effective consent, but a previous, current, and/or subsequent sexual relationship between the complainant and the respondent may or may not be relevant to demonstrating or establishing, depending on the facts and circumstances, whether effective consent was sought or obtained.
- Effective consent expires. Effective consent lasts for a reasonable time, depending on the circumstances. Thus, effective consent on one occasion, whether on the same day or another day, may not carry over to another sexual interaction.
- Effective consent is never implied by a person's attire, the person's extension or acceptance of an invitation to dinner, a date (social function), or a person's residence, or the person's consensual participation in kissing or other foreplay.
- Because effective consent must be informed, an individual must not engage in sexual activity with another person if the individual knows or reasonably should know the person is incapacitated.
- Effective consent is deemed withdrawn when an individual knows or reasonably should know that the other person has become incapacitated at any point during sexual activity.
- Agreement or acquiescence obtained through the use of fraud, force (actual or implied), or other forms of coercion, as defined below, is not effective consent.
- Effective consent requires mutual understanding and agreement regarding the use and/or method of prophylaxis and contraception.
- A person's age may be a factor in determining the ability to give effective consent. For example, under Tennessee law, a person who is under the age of 18 cannot effectively consent to sexual intercourse with a person four or more years older than the underage person.
- The existence of a cognitive disability or other condition that significantly limits a person's ability to understand the nature of an action for which effective consent is requested may be a factor in determining the ability to give effective consent.
- The existence of a physical disability or other circumstances may prevent a person from giving effective consent.
- The intoxication of a respondent does not excuse the failure to obtain effective consent.
Force includes physical force (such as pushing, hitting, pinning down), threats (direct or indirect expressions of intent to inflict harm to self or others), intimidation (implied or indirect threats), and/or other forms of coercion.

To coerce is to exert power or control over another person by use of force, pressure, manipulation, threats, or intimidation in an effort to compel participation in sexual activity. Determinations regarding whether actions or statements amount to coercion will be made on a case-by-case basis. For example, repeated advances or requests to engage in sexual activity may or may not amount to coercion depending on all of the relevant facts and circumstances.

Alcohol and drugs
The impact of alcohol and other drugs varies from person to person. A person wishing to engage in sexual activity with another whom the person knows or reasonably should know has consumed alcohol or other drugs must specifically determine the capacity of the other person to provide “effective consent,” as explained above. Depending on the level of a person’s intoxication, the person may or may not be able to give effective consent. Determinations regarding whether a person’s level of intoxication affects the person’s ability to give effective consent will be made on a case-by-case basis.

Intoxication refers to a state of stupefaction, exhilaration, or euphoria resulting from the ingestion of alcohol or other chemical substances. Incapacitation means the inability to make or carry out a rational, reasonable decision. One who is incapacitated cannot give effective consent. Incapacitation can result from intoxication from alcohol or other drugs, or from the voluntary or involuntary taking of GHB, Rohypnol, Burundanga, Ketamine, or other sedatives or “date-rape” drugs.

Blacking out is an amnesia-like state that may be brought on by drugs, heavy drinking, or intoxication; blacking out is not necessarily incompatible with the ability to engage in simple or even complex behavior. Afterwards the person has no recollection of all or part of the events that occurred during the blackout. There is a distinction between passing out (falling asleep or becoming unconscious) due to drug or alcohol use and blacking out in that a person in a blackout remains conscious and operative.

Blacking out, incapacitation, and intoxication do not provide a valid explanation or excuse for engaging in any form of sexual misconduct against another person or persons.

Depending on the facts and circumstances, intent may or may not be required to violate this policy. For example, engaging in intercourse without obtaining effective consent constitutes a violation of the policy regardless of intent. On the other hand, intent may be an appropriate consideration in some instances (such as when one person brushes up against another person in a crowded room).

Immediate Assistance
Any member of the Vanderbilt University community who has experienced sexual misconduct may seek immediate and/or ongoing assistance from one or more of the following resources. The resources listed will provide assistance whether
or not the complainant chooses to make a report to EEOO (faculty, staff, and postdoctoral fellows and trainees), the Title IX Office (students), or law enforcement, or to participate in an investigation.

**VICTIM ADVOCACY SERVICES**  
*Confidential (Limited)*  
- Vanderbilt Project Safe Center Support Line  
  (24/7/365)  
  (615) 322-SAFE (7233)

**LAW ENFORCEMENT**  
*Not Confidential, VUPD is a Mandatory Reporter*  
- Vanderbilt University Police Department  
  (615) 322-2745  
  Emergency: 911 or (615) 421-1911  
- Metro Nashville Police Department  
  (615) 862-8600  
  Emergency: 911

**MEDICAL SERVICE PROVIDERS**  
*Confidential*  
(But required to notify law enforcement when a person seeks treatment for injuries caused by a violent crime)  
- Vanderbilt University Medical Center  
  Emergency Services  
  (615) 322-0160
- For Faculty and Staff: Occupational Health Clinic  
  (615) 936-0955

**COUNSELING SERVICES**  
*Confidential*  
- For Faculty and Staff:  
  - Work/Life Connections—Employee Assistance Program  
    (615) 936-1327  
  - Faculty and Physician Wellness Program  
    (615) 936-1327  
  - Nurse Wellness Program  
    (615) 936-1327

**RESOURCES IN THE COMMUNITY**  
*No Mandatory Report to Vanderbilt*  
- Nashville Sexual Assault Center Hotline  
  (800) 879-1999
- YWCA Crisis and Information Line  
  (615) 242-1199
- Saint Thomas Midtown Hospital Emergency Department  
  (615) 284-5555
- Nashville General Hospital at Meharry Emergency Department  
  (615) 341-4000
- TriStar Centennial Medical Center Emergency Department  
  (615) 342-1000

**Additional Information**  
VUPD and MNPD are available for emergency response, facilitating medical transport, investigating incidents of a criminal nature, referrals, and advice concerning and/or assistance with preserving evidence. VUPD also provides support for crime victims and is available to accompany them to court.

The medical service providers listed above are available to treat injuries and possible sexually transmitted infections and diseases, as well as for other health services and consultations. If the victim requests a forensic examination, one can be performed at the Vanderbilt University Medical Center Emergency Department (ED) (24/7/365) by a Sexual Assault Nurse Examiner (SANE) on site.

Please note that medical treatment and a forensic examination may aid in the preservation of relevant evidence. Even victims who are unsure as to whether or not they want to make a police report or take action against the respondent may wish to have a forensic examination; having a forensic exam facilitates the identification and preservation of physical evidence associated with the assault.

Tennessee law requires all medical personnel to report to law enforcement when a person seeks treatment for injuries caused by a violent crime, including sexual assault. Medical personnel are also required to report to law enforcement and/or Child Protective Services when a minor presents for treatment for any injury or condition that reasonably indicates it was caused by violence or abuse, including physical or sexual abuse. Medical personnel are also required to report to law enforcement and/or Adult Protective Services when certain vulnerable adults present and there is reasonable belief that they are victims of adult abuse, neglect, or exploitation.

The Project Safe Center, Work/Life Connections - Employee Assistance Program, Faculty and Physician Wellness Program, Nurse Wellness Program, and the community resources listed above are also available to assist members of the Vanderbilt community. Faculty, staff, and postdoctoral fellows or trainees seen at the Vanderbilt University Medical Center ED may also obtain victim support through the Nashville Sexual Assault Center.

**Immediate Priority—Preserving Evidence:** To help preserve evidence, victims are advised not to change clothes or bedding, take a shower, douche, or clean up until evidence has been collected by the police or SANE. Evidence may still be available even if the victim has changed clothes or cleaned up/showered. Therefore, victims should leave any clothes or bedding that may contain evidence unfolded and undisturbed, if possible. If clothing or bedding must be moved, each item should be kept separate to prevent transfer of body fluids or other trace evidence. Victims and witnesses should also not delete or destroy any potentially relevant videos or text messages, messages through other social media outlets (e.g., Snapchat, Facebook, Twitter, Instagram, Tinder, Grindr, etc.), emails, voicemails, written notes, or any other media, including hard-copy documents.
Ongoing Assistance

The following resources are available for ongoing assistance, regardless of whether the victim chooses to make an official report or participate in an investigation or criminal process. As discussed in the “Reporting an Incident” section above, some of these resources are subject to mandatory reporting requirements. This policy indicates the level of confidentiality offered by each of the listed on-campus resources.

Other Resources

- **Work/Life Connections – Employee Assistance Program**: (615) 936-1327
  (Confidential – not required to notify EEOO or law enforcement in most cases)
- **Faculty and Physician Wellness Program**: (615) 936-1327
  (Confidential – not required to notify EEOO or law enforcement in most cases)
- **Nurse Wellness Program**: (615) 936-1327
  (Confidential – not required to notify EEOO or law enforcement in most cases)
- **VUPD Non-Emergency**: (615) 322-2745
  (Not confidential – required to notify EEOO and law enforcement of many reports)
- **Project Safe: Support Line (24/7/365)**: (615) 322-SAFE (7233)
  (Not confidential – required to notify EEOO and law enforcement of many reports)

**CONSEQUENCES OF NON-COMPLIANCE**

Violation of this policy may result in disciplinary action, up to and including termination of employment.

**PROCEDURES**

Set forth in policy above.

**RELATED POLICIES/DOCUMENTS**

- **The Sexual Misconduct and Intimate Partner Violence Policy** (applicable to incidents involving students) ([vanderbilt.edu/student_handbook/sexual-misconduct](vanderbilt.edu/student_handbook/sexual-misconduct)) – This policy also contains information about the University’s sexual misconduct prevention, education, training, and awareness programs for all new students and new employees. It also describes the University’s ongoing prevention and awareness campaigns for students and faculty.
- **Anti-Harassment Policy** ([hr.vanderbilt.edu/policies/anti-harassment.php](hr.vanderbilt.edu/policies/anti-harassment.php)) – This policy governs allegations of harassment, including both sexual harassment as well as harassment based on any other protected characteristic.
- **Equal Opportunity, Non-Discrimination, and Affirmative Action Policy** ([hr.vanderbilt.edu/policies/equal-opportunity.php](hr.vanderbilt.edu/policies/equal-opportunity.php))
- **Non-Retaliation Policy** [pending]
- **Workplace Violence Policy** ([hr.vanderbilt.edu/policies/workplace-violence.php](hr.vanderbilt.edu/policies/workplace-violence.php))
- **The University’s Annual Security Report** ([police.vanderbilt.edu/pdfs/annual-security-report.pdf](police.vanderbilt.edu/pdfs/annual-security-report.pdf)) – Provides further information about University policies pertaining to security on campus, reporting and investigation of crimes, and resources for victims of crimes, including domestic violence, dating violence, and stalking
- **Faculty Manual** ([vanderbilt.edu/faculty-manual](vanderbilt.edu/faculty-manual))

**ADDITIONAL CONTACTS**

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>CONTACT/POSITION</th>
<th>OFFICE</th>
<th>PHONE</th>
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<tbody>
<tr>
<td>Questions or to Report a Violation</td>
<td>Anita J. Jenious, Director, EEOO</td>
<td>EEOO</td>
<td>(615) 343-9336</td>
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<tr>
<td>Reporting to Law Enforcement</td>
<td></td>
<td>VUPD</td>
<td>(615) 322-2745 (non-emergencies) or 911</td>
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<tr>
<td>Work/Life Connections – Employee Assistance Program</td>
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<td>MNPD</td>
<td>(615) 862-8600</td>
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<td></td>
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<td>(615) 936-1327</td>
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</tbody>
</table>

Disclaimer: The policies and procedures that guide employment practices are intended to assist in consistent administration and compliance. Vanderbilt reserves the right to modify its policies and practices, in whole or in part, at any time. Revisions to existing policies and procedures, and the development of new policies and procedures, will be made from time to time at the discretion of the University. When new policies are implemented or existing policies are revised, the University will notify members of the University community as soon as practicable. However, where differences occur, the most recent policy as reviewed and approved by the University will take precedence. The policies and procedures do not create a contract, implied or expressed, with at will employees at Vanderbilt.

**HISTORY**

Issued: 07/01/2015 (as the Campus SaVE Act Policy)
Reviewed: Comment
Amended: Comment
APPENDIX C. PROGRAMMING AND AWARENESS EVENTS

2018 – 2019 Academic Year

The following chart provides examples of the type of programs presented during the 2018-2019 AY to prevent and raise awareness of SA, DV, and stalking.
<table>
<thead>
<tr>
<th>MONTH</th>
<th>PROGRAM</th>
<th>PRESENTED/SPONSORED BY</th>
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<tbody>
<tr>
<td>July</td>
<td>Dores Prevention Playbook (Student Athlete Prevention Program): Orientation for new student athletes, including bystander intervention, effective consent, dating violence and sexual assault prevention. First part of a four-year educational program for student athletes.</td>
<td>Project Safe Center for Sexual Misconduct Prevention and Response (Project Safe Center), Athletics, Student Accountability, Community Standards, &amp; Academic Integrity (Student Accountability), Title IX and Student Discrimination Office (Title IX Office)</td>
</tr>
<tr>
<td></td>
<td>Bystander Intervention Overview</td>
<td>Project Safe Center</td>
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<td></td>
<td>PreVU programs and tabling on educational programs and resources relating to sexual assault, stalking, and intimate partner violence</td>
<td>Project Safe Center</td>
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<td></td>
<td>RAD (Rape Aggression Defense) Self-Defense Program</td>
<td>Vanderbilt University Police Department (VUPD)</td>
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<tr>
<td>August</td>
<td>Dores Prevention Playbook: Student Athlete Prevention Program for sophomores, juniors, &amp; seniors. Training on awareness and prevention of sexual misconduct and intimate partner violence and mandatory reporting requirements for Resident Advisers, Graduate Area Coordinators, VUceptors (student and faculty), and Dean of Students staff. Includes “Behind Closed Doors” situational-based training and best practices when talking to students about sexual health and healthy relationships; and supporting student survivors.</td>
<td>The Project Safe Center, Student Accountability, University Counseling Center (UCC), Title IX Office, the Margaret Cuninggim Women's Center (Women's Center), Office of Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex (LGBTQI) Life, and the Office of Housing and Residential Experience (OHARE), and VUPD</td>
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<td>Bystander invention training for Resident Advisers, VUceptors</td>
<td>Project Safe Center</td>
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<td>Supporting a Survivor; program available to student groups, faculty and staff</td>
<td>Project Safe Center</td>
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<td>The Commons Addresses Sexual Violence – Workshop addressing dating violence and sexual assault prevention for all first-year students.</td>
<td>Project Safe Center, Title IX Office, and Vanderbilt Visions (programming for all first-year students)</td>
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<td></td>
<td>Orientation sessions and resource fairs for Graduate and Professional schools</td>
<td>Project Safe Center</td>
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<tr>
<td>September</td>
<td>P.R.I.D.E. (Pursuing Respect, Inclusion, Diversity and Equity) Training. The PRIDE program aims to create a visible network of support for LGBTQI individuals and their allies.</td>
<td>Office of LGBTQI Life</td>
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<td>Understanding Effective Consent</td>
<td>Project Safe Center; Vandy Sex Ed Peer Educator</td>
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<td></td>
<td>Boundaries and Consent: Visions Sessions for first-year students</td>
<td>Project Safe Center and Title IX Office</td>
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<td></td>
<td>Panhellenic Supporting a Survivor</td>
<td>Project Safe Center and individual sororities</td>
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<td>Conversation on Consent</td>
<td>Project Safe Center and Bishop Joseph Johnson Black Cultural Center</td>
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<td>Bystander Intervention Training</td>
<td>Project Safe Center</td>
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<td>Neurobiology of Trauma presentation for Graduate and Postdoctoral Students</td>
<td>Project Safe Center</td>
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<td></td>
<td>RAD (Rape Aggression Defense) Self-Defense Program</td>
<td>Vanderbilt University Police Department</td>
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<td>The Escalation Workshop: Dating Violence Awareness and Prevention</td>
<td>Project Safe Center</td>
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<td>Vanderbilt Student Government VSAP Panel: “Why I Didn’t Report” a Supreme Court Hearings Response</td>
<td>Project Safe Center and Vanderbilt Student Government</td>
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<tr>
<td>October</td>
<td>Film: “The Spitting Game” (on alcohol, consent, and hookup culture)</td>
<td>Project Safe Center</td>
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<td></td>
<td>Dores Prevention Playbook (Student Athlete Prevention Program): sessions for first-year students, juniors and sophomores, and seniors.</td>
<td>Project Safe Center, Athletics, Student Accountability, and Title IX Office</td>
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<td></td>
<td>Boundaries and Consent: Visions Sessions for first-year students</td>
<td>Project Safe Center and Title IX Office</td>
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<td>Healthy and Free Tennessee Panel: Exploring the Intersections: Sexual Assault, Harassment, &amp; the #MeToo Movement</td>
<td>Project Safe Center</td>
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<td>It’s On Us Pledge Signing: Student Athletes</td>
<td>Project Safe Center and Athletics</td>
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<td>Panhellenic Supporting a Survivor</td>
<td>Project Safe Center and individual sororities</td>
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<td>MONTH</td>
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<tr>
<td>October</td>
<td>The Escalation Workshop on dating violence</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>Understanding Dating and Domestic Violence</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>Bystander Intervention Training for All Interfraternity Council New Members</td>
<td>Project Safe Center, Office of Greek Life, and IFC</td>
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<tr>
<td></td>
<td>Film: “Anita: Speaking the Truth to Power” (Sexual Harassment Awareness and Action)</td>
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<td>Understanding the Language of Violence</td>
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<tr>
<td>November</td>
<td>Supporting a Survivor</td>
<td>Project Safe Center and the Black Cultural Center</td>
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<td>Dores Prevention Playbook Student Athlete Prevention Program): session for Juniors</td>
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<td>Understanding Effective Consent, Rape Culture, and Supporting a Survivor</td>
<td>Project Safe Center and individual fraternity</td>
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<td>Escalation Workshops</td>
<td>Project Safe Center</td>
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<td></td>
<td>Neurobiology of Trauma</td>
<td>Project Safe Center</td>
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<td>Bystander Intervention trainings, including for Vanderbilt Student Government</td>
<td>Project Safe Center</td>
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<td>December</td>
<td>Supporting Survivors and the Accused</td>
<td>Project Safe Center and fraternity</td>
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<td>Supporting a Survivor program for Staff and Faculty</td>
<td>Project Safe Center</td>
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<td>January</td>
<td>Stalking Awareness Month programs</td>
<td>Project Safe Center, Center for Student Wellbeing, and OHARE</td>
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<td>Get Out of My Life: Stalking and Harassment</td>
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<td>Conversation on Consent program</td>
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<td>Bystander Intervention Training</td>
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<tr>
<td></td>
<td>Understanding the Language of Violence</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>Rooted in Resilience, support group for students impacted by interpersonal violence</td>
<td>Project Safe Center</td>
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<td>Bystander Intervention Training for All Interfraternity Council New Members</td>
<td>Project Safe Center, Office of Greek Life, and IFC</td>
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<tr>
<td>February</td>
<td>Sex Ed and Healthy Relationships Week programs</td>
<td>Women’s Center, Vandy Sex Ed, OHARE, and Project Safe Center</td>
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<tr>
<td></td>
<td>It’s On Us Week of Action — kickoff, tabling, and pledge signing.</td>
<td>Vanderbilt Sexual Assault Prevention Committee, Vanderbilt Student Government, Dean of Students, and Project Safe Center</td>
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<tr>
<td></td>
<td>How Did We Get to “Surviving R. Kelly”? Viewing of part of docu-series and discussion.</td>
<td>Vanderbilt Sexual Assault Prevention Committee, Vanderbilt Student Government, Dean of Students, and Project Safe Center</td>
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<tr>
<td></td>
<td>Supporting a Survivor</td>
<td>Project Safe Center</td>
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<td>Healthy Relationships Within Greek Organizations – Greek Leaders Retreat</td>
<td>Project Safe Center and the Office of Greek Life</td>
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<td>Conversation on Consent, Alcohol, and Coercion</td>
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<td>Living and Loving on Campus: Healthy Relationships at Vanderbilt</td>
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<td>Understanding Effective Consent</td>
<td>Project Safe Center and fraternities</td>
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<td>Escalation Workshop on Dating Violence</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>RAD (Rape Aggression Defense) Self-Defense Program</td>
<td>VUPD</td>
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<td>Project Safe Center</td>
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<td>Campus Climate Survey Promotion</td>
<td>Project Safe Center and the Provost</td>
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<td>Out in Front Conference</td>
<td>Office of LGBTQI Life</td>
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<tr>
<td>MONTH</td>
<td>PROGRAM</td>
<td>PRESENTED/SPONSORED BY</td>
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<tr>
<td>-------</td>
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<td>------------------------</td>
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<tr>
<td>March</td>
<td>Building Collective Buy-In: Harassment Patrol and Safe Environments; Harassment Patrol and Consent programs</td>
<td>Project Safe Center and fraternities</td>
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<td>Not Our Fault: Black Women and Sexual Assault</td>
<td>Bishop Joseph Johnson Black Cultural Center and Project Safe Center</td>
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<td>Pre-Formal Healthy Behaviors Campaign, including Pre-Formal Consent Conversation program and Consent Cooler Decorating Party</td>
<td>Project Safe Center, Office of Greek Life, and Greek Organizations</td>
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<tr>
<td>Bystander Intervention Training Booster sessions: Recognizing Problematic Behavior</td>
<td>Project Safe Center</td>
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<tr>
<td>Understanding Rape Culture</td>
<td>Project Safe Center and the Greek Inclusivity Alliance</td>
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<tr>
<td>Escalation Workshop on Dating Violence</td>
<td>Project Safe Center</td>
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<tr>
<td>Commons Cup Program: Creating Healthy Relationships and Boundaries, program for first-year students</td>
<td>Project Safe Center and Vanderbilt Commons</td>
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<tr>
<td>Understanding the Language of Violence</td>
<td>Project Safe Center and OHARE</td>
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<tr>
<td>Let’s Talk About Sex, Vandy workshop</td>
<td>Women’s Center</td>
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<td>Rooted in Resilience, support group for students impacted by interpersonal violence</td>
<td>Project Safe Center</td>
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<td>April</td>
<td>Sexual Assault Awareness Month programs, including tables on Rand Wall and the Commons Center</td>
<td>Project Safe Center and Dean of Students</td>
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<td>Actionable Next Steps for Greek Organizations</td>
<td>Project Safe Center, Office of Greek Life, and Dean of Students</td>
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<tr>
<td>Screening of “The Hunting Ground” movie.</td>
<td>Title IX Office, Project Safe Center, and Dean of Students</td>
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<tr>
<td>#ChurchToo: Addressing Sexual Misconduct in Faith Communities</td>
<td>Project Safe Center and Dean of Students</td>
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<td>Build Your Own Resiliency Toolkit</td>
<td>Project Safe Center and Dean of Students</td>
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<tr>
<td>Sexual Assault Awareness Month Prevention Procession and Survivor Speak Out</td>
<td>Project Safe Center and Dean of Students</td>
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<td>Sexual Assault Awareness Month Lantern Decoration</td>
<td>OHARE</td>
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<td>Supporting a Survivor workshops</td>
<td>Project Safe Center</td>
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<tr>
<td>RAD (Rape Aggression Defense) Self-Defense Program</td>
<td>VUPD</td>
<td></td>
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<tr>
<td>One Love Lacrosse Game Tabling (dating violence awareness)</td>
<td>Project Safe Center and Athletics</td>
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<tr>
<td>Rooted in Resilience, support group for students impacted by interpersonal violence</td>
<td>Project Safe Center and fraternity</td>
<td></td>
</tr>
<tr>
<td>Conversation on Consent</td>
<td>Project Safe Center</td>
<td></td>
</tr>
<tr>
<td>Bystander Intervention Training Booster sessions: Overcoming Barriers</td>
<td>Project Safe Center and fraternity</td>
<td></td>
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<tr>
<td>Understanding Effective Consent</td>
<td>Project Safe Center and fraternity</td>
<td></td>
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<tr>
<td>Dores Prevention Playbook – Sexual Assault Prevention Program for student-athletes</td>
<td>Project Safe Center and Athletics</td>
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<tr>
<td>May</td>
<td>Training on awareness and prevention of sexual misconduct and other intimate partner violence for Summer Resident Advisers and Conferences Staff</td>
<td>Project Safe Center, Office of Student Accountability, and Office of Conferences</td>
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<tr>
<td>Trauma and Title IX: Navigating Survivorship During an Investigation: 2019 Tennessee Title IX Summit</td>
<td>Project Safe Center</td>
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<td>Title IX Training for Vanderbilt University Public Safety</td>
<td>Title IX Office</td>
<td></td>
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<tr>
<td>June</td>
<td>Orientation for new student athletes, including dating violence and sexual assault prevention and university policies</td>
<td>Project Safe Center, Athletics, Student Accountability, and Title IX Office</td>
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<tr>
<td>Rape Culture on a College Campus: Healthy and Free Tennessee Youth Summit</td>
<td>Project Safe Center</td>
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<tr>
<td>PreVU tabling on educational programs and resources relating to sexual assault, stalking, and intimate partner violence</td>
<td>Project Safe Center</td>
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</table>
In compliance with the Tennessee College and University Security Information Act, Vanderbilt University Police Department reports to the Tennessee Bureau of Investigation monthly incident based crime data. The Tennessee Incident Based Reporting System (TIBRS) is the reporting method used to collect Group A and Group B incident data from law enforcement in the state of Tennessee. Reporting requirements are based on jurisdictional boundaries specified in the Memorandum of Understanding with MNPD, including the areas of Vanderbilt University campus, Vanderbilt University Medical Center, Vanderbilt Health at 100 Oaks, and all shops, restaurants, and a movie theater located at the 100 Oaks Mall. To access the statistical information online, go to [crimeinsight.tbi.tn.gov](http://crimeinsight.tbi.tn.gov).

<table>
<thead>
<tr>
<th>Offense</th>
<th>2016 (Population 37,463)</th>
<th>2017 (Population 38,408)</th>
<th>2018 (Population 39,038)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Offenses</td>
<td>Rate per 1000</td>
<td>Offenses</td>
</tr>
<tr>
<td>Homicide Offenses (Total)</td>
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<tr>
<td>Murder</td>
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<tr>
<td>Negligent Manslaughter</td>
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<td>Kidnapping/Abduction</td>
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<tr>
<td>Sex Offenses (Forcible) (Total)</td>
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<tr>
<td>Forcible Rape</td>
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<tr>
<td>Forcible Sodomy</td>
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<tr>
<td>Sexual Assault W/Object</td>
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<tr>
<td>Forcible Fondling</td>
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<tr>
<td>Robbery</td>
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<td>Assault Offenses (Total)</td>
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<tr>
<td>Aggravated Assault</td>
<td>19</td>
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<tr>
<td>Simple Assault</td>
<td>117</td>
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<td>93</td>
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<tr>
<td>Intimidation</td>
<td>49</td>
<td>1.3</td>
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<tr>
<td>Stalking</td>
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<td>5</td>
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<tr>
<td>Arson</td>
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<tr>
<td>Extortion/Blackmail</td>
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<tr>
<td>Burglary</td>
<td>16</td>
<td>0.4</td>
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<tr>
<td>Larceny/Theft Offenses (Total)</td>
<td>401</td>
<td>10.7</td>
<td>341</td>
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<tr>
<td>Theft - Pocket-picking</td>
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<td>Theft - Purse Snatching</td>
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<tr>
<td>Theft - Shoplifting</td>
<td>46</td>
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<td>47</td>
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<tr>
<td>Theft From Building</td>
<td>244</td>
<td>6.5</td>
<td>192</td>
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<tr>
<td>Theft From Coin Machine</td>
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<tr>
<td>Theft From Motor Vehicle</td>
<td>42</td>
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<tr>
<td>Theft of Motor Vehicle Parts</td>
<td>10</td>
<td>0.3</td>
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<tr>
<td>Theft - All Other Larceny</td>
<td>56</td>
<td>1.5</td>
<td>43</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>5</td>
<td>0.1</td>
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</table>
### APPENDIX D. CRIME STATISTICS IN TENNESSEE

<table>
<thead>
<tr>
<th>Offense</th>
<th>2016 (Population 37,463)</th>
<th>2017 (Population 38,408)</th>
<th>2018 (Population 39,038)</th>
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<tbody>
<tr>
<td></td>
<td>Offenses</td>
<td>Rate per 1000</td>
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<tr>
<td>Counterfeiting/Forgery</td>
<td>12</td>
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<tr>
<td>Fraud Offenses (Total)</td>
<td>43</td>
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<tr>
<td>Fraud - Computer Hacking/Invasion</td>
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<td>Fraud - Credit Card/ATM</td>
<td>14</td>
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<tr>
<td>Fraud - False Pretenses</td>
<td>22</td>
<td>0.6</td>
<td>14</td>
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<tr>
<td>Fraud - Identity Theft</td>
<td>1</td>
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<td>1</td>
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<tr>
<td>Fraud - Impersonation</td>
<td>6</td>
<td>0.2</td>
<td>6</td>
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<tr>
<td>Fraud - Welfare</td>
<td>0</td>
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<tr>
<td>Fraud - Wire</td>
<td>0</td>
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<tr>
<td>Embezzlement</td>
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<tr>
<td>Stolen Property Offenses</td>
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<tr>
<td>Destruction/Damage/Vandalism</td>
<td>62</td>
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<td>60</td>
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<tr>
<td>Drug Narcotic Violations (Total)</td>
<td>231</td>
<td>6.2</td>
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<tr>
<td>Drug/Narcotic Violations</td>
<td>157</td>
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<tr>
<td>Drug/Narcotic Equipment Violations</td>
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<tr>
<td>Sex Offenses (Non-Forcible) (Total)</td>
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<td>0.0</td>
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<tr>
<td>Incest</td>
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<td>Statutory Rape</td>
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<td>Pornography/Obscene Material</td>
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<td>Gambling Offenses</td>
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<td>Bribery</td>
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<td>Human Trafficking Offenses</td>
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<td>Drunkenness</td>
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<td>Family-Non Violent</td>
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<td>Liquor Law Violations</td>
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<td>All Other Offenses</td>
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