

SOONER SAFETY

Report | 2019

Schusterman Center
University of Oklahoma

Welcome to the University of Oklahoma's Tulsa Schusterman Center. As members of the university community, each of us assumes the obligation of compliance with all university policies and campus regulations. I am therefore pleased to announce that two university publications, the *2019-2020 Student Rights and Responsibilities Code* and the *2019 OU-Tulsa Sooner Safety Report*, are now available online.

The *Student Rights and Responsibilities Code* and other university student policies are available at www.ou.edu/content/tulsastudentaffairs/student_handbook.html. Printed copies are available in the OU-Tulsa Student Affairs office, Room 1C76, upon request.

The University of Oklahoma has been taking increased measures for preventing and responding to potentially violent situations on campus. This year's *Sooner Safety Report* contains a wealth of useful information, including information on the Sexual Misconduct Office and how to report a campus crime. Each campus also has a Behavioral Intervention Team (BIT) and a Threat Assessment Review Committee (TARC) to analyze reports of community members in crisis or exhibiting unusual or dangerous behavior.

I encourage you to review the report and to contact us if you have any questions. Designed to keep all members of the university community informed about safety and security resources on campus and in the Tulsa community, the *OU-Tulsa Sooner Safety Report* includes policies pertaining to the university community as well as information about educational programs

on such topics as safety, substance abuse, and sexual misconduct - including harassment and assault. It also contains crime and university violation statistics compiled by the OU-Tulsa Police Department and OU-Tulsa Student Affairs.

The *2019 OU-Tulsa Sooner Safety Report* is available online at:

ou.edu/tulsa/police/reports
tulsa.ou.edu/studentaffairs

The *2019 OU-Tulsa Sooner Safety Report* is provided for your information and in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act [20 U.S.C. Section 1092 (f), as amended] ("The Clery Act").

I encourage you to review this publication at your earliest convenience. If you have any questions, please contact the Executive Director of OU-Tulsa Student Affairs, Josh Davis, at (918) 660-3100.



David Surratt
 Vice President for Student Affairs and Dean of Students

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The Clery Act Reporting Requirements

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. § 1092 (f), as amended (the “Clery Act”) is a federal law requiring all institutions of higher education receiving federal financial assistance under the programs authorized under Title IV of the Higher Education Act of 1965 to disclose certain timely and annual information about campus crime and security policies. The Clery Act, named in memory of a Lehigh University freshman who was assaulted and murdered in her residence hall room in 1986, specifically requires that colleges and universities have in place and disclose the following policies, practices and procedures:

- Policies regarding procedures for students and others to report criminal actions or other emergencies on campus and information regarding the university’s response to such reports
- Policy concerning security of and access to campus facilities, including residences, and security considerations used in the maintenance of campus facilities
- Campus law enforcement policies
- The type and frequency of programs designed to inform students and employees about campus security procedures and crime prevention procedures and practices and to encourage students and employees to be responsible for their own security and the security of others
- Annual reporting of statistics concerning criminal offenses on campus reported to campus security authorities and local police agencies that occurred on campus, at non-campus buildings or on non-campus property, and on public property immediately adjacent to or accessible from the campus
- Policy concerning the monitoring

and recording through local police agencies of criminal activity by students at non-campus locations of student organizations officially recognized by the University non-campus housing facilities

- Policy regarding possession, use and sale of alcoholic beverages and enforcement of state underage drinking laws
- Policy regarding possession, use and sale of illegal drugs and enforcement of federal and state drug laws
- Description of drug and alcohol abuse education programs
- A statement that the University will, upon request, disclose to the alleged victim of a crime of violence or non-forcible sex offense, the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such a crime or crimes
- Information regarding emergency response and evacuation procedures
- Policy regarding missing student notification procedures
- A statement of policy regarding campus programs to prevent domestic violence, dating violence, sexual assault, and stalking
- Procedures that students should follow in the case of an alleged domestic violence, dating violence, sexual assault, or stalking
- Procedures the University will follow in the case of an alleged domestic violence, dating violence, sexual assault, or stalking
- Where information concerning registered sex offenders may be obtained

The University of Oklahoma divisions, departments and offices that share responsibility for developing and implementing these policies, practices and procedures

include the OU-Tulsa Police Department, OU-Tulsa Student Affairs, Disability Resource Center, Division of Public Affairs, OU-Tulsa Operations Department, Institutional Equity Office, Office of Legal Counsel, and the OU-Tulsa President’s Office.

This report is distributed in compliance with the Clery Act to all students and employees as well as prospective students and employees. It can be viewed on the following websites:

ou.edu/tulsa/police
tulsa.ou.edu/studentaffairs

Upon request, a paper copy of this report can be made available by contacting OU-Tulsa Human Resources at (918) 660-3190, the OU-Tulsa Police Department at (918) 660-3900, or by contacting OU-Tulsa Student Affairs at (918) 660-3100 or by email at TulsaSA@ou.edu.

Crime Statistics

University of Oklahoma- Tulsa Crime Statistics — Schusterman Center

4502 East 41st Street Tulsa, OK 74135

Reported in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Data sources include the OU-Tulsa Police Department, Student Affairs (for disciplinary actions), and the Tulsa Police Department.

Total Crimes Reported For: Offense Type (Includes attempts)	On-Campus			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide									
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses									
Rape	0	0	0	0	0	0	0	0	0
Fondling	2	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery									
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	2	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	3	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	2	0	0

Hate Crimes

*Includes the above offenses and larceny/theft, simple assault, intimidation, and destruction/damage or vandalism of property.

2016: No crimes were reported

2017: No crimes were reported

2018: No crimes were reported

Number of Arrests/Referrals for Selected Offenses									
Offense Type (Includes attempts)	On-Campus			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Liquor Law Violations									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Law Violations									
Arrests	0	0	0	0	0	3	3	0	0
Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Law Violations									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0	0	0	0

In previously published Sooner Safety Reports, OU-Tulsa has reported crime at the Tisdale Center and the Family Medicine Center as separate campuses. Neither location is a separate campus as defined by the Clery Act, so we have reclassified both as non-campus locations and incorporated those statistics accordingly.

Crime Statistics

University of Oklahoma- Tulsa Crime Statistics — Schusterman Center
4502 East 41st Street Tulsa, OK 74135

Violence Against Women Act (VAWA) Offenses

Number of Incidents for Selected Offenses									
Offense Type	On-Campus			Non-Campus			Public Property		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Stalking	1	0	1	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	1	0	0	0	0	2	0	0	0

Building Definitions

On Campus: Any building or property owned or controlled by the University within the same reasonably contiguous geographic area of the University and used by the University in direct support of, or in a manner related to the University's educational purposes. The following is a list of University owned or controlled properties: Schusterman Academic Center, Schusterman Learning Center, Schusterman Clinic, Schusterman Library, Tandy Education Center, and other operational-support buildings within the 41st & Yale campus.

Non-Campus: Includes any building or property owned or controlled by student organizations officially recognized by the school; or any building or property (other than a branch campus) owned or controlled by the school, that is used in direct support of, or in relation to, the school's educational purposes, is frequently used by students, and that is not within the same reasonably contiguous area of the school. This includes:

- The 2nd Floor of the Kravis Building at 1802 E. 19th Street, Tulsa, OK 74105 at St. John's Medical Center
- The Surgery Center at 1919 S. Wheeling Ave. Suite 600, Tulsa, OK 74105
- OU Physicians Tulsa Family Medicine Center at 1111 South St. Louis Ave, Tulsa, OK 74120
- The Wayman Tisdale Specialty Health Clinic at 591 E 36th St N, Tulsa, OK 74106
- Union Public Schools – Roy Clark elementary – 3636 S. 103 Road E., Ave, Tulsa, OK
- Union Public Schools – Rosa Park Elementary School 13702 E., 46th Place, Tulsa, OK
- Hillcrest Medical Center – 1145 S. Utica, Tulsa OK
- Hillcrest Physician Building – 1120 S. Utica, Tulsa, OK
- Tulsa Jewish Retirement and Health – 2025 East 71st Street, Tulsa, OK
- Youth Services of Tulsa Clinic – 1001 E. 3rd Street, Suite A, Tulsa, OK
- Union Public Schools – 5656 S. 129th E. Ave., Tulsa, OK
- OU Physicians South Memorial Clinic – 8005 East 106th Street, Tulsa, OK
- Therapy Concepts – 2417 East 53rd Street, Tulsa, OK
- Okla. Cancer Specialists & Research Institute – 12697 E. 51st Street South, Tulsa, OK

Public Property: All public property that is within the same reasonably contiguous geographic area of the school; such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the school if the facility used by the school in direct support of, or in a manner related to the University's educational purpose.

The Clery Act Criminal Offense Definitions

Offenses

- **Murder and non-negligent manslaughter:** The willful killing of one human being by another.
- **Manslaughter by Negligence:** The killing of another person through gross negligence.
- **Sexual Assault (Sex Offenses):** Any sexual act directed at another person without consent of the victim, including instances where the victim is incapable of giving consent, including:
 - **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - **Fondling:** The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
 - **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - **Statutory Rape:** Sexual intercourse with a person who is under the age of consent (in Oklahoma, the age of consent is 16).
- **Robbery:** The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)
- **Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit larceny or felony: breaking and entering with intent to commit larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
- **Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud a dwelling house, public building, motor vehicle, aircraft or other personal property of another.

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

Hate Crimes

- **Hate Crimes:** A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Categories of bias included are:
 - **Race:** A performed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
 - **Religion:** A performed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
 - **Sexual Orientation:** A performed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual orientation is the term of a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual individuals.
 - **Gender:** A performed negative opinion or attitude toward a group of persons based on their actual or perceived gender (male or female).
 - **Gender Identity:** A performed negative opinion or attitude toward a group of persons based on their actual or perceived gender identity (e.g., bias against transgender or gender non-conforming individuals).
 - **Ethnicity:** A performed negative opinion or attitude toward a group of people whose member identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
 - **National Origin:** A performed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
 - **Disability:** A performed negative opinion or attitude toward a group of people based on their physical or mental impairments, whether such disability

The Clery Act Criminal Offense Definitions

is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Hate Crimes include any Clery reportable offense (listed above) and the following additional offences:

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

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

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

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

Violence Against Women Act Offenses

- **Domestic Violence:** A felony or misdemeanor crime of violence committed by: a current or former spouse or intimate partner of the victim; a person with whom the victim shares a child in common; a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; a person similarly situated to a spouse of the victim under the domestic or family laws of Oklahoma; or 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 Oklahoma.

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

- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; and suffer substantial emotional distress. Course of conduct means two or more acts, including but not limited to, acts in which the stalker directly, or indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person that interferes with a person's property. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Arrests and Referrals

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

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

- **Weapons Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Campus Security Policy

The University of Oklahoma-Tulsa Police Department provides law enforcement services for the Schusterman Center, Family Medicine Center, and Tisdale Clinic. They promptly respond to and investigate all crimes and traffic collisions, as well as implement a variety of crime-prevention programs. Anyone who is the victim of or observes a crime should contact the OU-Tulsa Police Department by dialing 3333 from any on-campus telephone. On duty police and security officers will immediately respond to protect victims, secure scenes and preserve evidence. OU-Tulsa law enforcement personnel will refer criminal complaints to the Tulsa Police Department, if both agencies agree doing so best serves the interest of the victim and justice. All crimes, regardless of perceived severity, should be reported to allow the police to deploy all available resources. OU-Tulsa Police Officers are CLEET-trained, State-certified police officers with full arrest powers. Security officers are not commissioned police officers and do not have law enforcement authority. Their primary purpose is to secure university property, support law enforcement operations and to deter criminal activity through high visibility, deterrence and command presence. Both police and security officers are trained and authorized to carry firearms. All patrol officers wear a uniform while on duty.

OU-Tulsa police and security officers are on duty 24 hours daily, year-round. Vehicular, bicycle, and foot patrols are conducted on a regular basis. Tulsa facilities are normally open during conventional business hours. The library will remain open in the evening and on weekends along with buildings that have scheduled evening and weekend classes. The fitness center is available 24 hours per day for authorized personnel. Security hours begin when buildings are locked at the end of the normal business day and end when building alarms are deactivated and doors unlocked on weekday mornings. The OU-Tulsa Police Department maintains an excellent working relationship with local law enforcement agencies.

Possession, use and sale of alcoholic beverages and illegal drugs are regulated by state law. The university has a policy on the prevention of alcohol abuse and drug use on campus and in the workplace, as is noted previously in this report.

This annual security report is prepared in compliance with 20 USC 1092 (F), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, which is disseminated online to all employees and current students and is available to prospective students and employees online as well. The OU-Tulsa Police Department maintains a crime log that is available on request.

The OU-Tulsa campus does not have on-campus housing facilities. Accordingly, we do not have a missing student notification policy, nor do we keep a fire safety log, fire safety statistics, or an annual fire safety report.

Processing Crime Reports

The OU-Tulsa Police Department provides daily preventive foot, bicycle, and vehicular patrols and responds to all emergencies throughout the year on a 24-hour basis. The OU-Tulsa Police Department has concurrent jurisdiction with the Tulsa Police Department for any crime which occurs on University-owned properties. As such, OU-Tulsa police officers will provide the initial responses to criminal activity and will conduct follow-up investigations as required. The OU-Tulsa Police Department may refer criminal complaints to the Tulsa Police Department when both agencies agree this action will be in the best interest of the victim and justice. When a student is involved in an incident, reports are forwarded to the Student Conduct Office (facilitated by OU-Tulsa Student Affairs) for action under the University of Oklahoma's Student Rights and Responsibilities Code and Procedures.

The Student Conduct Office, through OU-Tulsa Student Affairs, may involve other staff members as necessary. If a situation involves the safety and welfare of the university community, the University Vice President for Student Affairs or other appropriate persons in authority may take the immediate administrative or disciplinary action deemed necessary. OU-Tulsa encourages the accurate and prompt reporting of all campus crimes by contacting the OU-Tulsa Police Department, Student Affairs (for disciplinary actions), the Institutional Equity Office, and the Tulsa Police Department.

Fire Safety and Emergency Evacuations

The Environmental Health and Safety Officer (EHSO) acts as the liaison between the university and the City of Tulsa Fire Marshal, and conducts annual fire drills for all OU-Tulsa locations. The EHSO is involved with inspections during remodel projects and new construction.

Upon the sounding of the alarm:

1. All occupants should leave by the nearest marked exit and alert others to do the same. Assist others in exiting the building.
2. Do not use the elevator. Use stairways only.
3. Once outside, proceed to an assembly area that is at least 3 feet away from the affected building. Keep street, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. Know your area assembly points.
4. Do not return to an evacuated building unless told to do so by Campus Security.

A Campus Emergency Command Center may be set up near any disaster site. Keep clear of this area unless you have official business.

OU-Tulsa has an Emergency Response plan that can be viewed at the following website: [OU-Tulsa Emergency Response Plan](#)

Campus Buildings: Security & Access

The Operations Department provides support that enhances security throughout the campus. The Operations Department is responsible for the operation, maintenance and repairs of buildings and associated mechanical equipment at OU-Tulsa.

Security Equipment, Facility Maintenance and Repair

The Operations Department is responsible for day-to-day maintenance and repair of all campus facilities. Operations management will assist departments interested in installing additional security equipment by recommending appropriate systems that can be remotely monitored via OU-Tulsa Police Department equipment. Its duties include routine and preventive maintenance and may consist of repairing window glass, frames and hardware, room and building entrance doors and stairways, hallway and entry lights, plus exterior building and parking lot lights.

Lost keys for OU-Tulsa facilities should be reported to the Operations Department at (918)660-3555 so that, if necessary, locks can be changed. The Operations Department is responsible for issuing keys. University-issued keys are not authorized to be duplicated.

Police Department

The OU-Tulsa Police Department is a hybrid of police and security officers and provides physical security functions and enforcement operations. The OU-Tulsa Police Dispatch serves as the central alarm and monitoring station for OU-Tulsa. All electronic security systems (fire, burglar and other alarms) terminate at the dispatcher's position. Campus police and security officers report any observed damage to security hardware, non-operational lights or other potential facility maintenance security problems to the Operations Department for repairs. Campus police and security officers patrol the Schusterman Center campus 24 hours each day, 7 days a week. Police and security officers are assigned to the Schusterman Center Clinic, the Tisdale Clinic and the Family Medicine Center during normal business hours. These buildings are patrolled randomly after business

hours.

The OU-Tulsa Police Department is responsible for securing all OU-Tulsa facilities. The library will remain open in the evening and on weekends along with buildings that have scheduled evening and weekend classes. The fitness center is available 24 hours per day for faculty, staff, students and residents. Campus buildings are locked at the end of the normal business day; academic and administrative buildings are usually locked no later than 7pm (when no classes are scheduled). The clinics are usually locked no later than 6pm. The OU-Tulsa Police Department does not authorize building access without the written approval of the department or a person with legitimate control of the facility.

Campus Security & Crime Prevention Programs

OU-Tulsa is committed to providing the best possible police and security services for students, employees, patients and property. The Schusterman Center Campus, Family Medicine Clinic, and the Tisdale Clinic are patrolled and/or monitored 24 hours each day, 7 days a week. For police and security services, please call (918) 660-3900. The OU-Tulsa Police Department utilizes a variety of proactive crime prevention methods to keep the campuses safe and secure. Among these crime prevention methods are:

OU-Tulsa Police Department

- Campus foot patrols by uniformed police and security officers;
- Campus vehicle patrols by uniformed police and security officers;
- Campus bicycle patrols by uniformed police and security officers;
- Security systems monitoring and building access control;
- 24-hour video surveillance;
- Well-lighted parking areas;
- Escorts to or from vehicles and/or campus buildings, upon request. This service is encouraged, especially during hours of darkness or after normal operational hours.

The OU-Tulsa Police Department encourages students and employees to take a personal interest in their own safety by attending offered crime and safety awareness training and basic self-protection courses. These classes can be coordinated through the OU-Tulsa Police Department, which collaborates with the Tulsa Police Department's Community Education/Crime Prevention Unit for group presentations conducted on university properties.

For crime prevention presentations, please contact Walter J. Evans, Chief of Police, at (918) 660-3900.

Student Counseling Services

Counseling Services, coordinated through OU-Tulsa Student Affairs, provides current students with individual, couples, and group counseling services. Counseling Services encourages social engagement and interaction through a variety of campus community activities including the annual De-Stress Fest (April) and semesterly Study Skills lunch and learn sessions. OU-Tulsa Counseling Services can be reached by calling (918) 660-3109.

Online Sexual Misconduct Awareness Training

This is a mandatory sexual misconduct awareness training program for all incoming students. Additionally, all faculty and staff are required to take a similar web-based training. It is an interactive web-based training and quiz, discussing the University's gender discrimination, sexual harassment, sexual misconduct policy and gender-based issues. Refer to OU-Tulsa Student Affairs staff for more information about the online training or where to take the online training.

EMERGENCY COMMUNICATION SYSTEM

In the event of a significant emergency or dangerous situation, the University will send an alert message via its Emergency Communication System (ECS). This system allows OU to contact students, faculty and staff within minutes by telephone, e-mail and instant messaging when an emergency exists. It is our belief that continuous and rapid notification is one of the best protections available for members of our community. Situations can change rapidly and in unexpected ways.

The success of the system depends upon accurate and current contact information being supplied and updated by students, faculty and staff. With this system, members of the OU community enter several contact phone numbers to be notified, which may include their cell phone, another family member's phone number, as well as their e-mail addresses and/or numbers for text messages. Any contact information provided will be kept secure and be used only for emergency notification purposes. This information can be entered and updated online at:

<http://account.ou.edu> (for Norman-based academic programs and departments)

<http://gohsc.ouhsc.edu> (for HSC-based academic programs and departments)

The OU Emergency Communication System is but one part of the emergency notification procedures in place at OU-Tulsa. Additionally, if there is ever an emergency on any of OU's three campuses, students, faculty and staff as well as parents and alumni can visit the OU home page at www.ou.edu, the OUHSC home page at <http://www.ouhsc.edu>, or the OU-Tulsa home page at <http://tulsa.ou.edu>. The university will provide regular updates on the home pages as information becomes available. OU will continue to use mass e-mail as back-up notification as well.

Campus Police & Security Enforcement Authority

As previously stated, the University of Oklahoma-Tulsa Police Department is a hybrid of both police and security officers. All police and security personnel are certified by the Council for Law Enforcement Education and Training (CLEET), and are trained and authorized to carry firearms. Each police and security officer wears a uniform while on duty and has authority to ask persons for identification to determine if individuals

have lawful business on OU-Tulsa properties. Both police and security personnel are authorized to issue trespass notices to individuals who create disruptions on university property. Police officers possess full arrest powers, while security officers do not; however, security officers have the power to make a citizen's arrest as does the general public.

Monitoring Off-Campus Crime

The OU-Tulsa Police Department monitors off-campus criminal activity primarily through an integrated 800 Megahertz radio communications system. Additionally, the department monitors, off-campus crime via news media and through direct communications with local law enforcement agencies when necessary. The OU-Tulsa Police Department has a healthy working relationship with local law enforcement agencies, particularly, the Tulsa Police Department and the Tulsa County Sheriff's Office.

OU-Tulsa PD Web Page

ou.edu/tulsa/police provides information on:

Crime prevention

Personal safety

Sex offender registration

Reports

Personnel

Vehicle registration

Fire safety

Parking Policies

Campus Map

Emergency Communication System

Contacting OU-Tulsa PD

OU-Tulsa police and security officers respond to all campus emergencies. Dial extension 3333 from any campus phone to reach the 24 hour dispatcher. All emergencies can also be reported directly to the Tulsa Police Department by calling 911.

You only need to dial 911 for emergency help, if you dial 9 from a campus phone for an outside line and then 911 you will get a reorder tone (fast busy signal), and the call will not connect you to 911.

If you are calling from a cell phone or an off campus phone, call (918) 660-3333 to reach the OU-Tulsa Police Dispatcher's emergency number.

The parking garage, library parking lot, the large blacktop parking lot southeast of the main administration building, and the Tisdale parking lots are all equipped with blue emergency phones. To activate the blue emergency phones, push the call button and you will be connected to the on-duty dispatcher. If you wish to contact a campus police or security officer in person, go to the OU-Tulsa Police Dispatch Center desk located at the south end of the main administration building on the first floor.

For non-emergencies and business matters, call extension 3900 from any campus phone or (918) 660-3900 from cell phones or external phones.

Reporting Crime on Campus

Emergencies

The OU-Tulsa Police Department is responsible for coordinating emergency and public safety services for OU-Tulsa.

Its principal functions are:

- Policy enforcement
- Providing security services for the campus community, facilities and assets
- Emergency medical assistance on a first aid level
- OU-Tulsa has designated a single number, 3333, to be used for any campus telephone for reporting emergencies.
- Blue Emergency phones are located in the parking garage on each level, the north end of the library, the south end of the main blacktop parking lot, and the Tisdale Clinic parking lots. These blue phones are equipped with push button direct dialing to the OU-Tulsa Police Department dispatch on a 24 hour basis.



Non-Emergencies

The non-emergency phone number for the OU-Tulsa Police Department dispatch is 3900 from any campus phone. Dial (918) 660-3900 from cell phones or external phones. Campus police and security officers will respond to reports of crime, disturbances, and security and traffic issues. While appointments with officers to make reports are always subject to an emergency or higher priority call, every effort is made to take the report in a manner most convenient to the reporting party.

Campus Security Authorities

Campus Security Authorities (“CSAs”) have an important role in complying with the Clery Act. Crime reports provided by CSAs are used by OU-Tulsa to: 1) Fulfill its responsibility to annually disclose Clery crime statistics; and 2) To issue timely warnings for Clery crimes that pose a serious or continuing threat to the campus community.

Reporting: CSAs must report incidents which might be Clery Crimes to OU-Tulsa Police Department (“OU-Tulsa PD”) if the incidents occurred within OU-Tulsa’s Clery Geography. You should report any incident that you think may be a crime even if you are not certain that a crime occurred or that it is a reportable crime under the Clery Act. CSAs are required to disclose any reported crimes for statistical purposes but will keep the victim’s identity confidential to the extent they are legally permitted to do so.

CSAs include OU-Tulsa PD police officers, security officers, and dispatchers; senior administration officials, including OU-Tulsa President, vice-presidents, and directors; and college deans, associate and assistant deans, and directors. OU-Tulsa notifies designated CSAs of their status and provides mandatory annual training, as required by the Clery Act.

Handbook References

This publication contains references to the University of Oklahoma’s Student Rights and Responsibilities Code, Staff Handbook, and Faculty Handbook, and should not be accepted as full texts or construed as limiting responsibility to items listed here. Full texts are available at the following websites:

- The Student Rights and Responsibilities Code is available online at <http://tulsa.ou.edu/studentaffairs> or you can request a printed copy in OU-Tulsa Student Affairs, Room 1C76.
- The Staff Handbook can be found at <https://apps.hr.ou.edu/staffhandbook>
- The OU Norman Faculty Handbook is available at <https://apps.hr.ou.edu/facultyhandbook>
- The OUHSC Faculty Handbook is available at <http://www.ouhsc.edu/policy>

★ Security Is Everybody's Business ★

The OU-Tulsa campus community works together to make the university a safer place. As part of that effort, OU-Tulsa occasionally utilizes "Timely Warnings and Emergency Notifications" via email and/or the Emergency Communication System. Members of the campus community can request services or repairs and report hazards, ranging from problems with lighting to fire safety issues and parking through the WEBTMA work order system (employees only) or by contacting the Operations Department by phone at (918) 660-3555.

The OU-Tulsa Police Department strongly encourages all members of the university community and visitors to report anything they believe to be suspicious activity by contacting the OU-Tulsa Police Department's emergency number, (918) 660-3333.

Lost and Found

The OU-Tulsa Police Department Dispatch Center, located at the Schusterman Center, is the central repository for lost and found items. It is here where attempts are made to reunite lost items with their rightful owners. Items are kept for 60 days only. Items lost in campus building may be kept by staff there for several days. For items that have been lost several days and not located by staff in the building, check with the Campus Lost and Found at (918) 660-3900. Check with the staff in the building and with the OU-Tulsa Police Department immediately if the lost item is of high value or involves the loss of university keys. For property found on campus, contact (918) 660-3900 to determine where to turn in the found property.

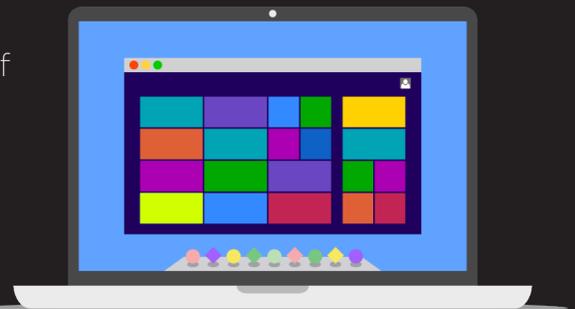


Harassing and Obscene Phone Calls

Anyone can be the victim of harassing, annoying, obscene or threatening telephone calls. Although such calls do not usually constitute a threat to personal safety, you should contact the OU-Tulsa Police Department (for campus phones) or the Tulsa Police Department (personal phones) on receipt of a telephone call of questionable intent or origin.

Online Cyberstalking

National surveys indicate that there is a tremendous increase in cyberstalking incidents among college students. Cyberstalking is threatening or harassing behavior directed at another using the Internet or other forms of online and computer communications. Victims can be targeted through chat rooms, message boards, discussion forums and social networking sites. This type of harassment is a misuse of OU computing resources and a violation of the Student Code. Victims are encouraged to file a report of any harassing behavior with the OU-Tulsa Police Department. Where incidents are based on gender, it is also a violation of the University's Sexual Misconduct Policy, and should be reported to the Institutional Equity Office/Associate Title IX Coordinator at (918) 660-3107.



Sexual Misconduct, Discrimination, & Harassment Policy

Sexual Misconduct, Discrimination, and Harassment Policies and Procedures

Note: In compliance with federal law, the disclosures (see “Crimes Under Oklahoma Law” beginning on page 27) reference criminal terms such as “rape,” “sexual assault,” “stalking,” “domestic violence,” etc. The University of Oklahoma’s disciplinary process does not enforce criminal law. Thus, University policies use terms that may overlap significantly with criminal definitions, but are policy-based not criminal in nature. Additionally, domestic violence, dating violence, and stalking can also be violations of the University’s Sexual Misconduct, Discrimination, and Harassment Policy, when motivated in whole or in part by the sex or gender of the alleged reporting party. University policy regarding sexual misconduct is located at: <http://www.ou.edu/content/eoo/policies.html>

The University of Oklahoma strives to create a safe and non-discriminatory environment for all faculty, staff, and students. Dating violence, domestic violence, stalking and other forms of gender-based discrimination are prohibited under the University’s Sexual Misconduct, Discrimination, and Harassment Policy and may also be considered crimes. The University encourages the reporting of such incidents to administrative officials as well as law enforcement. Reporting parties are reminded that they may seek either, both, or neither law enforcement and University investigations and intervention where a member of the University community commits the violation regardless of where the incident occurs, and/or where the incident occurs at an event or facility owned or controlled by the University. Even if an individual does not wish to file a formal complaint or report to law enforcement, the University may still take immediate action to end the misconduct, address the effects, and prevent its recurrence. Consistent with federal law, the following information details University policy and procedures with regard to sexual misconduct, discrimination, and harassment.

University Policy Regarding Sexual Misconduct and Oklahoma Criminal Definitions

The University defines the following as prohibited conduct under the Sexual Misconduct, Discrimination, and Harassment Policy:

A. Sexual Violence means physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent. A number of acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual misconduct and sexual coercion.

- Non-Consensual Sexual Intercourse is defined as any sexual intercourse or penetration of the anal, oral, vaginal, genital opening of the victim, including sexual intercourse or penetration by any part of a person’s body or by the use of an object, however slight, by one person to another without consent or against the victim’s will. This definition includes rape and sexual assault, sexual misconduct, and sexual violence.
- Non-Consensual Sexual Contact is any intentional touching, however slight, whether clothed or unclothed, of the victim’s intimate body parts (primarily genital area, groin, inner thigh, buttock or breast) with any object or body part, without consent and/or by force. It also includes the touching of any part of a victim’s body using the perpetrator’s genitalia and/or forcing the victim to touch the intimate areas of the perpetrator or any contact in a sexual manner even if not involving contact of or by breasts, buttocks, groin, genitals, mouth or other orifice. This definition includes sexual battery and sexual misconduct.
- Sexual Coercion is unreasonable pressure for sexual activity by using pressure (including physical pressure, verbal pressure or emotional pressure), alcohol, medications, drugs, or force to have sexual contact against someone’s will or with someone who has already refused. This includes rape, sexual assault, sexual exploitation and sexual misconduct.

B. Sexual Exploitation occurs when a person takes non-consensual, unjust or abusive sexual advantage of another

Sexual Misconduct, Discrimination, & Harassment Policy

for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior may not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to: non-consensual video or audio-taping of any form of sexual activity; going beyond the boundaries of consent (such as letting a person or people hide in the closet to watch you having consensual sex without your partner's knowledge or consent); sexually-based stalking or bullying; engaging in non-consensual voyeurism, such as observing sexual acts or body parts of another from a secret vantage point; knowingly transmitting a sexually transmitted disease or illness to another; exposing one's genitals in a non-consensual circumstance, or inducing another to expose his or her genitals; prostituting another person; and other forms of invasion of sexual privacy.

C. Relationship Violence includes assault, battery or other physical abuse between those in an intimate, dating, or romantic relationship with each other

1. Dating violence is violence between individuals in the following circumstances:
 - a. The party is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - b. The existence of such a relationship shall be determined based on a consideration of the following factors:
 - Length of the relationship
 - Type of relationship
 - Frequency of interaction between the persons involved in the relationship
2. Domestic violence means violence committed by:
 - a. Current or former spouse of the victim;
 - b. A person with whom the victim shares a child in common;
 - c. A person who is cohabitating with or has cohabitated with the victim as a spouse;
 - d. A person similarly situated to a spouse of the victim under Oklahoma domestic or family violence laws;
 - e. Any other person against an adult or youth victim who is protected from that person's acts under Oklahoma domestic or family violence laws

E. Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- a. Fear for the person's safety or the safety of others, or
- b. Suffer substantial emotional distress

For the purposes of this definition, *course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens or communicates to or about a person or interferes with a person's property. *Emotional distress* means significant mental suffering or distress that may, but does not necessarily require, medical or other professional treatment or counseling.

Consent is the act of willingly agreeing to engage in sexual contact or conduct. Valid consent is:

- informed, knowing and voluntary;
- active;
- given by words or actions, as long as those words or actions create mutually understandable permission regarding the conditions of sexual activity; and
- cannot be procured by use of physical force, compelling threats, intimidating behavior, or coercion.

Additionally, silence or passivity is not valid consent; consent to one form of sexual activity cannot imply consent to other forms of sexual activity; and previous relationships or consent does not imply consent to future sexual acts. Consent is also invalid if it is obtained from an individual who is incapable of giving consent because he/she is under the age of consent, has a mental or intellectual disability, is unconsciousness or asleep, or is incapacitated due to use of alcohol, drugs, medication, and/or other substances.

Sexual Misconduct, Discrimination, & Harassment Policy

Any complaints or inquiries regarding potential violations of the Sexual Misconduct, Discrimination, and Harassment Policy should be brought to the immediate attention of the Equal Opportunity Officer and Title IX Coordinator, Bobby Mason, at (405) 325-3546, bjm@ou.edu or the Interim Sexual Misconduct Officer, Kristen Burkett at (405) 325-2216, smo@ou.edu. If, for any reason, a student/employee wishes to complain or inquire about the Sexual Misconduct, Discrimination, and Harassment Policy, but feels it would be inappropriate to raise such issues with the Title IX Coordinator or Sexual Misconduct Officer, the student/employee may inquire or complain to any Department Chair or any officer of the University at the level of Vice President or above, and such inquiries and complaints will receive a prompt and thorough investigation through the appropriate office.

Information for Reporting Sexual Misconduct

A. Anyone who has experienced or has knowledge about sexual misconduct is encouraged to report it immediately. A student or employee wishing to report such an incident to University officials may do so by contacting:

Bobby J. Mason, Title IX Coordinator
301 David L. Boren Blvd., Suite 1000
Norman, OK 73019
(405) 325-3546 • bjm@ou.edu

Kristen Burkett, Interim Sexual Misconduct Officer
301 David L. Boren Blvd., Suite 1000
Norman, Oklahoma 73019
(405) 325-2216 • smo@ou.edu

Faustina Layne, Assoc. Equal Opportunity & Title IX Officer
1105 N. Stonewall, Lib. 164H
Oklahoma City, Oklahoma 73117
(405) 27-211 • faustina-layne@ouhsc.edu

Josh Davis, Associate Title IX Coordinator
4502 E. 41st St., Room 1C76
Tulsa, Oklahoma 74135
(918) 660-317 • jmdavis@ou.edu

Complaints can also be submitted online at <http://www.ou.edu/eoo>. Online complaints can be made anonymously.

The University prohibits retaliation against any person because of participation in a complaint or the investigation of discrimination, sexual harassment or sexual misconduct. Prohibited behavior includes any attempt to penalize or take an adverse educational, employment or institutional benefit action, including but not limited to making threats, intimidation, reprisals or other adverse action.

Reporting parties are not required to report an incident to law enforcement (campus or local), but have the right to report to either, both, or neither. A student or employee wishing to report an incident to campus law enforcement may do so by contacting the OU Tulsa Police Department at (918) 660-3900 (non-emergency). Campus authorities will also assist a reporting party in making a report with local law enforcement if he/she wishes to do so. On campus, some resources may maintain confidentiality with regard to reports of sexual harassment or discrimination. These resources can offer options and advice to provide personally identifiable information to University officials unless you request that the information be shared. Parties wishing to report confidentially, may do so by contacting:

- Student Counseling Services: (918) 660-3109
- OU Advocates: (918) 660-3163

With limited exceptions, all university employees are mandatory reporters and must report alleged violations of the Sexual Misconduct, Discrimination, and Harassment Policy to the Title IX Coordinator or Sexual Misconduct Officer in a timely manner. Supervisors, managers and faculty members with administrative duties or student supervisory duties are responsible for taking all appropriate action to prevent sexual misconduct, discrimination and harassment, to correct it when it occurs, and must promptly report it to the Sexual Misconduct Officer, (405) 325-2215, Assoc. Equal Opportunity and Title IX Officer, Faustina Layne, (405) 271-2110, or OU-Tulsa Associate Title IX Coordinator, Josh Davis, (918) 660-3107, or another other appropriate University official (e.g. the Equal Opportunity Officer and Title IX Coordinator, Bobby Mason, (405) 325-3546 or any of the other Associate Title IX Coordinators in Oklahoma City or Norman). Failure to do so may result in disciplinary action up to and including termination.

Sexual Misconduct, Discrimination, & Harassment Policy

B. If you are the victim of sexual misconduct, gender-based violence, or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, some or all of these safety suggestions may guide you after an incident has occurred:

1. If there is any immediate danger, call 911. Otherwise, contact the OU-Tulsa Police Department at (918) 660-3900 if the incident occurred on campus or the Tulsa Police Department at (918) 596-9222 if the incident occurred off campus in Tulsa. If the incident occurred anywhere else, contact the law enforcement agency with jurisdiction over that location.
2. Go to a safe place and speak with someone you trust. Tell this person what happened. If possible, record the names of any witnesses and their contact information. Try to memorize details (e.g. physical description, names, license plate number, car description, etc.), or even better, write notes to remind you of details if you have the time and ability to do so. If you have injuries, photograph or have them photographed, with a date stamp on the photo.
3. To preserve evidence, it is recommended that you do not bathe, shower, douche, eat, drink, smoke, brush your teeth, change clothes, or alter the scene of the incident. Preserving evidence is critical for a criminal prosecution and can also be useful in a campus investigation or in obtaining an external order of protection.
4. In Tulsa, Domestic Violence Intervention Services (DVIS/Call Rape), (918) 743-5763, can provide advice and discuss options for how to proceed. OU students and employees can also contact OU Advocates at (918) 660-3163 for support and assistance. The OU Advocates can also assist with any needed advocacy for students/employees who wish to obtain protective or restraining orders from local authorities.
5. For your safety and well-being, immediate medical attention is encouraged. Further, being examined as soon as possible, ideally within 120 hours (5 days), is important in the case of rape or sexual assault. The Hillcrest Medical Center emergency room (1120 S. Utica Avenue) can care for any physical injuries you may have and provide other services related to sexual assault. Domestic Violence Intervention Services (also known as Call Rape) in Tulsa can also arrange for a specific forensic medical examination to be conducted.
6. In instances of dating violence, domestic violence, and stalking it is suggested that you obtain medical assistance and reports where appropriate, observe the recommendations noted above, and retain all documentation, emails, voice mail messages, etc. related to the incident or activity. Also, the OU Advocates, (918) 660-3163, can assist you with safety plans, obtaining reporting party's protective orders, administrative No Contact Orders, referrals to available resources, and law enforcement assistance.
7. If you obtain an external order of protection (e.g. victim protective order, restraining orders, injunctions, protection from abuse), please notify the OU-Tulsa Police Department at (918) 660-3900 (non-emergency) or the campus Associate Equal Opportunity and Title IX Officer, Associate Title IX Coordinator at (918) 660-3107, or the Sexual Misconduct Officer at (405) 325-2215, so that those orders can be observed on campus.

C. Reporting parties may request various forms of support and assistance with the University (though these cannot be guaranteed and are determined on a case-by-case basis). Examples include:

1. Assistance in filing a complaint with the University and appropriate law enforcement agencies
2. Assistance in filing for an Emergency Protective Order
3. No Contact Order
4. Change of class schedules and academic support
5. Alternate housing arrangements
6. Transportation arrangements and campus escorts
7. OU Advocates
8. Counseling services

Sexual Misconduct, Discrimination, & Harassment Policy

9. Blocking emails
10. Other measures, as needed

D. Campus Resources

Title IX/Sexual Misconduct Office (Housed on Norman campus)

To report student, faculty, or staff issues related to sexual assault, dating violence, domestic violence, stalking and other forms of sexual misconduct; located on the Norman campus.

Website: www.ou.edu/eoo

Email: smo@ou.edu

Phone: (405) 325-2215

Office of the Associate Title IX Officer (Tulsa and Oklahoma City campus)

To report student, faculty, or staff issues related to sexual assault, dating violence, domestic violence, stalking and other forms of sexual misconduct; located on the Tulsa campus.

Website: www.ou.edu/eoo

Tulsa: Josh Davis, jmdavis@ou.edu, (918) 660-3107

Oklahoma City: Faustina Layne, faustina-layne@ouhsc.edu, (405) 271-2110

Equal Opportunity Office

To report issues of discrimination on the basis of race, color, national origin, sex, sexual orientation, genetic information, gender identity, gender expression, age (40 or older), religion, disability, political beliefs, or status as a veteran. Website: www.ou.edu/eoo

Phone: (405) 271-2110

Student Conduct Office

To report issues related to the Student Code or Alcohol Policy.

Website: studentconduct.ou.edu

Phone: (405) 325-1540 in Norman or (918) 660-3107 in Tulsa

OU-Tulsa Police Department

To report criminal violations or safety concerns.

Website:

<http://www.ou.edu/tulsa/police>

Phone: (918) 660-3900 (non-emergency)

OU Advocates

Advocate and referral resource for victims/survivors of sexual assault/misconduct issues for students, faculty or staff.

Website: www.ou.edu/gec

Phone: (918) 660-3163

Student Counseling Services

Website: <http://www.ou.edu/tulsastudentaffairs/services/counseling-services/>

Phone: (918) 660-3109

OU-Tulsa Student Health Clinic

Provides non-emergency medical services to all current OU-Tulsa students

Website: <http://www.ou.edu/tulsastudentaffairs/services/health>

Phone: (918) 660-3102

Employee Assistance Program

Operated by Family & Children's Services in Tulsa, this service is for all Tulsa campus employees and after-hours counseling needs for OU-Tulsa students.

Phone: (918) 587-9471

E. Community Resources

Domestic Violence Intervention Services (DVIS)/Call Rape

Provides confidential crisis intervention, referrals, and information about domestic violence. Services available 24/7.

Phone: (918) 743-5763

Tulsa Police Department

Provides law enforcement support.

Website: <https://www.tulsapolice.org/>

Phone: (918) 596-9222 (non-emergency)

St. Francis Hospital

Provides medical assistance; located 1.5 miles south of OU-Tulsa Schusterman campus.

Address: 6161 S. Yale Ave., Tulsa, Oklahoma

Website: <http://www.saintfrancis.com/saintfrancishospital/Pages/default.aspx>

Phone: (918) 494-2200

Additional campus and community resources can be found at notonourcampus.ou.edu.

Sexual Misconduct, Discrimination, & Harassment Policy

University Procedures for Addressing Alleged Violations of the Sexual Misconduct, Discrimination, and Harassment Policy

When the University receives a report of sexual misconduct, sexual assault, gender-based violence, stalking, dating violence and/or domestic violence, sexual harassment, or other gender-based discrimination the campus Title IX Coordinator is notified. If the complainant wishes to access local community agencies and/or law enforcement for support, the University will assist the complainant in making these contacts. The Title IX Coordinator or his/her designee will offer assistance in referring the individual to interim or long term measures that are reasonably available. If the complainant so desires, he/she will be connected with a counselor or victim's advocate on or off campus. No complainant is required to take advantage of these services and resources, but the University provides them in the hope of offering help and support without condition or qualification. In addition, the University will provide academic, living, transportation, and employment assistance or other protective measures if the victim requests them and they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. A written summary of rights, options, support resources and procedures are provided to all reporting parties regardless of whether they are students, employees, guests or visitors.

If the complainant requests, or the University believes it is necessary, the Title IX Coordinator will initiate a prompt, fair and impartial investigation into the alleged conduct. An investigation may lead to a finding that University policy has been violated, based upon a preponderance of evidence standard (which is what is more likely than not to have occurred), and sanctions may be imposed upon the accused. Policy violations involving students will be referred to Student Conduct for appropriate disciplinary actions. If a finding is made against an employee, the Title IX Coordinator will discuss disciplinary action with the appropriate Executive Officer. If a finding is made against a faculty member, the Title IX Coordinator, in consultation with the Provost, shall recommend appropriate discipline. The investigation and resolution process can be found online at:

<http://www.ou.edu/content/dam/eoo/documents/Investigative%20Policy.pdf>

In any complaint of misconduct under the Sexual Misconduct, Discrimination, and Harassment Policy, both parties are entitled to be accompanied to any related meeting or proceeding by an advisor of their choice. The advisor can be any person who is not otherwise involved in the investigation and serves as a support person throughout the process. Both parties are encouraged to fully participate in the process, and their advisor may not participate on their behalf. Once an investigation is complete, the parties will be informed of the outcome in writing, including the finding, the sanctions (if any) and the rationale therefore. Delivery of this outcome to the parties will occur without undue delay between notifications. All parties will also be informed in writing of their right to exercise a request for appeal and University appeal procedures (as detailed in Student Code, Faculty Handbook, or Investigative Process for sexual misconduct complaints) depending on the parties involved and the circumstances of the allegation. Should any change in outcome occur prior to finalization, all parties will be timely informed in writing, and will be notified when the results of the resolution process become final. All processes shall be conducted in a prompt and fair manner, and generally should take place within sixty (60) days.

The investigation and records of the resolution conducted by the University are maintained confidentially. Information is shared internally between administrators who need to know. Privacy of the records specific to the investigation is maintained in accordance with Oklahoma law and the federal Family Educational Rights and Privacy Act of 1974 (FERPA) statute. Any public release of information to comply with the open crime logs or timely warning provisions of the Jeanne Clery Act (Clery Act) will not release the names of reporting parties or information that could easily lead to a complainant's identification. Additionally, the University maintains privacy in relation to any accommodations or protective measures afforded to a victim, except to the extent necessary to provide the accommodations and/or protective measures, or as required by law.

Sexual Misconduct, Discrimination, & Harassment Policy

If, after an investigation, there is enough information to determine that it is more likely than not that the Policy was violated, the Title IX Coordinator is ultimately responsible for ensuring that the conduct is eliminated, the University acts to reasonably prevent its recurrence, and the effects of the misconduct are remedied. Accordingly, the Title IX Coordinator in conjunction with other offices, including Student Conduct, Student Affairs, Legal Counsel, and Human Resources, is also responsible for assuring that training is conducted annually for all advocates, investigators, hearing officers, panelists and appeals officers. Training will focus on sexual misconduct, domestic violence, dating violence, sexual assault, stalking, sexual harassment, retaliation, and other behaviors that can be forms of sex or gender discrimination prohibited by Title IX. Training will help those decision-makers associated with the process to protect the safety of reporting parties and to promote accountability for those who commit offenses.

E. Consequences/Sanctions for Sexual Assault and Other Sexual Misconduct Policy Violations

In the event that sexual assault, sexual misconduct, sexual harassment, stalking, dating violence, domestic violence, gender-based crimes or violence does occur, the University takes the matter very seriously. The University may employ protective measures such as interim suspension and/or administrative No Contact Orders in any case where a student's/employee's behavior represents a risk of violence, threat, pattern, or predation. A student/employee who is found to have committed sexual assault (non-consensual sexual intercourse) or other serious sexual misconduct on or off campus is subject to immediate suspension or dismissal/termination. If a student/employee is accused of sexual assault/misconduct, other gender-based violence or the crime of rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence, s/he is subject to action in accordance with the Sexual Misconduct, Discrimination, and Harassment Policy, as well as the Student Conduct Code and Procedures located at <http://studentconduct.ou.edu> and the Faculty and Staff Handbooks.

A. Sanctions for students found to have committed a violation of this policy can include the following. Sanctions not on this list may be issued when deemed appropriate by the University, and sanctions may be combined. Sanctions may include, but are not limited to:

- Verbal Warning: A verbal notice that the behavior was inappropriate.
- Written Warning: A written statement that the behavior was inappropriate, which will remain on the student's University disciplinary record for a specified period of time or until the student meets certain conditions.
- Disciplinary Probation: A written statement that the behavior was inappropriate and should subsequent violations occur, the University will take more serious conduct action up to and including suspension or expulsion. This can include exclusion from University affiliated entities, including student organization activities for a period of time or until the student meets certain conditions. Disciplinary probation will remain on the student's disciplinary record for a specified period of time or until the student meets specified conditions.
- Educational Sanctions: A specific number of hours of community service, completion of a reflection or research paper, attending a class, program or lecture, attending counseling, or other actions.
- Restitution: Repayment for damages or misappropriation of property. This may include monetary compensation or other related service(s), such as cleaning or restoration.
- Administrative Fee: Administrative fees for educational programs and presentations as well as policy related administrative costs, which are assessed directly to the student's Bursar account. A financial stop may be placed on the student's record if the student fails to pay the administrative fee by the due date. This stop may prevent the student from registering for future terms or adding or dropping courses.
- University-Owned Housing Reassignment or Termination: Reassignment to another University-owned housing unit, exclusion from certain University-owned properties or termination of the student's housing agreement.
- Administrative Trespass: Denial of access to all or a portion of campus, except for limited periods and specific activities with the permission of the appropriate University official, as designated by the University

Sexual Misconduct, Discrimination, & Harassment Policy

Vice President for Student Affairs or other appropriate administrative official vested with such authority. Should the student enter campus without written permission, the appropriate University official or the campus police may take action.

- Suspension: Exclusion from the University and all campuses governed by the Board of Regents of the University of Oklahoma for a specific period of time or until the student meets certain conditions, following which the student may be permitted to re-enroll or apply for readmission to the University, as applicable.
- Expulsion: Exclusion from the University and all campuses governed by the Board of Regents of the University of Oklahoma for an indefinite period of time, a record of which remains on file permanently.
- Restriction or Denial of University Services: Restricted from use or denial of specified University services, including participation in University activities.
- Delayed Conferral of Degree: Delay of issuance of a student's diploma for a specified period of time or until the student meets certain conditions.
- Sanctions not on this list may be issued when deemed appropriate by the University.

B. Sanctions for employees can include verbal/written reprimands, required counseling/training, community service, administrative leave with or without pay, removal of supervisory or other roles/duties, conduct agreements, other sanctions as deemed appropriate, or termination.

C. For offenses including sexual misconduct or gender-based discrimination, such as sexual assault, domestic violence, dating violence, and stalking, sanctions range from warnings through expulsion/termination as described above. Serious and violent incidents and acts of non-consensual sexual intercourse (the policy equivalent to the crime of rape) can result in suspension, expulsion or termination of employment.

D. Disciplinary action for sexual harassment can include verbal or written warnings, disciplinary probation, required educational training, or other remedial measures as appropriate. Repeated or serious violations may result in immediate termination from employment or dismissal from the University.

Crimes Under Oklahoma Law

Consent

The term “consent” means the affirmative, unambiguous and voluntary agreement to engage in a specific sexual activity during a sexual encounter which can be revoked at any time. Consent cannot be:

1. Given by an individual who:
 - a. is asleep or is mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason, or
 - b. is under duress, threat, coercion or force; or
2. Inferred under circumstances in which consent is not clear including, but not limited to:
 - a. the absence of an individual saying “no” or “stop”, or
 - b. the existence of a prior or current relationship or sexual activity.

21 O.S. §113 (effective June 6, 2016)

Sexual Assault

The term “sexual assault” is any type of sexual contact or behavior that occurs without explicit consent of the recipient including, but not limited to, forced sexual intercourse, forcible sodomy, child molestation, child sexual abuse, incest, fondling and all attempts to complete any of the aforementioned acts.

In any criminal jury trial of a crime involving any type of sexual contact or behavior where “consent” is an element of the crime or a defense raised by the accused, the court shall instruct the jury on the definition of consent as such term is defined in Section 113 of this title.

21 O.S. §112 (effective November 1, 2017)

Rape

A. Rape is an act of sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:

1. Where the victim is under sixteen (16) years of age;
2. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
3. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
4. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
5. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
6. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between

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the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;

7. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;

8. Where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of the same school system;

9. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant; or

10. Where the victim is at least sixteen (16) years of age but less than eighteen (18) years of age and the perpetrator of the crime is a person responsible for the child's health, safety or welfare. "Person responsible for a child's health, safety or welfare" shall include, but not be limited to:

- a. a parent,
- b. a legal guardian,
- c. custodian,
- d. a foster parent,
- e. a person eighteen (18) years of age or older with whom the child's parent cohabitates,
- f. any other adult residing in the home of the child,
- g. an agent or employee of a public or private residential home, institution, facility or day treatment program as defined in Section 175.20 of Title 10 of the Oklahoma Statutes, or
- h. an owner, operator or employee of a child care facility, as defined by Section 402 of Title 10 of the Oklahoma Statutes.

B. Rape is an act of sexual intercourse accomplished with a male or female who is the spouse of the perpetrator if force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person.

21 O.S. §1111 (effective November 1, 2018).

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Rape by Instrumentation

A. Rape by instrumentation is an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person.

B. Provided, further, that at least one of the circumstances specified in Section 1111 of this title has been met; further, where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime.

C. Provided, further, that at least one of the circumstances specified in Section 1111 of this title has been met; further, where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant.

21 O.S. §1111.1 (effective November 1, 2015).

Rape in First Degree - Second Degree

A. Rape or rape by instrumentation in the first degree shall include:

1. Rape committed by a person over eighteen (18) years of age upon a person under fourteen (14) years of age;
2. Rape committed upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;
3. Rape accomplished where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
4. Rape accomplished where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
5. Rape accomplished with any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the person committing the crime; or
6. Rape by instrumentation regardless of the age of the victim or the age of the person committing the crime.

B. In all other cases, rape is rape in the second degree.

21 O.S. §1114 (effective November 1, 2017).

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Forcible Sodomy

The crime of forcible sodomy shall include:

1. Sodomy committed by a person over eighteen (18) years of age upon a person under sixteen (16) years of age;
2. Sodomy committed upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;
3. Sodomy accomplished with any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;
4. Sodomy committed by a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;
5. Sodomy committed upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;
6. Sodomy committed upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused;
7. Sodomy committed upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit; or
8. Sodomy committed upon a person who is at least sixteen (16) years of age but less than eighteen (18) years of age by a person responsible for the child's health, safety or welfare. "Person responsible for a child's health, safety or welfare" shall include, but not be limited to:
 - a. a parent,
 - b. a legal guardian,
 - c. custodian,
 - d. a foster parent,
 - e. a person eighteen (18) years of age or older with whom the child's parent cohabitates,
 - f. any other adult residing in the home of the child,
 - g. an agent or employee of a public or private residential home, institution, facility or day treatment program as defined in Section 175.20 of Title 10 of the Oklahoma Statutes, or
 - h. an owner, operator or employee of a child care facility, as defined by Section 402 of Title 10 of the Oklahoma Statutes.

State of Oklahoma Statutes reference: 21 O.S. § 888

Dating Violence

Dating violence is not defined under Oklahoma law; however, the law does provide that any act of physical harm, or the threat of imminent physical harm against a person with whom a perpetrator was or is in a dating relationship is considered domestic violence, which is defined below. The law defines dating relationship as: a courtship or engagement relationship. For purposes of this act, a casual acquaintance or ordinary fraternization between persons in a business or social context shall not constitute a dating relationship.

State of Oklahoma Statutes reference: 21 O.S. § 644 (C)

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Domestic Violence

Any person who commits any assault and battery against a current or former spouse, a present spouse of a former spouse, a former spouse of a present spouse, parents, a foster parent, a child, a person otherwise related by blood or marriage, a person with whom the defendant is or was in a dating relationship as defined by Section 60.1 of Title 22 of the Oklahoma Statutes, an individual with whom the defendant has had a child, a person who formerly lived in the same household as the defendant, or a person living in the same household as the defendant shall be guilty of domestic abuse.

21 O.S. §644(C) (effective November 1, 2014).

Stalking

Any person who willfully, maliciously, and repeatedly follows or harasses another person in a manner that:

1. Would cause a reasonable person or a member of the immediate family of that person as defined in subsection F of this section to feel frightened, intimidated, threatened, harassed, or molested; and
2. Actually causes the person being followed or harassed to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

For purposes of determining the crime of stalking, the following definitions shall apply:

1. “Harasses” means a pattern or course of conduct directed toward another individual 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 emotional distress to the victim. Harassment shall include harassing or obscene phone calls as prohibited by Section 1172 of this title and conduct prohibited by Section 850 of this title. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose;
2. “Course of conduct” means a pattern of conduct composed of a series of two or more separate acts over a period of time, however short, evidencing a continuity of purpose. Constitutionally protected activity is not included within the meaning of “course of conduct”;
3. “Emotional distress” means significant mental suffering or distress that may, but does not necessarily require, medical or other professional treatment or counseling;
4. “Unconsented contact” means any contact with another individual that is initiated or continued without the consent of the individual, or in disregard of that individual’s expressed desire that the contact be avoided or discontinued. Constitutionally protected activity is not included within the meaning of unconsented contact. Unconsented contact includes but is not limited to any of the following:
 - a. following or appearing within the sight of that individual,
 - b. approaching or confronting that individual in a public place or on private property,
 - c. appearing at the workplace or residence of that individual,
 - d. entering onto or remaining on property owned, leased, or occupied by that individual,
 - e. contacting that individual by telephone,

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- f. sending mail or electronic communications to that individual, and
- g. placing an object on, or delivering an object to, property owned, leased, or occupied by that individual;

5. "Member of the immediate family", for the purposes of this section, means any spouse, parent, child, person related within the third degree of consanguinity or affinity or any other person who regularly resides in the household or who regularly resided in the household within the prior six (6) months; and

6. "Following" shall include the tracking of the movement or location of an individual through the use of a Global Positioning System (GPS) device or other monitoring device by a person, or person who acts on behalf of another, without the consent of the individual whose movement or location is being tracked; provided, this shall not apply to the lawful use of a GPS device or other monitoring device or to the use by a new or used motor vehicle dealer or other motor vehicle creditor of a GPS device or other monitoring device, including a device containing technology used to remotely disable the ignition of a motor vehicle, in connection with lawful action after default of the terms of a motor vehicle credit sale, loan or lease, and with the express written consent of the owner or lessee of the motor vehicle.

21 O.S. §1173(A) & (F) (effective May 1, 2018).

University Education and Programming

In an effort to reduce the risk of sexual assault, dating violence, domestic violence, stalking and sexual harassment from occurring among its students and employees, the University provides awareness and prevention programs. It is the policy of the University to offer programming to educate about and help prevent these occurrences. Educational programs are offered to raise awareness for all incoming students and employees, and are often conducted during new student training and new employee orientations as well as through mandatory online training throughout the semester. These programs and others offered throughout the year include strong messages regarding not just awareness, but also primary prevention (including normative messaging, environmental management, and bystander intervention), and discuss institutional policy and disciplinary procedures with regard to sexual misconduct as well as Oklahoma definitions of sexual assault, dating violence, domestic violence, stalking, and consent in reference to sexual activity. Programs also offer information on risk reduction that strives to empower victims, and provides instruction on recognizing warning signals and avoiding potential attacks, without applying victim-blaming approaches. Programs are informed by evidence-based research and/or are assessed for their effectiveness. Bystander intervention is encouraged through safe and positive intervention techniques and by empowering third-party intervention and prevention such as:

- Diverting the intended victim (e.g. “help me out of here; I don’t feel well”)
- Distracting the perpetrator (e.g. “looks like your car is being towed”)
- Confronting the perpetrator (e.g. “don’t speak to him/her in that manner; you are going to get yourself into trouble”)
- Using intervention-based cellular phone apps
- Identifying allies
- Calling for help

Throughout the year, ongoing awareness and prevention campaigns are directed to faculty, staff, and students, often taking the form of campaigns (including posters, newspaper advertisements, stakes, banners, t-shirts, shopping bags, magnets, brochures, flyers, tabling at campus-wide events, video messaging at sporting events, One Sooner Can Make a Difference/Active Bystander Training for students, faculty and staff, Step In, Speak Out peer educator training, LGBTQ Ally training for faculty, staff, and students, and Alcohol Awareness training for incoming freshman), emails, guest speakers, and events such as Take Back the Night, The Red Flag Campaign, Safe Break, White Ribbon Campaign, D8ME campaign for healthy relationships, Domestic Violence Awareness Month, Sexual Assault Awareness Month, Rape Awareness Week, and Stalking Awareness Month. See also, notonourcampus.ou.edu and http://www.ou.edu/studentlife/diverse_communities/woc.html.

Definitions

Advisor means any individual who provides the accuser or accused support, guidance, or advice.

Awareness programs means community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Ongoing prevention and awareness campaigns means programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution and including information described in 34 CRF 668.46(j)(1)(i)(A) through (F).

Primary prevention programs means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

University Education and Programming

Proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution, any sanctions imposed by the institution, and the rationale for the result and the sanctions.

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Sex Offender Registry

Sex Offenders

In accordance to the Campus Sex Crimes Prevention Act of 2, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the University is providing a link to the Oklahoma State Sex Offender Registry. All sex offenders are required to register in the State of Oklahoma and to provide notice of each institution of higher education in Oklahoma at which the person is employed, carries a vocation or is a student. See <https://sors.doc.state.ok.us/>.

In addition to the above notice to the State of Oklahoma, all sex offenders are required to deliver written notice of their status as a sex offender to the University's campus police department (OUPD) no later than three (3) business days prior to their enrollment in, employment with, volunteering with, or residence at the University. Such notification may be disseminated by the University to, and for the safety and well-being of, the University community, and may be considered by the University for enrollment and discipline purposes. Failure to comply with these requirements may result in disciplinary sanctions up to and including suspension, expulsion, dismissal, or termination.

Safety and Security Tips

On Campus:

- Never walk alone at night. Call (918) 660-3900 for an OU-Tulsa police/security escort to your vehicle.
- Always be aware of your surroundings. Walk purposefully and make eye contact with strangers.
- In parking lots, have keys ready when you approach your car to make your entry easier.
- After dark, try to park in a well-lit area close to your destination.
- Always lock car doors and roll up windows. Keep valuables out of sight or in the trunk.
- If you feel threatened, immediately go to an open building where there are other people or call Campus Police
- Never leave personal items unattended or unlocked.

At Home:

- Always lock apartment or home doors, even when you are there. Take keys with you, even when stepping out for “just a second.”
- Keep windows locked.
- Don't lend out your keys or leave them lying around. Detach house keys from the main ring when having vehicles serviced. Utilize peepholes or safety chains. Don't open doors without verifying the identity of the person on the other side.
- Don't keep expensive jewelry, collectibles or large amounts of cash at home.
- Don't advertise your absence, especially on your answering machine or any social networking sites. Put only a basic message on your machine identifying the phone number and requesting that callers leave a message.

In Social Situations:

- When dating someone you do not know well, ask people you trust about your date.
- Socialize in groups so that you're not alone with just one person. There really is safety in numbers.
- Drive yourself and carry extra money in case you need to get home alone.

- If you feel uncomfortable, there is probably a reason. It's better to do something you may consider rude than to remain in a dangerous situation.
- Remember that alcohol impairs both your decision-making processes and the ability to communicate.
- Keep all drinking glasses, bottles or other open containers in sight at all times. When accepting a drink of some kind, make sure that you open the container yourself and be aware that ice cubes could contain harmful substances as well.
- If you drink, DO NOT drive. Call a friend, family member or cab to get home safely.

Guard Your Privacy on Social Networking Sites:

- Don't give out information simply because it is requested.
- Giving out birthdates, full names, addresses, phone numbers, Social Security numbers, bank or credit card account information and other personally identifiable information can lead to identity theft and cyberstalking.
- Select gender-neutral usernames.
- Protect your passwords.
- Be cautious about posting pictures of yourself, as stalkers sometimes can become obsessed by photos or images.
- Versions of online information can be archived, so once you post information, deleting it does not ensure that it is no longer available online.
- Be cautious about arranging personal meetings with new online acquaintances.
- Only post information that you are comfortable having others see, including parents, potential employers, instructors, etc.
- Trust your instincts.

Avoid Identity Theft:

Identity theft is the nation's fastest-growing crime. If you become a victim of identity theft, it can take years to restore your credit and clear your name. The University of Oklahoma takes precautions to

protect the identities of its faculty, staff and students, but here are a few “Do's” and “Don'ts” to help keep you even safer:

DO

- Only enter your sensitive personal information (Social Security number, credit card numbers, date of birth) on trusted sites.
- Immediately contact your credit card company about charges on your credit card that you didn't make.
- Find out why your card is unexpectedly denied.
- Shred receipts, bills and other documents that might have personal information written on them.
- Obtain a copy of your credit report periodically. Active accounts that you do not recognize could indicate fraudulent activity.

If you suspect your identity has been stolen, DO:

- File a report with the OU-Tulsa Police Department and obtain a copy of this report or the report number.
- Notify one of the three credit reporting agencies to put in place a fraud alert.
- File a report with the Federal Trade Commission (www.ftc.gov/bcp/edu/microsites/idtheft/ or 1-877-IDTHEFT).

DON'T

- Share your passwords with anyone, even family and close friends.
- Ignore calls from creditors about charges. This could be the first sign that your identity has been stolen.
- Reply to e-mails that request personal information. These messages are called phishing messages, and they are a common tool of identity thieves.
- Leave paperwork that contains personal information lying around for others to see and steal.

Illegal Use & Sale of Alcohol & Drugs

The University of Oklahoma has adopted a policy aimed at preventing the illegal use of alcohol and drugs by university students and employees on university premises or as part of university-sponsored activities. The university considers a violation of this policy to be a major offense that can result in a requirement for participation in a drug or alcohol rehabilitation program, referral for criminal prosecution, and/or immediate disciplinary action, up to and including termination from employment and suspension or expulsion from the university.

The policy:

- Recognizes that violations of applicable local, state and federal laws may subject a student or employee to a variety of legal sanctions
- Acknowledges that convictions become a part of an individual's criminal record and may prohibit career and professional opportunities
- Requires an employee to notify his or her supervisor

in writing of a criminal conviction for drug- or alcohol-related offenses occurring in the workplace no later than five calendar days following the conviction

- Recognizes that health risks generally associated with alcohol and drug abuse can result in a variety of physical and psychological problems
- Provides for employee and student access to the university's drug and alcohol abuse counseling and training programs
- Forbids an employee from performing safety sensitive functions while a prohibited drug is in his or her system
- Mandates drug testing of safety sensitive employees prior to employment, when there is reasonable cause, after an accident, on a random basis, and before returning to duty after refusing to take a drug test or after not passing a drug test
- Requires that all students and employees abide by the terms of the policy as a condition of initial and continued enrollment and/or employment
- Provides for annual distribution of the alcohol and drug abuse policy to staff, faculty and students

Substance Abuse Education Programs

• **Employee Assistance Program:** This program provides professional and confidential help to faculty, staff and their family members dealing with a variety of problems, including drug and alcohol abuse. It includes an assessment of the problem and appropriate avenues for assistance and provides employee counseling and training programs on the dangers of drug and alcohol abuse. For more information, faculty and staff should contact Human Resources at (918) 660-3190.

• **Student Counseling Services:** Individual, couples, and group counseling services are available free of charge to all OU-Tulsa students. Contact Student Counseling Services, located within OU-Tulsa Student Affairs, room 1C76, at (918) 660-3109.

DID YOU KNOW?

**OU's Faculty and Staff Handbooks
are available online at:**

Staff handbook

<http://apps.hr.ou.edu/staffhandbook>

Faculty handbook

Norman - <https://apps.hr.ou.edu/FacultyHandbook>

HSC - www.ouhsc.edu/policy

Prevention of Alcohol Abuse & Drug Use on Campus & in the Workplace

The university recognizes its responsibility as an educational and public service institution to promote a healthful and productive work environment. This responsibility demands implementation of programs and services that facilitate that effort. The university is committed to a program to prevent the abuse of alcohol and the illegal use of drugs and alcohol by its students and employees. The university program includes this policy, which prohibits illegal use of drugs and alcohol in the workplace, on university property, or as part of any university-sponsored activities. It shall be Board of Regents' policy that:

- All students and employees shall abide by the terms of this policy as a condition of initial and continued enrollment/employment.
- The illegal use of drugs and alcohol is in direct violation of local, state and federal laws as well as university policies governing faculty, staff and student conduct. This policy strictly prohibits the illegal use, possession, manufacture, dispensing or distribution of alcohol, drugs or controlled substances in the workplace, on university premises, or as a part of any university-sponsored activities.
- Violating this policy shall be a major offense which can result in a requirement for satisfactory participation in a drug or alcohol rehabilitation program, referral for criminal prosecution, and/or immediate disciplinary action up to and including termination from employment and suspension or expulsion from the university. A criminal conviction is not required for sanctions to be imposed upon an employee or student for violations of this policy.
- Violating applicable local, state and federal laws may subject a student or employee to a variety of legal sanctions including, but not limited to, administrative fee, incarceration, imprisonment, and/or community service requirements.
- Convictions become a part of an individual's criminal record and may prohibit certain career and professional opportunities. A current listing of applicable local, state and federal sanctions can be obtained through the offices of OU-Tulsa Student Affairs and Human Resources.
- An employee shall notify his or her supervisor in writing of a criminal conviction for drug- or alcohol-related offenses occurring in the workplace no later than five calendar days following the conviction.
- The university shall establish and maintain Employee Assistance Programs and Student Counseling Services for counseling and training programs to inform students and employees about the dangers of drug and alcohol abuse. Voluntary participation in or referral to these services is strictly confidential.
- An employee shall not perform safety sensitive functions while a prohibited drug is in his or her system.
- The university may require drug testing of safety sensitive employees (as defined by federal law) prior to employment, when there is reasonable cause, after an accident, on a random basis, and before allowing an employee or student to return to duty after refusing to take a drug test or after not passing a drug test.
- The university shall annually distribute this policy to all staff, faculty and students.

Health risks generally associated with alcohol and drug abuse can result in but are not limited to a lowered immune system, damage to critical nerve cells, physical dependency, lung damage, heart problems, liver disease, physical and mental depression, increased infection, irreversible memory loss, personality changes, and thought disorders.

The appropriate Senior Vice President and Provost or Executive Officer is responsible for notifying federal funding agencies within 1 calendar days whenever an employee is convicted of a drug-related crime which occurred in the workplace. Decisions under this policy are subject to the grievance procedures stated elsewhere in the Board of Regents' policy.

VIOLATION OF THE LAW & UNIVERSITY POLICY

View the Student Rights and Responsibilities Code at www.ou.edu/content/tulsa/student_affairs/student_handbook.html

Enrollment in the University creates special obligations beyond those attendant upon membership in general society. In addition to the requirement of compliance with all applicable laws and regulations, the student assumes the obligation to comply with all applicable University and College regulations.

It is the responsibility of all students who are potential parties or witnesses to an alleged violation of the

Code to participate in the conduct process. Students have a duty to cooperate and discuss the incident with appropriate University officials, adhere to stated deadlines, attend scheduled meetings, provide documentation as requested and participate in all proceedings. Failure to meet these duties may result in a decision being made without the benefit of the student's participation, or may result in a student being charged with failing to comply with the direction of a University official.

Sanctions

The following sanctions may be imposed upon students or student groups by the appropriate disciplinary board or administrative official:

- **Verbal Warning:** A verbal notice that the behavior was inappropriate.
- **Written Warning:** A written statement that the behavior was inappropriate, which will remain on the student's University disciplinary record for a specified period of time or until the student meets certain conditions.
- **Disciplinary Probation:** A written statement that the behavior was inappropriate and should subsequent violations occur, the University will take more serious conduct action up to and including suspension or expulsion. This can include exclusion from University affiliated entities, including student organization activities for a period of time or until the student meets certain conditions. Disciplinary probation will remain on the student's disciplinary record for a specified period of time or until the student meets specified conditions.
- **Educational Sanctions:** A specific number of hours of community service, completion of a reflection or research paper, attending a class, program or lecture, attending counseling, or other actions.
- **Restitution:** Repayment for damages or misappropriation of property. This may include monetary compensation or other related service(s), such as cleaning or restoration.
- **Administrative Fee:** Administrative fees for educational programs and presentations as well as policy related administrative costs, which are assessed directly to the student's Bursar account. A financial stop may be placed on the student's record if the student fails to pay the administrative fee by the due date. This stop may prevent the student from registering for future terms or adding or dropping courses.
- **University-Owned Housing Reassignment or Termination:** Reassignment to another University-owned housing unit, exclusion from certain University-owned properties or termination of the student's housing agreement.
- **Administrative Trespass:** Denial of access to all or a portion of campus, except for limited periods and specific activities with the permission of the appropriate University official, as designated by the University Vice President for Student Affairs or other appropriate administrative official vested with such authority. Should the student enter campus without written permission, the appropriate University official or the campus police may take action.
- **Suspension:** Exclusion from the University and all campuses governed by the Board of Regents of the University of Oklahoma for a specific period of time or until the student meets certain conditions, following which the student may be permitted to re-enroll or apply for readmission to the University, as applicable.
- **Expulsion:** Exclusion from the University and all campuses governed by the Board of Regents of the University of Oklahoma for an indefinite period of time, a record of which remains on file permanently.
- **Restriction or Denial of University Services.** Restricted from use or denial of specified University services, including participation in University activities.
- **Delayed Conferral of Degree.** Delay of issuance of a student's diploma for a specified period of time or until the student meets certain conditions.
- **Strike:** The University's official recognition of a student's or organization's violation of the University of Oklahoma's Norman Campus Alcohol Policy.

Timely Warnings & Emergency Notifications

The University of Oklahoma Police Departments for the Norman, Health Sciences Center, and OU-Tulsa campuses, in consultation with the Vice President of Operations or his/her designee, are responsible for issuing Timely Warnings and Emergency Notifications to the campus community. OU-Tulsa PD will continuously work and coordinate with local, state and federal law enforcement agencies.

Anyone with information warranting a Timely Warning, Emergency Notification or activating the University's emergency communications system should report the circumstances to OU-Tulsa PD immediately. The University will issue warnings or notifications as appropriate to keep the campus community informed about safety and security matters on an ongoing basis and to prevent similar crimes from occurring. The decision to issue a Timely Warning or Emergency Notification shall be decided on a case-by-case basis in compliance with the Clery Act and considering all available facts. The notification shall, in the first instance, be based upon whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

Timely Warnings: Timely Warnings are issued for crimes to persons or property including: arson, burglary aggravated assault, criminal homicide, motor vehicle theft, and robbery and sex offenses. Timely warnings also may be issued for other crimes as deemed necessary. Upon receipt of all relevant information, such warnings will, as circumstances warrant, be issued in a manner to best protect the campus community.

Emergency Notifications: The University of Oklahoma will immediately issue an Emergency Notification to the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff on campus. The system is designed to be used only during emergency situations that require immediate action by the recipient. Examples include but are not limited to:

- Dangerous Situations (Armed intruder, civil disturbance, hostage situation, etc.)
- Fire
- Hazardous Material Leak/Spill
- Inclement Weather Delays/Closures
- Tornado Warning

Warnings may only be withheld if they would compromise efforts to contain the emergency. Confirmation of an emergency means that OU-Tulsa PD and other University officials, as appropriate, will gather and analyze reported facts to verify that a legitimate emergency or dangerous situation exists.

Procedure: When a determination has been made that a Timely Warning or Emergency Notification is appropriate, OU-Tulsa PD will take all appropriate steps to ensure timely notification of the campus community including immediately contacting the Vice President for Public Affairs or his/her designee to allow for appropriate media distribution. These urgent messages will be transmitted to all available voice service, e-mail, text, and RSS feeds. Options for notifying of students, faculty and staff include the University's Emergency Communication System. Additional methods of distribution may include, as appropriate:

1. Contacting the local media for immediate distribution;
2. Issuing a campus wide e-mail of the Timely Warning or Emergency Notification; and
3. Posting a Timely Warning bulletin on the OU-Tulsa PD website.

Such warning(s) and notifications may include, but are not limited to, the following information: type of crime, date, time and location of crime as well as available suspect information. OU-Tulsa PD will test the system twice a year. These messages will be clearly identified as test messages from the Emergency Communication System.

Timely Warnings & Emergency Notifications

Emergency Response Plan: OU-Tulsa's Emergency Response Plan includes information concerning emergency response organization, response teams, lockdown, and evacuation guidelines. Departments are responsible for developing contingency plans for areas of responsibility. OU-Tulsa conducts emergency response exercises each year including tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency capabilities of the campus. The OU-Tulsa Emergency Response Plan and General Emergency Evacuation Procedures may be found at <http://www.ou.edu/content/dam/Tulsa/pdf/Emergency%20Plan%202019%20%20Public%20vs%201.pdf>

When an incident occurs on campus that causes an immediate threat, the first responders to the scene, including OU-Tulsa PD, Tulsa Fire Department, Tulsa Police Department and Emergency Medical Services, work together in Unified Command to manage the incident. Depending on the incident type and level of activation, other OU-Tulsa departments, local or federal agencies may also be involved in the response.

Minors on Campus: The university campus and community provides a variety of opportunities for minors to be on our campus, in our facilities or accessing activities or programs. The university has created a best practice guidance for the university community and trains faculty, staff and students on these topics. The best practice guidance may be found online at <http://risk.ouhsc.edu>.

Disability, Discrimination & Equal Opportunity

Disability – General Statement

The University of Oklahoma is committed to the goal of achieving equal educational opportunity and full participation for students with disabilities. Consistent with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended, the University of Oklahoma ensures that no “qualified individual with a disability” will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination solely on the basis of disability under any program or activity offered by the University of Oklahoma. Accommodations on the basis of disability are available by contacting:

Disability Resource Center

Goddard Center Rm. 166
(405) 325-3852 (Voice)
(405) 325-4173 (TDD)

OU-Tulsa Students

Tulsa Student Affairs
Room 1C76
(918) 660-3107

OU-Tulsa Faculty/Staff

Tulsa Human Resources
Room 2C11
(918) 660-3190

Non-Discrimination Policy

The University has a policy of internal adjudication in matters relating to alleged discrimination. Any faculty member, staff member, or student, including those on temporary or part-time status, who believes that he or she has been discriminated against because of race, color, national origin, sex, sexual orientation, gender identity/ expression discrimination, pregnancy discrimination, domestic/dating violence, stalking, genetic information, age, religion, disability or status as a veteran, may file a complaint pursuant to: www.ou.edu/home/eoo.html. To contact the Office of Equal Opportunity/Title IX Officer:

Norman Campus and Norman-based Tulsa Programs

Room 102
Evans Hall
Norman, OK 73019
(405) 325-3546 V/TDD

Health Sciences Center Campus and HSC-based Tulsa Programs

755 Research Parkway
Building 4, Suite 429
Oklahoma City, OK 73104
(405) 271-211 V/TDD

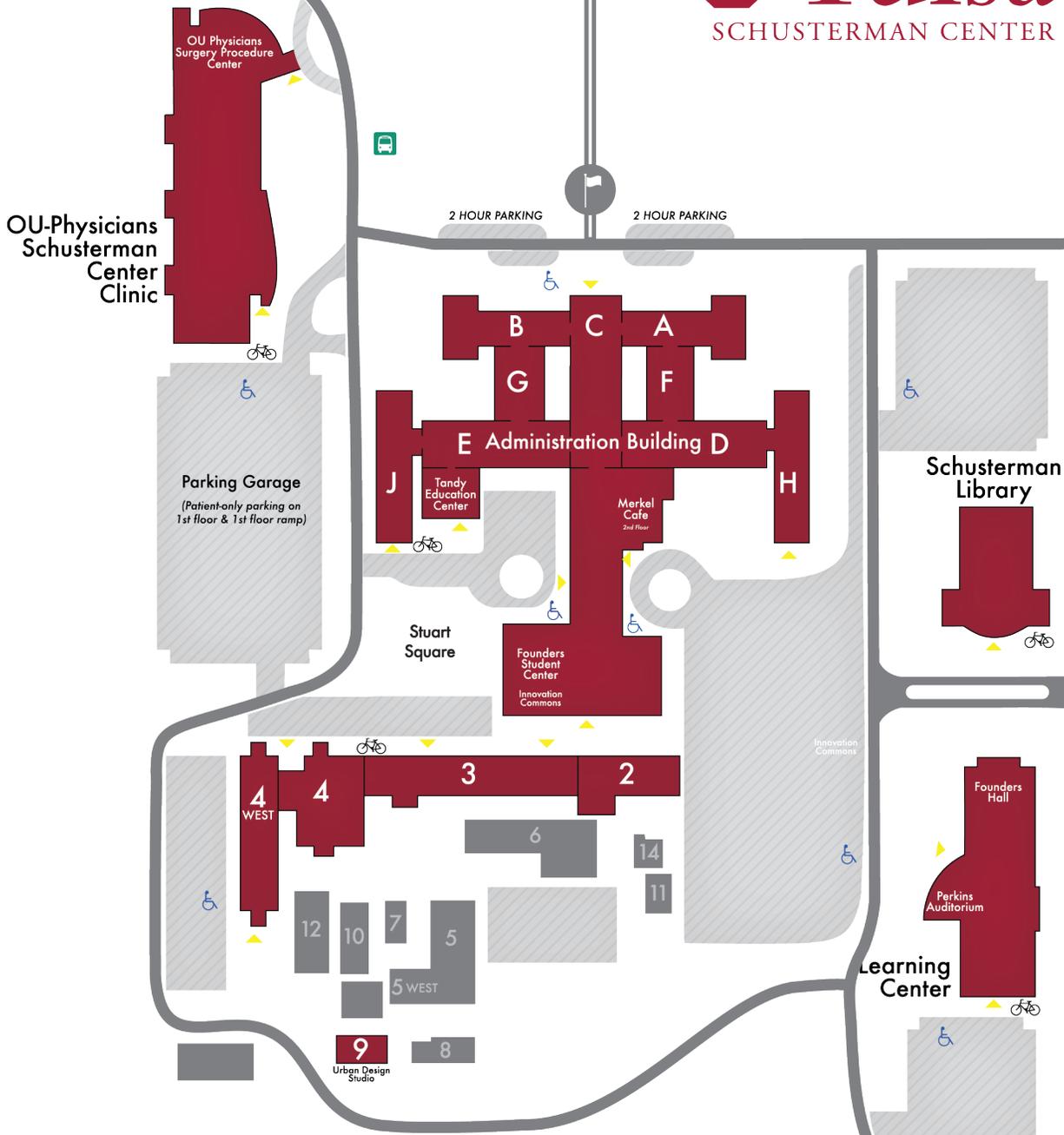
Equal Opportunity Policy

This University, in compliance with all applicable federal and state laws and regulations, does not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, age (40 or older), religion, disability, political beliefs, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, housing, financial aid, and educational services.

41st Street

Tulsa

SCHUSTERMAN CENTER



Yale Avenue

To Interstate 44

- Handicap Parking
 - Bike Rack
 - Tulsa Transit Bus Stop
 - Building Entrance
 - Parking
- N
 W E
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Important Phone Numbers

Keep these numbers handy in case you need assistance

Police

For all emergencies on campus, dial 3333 from a campus phone or use a blue emergency phone.

OU-Tulsa PD Emergency	(918) 660-3333
OU-Tulsa PD Non-emergency	(918) 660-3900
Tulsa Police Emergency	911
Tulsa Police Non-Emergency	(918) 596-9222

Helpful local numbers

Tulsa Fire Dept. Non-Emergency	(918) 596-9444
Tulsa County Sheriff's Office	(918) 596-5601
Poison Control	(800) 222-1222
Animal Control	(918) 596-800

Other OU-Tulsa numbers

Associate Title IX (Sexual Misconduct) Coordinator	(918) 660-3107 or (405) 271-2110
Behavioral Intervention Team (BIT)	(918) 660-3248
Disability Resource Center (Tulsa)	(918) 660-3100
Enrollment and Student Financial Services	(918) 660-3474
Environmental Health and Safety Office	(918) 660-3878
Escort to Your Vehicle (anywhere on campus)	(918) 660-3900
Inclement Weather/Campus Closings	(918) 660-3999
Information Technology Help Desk	(918) 660-3550
Library	(918) 660-3220
Operations Department	(918) 660-3555
OU Advocates Program	(918) 660-3163
OU-Tulsa Human Resources	(918) 660-3190
OU-Tulsa Main Line	(918) 660-3000
OU-Tulsa Student Affairs	(918) 660-3100
Sexual Misconduct Officer (located on Norman campus)	(405) 325-2215
Student Counseling Services	(918) 660-3109
Student Health Clinic	(918) 660-3102
Fitness Center and OU Athletics Tickets	(918) 660-3105

The University of Oklahoma is an equal opportunity institution. www.ou.edu/eoo

