2017
Annual Security and Fire Safety Report

VANDERBILT UNIVERSITY
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Vanderbilt University Public Safety

August Washington,
Associate Vice Chancellor
and Chief of Police

The nationally and internationally accredited Vanderbilt University Public Safety Department (VUPS) is pleased to present the 2017 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.

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 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).

Why is accreditation important at VUPS?

• Being accredited means that VUPS has met or exceeded all standards within that accrediting organization. The standards provide an agency 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 is not easy to achieve. VUPS is one of 24 college public safety agencies in the country that are accredited by CALEA and IACLEA.
• VUPS was the first public safety agency in the state of Tennessee to achieve accreditation from CALEA, IACLEA and the state.
• Accreditation shows the VUPS commitment to being a superior public safety agency serving our community with excellence and professionalism.

Vanderbilt University Police Department
VUPS delivers law enforcement and security services through the Vanderbilt University Police Department (VUPD). Through a Memorandum of Understanding with Metropolitan Nashville Police Department (MNPD), VUPD employs 100 sworn law enforcement officers commissioned with the same authority to enforce laws and make arrests as MNPD police officers. Security operations are enhanced by the vital role of more than 120 non-sworn Community Service Officers (CSO) 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 security cameras program, intrusion and panic alarms, and blue light emergency 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.

Parking Services
The Parking Services Division 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. Additionally, Parking Services operates the Vandy Van system providing free transportation around the VU campus community to our students.

Office of Emergency Preparedness, Fire and Workplace Safety
The Office of Emergency Preparedness, Fire and Workplace Safety (OEP) purpose is to ensure a safe and prepared environment for the thousands of students, faculty, staff, and visitors in our community every day. Working in conjunction with the Campus Emergency Management Planning Group (CEMP) and the Workplace Safety Group (WSG), OEP provides preparedness, response, recovery, and workplace safety services that ensure the safety and well-being of the Vanderbilt University community.

Along with stakeholders from virtually every campus entity, the OEP also coordinates training, preparedness, and response activities with the Metro Nashville Office of Emergency Management, the Tennessee Emergency Management Agency, and several other colleges and universities in Davidson
County. It is through these partnerships that OEP 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 as needed to support response and recovery efforts.

Vanderbilt University Public Safety takes campus security very seriously and is committed to the effort to maintain 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.

**Reporting Crimes and Other Emergencies**

All victims and witnesses are encouraged to promptly and accurately report crimes, missing students, and emergencies to VUPD. For non-emergency situations, call (615) 322-2745. In an emergency situation, dialing 911 from any Vanderbilt telephone or (615) 421-1911 from a cell phone will contact the Vanderbilt University Police Department Communications Center. 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, SafeVU, a free mobile safety application designed for IOS and Android smartphones, is available to all students, faculty, and staff. SafeVU users can use their cell phones to contact the Vanderbilt University Police Department directly.

**With SafeVU you can:**

- Contact VUPD for emergency services with two easy taps
- Submit non-emergency reports to VUPD with text, photos, or videos
- Submit information to VUPD anonymously
- Assign contacts to monitor your safety at your request
- Access information about Vandy Vans
- View VUPD emergency guides

For more information about the SafeVU app, visit emergency.vanderbilt.edu.
Emergency Response and Confirmation

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.

Emergency Notifications

In the event VUPD confirms a significant emergency or dangerous situation involving an immediate threat to the health and safety of students, faculty, or staff impacting the Vanderbilt community, VUPD will issue an emergency notification via AlertVU. 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.

The AlertVU system is the primary communication tool used for university-wide emergency mass notifications. The system is designed to deliver customizable messages to every subscriber and every registered device via emails, phone calls, and text messages. All Vanderbilt students and employees will receive an email to their Vanderbilt email account. Activation procedures for the AlertVU emergency notification system are maintained in a separate and secure document. Because of the sensitive nature of the activation procedures document, it is confidential.

On March 16, 2017, and most recently on September 7, 2017, full-scale tests of the AlertVU system were conducted. 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 in university offices.

AlertVU Message Content

VUPD will determine the content of all AlertVU messages based on the nature, severity, and duration of each emergency. The AlertVU system contains pre-approved messages by university officials that are eligible for immediate activation, including messages for tornados, shootings, and bomb threats. 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—an “all clear” notice.

Crisis Communication to the Vanderbilt Community

In addition to Alert VU, Vanderbilt University has worked 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. For emergencies that do not affect the entire community, VUPD may use some or all of the methods above as appropriate. 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 blog (in event of homepage failure): alertvu.vanderbilt.edu
• Email
• Social media, including Twitter and Facebook

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

Following a review of the campus emergency plans in August 2016, Vanderbilt University conducted an announced table-top exercise of the campus evacuation plan on November 3, 2016. 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 campus evacuation plan, lockdown procedures, campus response, and recovery operations.

**Crime Response**

Reporting crimes directly to VUPD allows the department to investigate the crime, implement necessary additional preventive 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. 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.

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 be issued when one of the below incidents occurs on or near Vanderbilt 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).

The department may also issue a Security Notice for any crime when there is a compelling need to get information to the Vanderbilt community. A Security Notice will contain as much of the following information as possible:

- Date, time, location (general or specific)
- Summarized event description
- Suspect description and/or vehicle description
- Any special instructions that may be needed

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, such as dormitory or fraternity, may be given instead of a specific location to ensure the privacy of the victim.
Security Notices are distributed to the Vanderbilt community when at risk. Notices are usually distributed via email, but fliers, posters, or other media may be used as appropriate in addition to or instead of email. Notices are also posted on the VUPD website at police.vanderbilt.edu.

The Vanderbilt University Police Department also maintains a Daily Crime Log in compliance with the Clery Act and the Tennessee College and University Security Information Act. Persons may view the log at the VUPD Records window located at 111 28th Avenue South during normal business hours, or online at police.vanderbilt.edu/crimeinfo/dailylog.php. As noted above, personally identifiable information regarding victims or witnesses will not be published in the crime log.

**Missing Student Notification Policy**

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 believe a student has been missing for at least 24 hours, please immediately contact VUPD or staff in the Office of Housing and Residential Education.

Although not required, Vanderbilt makes the missing student notification procedure available to all students. 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.

**Sexual Assault, Domestic Violence, Dating Violence, and Stalking—Prevention and Response**

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 as they are defined by the Clery Act and university policy. 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.)
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual misconduct crisis intervention, 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 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. 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 Psychological and 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 coordinator or anyone else 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, below). Anyone who at first uses a confidential resource may later decide to make a report to a non-confidential resource, such as EAD 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 entitled to limited confidentiality.

Without disclosing personally identifying information about the victim, the Project Safe Center will notify the Title IX coordinator of the nature, date, time, and general location of an incident. The Project Safe Center will also notify the Title IX coordinator of the name of the alleged perpetrator, if known, when the alleged perpetrator is affiliated with Vanderbilt University as a faculty member, staff member, teaching assistant, independent contractor, adviser, or in any other similar capacity, other than as a student. This notification helps keep the Title IX coordinator 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.

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

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 misconduct), they will disclose all relevant information to the appropriate university authorities, including, but not limited to, the Title IX coordinator.

Project Safe Center staff will provide non-identifying information, similar to that provided to the Title IX coordinator, 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 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 Appendix A at the end of this report.

Mandatory reporters are required to report possible violations of this policy to the Title IX coordinator, Title IX compliance manager, or EAD staff (collectively, EAD). 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 victim wants to tell a mandatory reporter about an incident but does not want the report investigated or the victim’s name disclosed, the employee will tell the victim 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 EAD, the mandatory reporter will also inform EAD of the victim’s request for confidentiality.

Mandatory reporters will not pressure a victim or other reporting party either to request confidentiality or make a full report.

**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 EAD 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 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 someone 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 Psychological and 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 Students—MANDATORY REPORTERS

• Office of the Dean of Students • 615-322-6400
• Office of Housing and Residential Education • 615-322-2591
• 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

• Sexual Assault Center Hotline • 1-800-879-1999
• 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 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 diseases, as well as for other health services and consultations. The Vanderbilt University Medical Center Emergency Department (ED) may ask a Sexual Assault Nurse Examiner (SANE) to come to the ED to perform a forensic exam if the victim agrees. 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.
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, the Faculty and Physician Wellness Program, the Nurse Wellness Program, and the community resources listed above are also available to assist members of the Vanderbilt community.

**Immediate Priority—Preserving Evidence:** To help preserve evidence, victims are encouraged 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 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.

**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.

Parties may request interim measures from EAD, the Project Safe Center, the Office of Student Accountability, Community Standards, and Academic Integrity (Student Accountability), or the associate dean of students for community standards and student support. 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 Title IX coordinator 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;
- Stay-away orders issued by Student Accountability (may refer to persons and/or locations, see Stay Away 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 without penalty;
• Changing work schedules, job assignments, or job locations for university employment;
• Changing residence hall assignments;
• Providing an escort for transit between classes and activities;
• Providing academic support services, such as tutoring;
• Limiting or barring an individual’s or organization’s access to certain Vanderbilt-owned 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 and staff 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 an individual's or organization's 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.

Student, faculty, or staff complainants also may seek orders of protection, restraining orders, or other similar orders issued by a court of law and may be assisted in doing so by VUPD or MNPD.
Anonymous and Third-Party 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. 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.

Vanderbilt encourages third parties to report incidents of sexual misconduct and intimate partner violence to EAD, 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 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, EAD, 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. A person who has been subjected to sexual misconduct or intimate partner violence need not confront the other party.
# Definitions

Clery Act, Tennessee Incident-Based Reporting System (TIBRS), and Tennessee Law

<table>
<thead>
<tr>
<th>Jeanne Clery Act Definitions</th>
<th>Tennessee Incident-Based Reporting Definitions</th>
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</thead>
<tbody>
<tr>
<td>Sexual Assault/Offense</td>
<td>Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.</td>
</tr>
<tr>
<td>Rape</td>
<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>
</tr>
<tr>
<td>Rape</td>
<td>TIBRS definition: Carnal knowledge of a person, 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 or physical incapacity.</td>
</tr>
<tr>
<td>Tennessee Code definition:</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:</td>
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<td>(1) Force or coercion is used to accomplish the act;</td>
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<td>(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;</td>
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<td>(3) The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or</td>
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<td></td>
<td>(4) The sexual penetration is accomplished by fraud.</td>
</tr>
<tr>
<td>Sodomy</td>
<td>Oral or anal sexual intercourse with another person, 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 or physical incapacity.</td>
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<tr>
<td>Jeanne Clery Act Definitions</td>
<td>Tennessee Incident-Based Reporting Definitions</td>
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<tr>
<td><strong>Rape (continued)</strong></td>
<td><strong>Sexual Assault with an Object</strong></td>
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<td></td>
<td>To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 or physical incapacity.</td>
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<tr>
<td><strong>Fondling</strong></td>
<td><strong>Fondling</strong></td>
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<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 or physical incapacity.</td>
<td>The touching of the private body parts of another person for the purpose of sexual gratification or any other reason, without the consent of the victim because of his/her age or because of his/her temporary or permanent mental or physical incapacity.</td>
</tr>
<tr>
<td><strong>Incest</strong></td>
<td><strong>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>Consensual sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.</td>
</tr>
<tr>
<td><strong>Statutory Rape</strong></td>
<td><strong>Statutory Rape</strong></td>
</tr>
<tr>
<td>Sexual intercourse with a person who is under the statutory age of consent.</td>
<td>Consensual sexual intercourse with a person who is under the statutory age of consent.</td>
</tr>
<tr>
<td>Jeanne Clery Act Definitions</td>
<td>Tennessee Law Definitions</td>
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<tr>
<td>Any incident meeting these definitions is considered a crime for the purposes of Clery Act reporting even if no Tennessee law was violated.</td>
<td>Domestic assault: Any assault committed against a “domestic abuse victim,” which includes: (1) Adults or minors who are current or former spouses; (2) Adults or minors who live together or who have lived together; (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; (4) Adults or minors related by blood or adoption; (5) Adults or minors who are related or were formerly related by marriage; or (6) Adult or minor children of a person in a relationship that is described in (1)-(5).</td>
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<tr>
<td><strong>Domestic Violence</strong></td>
<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>
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<tr>
<td><strong>Dating Violence</strong></td>
<td>Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based upon the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between persons involved in the relationship. 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.</td>
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<td></td>
<td>Tennessee does not have a specific statute pertaining to dating violence that does not meet the definition of domestic violence above.</td>
</tr>
<tr>
<td><strong>Jeanne Clery Act Definitions</strong></td>
<td><strong>Tennessee Law Definitions</strong></td>
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</tbody>
</table>
| **Stalking**
Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: Fear for the person's safety or the safety of others; or suffer substantial emotional distress. | 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:
- (A) Following or appearing within the sight of that person;
- (B) Approaching or confronting that person in a public place or on private property;
- (C) Appearing at that person's workplace or residence;
- (D) Entering onto or remaining on property owned, leased, or occupied by that person;
- (E) Contacting that person by telephone;
- (F) Sending mail or electronic communications to that person; or
- (G) Placing an object on, or delivering an object to, property owned, leased, or occupied by that person; |
| **Reasonable Person**
A reasonable person under similar circumstances and with similar identities to the victim. | |
| **Course of Conduct**
Two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person's property. | A pattern of conduct composed of a series of two or more separate noncontinuous 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 |
| **Substantial Emotional Distress**
Significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. | “Emotional distress” means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling |
Protection of Minors on Campus

Vanderbilt University is dedicated to the welfare and safety of minors who visit Vanderbilt’s campus and who participate in Vanderbilt’s programs and activities. Minors 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 Every member of the university community (not limited to individuals who interact with minors) is required by law to report known or suspected instances of the abuse of, neglect of, or inappropriate interactions with minors. Community members making a report in good faith are protected from criminal and civil liability for making a report. Everyone is required by Tennessee law to report to DCS or law enforcement any type of suspected abuse, neglect, or inadequate care, in addition to suspected child sexual abuse.

Two reports, one external and one internal, must be made:

- **External report**—Tennessee law requires every person who suspects sexual or physical abuse or neglect of a minor to report it. Failure to report is a Class A misdemeanor. The required 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**—Every member of the university community has a further obligation to immediately report to Vanderbilt University known or suspected abuse or neglect of a minor on campus or in a Vanderbilt program. The preferred method is to contact the director, Protection of Minors, in the Office of Risk and Insurance Management at (615) 936-5935. Alternatively, known or suspected abuse or neglect of a minor on campus or in a Vanderbilt program may be reported to the Vanderbilt University Compliance Reporting Hotline, an independently-operated compliance hotline that may be used to report incidents. 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: The hotline should not be used for emergencies or when immediate action may be otherwise necessary.**

Institutional Definitions

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 Campus SaVE Act Policy at Appendix B or hr.vanderbilt.edu/policies/save-act.php.

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 or imply 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 above.

• Effective consent to sexual activity may be withdrawn at any time, at which point 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, 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 foreplay.

• 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 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 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 their 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 attempt to exert power or control over another person by use of force, pressure, manipulation, threats, or intimidation. 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.** Determinations regarding whether a person’s level of intoxication affects their ability to give effective consent will be made on a case-by-case basis.

**Definitions**

**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, Burundang, Ketamine, or other sedatives or “date-rape” drugs. 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.**

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).
Sexual Misconduct and Intimate Partner Violence Reports and Investigations

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 Campus SaVE Act Policy attached as Appendix B or at hr.vanderbilt.edu/policies/save-act.php. In addition, for employees, also please review the Anti-Harassment Policy at hr.vanderbilt.edu/policies/anti-harassment.php. For generally applicable faculty disciplinary procedures, see vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch1-disciplinary-actions/.

Reporting an Incident

Vanderbilt takes reports of sexual misconduct and intimate partner violence seriously. 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. 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 complaints of sexual misconduct, including sexual assault, and intimate partner violence be made to Equal Opportunity, Affirmative Action, and Disability Services (“EAD”). If a person chooses to make an initial complaint to any other responsible employee of the university, that person will refer the matter to EAD. A responsible employee is a Vanderbilt employee who has a duty to report all alleged violations of the Sexual Misconduct Policy because the employee has the authority to address sexual misconduct, who has the duty to report incidents of sexual misconduct or because a member of the university community could reasonably believe that the employee has such authority. Please refer to the Sexual Misconduct and Intimate Partner Violence Policy for a non-exhaustive list of the university’s responsible employees. Responsible employees are mandatory reporters; they are not confidential resources. Generally, with the exception of the confidential resources listed above, a university employee to whom a community member reports an incident of sexual misconduct is a mandatory reporter under Title IX. This includes faculty members, teaching assistants, and most staff.

Mandatory reporters are required to report possible violations of the Sexual Misconduct and Intimate Partner Violence Policy or the Campus SaVE Act Policy to the Title IX coordinator, Title IX compliance manager, or other EAD staff (collectively, EAD). 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 victim wants to tell a mandatory reporter about an incident but does not want the report investigated or the victim's name disclosed, the employee will tell the victim 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 EAD, the mandatory reporter will also inform EAD of the victim's request for confidentiality.

Mandatory reporters will not pressure a victim or other reporting party either to request confidentiality or make a full report.

Investigations

EAD has responsibility for investigating reports of sexual misconduct or intimate partner violence. The EAD staff is trained at least annually and on an ongoing basis on issues related to sexual misconduct and intimate partner violence, and in conducting investigations. Retaliation is prohibited against any person who makes a report, participates in an investigation, encourages reporting an incident, or opposes sexual misconduct and intimate partner violence.

Complaints may be filed at any time, but the university encourages community members to report violations as soon as possible after an incident. If EAD determines that a report should be addressed by another department, EAD will direct the reporting party and/or the complainant to the appropriate department and refer the matter to that department. EAD will also investigate incidents that have been reported to other university officials and referred to EAD. In addition, EAD will assist a student in reporting an incident of sexual misconduct involving a respondent from another institution.

To report an incident to EAD, please contact Anita Jenious, the university's Title IX coordinator and director of EAD. Call EAD at (615) 322-4705, visit the office, or write. Reports or questions may also be directed to Damian Marshall, Title IX compliance manager. EAD 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 EAD will follow.

Email Address:
eadinformation@vanderbilt.edu

Campus Address:
Baker Building, Suite 975
Located at:
110 21st Avenue South
Nashville, TN 37203
Persons making a report to EAD 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 EAD 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. Everyone is encouraged to report sexual misconduct or intimate partner violence even if some or all information is unavailable or cannot be provided.

Upon receiving a report of sexual misconduct, EAD will reach out to the complainant to schedule an informational meeting in which a staff member will explain the role of EAD, the options for reporting an incident, and the available resources for assistance, including interim measures that may be appropriate. In addition, EAD will explain how any request for confidentiality will be evaluated and that confidentiality may limit the university’s ability to investigate the incident. See “Requests for Confidentiality During an Investigation” below.

EAD investigates reports that it receives. Please refer to the Sexual Misconduct and Intimate Partner Violence Policy (for students) or the Campus SaVE Act Policy for more detail on requests for confidentiality and investigations. See Appendices A and B respectively. EAD will confer with the appropriate offices (Student Accountability, OHARE, the appropriate dean’s office, Human Resources, and other offices or departments, as necessary) as to any appropriate interim measures.

Determining Whether to Proceed With an Investigation

During or after an informational meeting, a complainant may meet with an EAD investigator to provide an account of the incident(s). The EAD investigator will consult with the Title IX coordinator in determining how to proceed and whether interim measures are appropriate. The investigator may conduct, as needed, preliminary interviews of the complainant, respondent, or witnesses, consultation with other university offices (including Student Accountability, Human Resources, the appropriate dean’s office, and other departments, as appropriate), and an initial review of potentially relevant evidence. Both the complainant and the respondent will have informational meetings, as described above, with EAD and be permitted to ask an adviser of their choosing to accompany them to meetings related to the report of a violation of the policy, including with EAD.

The Title IX coordinator considers a variety of factors in determining whether to conduct an investigation, including but not limited to the wishes of the complainant, any previous allegations involving the respondent, the likelihood of repeated offenses, evidence that the alleged misconduct is part of a pattern of misconduct, and the university’s commitment to deter conduct that creates or contributes to a hostile environment. In no circumstances will mediation be used to resolve cases of sexual assault. Appropriate interim measures will be implemented whether or not an investigation is commenced.
If a complainant initially requests that no investigation occur, and EAD determines it will not proceed, the complainant is not precluded from later requesting that an investigation be conducted, and cooperating with the investigation. In addition, if a complainant initially requests that no investigation occur or chooses not to participate, and EAD determines it will proceed after weighing the factors listed above, the complainant is not precluded from later cooperating with the investigation. If a complainant is undecided as to requesting and/or participating in an investigation, the Title IX coordinator will consider a variety of factors in determining whether to conduct an investigation.

If the Title IX coordinator determines that EAD should proceed with an investigation, EAD will notify the complainant and either EAD or Student Accountability will notify the respondent. EAD will ask complainants who decline to participate whether they wish to receive the preliminary and/or final investigative report. Whenever the complainant and/or respondent chooses not to cooperate with an investigation, EAD will move forward based on the available information and evidence.

**Requests for Confidentiality During an Investigation**

If a complainant requests that his/her/their name or other identifying details not be revealed to the respondent (request for confidentiality), Vanderbilt’s ability to investigate the incident and address the matter may be limited. All such requests will be evaluated by the Title IX coordinator, taking into consideration the factors listed in the section above. Even if the Title IX coordinator determines not to investigate a report, based in whole or in part on the complainant’s decision not to cooperate or request 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.

**Charging and the Investigative Process**

Upon a determination by the Title IX coordinator that an investigation involving a student respondent will be conducted, EAD 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 EAD. Student Accountability will determine the charge(s) to be brought, if any, and present the charge(s) and the range of possible sanctions to the respondent. The charge(s) may be modified at any point based on information provided to or developed by EAD during its investigation. After the presentation of the charge(s), the respondent will have the opportunity to agree or disagree with each of them. The charge sheet will be sent to EAD.

Whether or not Student Accountability has already presented charges, EAD may reach out to the respondent to schedule an informational meeting if one has not already occurred in which a staff member will explain the role of EAD and the available resources for assistance, including interim measures that may be appropriate.

During the respondent’s follow-up meeting with the assigned investigator, EAD will inform the respondent of the allegations, provide the respondent an opportunity to respond to the allegations, ask questions, provide information, and offer names of witnesses or other people with
relevant information. An EAD investigator will interview the respondent and other individuals who, in the investigator’s 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 EAD investigations. As the investigation progresses, the investigator may seek to conduct follow-up interviews with any person as the investigator deems 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 EAD investigator immediately. EAD will prepare summaries of its interviews, and the complainant and the respondent will be given a reasonable amount of time to review and submit comments on the summary of their own interviews. If comments are not submitted within the timeframe requested by EAD, the Title IX coordinator may authorize the investigator to proceed with the summary as is.

Prior to making a final determination, EAD will prepare a preliminary investigative report. The preliminary investigative report will contain a summary of the information and documents EAD considers relevant. The complainant and respondent will each have the opportunity to review a copy of the preliminary investigative report. To the extent possible under the circumstances of each case, other evidence, such as video, will be shared with both parties at the same time. The names and other identifying information of other students will be redacted from the preliminary investigative report to the extent required by law. Both the complainant and respondent will have the opportunity to submit written comments on the preliminary investigative report. Any such comments must be submitted either by hand delivery to EAD, 110 21st Avenue South, Suite 975, or by email attachment to the EAD investigator by no later than 5:00 p.m. on the fifth (5th) calendar day following the date the complainant and respondent receive the preliminary investigative report. Requests for extensions must be submitted to EAD prior to the expiration of the five-day period.

EAD may investigate and make findings of fact regarding possible violations of other university policies that may have contributed to or arisen from, or that otherwise relate to, alleged violations of this policy (e.g., where an alleged sexual assault was allegedly committed by a student who may have also violated Vanderbilt's alcohol and controlled substances policy). 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 only a possible violation of another university policy that is not alleged or determined by EAD to have contributed to or arisen from or that does not otherwise relate to a violation of this policy, or if the conduct complained of involves only a possible violation of another policy, EAD 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.

**Criminal 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.
Civil or criminal proceedings are separate and distinct from internal university proceedings and they may or may not run parallel to one another. The filing of a police report or the pendency of civil or criminal proceedings does not preclude EAD 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. The university may be required by law to provide information in civil or criminal proceedings. Vanderbilt encourages its students, faculty, and staff 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 who conducts
the primary investigation, individuals may contact VUPD at any time. VUPD is available on request to assist victims in working with MNPD and in court proceedings.

**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. Retaliation includes purposely interfering with, threatening, or damaging the academic or professional reputation, career, or co-curricular experience of another individual before, during, or after the investigation and/or resolution of a report under this policy. Retaliation and other attempts to interfere with the investigation or resolution of a complaint are violations of university policy.

**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 EAD.

**Recordings**

The audio and/or video recording of any meeting conducted as part of an investigation under this policy is 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.

**Confidentiality**

The confidentiality of complainants and witnesses will be maintained as much as practicable. The university keeps Information regarding the interim measures it provides confidential unless
such confidentiality impairs its ability to provide those accommodations or protective measures. The university provides both confidential and non-confidential resources. See the section on “Resources and Support” above, which identifies those resources that are confidential and those that are not. The implications of reporting to a limited or non-confidential resource also are discussed in that section.

In weighing a request that a complainant’s name or other identifying information not be disclosed to the respondent or that no investigatory or disciplinary action be taken, the Title IX coordinator will consider a variety of factors, including, but not limited to, the complainant’s desire for confidentiality, information concerning any previous allegations involving the respondent, the likelihood of repeated offenses, evidence that the alleged misconduct is part of a pattern of misconduct, and the university’s ability to ensure that the alleged misconduct does not contribute to the creation of a hostile environment for any students.

**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 Campus SaVE Act Policy. Proof meets the preponderance standard if EAD determines it is “more likely than not” that the policy was violated.

**Determinations**

EAD will consider any comments received from the complainant and/or respondent after reviewing the preliminary investigative report and will conduct any further investigation it considers necessary or appropriate. Thereafter, EAD will issue a final investigative report that sets forth (a) EAD’s final determination, based on a preponderance of the evidence, whether the respondent engaged in sexual misconduct in violation of the Sexual Misconduct and Intimate Partner Violence Policy or the Campus SaVE Act Policy, and (b) if appropriate, any relevant recommendations. The final investigative report will contain a summary of the information and documents on which the final determination and any remedial or other recommendations are based and will address, to the extent EAD considers appropriate, any comments received from the complainant or respondent concerning the preliminary investigative report. The comments from the complainant and respondent will also be attached as an exhibit. EAD will provide its final investigative report simultaneously to the complainant and the respondent. In cases involving students, the names and other identifying information of other students will be redacted from the final investigative report to the extent required by law. When the respondent is found to have violated the policy, the appropriate person will be notified for sanctioning, referral, or follow-up (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 (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. EAD 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. Materials obtained by EAD during the investigation will be maintained by EAD.
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 investigative report.

**Timelines**

In cases involving students, the university endeavors to conduct and complete the investigative process within 60 calendar days from the time the Title IX coordinator determines that an investigation will go forward. The typical timeline for investigations not involving students will be 90 calendar days. 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 and complicated evidence. The complainant and the respondent will be notified simultaneously, in writing, if the investigation process cannot be completed within the applicable timeline, and they will be provided with a revised timeline.

EAD’s ability to complete the investigative process within 60 days is enhanced when students, witnesses, and other third parties respond promptly to requests for information, interviews, and meetings. The university endeavors to follow the schedule below:

- Initiation of investigation after intake interview(s) are completed—3 days
- Investigation—35 days
- Preparation of preliminary investigative report—7 days
- Time for complainant and/or respondent to submit comments—5 days
- Review of comments and preparation of final investigative report—7 days
- Determination of sanction—3 days
Additional Information for Students

Stay Away Orders

Given the nature of cases involving sexual misconduct and intimate partner violence, a student may request issuance of a “stay away order.” For more detailed information about interim measures, please refer to the “Interim Measures” section above. Directives to desist 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. Stay away 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. Additional information about directives to desist, including how to request one, may be found in Chapter 3 of the Student Handbook under the section, “Threat, Harassment, Intimidation, Etc.: Stay Away Orders” (vanderbilt.edu/student_handbook/student-conduct/#threat-harassment-intimidation-directives-to-desist). 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 Education, 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.

Limited Disciplinary Immunity for Complainants and Witnesses

The university understands that Individuals with information about sexual misconduct or other intimate partner violence may hesitate to come forward if they fear that their own violations of university policy 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 victims and potential witnesses in order to facilitate reporting of sexual misconduct or other intimate partner violence incidents. Students may be referred for an alcohol or drug assessment and counseling.

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.

Sanctioning of Student Respondents

Where the respondent is a student and EAD has determined that the respondent violated the policy, Student Accountability will review EAD’s final investigative report and render an appropriate sanction. If, upon reviewing the materials, Student Accountability requires clarification or additional information from EAD before rendering a sanction, Student Accountability may request such clarification or additional information from EAD. The sanctioning determination will be made based on the information contained in the EAD investigative 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. 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/sexual-misconduct/#additional-information-for-students.

- 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, attempts to commit sexual misconduct, facilitating, aiding, encouraging, concealing, and/or otherwise assisting a violation of the sexual misconduct policy, stalking, dating violence, domestic violence, retaliation, or 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 EAD 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.

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. 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 arises out of or is related to an alleged violation of the Sexual Misconduct and Intimate Partner Violence Policy 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 (10th) calendar day following the date the complainant is notified of the determination by EAD (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.

The petition must be no longer than ten (10) double-spaced pages with one (1) inch margins and twelve (12) 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 EAD 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 EAD.
Grounds for Appeal

The four grounds for appeal are as follows:

• Procedural irregularities sufficient to affect the determination by EAD and/or the sanction imposed by Student Accountability.

  • EAD and Student Accountability are expected to conduct investigations and proceedings in accordance with their policies and procedures. Deviations from those policies and procedures, which render their actions fundamentally unfair, constitute a sufficient basis for the Appellate Officers to reverse, modify, or remand the determination by EAD 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 EAD and/or the sanction imposed by Student Accountability.

• The evidence does not support the determination by EAD.

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

• New evidence that was not reasonably available for presentation to EAD, the introduction of which could reasonably be expected to have changed EAD’s determination.

  • All available relevant evidence is expected to be presented to EAD before EAD prepares its final investigative 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 EAD and that the introduction of such new evidence can be reasonably expected to have changed EAD’s determination. If the Appellate Officers determine that the student has satisfied this burden, the Appellate Officers shall remand the case to EAD 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 vacated or changed 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 EAD’s determination and the sanction (if any) that a petition for appeal has been filed;
  - Requests that EAD and/or Student Accountability provide to the Appellate Officers the final investigative report, and other information considered in determining responsibility and/or imposing sanctions; and
  - Forwards a copy of the petition to the Title IX coordinator and Student Accountability as well as the non-petitioning party. EAD 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 EAD and/or Student Accountability as well as the non-petitioning party must be submitted prior to the expiration of the ten-day period.

- Upon receiving any written comments or response from EAD, 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.

- 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 EAD and/or Student Accountability, including the final investigative report, (b) the petition, (c) any new evidence in the petition that was not reasonably available for presentation to EAD and the introduction of which could reasonably be expected to change EAD’s determination, (d) any written comments/responses, and (e) any reply.

- The Appellate Officers decide by majority vote whether to affirm, modify, or reverse the determination by EAD and/or the sanction imposed by Student Accountability or to remand the case to EAD and/or Student Accountability with such instructions as the Appellate Officers consider appropriate.
  - In cases where there has been a material procedural error on the part of EAD and/or Student Accountability, the Appellate Officers remand the case to EAD and/or Student Accountability, as appropriate.
  - In cases where the Appellate Officers deem that new evidence should be considered, the Appellate Officers will remand the case to EAD.

- Generally, the appellate process should conclude within 30 days.

- The chair simultaneously notifies the complainant, the respondent, EAD, and Student Accountability of the Appellate Officers’ decision and the reasons for the decision. 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 Campus SaVE Act Policy in Appendix B and [vanderbilt.edu/ead/saveact.html](http://vanderbilt.edu/ead/saveact.html).

Upon a determination by the director of EAD/Title IX coordinator that an investigation will be conducted involving a respondent who is faculty or staff, the EAD 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, EAD will determine, based on the preponderance of the evidence, whether the alleged acts occurred and violated the Campus SaVE Act Policy. EAD 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.

**Faculty**

If EAD determines that a member of the faculty violated this policy, EAD 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 EAD, 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, Paragraph 8. See [vanderbilt.edu/faculty-manual/part-iv-disciplinary-action-and-grievances/ch1-disciplinary-actions/](http://vanderbilt.edu/faculty-manual/part-iv-disciplinary-action-and-grievances/ch1-disciplinary-actions/). Appeals will be handled pursuant to University Grievance Committee procedures. See [vanderbilt.edu/faculty-manual/part-iv-disciplinary-action-and-grievances/ch2-faculty-grievances/](http://vanderbilt.edu/faculty-manual/part-iv-disciplinary-action-and-grievances/ch2-faculty-grievances/).

**Staff**

If EAD determines that a staff member violated this policy, EAD 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).

**Postdoctoral Fellows and Trainees**

If EAD determines that a postdoctoral fellow or trainee violated this policy, EAD 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.
Support for Victims and Survivors of Crime

Victims and survivors of crime at Vanderbilt can expect to receive compassion and support from a variety of resources on campus.

VUPD Community Relations and Crime Prevention

VUPD provides referrals and support for students, staff, and visitors who are victims of crime at Vanderbilt. When appropriate, staff will accompany a victim to the hospital or to court, assist in 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 Green Dot bystander intervention training and Haven—Understanding Sexual Assault, the online sexual assault prevention educational module required of all incoming students. 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 Psychological and Counseling Center, Student Health, Equal Opportunity, Affirmative Action, and Disability Services (EAD), and the Vanderbilt University Police Department) as well as external support and law enforcement resources. Visit vanderbilt.edu/projectsafe.

Psychological and Counseling Center (PCC)

The PCC provides mental health services to Vanderbilt undergraduate, graduate, and professional students, regardless of insurance status. The staff of therapists and medical providers specializes in mental health care of the university population. The PCC has a team of providers designated to support students coping with the psychological effects of sexual assault or other types of traumatic events on a confidential basis. This team consists of both therapists and medical providers; they meet on a regular basis for professional development and provide weekly consultation to all staff regarding issues related to trauma. Members of the trauma team attend national meetings that provide education on trauma-informed care for individuals who have had exposure to traumatic events.

The PCC provides a range of services for students. Individuals experiencing acute trauma may access services by requesting an appointment with a member of the Acute Care Team (ACT). This team provides brief confidential services specifically focused on providing psychological care for students after exposure to a traumatic event. The acute care team is designed as a brief model of care as the benefits of supportive and targeted skills-based interventions following a traumatic event can lead to an increase in an individual’s coping and quality of life. For information about an immediate crisis please review our website at https://www.vumc.org/pcc/immediate-crisis-0.
PCC also provides individual therapy and consultation to guide students in managing the impact of power-based personal violence on survivors. The PCC has process groups designed to help students explore their identities and relationships. Students can access services by presenting to the PCC in person, by calling our main number (615)322-2571, or through our online appointment request available through our website at https://www.vumc.org/pcc/scheduling-phone-assessment. The student should ask specifically for an appointment with the ACT team; the student can request to be seen by either a female or a male therapist without explanation of why they are making that request.

Resources at the PCC 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 coaching. Besides the EAP for staff, there are two other specialty programs to serve the unique needs of the faculty, physicians, and nurses. Services are provided for Vanderbilt University and Vanderbilt University Medical Center. Phone contact is (615) 936-1327 or visit healthandwellness.vanderbilt.edu/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.

**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 PCC 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.

**Office of Student Accountability, Community Standards, and Academic Integrity**

The Office of Student Accountability assists in upholding the Sexual Misconduct policy and other Student Accountability policies through the student disciplinary process. The office also assists with interim measures, such as stay away orders. Phone contact is (615) 322-7868; online vanderbilt.edu/studentaccountability/; email studentaccountability@vanderbilt.edu.

**Green Dot**

Green Dot, offered by the Project Safe Center, is a bystander intervention training program designed to reduce and prevent intimate partner violence, including stalking, sexual violence, intimate partner violence, and bullying. It provides a way 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**

**Vandy Vans**

The Vandy Vans shuttle bus system, administered by Vanderbilt University Public Safety, provides pick-up and drop-off service at designated points on campus which are marked with signs. The service operates daily from 6:00 p.m. to 3:30 a.m. during the fall and spring semesters. Riders can request a walking escort from the van stop to their final destinations. Students can check the location and seating availability of Vandy Vans using their computers or cell phones, and they can even set up Text message alerts to let them know when the vans are arriving at their stops. Additional information about Vandy Vans and routes is available online at police.vanderbilt.edu/services/vandyvans.php or vandyvans.com.

**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 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.
Walking Escort Service

As a supplement to the VUMC Shuttle Service and Vandy Vans, 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.

Commodore Cab

Local cab companies (Diamond, Allied, and Nashville) are equipped with card readers that allow students to swipe their Commodore Cards in lieu of paying cash for cab rides. This system also allows students to split the fare with up to three people. Vehicles participating in the program are marked with a “Commodore Cab” decal. Funds can be added to a student’s Commodore Card by billing his or her student account or by adding cash in the Commodore Card Office. This is the same account used for laundry, bookstore purchases, etc.

Uber (Ridesharing)

Students, faculty, and staff are able to link their Commodore Card accounts to the Uber app for ridesharing, allowing rides to be charged directly to their Commodore Cards. This is completed by selecting “Campus Card” under “Add Payment” in the Uber app and following the prompts.

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
- Equal Opportunity, Affirmative Action, and Disability Services (EAD)
- Office of Housing and Residential Education
- Psychological and 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.

**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 related issue of alcohol and drug abuse. A number of individual departments and offices, including EAD, the Project Safe Center, VUPD, the Center for Student Wellbeing, the Office of Housing and Residential Education, and student organizations also provide regular and ongoing programming.

Vanderbilt provides orientation to incoming students with information intended to prevent rape, acquaintance rape, 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 “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.

All new undergraduate students (first-years and transfers) must also complete the following modules: Haven—Understanding Sexual Assault, AlcoholEdu, Campus Safety, and Protection of Minors 101. Vanderbilt also requires incoming graduate and professional students to complete the Haven module. Haven 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.

Green Dot is a bystander intervention program coordinated by the Project Safe Center at Vanderbilt University. The Project Safe Center offers several Green Dot bystander intervention trainings to students, faculty, and staff each month throughout the year. During the 2016/2017 academic year, all housing resident advisers and all new members of Interfraternity Council chapters completed at least three hours of Green Dot training. Anyone in the Vanderbilt community may participate in bystander intervention training offered by the Project Safe Center staff and members of the university’s Green Dot 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 Public Safety (VUPS) offers RAD self-defense training at least once each month except in the months of December and May. VUPS also provides programming on healthy relationships to reduce or prevent the occurrence of intimate partner violence and to protect personal safety. In addition, VUPS 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 2016/2017 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 knowledge 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 Center for Student Wellbeing maintains an Assisting Students of Concern reference guide for faculty and staff, which highlights signs of distress, explains how to intervene and make referrals, lists available resources for students, and provides online training modules, including the interactive Kognito At Risk program. Training for faculty and staff also focuses on increasing awareness about Title IX reporting obligations and how to provide information regarding confidential resources, interim accommodations, and the complaint process, in the event they receive a report of sexual misconduct.

Vanderbilt provides numerous programs that address sexual misconduct and intimate partner violence issues, including the related issue of drug and alcohol abuse. Vanderbilt’s programs include Haven (the sexual assault prevention online module), the Escalation Workshop, and Green Dot training. A number of individual departments and offices, including EAD, the Project Safe Center, and VUPD, provide regular and ongoing programming on these important issues. See the section above on “Student Programs” for more information. 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 and intimate partner violence, as an essential part of new faculty and staff orientation.
- The Center for Student Wellbeing maintains an Assisting Students of Concern reference guide for faculty and staff.
- The Project Safe Center and the Center for Student Wellbeing facilitate training on responding to students in distress.
- EAD provides an Alphabet Soup seminar for managers and supervisors with hiring responsibilities on subjects including discrimination, harassment, and retaliation.
- EAD provides in-person training as well as an online module for faculty members, titled Golden Opportunity, Golden Obligation, regarding Title IX, sexual misconduct, and reporting obligations.
- EAD, 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.
Vanderbilt has developed an orientation training module for new staff members. The orientation training and materials for new employees contain definitions for rape, 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, EAD staff, 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. 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. Arrive 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 traveling 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.

• 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 both have your full judgment before engaging in sexual activity.

• Be true to yourself. You should not feel obligated to do anything that you do not want to do. “I don’t want to” is always a good enough reason. Only do what feels right to you and what you are comfortable with.

• Download the SafeVU application to your smart phone. Additional information can be found regarding this resource at police.vanderbilt.edu/services/safevu.php.

**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 Green Dot, 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 and members of the university’s Green Dot committee. A Vanderbilt community member may be an active bystander by:

- Participating in a Green Dot 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.

- 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?”
Campus and Medical Center Physical Security

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.

Residence Halls
The Office of Housing and Residential Education 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. Carmichael Towers (East and West) and
Branscomb Hall information desks are 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 has a desk that operates 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 8:00 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 addition, all residential areas have Vanderbilt Police Community Service Officers monitoring the exterior areas.

Each residential area has a minimum of one live-in professional staff member on call 24/7 and 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/resed.

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 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/](http://police.vanderbilt.edu/services/lightingform.php/)
- Campus Plant Operations at (615) 343-9675 or online at [vanderbilt.edu/plantops/servicerequest.php](http://vanderbilt.edu/plantops/servicerequest.php)
- VUMC Plant Services at (615) 322-2041

**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. VUMC employees and temporary staff receive cards in the round wing of Medical Center North, room D-2107. University Central 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/](http://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. Lost or stolen VUMC ID cards should be reported to the VUMC Card Office at (615) 936-3350 during regular business hours. 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.
Alcohol and Illegal Drugs on Campus

Vanderbilt University is deeply concerned about the health and welfare of its students. University policies and regulations in general—and alcohol and controlled substances policies in particular—reflect that concern. 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 drug.

All first-year and transfer students are required to complete AlcoholEdu, an on-line course on alcohol and other drugs. In addition, the Alcohol & Other Drug 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. For more information, see: healthandwellness.vanderbilt.edu/work-life/eap/ and healthandwellness.vanderbilt.edu/work-life/index.php.

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 controlled substances 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 controlled substances 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 controlled substances 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 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;
• Work service (such details might include picking up litter from campus lawns, cleaning lobbies, restrooms, and stairwells of campus residences, etc.);
• 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/.

Weapons

Tennessee law and university policy prohibit anyone other than on-duty commissioned police officers from carrying weapons on a private campus. 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 111 28th Avenue South. For complete information including the required forms, visit police.vanderbilt.edu.

Criminal Convictions

Being convicted of a crime outside the workplace may render a staff member unsuitable for continued employment at the university. Vanderbilt reserves the right to terminate employment if an individual is convicted of a crime, even if the crime did not occur on Vanderbilt time or premises. If an employee is convicted of a crime, the employee is required to notify his or her immediate supervisor within five 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.
Sexual Offender Registration

The Tennessee Bureau of Investigation (TBI) maintains the TBI Sex Offender Registry, a central information and registration system of sexual offenders located in Tennessee. Information concerning registered sexual offenders can be obtained from the TBI Sex Offender Registry by calling the hotline at (1-888) 837-4170 between 7:00 a.m. and 8:30 p.m., CST, Monday through Friday, or on the weekends between 7:00 a.m. and 5:30 p.m. CST (excluding holidays), or by email at TBIORMGR@tn.gov. A search of the TBI Sex Offender Registry can be found by visiting the TBI website at tn.gov/tbi/section/tennessee-sex-offender-registry.
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) 322-2558

Walking Escorts • (615) 421-8888 or (615) 322-2745

Lost and Found • (615) 343-5371

Medical

VUMC Emergency Room • (615) 322-3391

Student Health • (615) 322-2427 (for student non-emergency illness and injury)

Occupational Health Clinic • (615) 936-0955 (work-related injuries or exposures)

Poison Center Hotline • (800) 222-1222

Human Resources/Employee Service Center • (615) 343-7000
Environmental/Safety Hazards
Environmental Health and Safety/Safety Officer • (615) 322-2057

Plant Operations (Campus, request for services, 24 hours) • (615) 344-9675

Plant Services (Medical Center, request for repairs, 24 hours) • (615) 322-2041

Information Technology Services (telephone repair) • (615) 421-1611

Counseling/Support/Information
Psychological and 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 Education • (615) 322-2591;
(for referrals and support services; after hours, contact a Program or Area Coordinator)
On-call PC/AC (615) 566-1010

Office of the University Chaplain and Religious Life • (615) 322-2457
(available after hours for crisis counseling through voice mail forwarding)

Human Resources/Employee Service Center • (615) 343-4788
(conflict resolution issues between staff members or between staff and supervisors)

Equal Opportunity, Affirmative Action, and Disability Services Department • (615) 322-4705 (issues involving sexual harassment, sexual assault, sexual violence and intimate partner, racial bias, discrimination, equal access)

Parking and VUMC Shuttles

University Traffic and Parking • (615) 322-2554

Medical Center Parking Office • (615) 936-1215 (Option 3)

VUMC Shuttle Services • (615) 936-1215 (Option 3)
**Off-Campus Resources**

When calling from an on-campus phone, dial “9” to get an outside line. Remember to dial area code (615).

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 (24-hour assistance) • (615) 244-7444

Sexual Assault Center of Nashville, Crisis and Support Line (24-hour assistance) • (800) 879-1999

YWCA Domestic Violence Center, Crisis and Information Line (24-hour assistance) • (800) 344-4628

**Crime Statistics by Year and Location**

The information below provides context for the crime statistics reported to the U.S. Department of Education as part of compliance with the Clery Act. Any identifying information about victims of sexual misconduct, including sexual assault and intimate partner violence, are excluded from these statistics. In addition, a chart providing Vanderbilt’s crime statistics reported to the Tennessee Bureau of Investigation’s Statistical Unit is attached as Appendix D. Note that these statistics may differ slightly 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 2014, but was reported in January 2015, would be included in the 2015 federal statistics and the 2014 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. The following sources provided data for this report: the Vanderbilt University Police Department, the Metropolitan Nashville Police Department, the Title IX coordinator and director of EAD, the associate provost and dean of students, and the assistant vice chancellor for student athletics, recreation, and wellness.
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 published in this booklet to the Department of Education. This statistical information also is available to the public through the Department of Education website at [ope.ed.gov/security/](http://ope.ed.gov/security/).

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 brochure 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:

• 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

• 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).

The on campus statistics includes a sub-set 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.

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

Non-campus is any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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.

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. The number reflected in the statistics for the following crime categories includes one offense per distinct operation: robbery, burglary, larceny, vandalism, and arson. 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
   - Burglary
   - Motor Vehicle Theft
   - Arson

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. VAWA (Violence Against Women Act) 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

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 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 the Psychiatric Hospital at Vanderbilt, along with many clinics, medical offices, and treatment centers, is adjacent to Vanderbilt’s campus. Because medical and nursing students also receive training and perform clinical rotations at off-campus VUMC clinics at Vanderbilt Health at 100 Oaks and other locations in the Nashville area, any crimes occurring at those locations are included in the non-campus 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. Crimes occurring after April 30, 2016, at off-campus VUMC clinics will not be 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 other than 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.
Vanderbilt University Campus

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<thead>
<tr>
<th>Category</th>
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<th>2015</th>
<th>2016</th>
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</table>

1. One of the on-campus aggravated assaults occurring in student housing is also included in the domestic violence statistics. Two of the assaults arise from a single incident. Three of the aggravated assaults occurring in student housing are classified as simple assaults under Tennessee law.
<table>
<thead>
<tr>
<th>Category</th>
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<th>2016</th>
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<td>Public Property</td>
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</tbody>
</table>

2. Two of the reported domestic violence incidents also were included in the rape category; an additional domestic violence incident also was included as an aggravated assault.

3. One of the reported domestic violence incidents also was included in the rape category.
# Vanderbilt University Medical Center, Vanderbilt Health at 100 Oaks, and other VUMC off-campus clinics

<table>
<thead>
<tr>
<th>Category</th>
<th>Location</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
</tr>
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<tbody>
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<td>11(^4)</td>
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\(^4\) Five of the eleven reported aggravated assaults arise from a single incident resulting in five victims. Note that seven of the eleven aggravated assaults, including these five, are classified as simple assaults under Tennessee law.
<table>
<thead>
<tr>
<th>Category</th>
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<th>2014</th>
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</table>

5. One report of domestic violence also is included in the rape statistics.
6. One report of domestic violence also is included in the aggravated assault 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.

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

2015:
- Two on-campus vandalisms that occurred in fraternity houses (which are counted as student housing) were found to be motivated by religious bias.
- One on-campus intimidation was found to be at least partially motivated by racial bias.

2014: One on-campus vandalism to an employee locker located at the Medical Center was found to be motivated by sexual orientation bias.

Vanderbilt Programs Outside Nashville

Vanderbilt conducts programs during the summer in Washington, D.C., and 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, 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. 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. In 2014, Vanderbilt received a report that an unaffiliated person was sexually assaulted by another unaffiliated person on property belonging to Vanderbilt that is part of an archaeological dig in Guatemala. This report is included in the crime statistics chart under the non-campus property geographical category. Vanderbilt received no reports of crime occurring at property leased in connection with its programs in Washington or abroad during 2015 or 2016.

Reports of Crimes that Have Been Unfounded

In 2014, a total of eight crime reports were unfounded by law enforcement. Of the eight, seven were initially reported as having occurred in the university campus precinct and one from the VUMC/Vanderbilt Health at 100 Oaks precincts. In 2015, there were six unfounded reports, three reports from the university campus precinct and three from the VUMC/100 Oaks precincts. In 2016, there were three unfounded reports, one report from a residence hall on the university campus and two from the VUMC 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 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 EAD are not sufficient to unfound a reported crime.
Fire Safety

In compliance with the Jeanne Clery Campus Safety and Security Act, as amended by the Higher Education Opportunity Act of 2008, this fire safety report summarizes the Vanderbilt University Campus Fire Safety Program. 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 with the Metro Davidson County Fire Department rules and regulations.

All fires on campus should 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 Education, 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 system is 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. Additionally, 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 and VUPD Communications Officers will then request the Metro Nashville Fire Department (MNFD). Each residence hall has an adequate complement of dry chemical fire extinguishers located in common areas, multi-room suites, mechanical, and storage areas.

Fire Safety Improvements

The Office of Emergency Preparedness continuously assesses the need for improvements in fire safety across campus. In Spring 2017 an initiative from the Metro Nashville Fire Department resulted in all university buildings being inspected by the Fire Marshal’s Office to ensure fire and life safety regulatory compliance. This initiative significantly improves the fire safety program, increases overall fire and life safety awareness and aides in the safeguarding of our University facilities.

Additionally, the Office of Emergency Preparedness recently acquired laser-driven fire extinguisher training equipment to demonstrate the proper use of extinguishers on small fires. This training will be made available to all faculty, staff, and students during large campus events and upon request for targeted audiences.
**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.
- 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):

  • 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:

• 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, facilities operation and management 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.

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**
  
  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, RA's are instructed to review the Evacuation Fire Safety Fact Sheet with residents of their floor during the first residence hall meeting.

  - 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 residential education, the associate directors, and the area coordinators for each residential area. The area coordinators have RA's check all residence rooms to assure that all residents have responded and make observations of conditions affecting the drill. 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. During September 2016, emergency evacuation drills were conducted in all residence halls at Vanderbilt University. The most recent drills took place in September 2017.

- 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.
The following chart summarizes all fires occurring in residence halls or Greek houses from 2014 through 2016. Within that time period, there were a total of five fires, none of which caused any injuries or significant property damage. Only one of the fires caused minor property damage. Four of the five fires occurred in kitchens.

<table>
<thead>
<tr>
<th>Incident Date</th>
<th>Location</th>
<th>Narrative</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Total Damage</th>
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<tbody>
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<td>12/3/2016</td>
<td>Tower 1, 2321 West End Ave.</td>
<td>A tea kettle left on a stove caught fire.</td>
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<td>$75</td>
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<td>Tower 2, 2321 West End Ave.</td>
<td>Cigarette ash ignited the contents of a trash can.</td>
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<td>Location</td>
<td>Narrative</td>
<td>Injuries</td>
<td>Deaths</td>
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<tr>
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<td>11/13/2014</td>
<td>Chaffin Place F, 1406F 25th Ave. S.</td>
<td>While attempting to re-heat a pizza, a student placed a pizza box in an oven, causing the box to catch fire.</td>
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<td>The resident accidentally turned on a range. A cake box on top of the range briefly caught fire, but was quickly extinguished.</td>
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<td>Crawford House, 1910 South Dr.</td>
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<tr>
<td>Incident Date</td>
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<td>Narrative</td>
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<td>Deaths</td>
<td>Total Damage</td>
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<td>Lambda Chi Alpha, 2411 Kensington Place</td>
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<td>Kappa Alpha Theta, 204 24th Ave. S.</td>
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<td>1/31/2015</td>
<td>Zeta Tau Alpha, 118 24th Ave. S.</td>
<td>While cooking bacon, there was a brief open flame in the skillet. Once the heat source was discontinued, the flames went out.</td>
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APPENDIX A

Sexual Misconduct and Intimate Partner Violence Policy

Introduction / Resources and Support / Offenses and Definitions / Reporting an Incident / Investigations / Additional Information for Students / Procedures for Faculty / Procedures for Staff / Procedures for Postdoctoral Fellows and Trainees / Prevention, Education, and Training / Federal Statistical Reporting Obligations / Federal Timely Warning Reporting Obligations / List of Mandatory Reporters

Introduction

Vanderbilt University is committed to equal opportunity and to maintaining a safe and healthy environment for all members of the university community, guests, and visitors. The university’s policies, programs, and activities are designed to foster courtesy and respect. 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. Under federal law, Vanderbilt has a duty to take steps to prevent and redress sexual misconduct and intimate partner violence. Such conduct is contrary to Vanderbilt’s values, represents socially irresponsible behavior, and is not tolerated. This policy addresses Vanderbilt’s 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”).

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.

This policy outlines the procedures that apply to allegations of sex discrimination, sexual misconduct, including sexual harassment and sexual assault, and intimate partner violence involving students. It is applicable to all members of the Vanderbilt community 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. Complaints and reports of sexual misconduct or intimate partner violence will be handled under the version of this policy in effect as of the date of the alleged incident; complaints and reports of
conduct spanning more than one year will be handled under the version of the policy in effect at the
time of the most recent alleged incident.

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. 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.

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

**Anita Jenious**
Title IX Coordinator and Director
Equal Opportunity, Affirmative Action, and Disability Services (EAD)

Questions may also be directed to:
**Damian Marshall**
Title IX Compliance Manager
615-322-4705
eadinformation@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 coordinator, EAD, or a man-
  dated reporter regarding an incident of sexual misconduct, whether provided by the com-
  plainant, a third party, or another.

- **Complainant**—the person who is reported to have been subjected to sexual misconduct.

- **Respondent**—the person against whom allegations of sexual misconduct have been made.

EAD 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 EAD will be investigated by EAD.
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 Psychological and 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 coordinator or anyone else 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 EAD 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 entitled to limited confidentiality.

Without disclosing personally identifying information about the victim, the Project Safe Center will notify the Title IX coordinator of the nature, date, time, and general location of an incident. The Project Safe Center will also notify the Title IX coordinator of the name of the alleged perpetrator, if known, when the alleged perpetrator is affiliated with Vanderbilt University as a faculty member, staff member, teaching assistant, independent contractor, adviser, or in any other similar capacity, other than as a student. This notification helps keep the Title IX coordinator 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.
Project Safe Center staff can assist in providing additional information, including potentially identifying information, to the Title IX coordinator, if the victim so wishes. Anyone who at first notifies Project Safe Center staff may later decide to make a report to EAD or law enforcement.

Project Safe Center staff can assist a victim with interim 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 coordinator.

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 misconduct), they will disclose all relevant information to the appropriate university authorities, including, but not limited to, the Title IX coordinator.

Project Safe Center staff will provide non-identifying information, similar to that provided to the Title IX coordinator, to the Vanderbilt University Police Department (VUPD) for crime statistics reporting under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (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 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, Title IX compliance manager, or EAD staff (collectively, EAD). 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, will direct the reporting party to a confidential resource.

If a victim wants to tell a mandatory reporter about an incident but does not want the report investigated or the victim’s name disclosed, the employee will tell the victim 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 EAD, the mandatory reporter will also inform EAD of the victim’s request for confidentiality.

Mandatory reporters will not pressure a victim or other reporting party either to request confidentiality or make a full report.

**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 EAD or law enforcement, or to participate in an investigation.

**Victim Advocacy Services**—CONFIDENTIAL (LIMITED)

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

**Law Enforcement**—NOT CONFIDENTIAL; VUPD IS 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 someone 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:
  • Psychological and Counseling Center: 615-322-2571
  • 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 Students—MANDATORY REPORTERS

• Office of the Dean of Students: 615-322-6400
• Office of Housing and Residential Education: 615-322-2591
• 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

• Sexual Assault Center Hotline: 1-800-879-1999
• 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 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 diseases, as well as for other health services and consultations. The Vanderbilt University Medical Center Emergency Department (ED) may ask a Sexual Assault Nurse Examiner (SANE) to come to the ED to perform a forensic exam if the victim agrees. 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.

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, 7 days a week, 365 days a year. The Project Safe Center, Work/Life Connections Employee Assistance Program, the Faculty and Physician Wellness Program, the Nurse Wellness Program, and the community resources listed above are also available to assist members of the Vanderbilt community.

**Immediate Priority—Preserving Evidence:** To help preserve evidence, victims are encouraged 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 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.
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.

Parties may request interim measures from EAD, the Project Safe Center, the Office of Student Accountability, Community Standards, and Academic Integrity (Student Accountability) or the Associate Dean of Students for Community Standards and Student Support. 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 Title IX coordinator 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;
- Stay-away orders issued by Student Accountability (may refer to persons and/or locations) (see Stay Away 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 without penalty;
- Changing work schedules, job assignments, or job locations for university employment;
- Changing residence hall assignments;
- Providing an escort for transit between classes and activities;
- Providing academic support services, such as tutoring;
- Limiting or barring an individual’s or organization’s access to certain Vanderbilt-owned 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 and staff 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 an individual's or organization's 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. Sexual Assault—Contact also includes 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 or 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 not sufficient 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;
• Voyeurism;
• Procuring, offering, or promoting prostitution;
• Knowingly exposing someone to or transmitting a sexually transmitted infection, sexually transmitted disease, or HIV (human immunodeficiency virus); and
• Intentionally or recklessly exposing one’s genitals in non-consensual circumstances or inducing another to expose their genitals.

**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 or has been in a social relationship of a romantic or intimate nature with the person against whom the 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. 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 violence is perpetrated;
- a person who shares a child in common with the person against whom the violence is perpetrated;
- a person who is cohabitating or has cohabitated as a spouse or in the context of a social relationship of a romantic or intimate nature with the person against whom the violence is perpetrated; or
• 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 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.

**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. Retaliation includes purposely interfering with, threatening, or damaging the academic or professional reputation, career, or co-curricular experience of another individual before, during, or after the investigation and/or resolution of a report under this policy. The university will take appropriate action to address any reports of retaliation.

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 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. 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 below. **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.

Definitions

**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, Burundang, Ketamine, or other sedatives or “date-rape” drugs.

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.

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. 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.

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. This section provides information about additional reporting options.

**Anonymous and Third-Party Reporting**

The university encourages victims of sexual misconduct 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. 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 [www.vanderbiltcompliancehotline.ethicspoint.com](http://www.vanderbiltcompliancehotline.ethicspoint.com). Anonymous reports may also 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. **NOTE: These resources, aside from the Project Safe Center, should not be used for immediate assistance.**

Vanderbilt encourages third parties to report incidents of sexual misconduct to EAD, 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 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.

**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 uses Green Dot, a bystander intervention program, available through the Project Safe Center. A person who has been subjected to sexual misconduct need not confront the other party; the appropriate process to address the conduct is through this policy.

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 are not considered notice to the University of sexual misconduct for purposes of triggering its obligation to investigate 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 will provide information about students’ Title IX rights at these events.

Investigations

The university recommends that reports of sexual misconduct be made to EAD. If a person chooses to make an initial report to any other mandatory reporter, the mandatory reporter will refer the matter to EAD. EAD has responsibility for investigating reports of sexual misconduct. **Retaliation is prohibited against any person who makes a report, 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 EAD determines that a report should be addressed by another department, EAD will direct the reporting party and/or the complainant to the appropriate department and refer the matter to that department. EAD will also investigate incidents that have been reported to other university officials and referred to EAD. In addition, EAD will assist a student in reporting an incident of sexual misconduct involving a respondent from another institution.

**To report an incident to EAD, please contact Anita Jenious, the university’s Title IX coordinator and director of EAD. Call EAD at 615-322-4705, visit the office, or write. EAD will provide a written notice to all involved parties of their rights, the confidential and other resources available to them, their reporting options, and the procedures that EAD will follow.**

**Email Address**
eadinformation@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
Persons making a report to EAD 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 EAD 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. Everyone is encouraged to report sexual misconduct even if some or all information is unavailable or cannot be provided.

Upon receiving a report of sexual misconduct, EAD will reach out to the complainant to schedule an informational meeting in which a staff member will explain the role of EAD, the options for reporting an incident, and the available resources for assistance, including interim measures that may be appropriate. In addition, EAD will explain how any request for confidentiality or that no investigation occur will be evaluated and that confidentiality may limit the university’s ability to investigate the incident.

**Determining Whether to Proceed with an Investigation**

During or after an informational meeting, a complainant may meet with an EAD investigator to provide an account of the incident(s). The EAD investigator will consult with the Title IX coordinator in determining how to proceed and whether interim measures are appropriate. The investigator may conduct, as needed, preliminary interviews of the complainant, respondent, or witnesses, consultation with other university offices (including Student Accountability, Human Resources, the appropriate dean's office, and other departments, as appropriate), and an initial review of potentially relevant evidence. Both the complainant and the respondent will have informational meetings, as described above, with EAD and be permitted to ask an adviser of their choosing to accompany them to meetings related to the report of a violation of the policy, including with EAD.

The Title IX coordinator considers a variety of factors in determining whether to conduct an investigation, including but not limited to the wishes of the complainant, any previous allegations involving the respondent, the likelihood of repeated offenses, evidence that the alleged misconduct is part of a pattern of misconduct, and the university’s commitment to deter conduct that creates or contributes to a hostile environment. In no circumstances will mediation be used to resolve cases of sexual assault. Appropriate interim measures will be implemented whether or not an investigation is commenced.

If a complainant initially requests that no investigation occur, and EAD determines it will not proceed, the complainant is not precluded from later requesting that an investigation be conducted, and from cooperating with the investigation. In addition, if a complainant initially requests that no investigation occur or chooses not to participate, and EAD determines it will proceed after weighing the factors listed above, 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 request and/or participate in an investigation, the Title IX coordinator will consider a variety of factors, as discussed above, in determining whether to conduct an investigation.

If the Title IX coordinator determines that EAD should proceed with an investigation, EAD will notify the complainant and either EAD or Student Accountability will notify the respondent. EAD will ask complainants who decline to participate whether they wish to receive the preliminary and/or final
investigative report. In this situation, if the complainant and/or respondent chooses not to cooperate with an investigation, EAD will move forward based on the available information and evidence.

**Requests for Confidentiality During an Investigation**

If a complainant requests that his/her/their name or other identifying details not be revealed to the respondent (request for confidentiality), Vanderbilt’s ability to investigate the incident and address the matter may be limited. All such requests will be evaluated by the Title IX coordinator, taking into consideration the factors listed in the section above. Even if the Title IX coordinator determines not to investigate a report, based in whole or in part on the complainant’s decision not to cooperate or request 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.

**Charging and the Investigative Process**

Upon a determination by the Title IX coordinator that an investigation involving a student respondent will be conducted, EAD 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 EAD. Student Accountability will determine the charge(s) to be brought, if any, and present the charge(s) and the range of possible sanctions to the respondent. The charge(s) may be modified at any point based on information provided to or developed by EAD during its investigation. After the presentation of the charge(s), the respondent will have the opportunity to agree or disagree with each of them. The charge sheet will be sent to EAD.

Whether or not Student Accountability has already presented charges, EAD may reach out to the respondent to schedule an informational meeting if one has not already occurred in which a staff member will explain the role of EAD and the available resources for assistance, including interim measures that may be appropriate.

During the respondent’s follow-up meeting with the assigned investigator, EAD will inform the respondent of the allegations, provide the respondent an opportunity to respond to the allegations, ask questions, provide information, and offer names of witnesses or other people with relevant information. An EAD investigator will interview the respondent and any other individuals who, in the investigator’s 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 EAD investigations. As the investigation progresses, the investigator may seek to conduct follow-up interviews with any person as the investigator deems 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 EAD investigator immediately. EAD will prepare summaries of its interviews, and the complainant and the respondent will be given a reasonable amount of time to review and submit comments on the summary of their own interviews. If comments are not submitted within the time-
frame requested by EAD, the Title IX coordinator may authorize the investigator to proceed with the summary as is.

Prior to making a final determination, EAD will prepare a preliminary investigative report. The preliminary investigative report will contain a summary of the information and documents EAD considers relevant. The complainant and respondent will each have the opportunity to review a copy of the preliminary investigative report. To the extent possible under the circumstances of each case, other evidence, such as video, will be shared with both parties at the same time. The names and other identifying information of other students will be redacted from the preliminary investigative report to the extent required by law. Both the complainant and respondent will have the opportunity to submit written comments on the preliminary investigative report. Any such comments, which shall be no longer than five (5) double-spaced pages with one (1) inch margins and twelve (12) point font, must be submitted either by hand delivery to EAD, 110 21st Avenue South, Suite 975, or by email attachment to the EAD investigator by no later than 5pm on the fifth (5th) calendar day following the date the complainant and respondent receive the preliminary investigative report. Requests for extensions must be submitted to EAD prior to the expiration of the five-day period.

EAD may investigate and make findings of fact regarding possible violations of other university policies that may have contributed to or arisen from, or that otherwise relate to, alleged violations of this policy (e.g., where an alleged sexual assault was allegedly committed by a student who may have also violated Vanderbilt’s alcohol and controlled substances policy). 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 only a possible violation of another university policy that is not alleged or determined by EAD to have contributed to or arisen from or that does not otherwise relate to a violation of this policy, or if the conduct complained of involves only a possible violation of another policy, EAD 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. Retaliation includes purposely interfering with, threatening, or damaging the academic or professional reputation, career, or co-curricular experience of another individual before, during, or after the investigation and/or resolution of a report under this policy. Retaliation and other attempts to interfere with the investigation or resolution of a complaint violates this policy.

**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 EAD.

**Recordings**

The audio and/or video recording of any meeting conducted as part of an investigation under this policy is 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 EAD determines it is “more likely than not” that the policy was violated.**

**Determinations**

EAD will consider any comments received from the complainant and/or respondent after reviewing the preliminary investigative report, and will conduct any further investigation it considers necessary or appropriate. Thereafter, EAD will issue a final investigative report that sets forth (a) EAD’s final determination, based on a preponderance of the evidence, whether the respondent engaged in sexual misconduct in violation of this policy, and (b) if appropriate, any relevant recommendations. The final investigative report will contain a summary of the information and documents on which the final determination and any remedial or other recommendations are based and will address, to the extent EAD considers appropriate, any comments received from the complainant or respondent concerning the preliminary investigative report. The comments from the complainant and respondent will also be attached as an exhibit. EAD will provide its final investigative report simultaneously to the complainant and the respondent. The names and other identifying information of other students will be redacted from the final investigative report to the extent required by law. When the respondent is found to have violated the policy, the appropriate person will be notified for sanctioning, referral, or follow-up (Director of Student Accountability for students, dean of the appropriate school for faculty, appropriate supervisor/manager and Human Resources con-
sultant 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. EAD 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.

**Timeline**

The university endeavors to conduct and complete the investigative process within 60 calendar days from the time the Title IX coordinator determines that an investigation will go forward. 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 and complicated evidence. The complainant and the respondent will be notified simultaneously, in writing, if the investigation process cannot be completed within 60 days, and they will be provided with a revised timeline.

EAD’s ability to complete the investigative process within 60 days is enhanced when students, witnesses, and other third parties respond promptly to requests for information, interviews, and meetings. The university endeavors to follow the schedule below:

- Initiation of investigation after initial interview(s) are completed—3 days
- Investigation—35 days
- Preparation of preliminary investigative report—7 days
- Time for complainant and/or respondent to submit comments—5 days
- Review of comments and preparation of final investigative report—7 days
- Determination of sanction—3 days

**Preservation of Investigative Materials**

Materials obtained by EAD during the investigation will be maintained by EAD for at least seven (7) years.

**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 615-42(1-1911)  
http://police.vanderbilt.edu/
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 EAD 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, and staff 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.

**Additional Information for Students**

**Limited Disciplinary Immunity for Complainants and Witnesses**

The university understands that individuals with information about sexual misconduct may hesitate to come forward if they fear that their own violations of university policy 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 victims and potential witnesses in order to facilitate reporting of sexual misconduct incidents. Students may be referred for an alcohol or drug assessment and counseling.

**Stay Away Orders**

Given the nature of cases involving sexual misconduct, a student may request issuance of a stay away order. For more detailed information about interim measures, please refer to the “Interim Measures” section above. Stay away 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. Stay away 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. Additional information about stay away orders may be found in Chapter 3 of the Student Handbook under the section, “Threat, Harassment, Intimidation, Etc.: Stay Away Orders,” and 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 Education, 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.

**Sanctioning**

Where the respondent is a student, and EAD has determined that the respondent violated this policy, Student Accountability will review EAD’s final investigative report and will render an appropriate sanction. If, upon reviewing the materials, Student Accountability requires clarification or additional information from EAD before rendering a sanction, Student Accountability may request such clarification or additional information from EAD. The sanctioning determination will be made based on the information contained in the EAD investigative 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.

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 a corrective 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 EAD 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.

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 arises out of or is related to an alleged violation of this policy 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 5:00 p.m. on the tenth (10th) calendar day following the date that notice of the determination by EAD (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.

The petition must be no longer than ten (10) double-spaced pages with one (1) inch margins and twelve (12) 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 EAD 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 EAD.

Grounds for Appeal

The four grounds for appeal are as follows:

- **Procedural irregularities sufficient to affect the determination by EAD and/or the sanction imposed by Student Accountability.**
  - EAD and Student Accountability are expected to conduct investigations and proceedings in accordance with their policies and procedures. Deviations from those policies and procedures, which render their actions fundamentally unfair, constitute a sufficient basis for the Appellate Officers to reverse, modify, or remand the determination by EAD 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 EAD and/or the sanction imposed by Student Accountability.

- **The evidence does not support the determination by EAD.**
  - It is not the role of Appellate Officers to substitute their judgment for the judgment of EAD if there is a reasonable basis for EAD’s determination based on a preponderance of the evidence. Deference must be given to EAD’s determination since EAD had the opportunity to hear the witnesses and to assess their credibility and demeanor. The Appellate Officers may not alter EAD’s determination unless, in the Appellate Officers’ assessment, the determination is not reasonably supported by a preponderance of the evidence.

- **New evidence that was not reasonably available for presentation to EAD, the introduction of which could reasonably be expected to have changed EAD’s determination.**
  - All available evidence is expected to be presented to EAD before it prepares its final investigative 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 EAD, and that the introduction of such new evidence can be reasonably expected to have changed EAD’s determination. If the Appellate Officers determine that the student has satisfied this burden, the Appellate Officers shall remand the case to EAD 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 vacated or changed 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 EAD’s determination and the sanction (if any) that a petition for appeal has been filed;
  - requests that EAD and/or Student Accountability provide to the Appellate Officers the final investigative report, and other information considered in determining responsibility and/or imposing sanctions; and
  - forwards a copy of the petition to the Title IX coordinator and Student Accountability as well as the non-petitioning party. EAD 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 EAD and/or Student Accountability as well as the non-petitioning party must be submitted prior to the expiration of the ten-day period.

• Upon receiving any written comments or response from EAD, 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.

• 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 EAD and/or Student Accountability, including the final investigative report, (b) the petition, (c) any new evidence in the petition that was not reasonably available for presentation to EAD and the introduction of which could reasonably be expected to change EAD’s determination, (d) any written comments/response, and (e) any reply.

• The Appellate Officers decide by majority vote whether to affirm, modify, or reverse the determination by EAD and/or the sanction imposed by Student Accountability or to remand the case to EAD and/or Student Accountability with such instructions as the Appellate Officers consider appropriate.

• In cases where there has been a material procedural error on the part of EAD and/or Student Accountability, the Appellate Officers remand the case to EAD and/or Student Accountability, as appropriate.

• In cases where the Appellate Officers deem that new evidence should be considered, the Appellate Officers remand the case to EAD.

• Generally, the appellate process should conclude within 30 days.

• The Chair notifies the complainant, the respondent, EAD, and Student Accountability of the Appellate Officers’ decision and the reasons for the decision. 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**

If, after receiving information from or consulting with EAD, 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.*

Procedures for Staff

If, after receiving information from or consulting with EAD, 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.

http://hr.vanderbilt.edu/policies/index.php

Procedures for Postdoctoral Fellows and Trainees

If, after receiving information from or consulting with EAD, 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 related issue of alcohol and drug abuse. Vanderbilt’s programs include Haven—Understanding Sexual Assault (an online prevention module), the Escalation Workshop, True Life at Vanderbilt, Vanderbilt Visions, AlcoholEdu, and Green Dot. A number of individual departments and offices, including EAD and the Project Safe Center, and student organizations also provide regular and ongoing programming on these important issues.

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 orientation.
- The Center for Student Wellbeing maintains a Students in Distress reference guide for faculty and staff.
- The Project Safe Center and the Center for Student Wellbeing facilitate training on responding to students in distress.
- EAD provides an Alphabet Soup seminar for managers and supervisors with hiring responsibilities on subjects including discrimination, harassment, and retaliation.
- EAD provides in-person training as well as an online module for faculty members, titled Golden Opportunity, Golden Obligation, regarding Title IX, sexual misconduct, and reporting obligations.
- EAD, 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.

The Title IX coordinator, EAD 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 responding to sexual misconduct and intimate partner violence cases receive training as well.

**Protection of Minors on Campus**

Vanderbilt University is dedicated to the welfare and safety of minors who visit Vanderbilt’s campus and who participate in Vanderbilt’s programs and activities. Minors 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. Every member of the university community (not limited to individuals who interact with minors) is required by law to report known or suspected instances of the abuse or neglect of minors. Community members making a report in good faith are protected from criminal and civil liability for making a report. Everyone is required by Tennessee law to report to DCS or law enforcement, any type of suspected abuse, neglect, or inadequate care of a minor, in addition to suspected child sexual abuse.

**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 EAD staff; Residential Education 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.

**Federal Timely Warning Reporting Obligations**

Under the Clery Act, VUPD must issue timely warnings, also known as security notices, with respect to crimes that pose a serious or continuing threat of bodily harm or danger to members of the campus community. The victim’s name will never be disclosed, and the university will make every effort to ensure that any other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger. In addition, VUPD must issue immediate notifications, also known as “AlertVU,” upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, or staff occurring on campus.
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 assistants
- Senior leadership (e.g., chancellor, provost, vice chancellors, and deans, including associates and assistants)
- Title IX coordinator and staff in Equal Opportunity, Affirmative Action, and Disability Services (EAD)
- Staff in Vanderbilt University Public Safety
- Staff in the Office of Student Accountability, Community Standards, and Academic Integrity
- Staff and graduate assistants in the Office of the Dean of Students
- Staff, graduate assistants, and resident advisers in the Office of Housing and Residential Education
- Staff and graduate assistants in the Office of the Dean of the Ingram Commons
- 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
- Designated staff in the University Administrative Compliance Office
- Staff in the Office of Risk and Insurance Management
APPENDIX B

Campus SaVE Act Policy

Introduction

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. The university seeks to eliminate and prohibits all forms of sexual misconduct, including sexual harassment and sexual assault, and other forms of power-based personal violence, which includes dating violence, domestic violence, and stalking. 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 power-based personal 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.

This policy outlines the procedures that apply to allegations of dating violence, domestic violence, sexual assault, and stalking involving faculty, staff, house staff, or postdoctoral fellows or trainees (collectively, “faculty, staff, and fellows”) that do not also involve students. It 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. 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 dating violence, domestic violence, sexual assault, and stalking. Vanderbilt encourages reporting of violations of this policy. The university will take prompt and effective action to address allegations of dating violence, domestic violence, sexual assault, and stalking, and will resolve complaints in a timely and fair manner.

Questions about the policy may be directed to Vanderbilt’s Title IX coordinator and director of Equal Opportunity, Affirmative Action, and Disability Services (EAD), who oversees compliance with applicable non-discrimination policies, including this policy:

Anita Jenious
Title IX Coordinator and Director
Equal Opportunity, Affirmative Action, and Disability Services
615-322-4705
110 21st Avenue South, Suite 808, Nashville, TN 3720

1 These terms are for definitional purposes only for this policy.
2 Allegations involving students as complainants or respondents are governed by the university policy on Sexual Misconduct and Other Forms of Power-Based Personal Violence, which is available in the Student Handbook and at http://www.vanderbilt.edu/student_handbook/sexual-misconduct/. Information about resources for students is found in that policy. Allegations not covered by this policy may be covered by Vanderbilt’s non-discrimination and anti-harassment policies.
Reporting an Incident

Vanderbilt takes reports of alleged sexual misconduct and power-based personal violence seriously. This section explains the various reporting and confidential disclosure options available to faculty, staff and fellows 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 fellows report alleged violations of this Policy, the university will provide them with written notification of their rights and options.

EAD

The university recommends that complaints of dating violence, domestic violence, sexual assault, and stalking be made to EAD. Complaints may be filed at any time, but the university encourages community members to report violations as soon as possible after the incident. If EAD determines that the complaint should be filed with another department, EAD will direct the complainant to the appropriate department. EAD will also investigate incidents that have been reported to other university officials and referred to EAD.

To file a complaint pertaining to this policy, please contact Anita Jenious, the university’s Title IX coordinator and director of EAD. Call EAD at 615-322-4705, visit the office, or write..

Campus Address: Baker Building, Suite 808
Located at: 110 21st Avenue South, Nashville, TN 37203
Email Address: eadinformation@vanderbilt.edu
Mailing Address:
PMB 401809
2301 Vanderbilt Place
Nashville, TN 37240-1809

Complainants who write to EAD 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.

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

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 EAD without a victim’s permission. Off-campus counselors and health care providers will also generally maintain confidentiality
and not share information with the university unless the victim requests the disclosure and signs a consent or waiver form. However, these resources may have reporting obligations under state or federal law. For example, health care providers and certain other individuals are required to notify law enforcement when a victim 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**

Responsible employees are not confidential resources. A responsible employee is a Vanderbilt employee who has the authority to address sexual misconduct, who has the duty to report incidents of sexual misconduct, or who a member of the university community could reasonably believe has such authority or duty. Generally, with the exception of the confidential resources discussed above, most employees to whom community members might reasonably report an incident of dating violence, domestic violence, sexual assault, or stalking will be responsible employees. Responsible employees are required to report possible violations of this policy to EAD, including all relevant details about the alleged conduct, so that the university can take steps to investigate the matter promptly and resolve it fairly. Conversations with responsible employees are otherwise kept private to the extent possible and are only disclosed to those with a need or right to know.

**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 victims of 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. Vanderbilt has established a hotline for anonymous reporting through The Network, an independently operated compliance hotline that may be used to report incidents of apparent wrongdoing on campus. This hotline is available 24 hours a day, 7 days a week, at 1-866-783-2287. Anonymous reports may also be made to The Network.

**NOTE:** The Network should not be used for immediate assistance.

Vanderbilt encourages third parties to report incidents of dating violence, domestic violence, sexual assault, and stalking to the Vanderbilt University Police Department (VUPD) and/or EAD. Third parties may also report incidents to any responsible employee or through The Network. The university may not be able to move forward with third-party reports if the victim 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

EAD has responsibility for investigating reports pertaining to alleged dating violence, domestic violence, sexual assault, and stalking. The EAD 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. Retaliation against any person who files a complaint, participates in an investigation, encourages the filing of a complaint, or opposes dating violence, domestic violence, sexual assault, or stalking is prohibited. No EAD 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 EAD staff person will assess the nature of the complaint through an intake process. The EAD staff person will submit the complaint to the director of EAD/Title IX coordinator 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. If the complaint falls within EAD’s purview, an investigator will contact the complainant.

EAD 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 EAD how they can be contacted. If the complainant chooses not to participate, the director of EAD/Title IX coordinator 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 EAD 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 EAD/Title IX coordinator determines that an investigation should be conducted and the complainant chooses not to participate, EAD will move forward and make its determination based upon the information available to it.

Upon a determination by the director of EAD/Title IX coordinator that an investigation will be conducted involving a respondent who is faculty or staff, the EAD 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 EAD 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 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. EAD may request access to premises, records,
and documents it deems relevant to the complaint. As the investigation progresses, the investiga-
tor 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 com-
plainant should notify the EAD investigator immediately.

**Retaliation**

Retaliation against a person who files a complaint, participates in an investigation, encourages
another to file a complaint, or opposes discrimination is prohibited. Individuals must not interfere
with an investigation.

**Notice of Meetings**

*The complainant and respondent will each receive timely notice of meetings related to the investi-
gation 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 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 EAD.

**Recordings and Evidence**

The recording of any meeting conducted as part of an investigation under this policy is prohibited.
The complainant and respondent will have timely and equal access to any information that will be
used during informal and formal meetings.

**Past Relationships and Conduct**

Previous sexual relationships of the complainant and respondent with others generally are irrele-
vant. A past sexual relationship between the parties may or may not be deemed relevant by EAD.
For example, past sexual encounters between the parties may provide insight on communication
patterns for purposes of determining if effective consent was granted. However, other allegations
of sexual misconduct may be considered only if determined relevant by EAD based on all relevant
facts and circumstances.
Standard of Proof

Vanderbilt uses the preponderance of the evidence standard of proof. This standard looks at whether it is “more likely than not” that the policy was violated.

Timeline

The investigative process will typically be completed within 90 calendar days from the time the director of EAD/Title IX coordinator 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. Any deviation from the 90-day time frame will be communicated in writing or 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**

111 28th Avenue South  
Nashville, TN 37212  
615-322-2745  
Emergency – 911 or 615-42(1-1911)  
http://police.vanderbilt.edu/

**Metro Nashville Police Department Headquarters**

200 James Robertson Parkway  
Nashville, TN 37201  
615-862-7400  
Emergency – 911  
http://www.police.nashville.gov

The filing of a police report or the pendency of civil or criminal proceedings does not preclude EAD 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 fellows 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 and other criminal acts of a serious nature, it is required to contact 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 all other offenses, VUPD will typically conduct the investigation and keep MNPD
informed. Regardless of who conducts the primary investigation, VUPD detectives and other services are available to victim.

Interim Measures

Complainants and respondents may request interim measures and accommodations while an investigation is pending. These 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;
- Vanderbilt-imposed leave or 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 the investigation, EAD will determine, based on the preponderance of the evidence, whether the alleged acts occurred and violated the Campus SaVE Act Policy. EAD will provide its determination, including the basis for the determination, in writing to the complainant and the respondent simultaneously. When the respondent is determined not to have violated the policy, the matter will be closed. When 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 EAD 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 EAD determines that a member of the faculty violated this policy, EAD 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 Chapter 1, Section B, Paragraph 8. See http://vanderbilt.edu/faculty-manual/part-iv-disciplinary-actions-and-grievances/ch1-disciplinary-actions/.

Staff

If EAD determines that a staff member violated this policy, EAD 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 http://hr.vanderbilt.edu/policies/index.php

House Staff

If EAD determines that a house staff member violated this policy, EAD will notify the program director and the Office of Graduate Medical Education. After reviewing the determination and in consultation with the Office of Graduate Medical Education, the program director will follow the process set out in the House Staff Manual. See http://www.mc.vanderbilt.edu/documents/gme/files/HSManual.pdf.

Postdoctoral Fellows and Trainees

If EAD determines that a postdoctoral fellow or trainee violated this policy, EAD will notify the BRET Office of Postdoctoral Affairs (VUMC) and/or the Office of the Vice Provost for Research (VU). After reviewing the determination and in consultation with the appropriate office, the process for similar conduct violations will be followed.

Offenses and Definitions

Offenses

The following conduct is prohibited:

• Dating violence
• Domestic violence
• Retaliation
• Sexual assault
• Stalking
Definitions of Specific Offenses

**Dating violence** is sexual or physical abuse or the threat of such abuse, or other violence, 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 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. Dating violence does not include acts covered under the definition of domestic violence.

**Domestic violence** is a felony or misdemeanor crime of violence committed by:

- A person who is the current or former spouse or intimate partner of the person against whom the violence is perpetrated;
- A person who has a child in common with the person against whom the violence is perpetrated;
- A person who is cohabitating or has cohabited as a spouse or in the context of a social relationship of a romantic or intimate nature with the person against whom the violence is perpetrated; or
- A person who has another type of intimate relationship, including as a parent, guardian, or other status defined by Tennessee law or university policy, with the person against whom the violence is perpetrated.

**Sexual assault** is any of the following offenses:

- **Rape** is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the effective consent of the person against whom the act is perpetrated.
- **Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, without the effective consent of the person against whom the act is perpetrated.
- **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory rape** is sexual intercourse with a person who is under the statutory age of consent.

**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.
Retaliation is any adverse action, or attempted adverse action, against an individual (or group of individuals) because of their participation in any manner in an investigation, proceeding, or hearing, including individuals who file a third-person report. Retaliation can take many forms, including sustained abuse or violence, threats, and intimidation. Any individual or group of individuals, not just a respondent or complainant, can engage in retaliation.

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 asking/obtaining permission if effective consent is in question or ambiguous.
- Effective consent must be maintained by both parties throughout the sexual interaction.
- Effective consent to sexual activity may be revoked at any time, at which point sexual activity must cease immediately.
- A person who is the object of sexual aggression is not required to physically or otherwise resist a sexual aggressor in order to convey or demonstrate a lack of effective consent.
- This policy is predicated upon the requirement to obtain effective consent (communicating “yes” by word or action) rather than denial (saying “no”).
- Previous sexual relationships of the complainant and the respondent with others are irrelevant, but a previous and/or current sexual relationship between the complainant and the respondent may or may not be relevant depending on the facts and circumstances, as to whether effective consent was sought or obtained.
- Effective consent expires. Effective consent lasts for a reasonable time, depending on the circumstances. For example, effective consent on one occasion, whether on the same day or another day, may not carry over to another time.
- Effective consent cannot be implied by attire, nor can it be inferred from the buying of dinner, the spending of money on a date, being invited or accepting an invitation to a person’s residence, or engaging in kissing or other foreplay.
- One who is incapacitated as a result of alcohol or other drug consumption (voluntary and/or involuntary), or who is unconscious, unaware, asleep, or otherwise physically helpless, is incapable of giving effective consent. Because effective consent must be informed, an individual may not engage in sexual activity with another whom the individual knows, or should reasonably know, is incapacitated.
- Because effective consent can never be provided by an incapacitated person, effective consent is deemed withdrawn when an individual becomes incapacitated at any point during sexual activity.
• 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.

• A person’s age may be a factor in determining the ability to give effective consent.

• Agreement or acquiescence is not effective consent when given by the following:
  • Individuals with a cognitive disability or other conditions that significantly limit their ability to understand the nature or extent of the action for which effective consent was requested;
  • Incapacitated persons. (See “Incapacitation” below.)

**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 attempt to cause another person to act or think in a certain way by use of force, pressure, threats, or intimidation; to compel is to coerce.

**Blacking out** is an amnesia-like state that may be brought on by, 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.

**Incapacitation** includes the inability to make a rational, reasonable decision. Incapacitation can result from the taking of GHB, Rohypnol, Burundang, Ketamine, or other sedatives or “date-rape” drugs, or excessive use of alcohol or other drugs. Evidence of incapacitation may include, but is not limited to, one or more of the following:

  • Slurred speech
  • Bloodshot eyes
  • The smell of alcohol on the breath
  • Shaky equilibrium
  • Vomiting
  • Outrageous or unusual behavior
  • Unconsciousness
  • Elevated blood alcohol level
  • Blacking out
A person wishing to engage in sexual activity with another must specifically determine the capacity of that potential sexual partner to provide “Effective Consent,” as explained above.

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

Blacking out, incapacitation, and intoxication do not provide a valid explanation or excuse for violation of this policy.

Depending on the facts and circumstances, proof of intent may or may not be required to find a violation of 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 complaints (such as when one person brushes up against another person in a crowded room).

**Immediate Assistance**

Any member of the Vanderbilt community who has experienced dating violence, domestic violence, sexual assault, or stalking may seek immediate assistance from one or more of the following resources. 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.

**Law Enforcement**

*On Campus*
Vanderbilt University Police Department (VUPD) • 615-322-2745 • Emergency: 911 or 615-421-1911
*(Not confidential—required to notify EAD and local law enforcement in most circumstances)*

*Community*
Metro Nashville Police Department (MNPD) • 615-862-7400 • Emergency: 911

**Medical Service Providers**

*On Campus*
Vanderbilt University Medical Center Emergency Services • 615-322-0160 *(Required to notify law enforcement when violent crime victims present for treatment of injuries)*

Work/Life Connections—Employee Assistance Program • 615-936-1327 *(Confidential—not required to notify EAD or law enforcement in most cases)*

Faculty and Physician Wellness Program • 615-936-1327 *(Confidential—not required to notify EAD or law enforcement in most cases)*

Nurse Wellness Program • 615-936-1327 *(Confidential—not required to notify EAD or law enforcement in most cases)*
Occupational Health Clinic • 615-936-0955
(Required to notify law enforcement when violent crime victims present for treatment of injuries)

Community
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

Resources and Support

Community
Sexual Assault Center Hotline • 1-800-879-1999
YWCA Crisis and Information Line • 615-242-1199

The law enforcement agencies listed above are available for emergency response, facilitating medical transport, investigating incidents of a criminal nature, referrals, and preserving evidence. VUPD also provides a support person for crime victims. As discussed below, VUPD is required to report potential violations of this policy to the director of EAD/Title IX coordinator and to report incidents of sexual assault and other criminal acts of a serious nature to MNPD.

The medical service providers listed above are available for treatment of injuries, preventative treatment for sexually transmitted diseases, other health services, and consultations. A Sexual Assault Nurse Examiner (SANE) is available to come to the Vanderbilt University Medical Center Emergency Department upon request. Medical treatment and a forensic examination may aid in the preservation of relevant evidence. Tennessee law requires all medical personnel to report to law enforcement when a victim seeks treatment for injuries related to a violent crime, including sexual assault.

Immediate Priority—Preserving Evidence: To help preserve evidence, it is important for the victim not to change clothes or bedding and not take a shower, douche, or clean up until police have had a chance to gather evidence. If a victim has already changed clothes or cleaned up/showered, evidence may still be collected. Leave any clothes or bedding unfolded and undisturbed, if possible. If clothing or bedding must be moved, try to keep each item separate to prevent transfer of body fluids or other trace evidence. Do not delete or destroy any text messages, emails, voicemails, written notes, or any other documents that may be relevant.

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 below, 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.

Counseling and Support

Work/Life Connections—Employee Assistance Program • 615-936-1327
(Confidential—not required to notify EAD or law enforcement in most cases)
Faculty and Physician Wellness Program • 615-936-1327 (Confidential—not required to notify EAD or law enforcement in most cases)

Nurse Wellness Program • 615-936-1327 (Confidential—not required to notify EAD or law enforcement in most cases)

VUPD Office of Victim Services (support only) • 615-322-2745 (Not confidential—required to notify EAD and law enforcement of many reports)

Project Safe: Support Line (24/7/365) • 615-322-SAFE (7233) (Not confidential—required to notify EAD of reports)
# APPENDIX C

## Programming (2016–2017 Academic Year)

<table>
<thead>
<tr>
<th>Month</th>
<th>Program</th>
<th>Presented/Sponsored By</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>July</strong></td>
<td>Sexual assault response training for Office of Housing and Residential Education (OHARE) Area Coordinators</td>
<td>The Project Safe Center and OHARE</td>
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<tr>
<td></td>
<td>Student Athlete Orientation: Sexual Harassment, Sexual Assault, and Intimate Partner Violence training (sessions in July and August)</td>
<td>Project Safe Center, the Office of Student Accountability, Community Standards, and Academic Integrity (Office of Student Accountability), OHARE, Center for Student Wellbeing, Equal Opportunity, Affirmative Action, and Disability Services (EAD), and Athletics</td>
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<tr>
<td></td>
<td>Green Dot Institute (four day training)</td>
<td>Project Safe Center</td>
</tr>
<tr>
<td><strong>August</strong></td>
<td>Training on awareness and prevention of sexual misconduct, intimate partner violence, and supporting students in distress for Resident Advisers and VUceptors.</td>
<td>Project Safe Center, Office of Student Accountability, Psychological and Counseling Center (PCC), and EAD.</td>
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<tr>
<td></td>
<td>Resident Adviser training on sexual assault response and survivor support and Title IX requirements and responsibilities</td>
<td>Project Safe Center, OHARE, and EAD</td>
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<td></td>
<td>Common VU Sexual Violence Prevention Sessions</td>
<td>Project Safe Center and Vanderbilt Visions (programming for all first-year students)</td>
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<tr>
<td></td>
<td>Understanding Effective Consent (presentations to individual Greek Organizations)</td>
<td>Project Safe Center and Greek Life</td>
</tr>
<tr>
<td></td>
<td>Orientation overviews of the Project Safe Center and EAD policies and resources for graduate and professional school students</td>
<td>Project Safe Center and EAD</td>
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<tr>
<td>Month</td>
<td>Program</td>
<td>Presented/Sponsored By</td>
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<tr>
<td>September</td>
<td>P.R.I.D.E. (Pursuing Respect, Inclusion, Diversity and Equity) training</td>
<td>Office of Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex (LGBTQI) Life</td>
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<td>Vandy Sex Ed Peer Educator Training: sessions on Understanding Effective Consent and Alcohol and Consent</td>
<td>Project Safe Center and the Margaret Cuninggim Women's Center</td>
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<tr>
<td></td>
<td>Green Dot Awareness Week tabling</td>
<td>Project Safe Center</td>
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<tr>
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<td>McGill Hour: Understanding Coercion</td>
<td>Project Safe Center and OHARE</td>
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<tr>
<td></td>
<td>Campus Safety Overview for International Students, including U.S. dating culture, sexual health, and university policies and resources</td>
<td>Project Safe Center and International Student and Scholar Services</td>
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<td>Escalation Workshops on relationship violence (various Greek organizations)</td>
<td>Project Safe Center and Greek Life</td>
</tr>
<tr>
<td></td>
<td>Wellness Trivia programs in various residence halls (focus on alcohol education, sexual health, and consent)</td>
<td>The Margaret Cuninggim Women's Center and OHARE</td>
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<tr>
<td>October</td>
<td>Supporting a Survivor workshops (various Greek organizations)</td>
<td>Project Safe Center and Greek Life</td>
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<tr>
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<td>Escalation workshops and Green Dot overview programs for Vanderbilt Visions (First-year students) and other groups</td>
<td>Project Safe Center and Vanderbilt Visions</td>
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<tr>
<td></td>
<td>Language of Violence (residence hall programs)</td>
<td>Project Safe Center and OHARE</td>
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<td></td>
<td>Healthy Relationships, Consent, and Health Sexuality (residence hall programs)</td>
<td>Project Safe Center and OHARE</td>
</tr>
<tr>
<td></td>
<td>Wellness Bash Tabling</td>
<td>Project Safe Center and Dean of Students</td>
</tr>
<tr>
<td></td>
<td>Masculinity Series: Masculinity 101, The Vanderbilt Man, and “Good Boys: a Discussion of Homophobia and Violence”</td>
<td>Margaret Cuninggim Women’s Center, Greek Life, the Project Safe Center, and the K.C. Potter Center</td>
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<tr>
<td></td>
<td>“Let’s Talk About Sex Vandy” programs in various residence halls and for student organizations</td>
<td>OHARE, Vandy Peer Sex Educators, and the Margaret Cuninggim Women’s Center</td>
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<tr>
<td></td>
<td>It’s On Us Week of Action, including tabling, pledge signing, Supporting a Survivor program, and movie screening</td>
<td>Project Safe Center, Dean of Students, and Vanderbilt Student Government</td>
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<tr>
<td>Month</td>
<td>Event Description</td>
<td>Organizers</td>
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<td>---------</td>
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<tr>
<td>November</td>
<td>Consent and Misconceptions Panel</td>
<td>Project Safe Center and OHARE</td>
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<td></td>
<td>Escalation Workshops (various Greek Organizations)</td>
<td>Project Safe Center and Greek Life</td>
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<tr>
<td></td>
<td>Green Dot bystander intervention training for Interfraternity Council members</td>
<td>Project Safe Center, Greek Life, and IFC</td>
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<td>Alcohol, Consent, and Hook-up Culture: Vandy Peer Sex Educators and Health</td>
<td>Margaret Cuninggim Women’s Center/Vandy Peer Sex Educators and Project</td>
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<td></td>
<td>Relationships Week</td>
<td>Safe Center</td>
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<td></td>
<td>Understanding Effective Consent workshop (various Greek Organizations)</td>
<td>Project Safe Center and Greek Life</td>
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<tr>
<td>December</td>
<td>Beyond the Hidden Dore: Sexual Assault at Vanderbilt</td>
<td>Project Safe Center and Vanderbilt Student Government</td>
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<tr>
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<td>’Dores Prevention Playbook Athletic Training (various teams)</td>
<td>Project Safe Center and Athletics</td>
</tr>
<tr>
<td>January</td>
<td>Get Out of My Life: Stalking and Harassment</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>“Go There; Break the Silence, Break the Stigma” campaign around mental health and</td>
<td>Project Safe Center, Office for Student Well-Being, Psychological and</td>
</tr>
<tr>
<td></td>
<td>well-being</td>
<td>Counseling Center, and Student Health Center</td>
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<td></td>
<td>Language of Violence</td>
<td>Project Safe Center</td>
</tr>
<tr>
<td></td>
<td>’Dores Prevention Playbook Athletic Training (various teams)</td>
<td>Project Safe Center and Athletics</td>
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<tr>
<td>February</td>
<td>Supporting a Survivor workshops</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>Healthy Relationships workshops (various Greek organizations)</td>
<td>Project Safe Center and Greek Life</td>
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<tr>
<td></td>
<td>“Let’s Talk About Sex Vandy” programs for student organizations</td>
<td>Margaret Cuninggim Women’s Center/Vandy Peer Sex Educators</td>
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<td>Towers Tuesday: Valentine’s Day and Healthy Relationships</td>
<td>Project Safe Center and OHARE</td>
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<td>Understanding Effective Consent workshops</td>
<td>Project Safe Center</td>
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<td>Supporting Loved Ones through Trauma: Implications for the LGBTQIA+ Community:</td>
<td>Project Safe Center and K.C. Potter Center/ the Office of LGBTQI Life</td>
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<td>Out in Front Conference</td>
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<td>Escalation Workshop (various Greek organizations)</td>
<td>Project Safe Center</td>
</tr>
<tr>
<td>Month</td>
<td>Program</td>
<td>Presented/Sponsored By</td>
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<td>------------</td>
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<td>March</td>
<td>Sexual Violence Prevention</td>
<td>Project Safe Center and Greek Life</td>
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<td>Supporting a Survivor, Victim Blaming, and Slut Shaming</td>
<td>Project Safe Center</td>
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<td>Women's Hidden History</td>
<td>Project Safe Center and OHARE</td>
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<tr>
<td></td>
<td>'Dores Prevention Playbook Athletic Training (various teams)</td>
<td>Project Safe Center and Athletics</td>
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<tr>
<td>April</td>
<td>Sexual Assault Awareness Month movie screening (&quot;Audrie and Daisy&quot;)</td>
<td>Project Safe Center</td>
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<td>Men, Masculinities, and Sexual Violence: Strategies to Better Support Male Survivors of Sexual Assault</td>
<td>Project Safe Center</td>
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<td>Bystander Intervention</td>
<td>Project Safe Center and Greek Life</td>
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<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>Supporting a Survivor workshops</td>
<td>Project Safe Center and Greek Life</td>
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<tr>
<td></td>
<td>Escalation Workshop</td>
<td>Project Safe Center</td>
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<tr>
<td></td>
<td>Understanding Effective Consent</td>
<td>Project Safe Center</td>
</tr>
<tr>
<td>May and June</td>
<td>'Dores Prevention Playbook Athletic Training (various teams)</td>
<td>Project Safe Center and Athletics</td>
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<td>Supporting a Survivor workshops</td>
<td>Project Safe Center</td>
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<tr>
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<td>Student Athlete Summer Orientation: Sexual Harassment, Sexual Assault, and Intimate Partner Violence</td>
<td>Equal Opportunity, Affirmative Action, and Disability Services (EAD) and Athletics</td>
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<tr>
<td></td>
<td>Vanderbilt Summer Science Academy: Sexual Harassment Reporting Resources and Prevention</td>
<td>EAD and VSSA</td>
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</tbody>
</table>
### Crime Statistics in Tennessee

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 [tn.gov/tbi/article/tncrimeonline](http://tn.gov/tbi/article/tncrimeonline).

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td></td>
<td>Offenses</td>
<td>Rate per 1000</td>
<td>Offenses</td>
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<tr>
<td>Homicide Offenses (Total)</td>
<td>0</td>
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</tr>
<tr>
<td>Murder</td>
<td>0</td>
<td>0.0</td>
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</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
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<tr>
<td>Kidnapping/Abduction</td>
<td>4</td>
<td>0.1</td>
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<tr>
<td>Sex Offenses (Forcible) (Total)</td>
<td>24</td>
<td>0.7</td>
<td>24</td>
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<tr>
<td>Forcible Rape</td>
<td>14</td>
<td>0.4</td>
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<tr>
<td>Forcible Sodomy</td>
<td>0</td>
<td>0.0</td>
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<tr>
<td>Sexual Assault W/Object</td>
<td>2</td>
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<tr>
<td>Forcible Fondling</td>
<td>8</td>
<td>0.2</td>
<td>7</td>
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<tr>
<td>Robbery</td>
<td>1</td>
<td>0.0</td>
<td>4</td>
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<tr>
<td>Assault Offenses (Total)</td>
<td>127</td>
<td>3.5</td>
<td>170</td>
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<tr>
<td>Aggravated Assault</td>
<td>11</td>
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<tr>
<td>Simple Assault</td>
<td>70</td>
<td>1.9</td>
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<tr>
<td>Intimidation</td>
<td>37</td>
<td>1.0</td>
<td>43</td>
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<tr>
<td>Stalking</td>
<td>9</td>
<td>0.2</td>
<td>9</td>
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<tr>
<td>Arson</td>
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<tr>
<td>Extortion/Blackmail</td>
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<td>0</td>
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<tr>
<td>Burglary</td>
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<td>0.2</td>
<td>7</td>
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<tr>
<td>Larceny/Theft Offenses (Total)</td>
<td>388</td>
<td>10.8</td>
<td>386</td>
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<tr>
<td>Theft—Pocket-picking</td>
<td>2</td>
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<tr>
<td>Theft—Purse Snatching</td>
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<td>Theft—Shoplifting</td>
<td>36</td>
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<tr>
<td>Theft From Building</td>
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<tr>
<td>Theft From Coin Machine</td>
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<tr>
<td>Theft From Motor Vehicle</td>
<td>34</td>
<td>0.9</td>
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## TBI Crime Statistics

<table>
<thead>
<tr>
<th>Offense</th>
<th>2014 (Population 36,076)</th>
<th>2015 (Population 36,781)</th>
<th>2016 (Population 36,781)</th>
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<tr>
<td></td>
<td>Offenses</td>
<td>Rate per 1000</td>
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<tr>
<td>Theft of Motor Vehicle Parts</td>
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<td>Theft—all other larceny</td>
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<td>1.8</td>
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<td>Motor Vehicle Theft</td>
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<td>Counterfeiting/Forgery</td>
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<td>Fraud Offenses (Total)</td>
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<tr>
<td>Fraud—Computer Hacking/Invasion</td>
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<td>Fraud—Credit Card/ATM</td>
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<td>Fraud—False Pretenses</td>
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<tr>
<td>Fraud—Identity Theft</td>
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<tr>
<td>Fraud—Impersonation</td>
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<td>Fraud—Welfare</td>
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<tr>
<td>Embezzlement</td>
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<td>Stolen Property Offenses</td>
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<tr>
<td>Destruction/Damage/Vandalism</td>
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<td>Drug Narcotic Violations (Total)</td>
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<td>Drug/Narcotic Violations</td>
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<td>Drug/Narcotic Equipment Violations</td>
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<td>Sex Offenses (Non-Forcible) (Total)</td>
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<tr>
<td>Incest</td>
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<td>Pornography/Obscene Material</td>
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