

Dallas Nursing Institute

2018

Annual Security Report

(Covers 2015-2017 Reporting Years)

Richardson, TX

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Annual Security Report

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CAMPUS SECURITY

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), originally known as the Campus Security Act, requires all schools that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses.

Campuses are not permitted to take retaliatory action against anyone with respect to the implementation of any provision of the Clery Act. For the reporting period relevant to this Annual Security Report, Dallas Nursing Institute was located at 12170 N. Abrams Road in Dallas, Texas in an office building that was shared with one other tenant until August 6, 2017. Dallas Nursing Institute moved its campus location to 2101 Waterview Pkwy., Richardson, TX beginning on August 7, 2017.

TIMELY WARNING/EMERGENCY RESPONSE and EVACUATION PLAN STANDARD OPERATING PROCEDURE

Dallas Nursing Institute (DNI) maintains a Crisis Management Plan (CMP) which includes plans and instructions to be followed by campus administration, faculty, staff, students and guests in the event of emergencies and evacuations. DNI has a group of designated campus staff members who make up the Crisis Management Team (CMT), who are responsible for reporting and ensuring the evacuation of the campus in the case of an emergency. The CMT members are: Gwen Gaston, Dean of Nursing; Brigit Mattix, Director of Administration and Student Affairs; Adam Forrest, Senior Director of Admissions; and Jennifer Hostutler, Student Services Coordinator. The CMP includes:

- 1) The process by which the campus will confirm that there is a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or staff occurring on the campus. The Dean of Nursing or her designee will assess the elements of the emergency and determine the level of crisis (Level 1 – Level 3) based on pre-determined criteria as outlined in the Crisis Management Plan.
 - a. Emergency information will be broadcast through the campus emergency notification system (DNI Portal), allowing for both electronic and cellular communication to all students, faculty and staff. Students, faculty and staff must ensure their cell phone number, cell phone provider, and email address is entered and kept up to date in the DNI Portal.
- 2) A provision for immediate notification of the campus community upon confirmation of a significant emergency or dangerous situation. Once the CMT has met and determined the level of crisis, they will discuss and determine the content of an appropriate notification message, as well as determine the appropriate segments of the campus community who should receive the notification (e.g., faculty, staff, students, alumni, Board of Trustees, etc.), and initiate the notification system.
 - a. Emergency response and evacuation procedures will be publicized using emergency notification system (DNI Portal) and physical notification by authorized personnel. This is designed to reach all DNI students, faculty and staff. In the event of an emergency evacuation, all faculty, staff, and students are directed to exit the building using the nearest exit. After exiting the building, they are directed to immediately move a minimum of 100 feet from the building. Physically challenged individuals are to wait at the designated personal rescue area for authorized emergency personnel to assist them.

- 3) Procedures for disseminating emergency information to the larger community. The CMT will discuss appropriate response alternatives for the campus, develop several messages, and then select the best message as determined by consensus. Important elements to be considered by the CMT are: concern for the victim(s) and their families; communicating how DNI is handling the situation; demonstrating preventative measures that DNI has taken to prevent such a crisis; and communicating what measures DNI will take to prevent such an occurrence from happening in the future.
- 4) Procedures for disseminating updated emergency information, which explain how this information will be communicated to the campus and relevant members of the community on a regular basis.
- 5) Procedures for testing and publishing the plan on an annual basis. DNI conducts an internal unannounced evacuation training drill annually. On June 4, 2018 the annual internal unannounced evacuation training drill was conducted. All faculty, staff, and students successfully evacuated the building in accordance with the Crisis Management Plan. The results are recorded and kept on file in the Campus Safety Binder. A link to the Crisis Management Plan is sent to all faculty, staff, and students in conjunction with the annual security report notification each year.
- 6) DNI has communicated with the local police and requested cooperation in informing DNI if there is a situation reported to the police that may warrant an emergency response.

The campus will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the DNI Portal notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate an emergency.

Timely Warnings

DNI is required to make timely warnings to members of the campus community regarding the occurrence of crimes, including Clery Act crimes, that are reported to any member of the CMT, and those considered by the institution to represent a threat to students and employees. The campus community includes all campus buildings and grounds and all adjacent public property. The CMP contains the timely warning policy.

Timely warnings to the campus community will be issued via text and e-mail using the DNI Online Portal System as well as posted on any notice boards within the campus.

If there is an ongoing investigation of a crime that occurred in, at, on, or near campus property that would be jeopardized, cause the suspect to flee, risk the safety of an individual, or result in the destruction of evidence, the campus may delay the timely warning until any adverse effect is no longer likely to occur. For crimes considered a threat to other students or employees, victims' names will be withheld from timely warnings.

SECURITY & ACCESS TO FACILITIES

- DNI limits access to all campus facilities - located at 12170 N. Abrams Road, Dallas, TX until August 6, 2017, and located at 2101 Waterview Pkwy., Richardson, TX beginning August 7, 2017 moving forward - to authorized personnel, students, and visitors. Unauthorized persons will be considered "trespassers."
- We attempt to maintain our facilities in a manner that minimizes hazardous conditions. Regular walkthroughs are conducted and malfunctioning lights or other unsafe physical conditions are reported to property management for correction.

- Only authorized vehicles are allowed to park in the designated parking areas.
- Security personnel are defined as any member of the Crisis Management Team. Students and employees should report criminal offenses, or suspected offenses to a member of the CMT.
- Such persons have the authority to evict unauthorized persons from the campus premises and will notify local authorities of all actual or suspected criminal activities, including trespassing.
- The security personnel do not have the authority to arrest individuals.
- The campus maintains its relationship with local police and works with local law enforcements as necessary to report or investigate crimes.

CRIME AWARENESS & PREVENTION

- All new campus employees and students are instructed on crime awareness during orientation, including the description of campus security measures and procedures for reporting any criminal activity or emergency.
- Students are required to follow campus security guidelines for their own personal and property safety, and are encouraged to report any suspicious activity.
- Prospective/current students and employees are provided with information on acquiring the complete policies and procedures package from the campus via the campus website or the Student Affairs office on campus during the orientation process. This information on crime awareness is readily available upon request, and will be updated and re-distributed to all existing students and staff on an annual basis.
- The campus conducts bi-annual in-service programs designed to heighten awareness of crime and its prevention. These in-service programs are conducted by local law enforcement or qualified officials twice a year.
- Students performing externship or clinical practice off-campus are expected to practice safety and security procedures as if the site were an extension of the campus.
- Awareness programs are defined as 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.
- Ongoing prevention and awareness campaigns are defined as 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 DNI. All faculty and staff are required to complete an on-line Title IX training course annually. Upon enrollment all new students receive an invitation via email, and are highly encouraged to complete an on-line Title IX training course within their first 30 days of enrollment. All new students also receive a high level overview of prevention and awareness of dating violence, domestic violence, sexual assault, and stalking during the mandatory New Student Orientation program.
- Primary prevention programs are defined as 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. DNI's primary prevention programs are stated in the bullet point above.

CRIME PREVENTION

Often people contribute to crimes of opportunity by needlessly placing themselves or their property at risk. Prevention efforts can be effective in reducing the opportunities

for criminal activity. The following list is a compilation of tips devoted to crime prevention:

- Do not prop open campus doors
- Do not leave personal property unattended
- Report suspicious individuals to a member of the CMT
- Keep your room locked at all times
- At night, always walk in groups of at least two
- Stay on main walkways
- Remove valuables from your car and lock it
- Engrave your valuables
- Attend school-sponsored programs led by law enforcement officials
- Always carry your picture ID
- Be aware of your surroundings and what is going on around you

If you assume responsibility for your own safety first and encourage others to do the same, the opportunities for crime are drastically reduced.

REPORTING CRIMES

1. Students and employees should accurately and promptly report criminal acts to any campus security authority: Gwen Gaston, Dean of Nursing; Brigit Mattix, Director of Administration and Student Affairs, Adam Forrest, Senior Director of Admissions; Jennifer Hostutler, Student Services Coordinator, or local police departments.
2. Crimes in progress, crimes that have just occurred and emergencies should be reported directly to the police by dialing 911.
3. Students and employees are encouraged to report crimes. They may seek to make a confidential report. In those instances, all personally identifiable information is kept confidential, but statistical information must be passed along to campus security authorities regarding the type of incident and its general location (on or off-campus, in the surrounding area, but no addresses are given) for publication in the Annual Security Report.
4. Campus Management staff must immediately notify the Dean of Nursing of any instances reported.
5. The Dean of Nursing is responsible to document any criminal acts, as well as reporting crimes to the local authorities as required by law.

CRIME STATISTICS

The federal law requires that schools disclose statistics on specific crimes/offenses that occur on-campus, on non-campus property, or on public property adjacent to or accessible from the campus. For the purposes of the Clery Act, any building that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student facility even if the building itself is owned or controlled by a third party. The Director of Administration and Student Affairs requests and collects the crime statistics from the local law enforcement, and reports the information annually to the US Department of Education.

SEXUAL MISCONDUCT

The text below is adapted from DNI's Policy on Sexual Misconduct. For the full Policy on Sexual Misconduct as well as additional resources, please visit our Campus Safety & Security Webpage: <http://www.dni.edu/campus-safety-and-sexual-misconduct/>.

DNI is committed to creating and maintaining a safe learning and working environment that is free of

unlawful discrimination, harassment, exploitation, or intimidation. As such, DNI prohibits sexual misconduct in all forms, including but not limited to sexual harassment and sexual violence, including sexual assault, dating violence, domestic violence and stalking. DNI will respond promptly and effectively to reports of sexual misconduct, and will take appropriate action to prevent, to correct, and when necessary, to discipline behavior in violation of its Policy on Sexual Misconduct.

The Policy on Sexual Misconduct applies to all DNI employees, students, and other DNI Community Members, regardless of gender/gender identity and sexual orientation, for sexual misconduct occurring on DNI's campuses or in connection with its educational programs, activities, and services, or that puts DNI Community Members at risk of serious harm or otherwise creates a hostile learning and/or working environment.

DNI also bars retaliation against any employee, student, or applicant who files a good faith report of sexual misconduct or otherwise participates in an investigation relating to the same.

Reporting Sexual Misconduct

- **Making a Report to Law Enforcement**

DNI encourages Community Members who have experienced sexual misconduct to immediately report the incident to the local police department or another area law enforcement agency.

Reporting of sexual assault, domestic violence, dating violence, and stalking to the police does not commit the Reporting Party to further legal action. However, the earlier an incident is reported, the easier it will be for the police to investigate if the Reporting Party decides to proceed with criminal charges. Early reporting makes it more likely that the police will be able gather needed evidence before it is lost or destroyed, and that the Reporting Party will receive timely notice of potentially helpful victim/witness services.

- **Making a Report to DNI**

Reporting Parties are also encouraged to report incident(s) of sexual misconduct to DNI's Title IX Coordinator, who is:

Jennifer Hostutler
Student Services Coordinator
jhostutler@dni.edu
Main: (469) 941-8322
Office: Student Affairs

Reporting Parties are not required to report to area law enforcement to receive assistance from or pursue any options within DNI.

The Title IX Coordinator will provide a Reporting Party with information about available support services and resources, and also assist the Reporting Party in notifying law enforcement, including the local police, if the Reporting Party elects to do so.

If a Reporting Party discloses an incident to a Responsible Employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, DNI must weigh that request against DNI's obligation to provide a safe, non-discriminatory environment for all students, including the Reporting Party.

Certain campus officials have a duty to report sexual assault, domestic violence, dating violence, and stalking for federal statistical reporting purposes under the Clery Act. All personally identifiable information is kept confidential, but statistical information must be passed along to campus security authorities regarding the type of incident and its general location (on or off-campus, in the surrounding area, but no addresses are given) for publication in the Annual Security Report. This report helps to

provide the community with a clear picture of the extent and nature of campus crime, thereby ensuring greater community safety.

Procedures When Sexual Misconduct is Reported to DNI

Upon receiving a report of sexual misconduct, DNI will respond by providing the Reporting Party with supportive resources and interim interventions (where appropriate) and conducting a prompt, fair, and impartial investigation from the initial investigation through the final result by a trained official who has received annual training on issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. The response and investigation procedures are designed to provide a supportive process for those who report sexual misconduct as well as fairness and due process for the individual being accused.

During an investigation, interim protections and accommodations for both the Reporting Party and the Responding Party may be put in place, regardless of whether the Reporting Party chooses to report the incident to local law enforcement. If requested by the Reporting Party or Responding Party and reasonably available, interim protections may include changes to academic, living, dining, transportation and/or work situations. In addition, DNI will provide assistance, if requested, about obtaining and enforcing campus no contact orders, and will honor an order of protection or no contact order entered by a state civil or criminal court. The Title IX Coordinator shall review all requested interim protections and accommodations, shall determine what is available and appropriate and shall notify the party requesting the interim protection or accommodation of the determination. Such interventions may be kept in place until the conclusion of the Title IX investigation and the sanctioning and appeal processes and shall be kept confidential, to the extent possible.

DNI may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking, which may include some or all of the following actions: no contact orders, helping arrange a change of working arrangements or course schedules (including for the alleged perpetrator pending the outcome of an investigation) or adjustments for assignments or tests.

Rights and Options for Survivors

The Title IX Coordinator will provide victims of sexual misconduct with written information about available support services and resources, and also assist the Reporting Party in notifying law enforcement, including the local police, if the Reporting Party elects to do so. The Reporting Party has the right to decline to notify law enforcement. If requested by the Reporting Party and reasonably available, interim protections may include changes to academic, living, dining, transportation and/or work situations. DNI will provide assistance, if requested, about obtaining and enforcing campus no contact orders, and will honor an order of protection or no contact order entered by a state civil or criminal court. The Title IX Coordinator shall review all requested interim protections and accommodations, shall determine what is available and appropriate and shall notify the party requesting the interim protection or accommodation of the determination. Such interventions may be kept in place until the conclusion of the Title IX investigation and the sanctioning and appeal processes.

DNI will provide written notification to survivors of sexual assault, dating violence, stalking or domestic violence, whether the offense occurred on or off campus, of their rights and options to:

1. Notify appropriate law enforcement authorities, including local police.
2. Receive assistance from school personnel in reporting a crime to law enforcement authorities, if the student requests such assistance.
3. Decline to notify such authorities and/or decline to report to DNI.

4. Request interim protective measures and accommodations, such as a change in their academic, living, dining, transportation or working situations, if those changes are requested and are reasonably available, regardless of whether or not the victim chooses to file a police report.
5. Request assistance from campus authorities in obtaining and enforcing a restraining order or "no contact" directive and, if such measures are reasonably available, an order of protection or no contact order in state court.
6. A clear description of the school's disciplinary process including the range of possible sanctions.
7. Information and assistance about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and in the community.
8. Seek confidential advocacy and support from a professional counselor or pastoral counselor.

DNI recognizes that in certain circumstances, informal resolution of a report of sexual misconduct may be beneficial to the Reporting Party, the Responding Party, other involved persons (the Reporting Party, Witnesses), and/or the DNI Community at large. Whether a report of sexual misconduct is appropriate for informal resolution is within the discretion of the Title IX Coordinator, except that reports of sexual assault are never appropriate for informal resolution.

When the Title IX Coordinator determines that informal resolution is not appropriate or formal resolution is requested by either the Reporting Party or Responding Party, DNI will launch an investigation.

Once the Title IX Coordinator determines that a formal investigation is appropriate, DNI will conduct a thorough and impartial investigation by an individual who has been trained to investigate reports of sexual misconduct. (This may be the Title IX Coordinator, or other designee approved by the Dean of Nursing.) Absent delay to allow police to gather evidence or by agreement of the parties, DNI will make every reasonable effort to investigate and reach a resolution on all reports of sexual misconduct within sixty (60) calendar days of the Title IX Coordinator's receipt of a report.

Typically, investigation into reports of sexual misconduct will include a period of fact-finding led by the Title IX Coordinator, during which time the Reporting Party, Responding Party, and other relevant persons will be given the opportunity to participate in the investigation by sharing information with the Title IX Coordinator. Persons participating in an investigation will have the opportunity to submit a written statement, provide supporting materials, and identify witnesses. During any meetings or proceedings, the Reporting Party and the Responding Party are entitled to have an advisor present as long as it does not result in undue delay. The advisor is a support person who is present to provide support to the Reporting Party or Responding Party during any meetings or proceedings. An advisor may not communicate with an investigator on behalf of the Reporting Party or Responding Party. If the advisor is an attorney, the attorney is required to act in a supportive role and may not serve as the student's advocate or formally represent the student.

DNI investigates reports of sexual misconduct independently of local law enforcement.

In investigating and determining whether a violation of this policy has occurred, the Title IX Coordinator will utilize the "preponderance of the evidence" standard of proof. This means that the Title IX Coordinator will determine whether it is "more likely than not" that sexual misconduct occurred.

Both parties to a complaint of sexual misconduct will be updated as to the status and results of the investigation and related proceedings as necessary, or upon request¹.

¹ Proceeding is defined by 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.

Once the Title IX Coordinator has concluded the investigation, DNI will simultaneously issue the written findings to both the Reporting Party and the Responding Party.

Sanctions for Violations of DNI's Policy on Sexual Misconduct

Upon finding that sexual misconduct occurred, the Title IX Coordinator will commence the sanctioning process for review and determination of appropriate sanctions. Once the Reporting Party and Responding Party submit their Statements of Impact, if submitted, the Sanctions Panel will meet and determine the appropriate sanctions within five days.

In addition to sanctions, the Title IX Coordinator may also recommend that DNI or particular DNI Community Members adopt additional measures to remediate and/or prevent further conduct in violation of this policy.

DNI's sanctions process is intended to provide an equitable process to both the Reporting Party and Responding Party, demonstrating promptness, fairness, and impartiality. Sanctions against students and employees may include, but are not limited to the following:

- Formal written warning;
- Academic Professional Plan or Professional Improvement Plan, as applicable;
- No contact order pertaining to certain DNI Community Members or physical locations;
- Removal from specific courses or institutional activities; and/or
- Dismissal.

In addition, further protections for the Reporting Party may be available.

Disclosure of Disciplinary Proceeding Results

When disciplinary proceedings result from an investigation into sexual misconduct, DNI will simultaneously inform both the Reporting Party and the Responding Party, in writing of:

- The outcome of the disciplinary proceeding;
- DNI's procedures for appeal;
- Any changes in the outcome of disciplinary proceedings that occur; and
- When the outcome of disciplinary proceedings becomes final.

In addition, DNI will disclose the results of any disciplinary proceeding against a student who is the alleged perpetrator of a crime of violence (as defined by Section 16 of Title 18 of the United States Code, 18 U.S.C. §16), or a non-forcible sex offense to the alleged victim. If the alleged victim is deceased as a result of the crime or offense, the next of kin of the victim shall be treated as the victim for purposes of notification.

For the full Policy on Sexual Misconduct as well as additional resources, please visit our Campus Safety & Security Webpage: <http://www.dni.edu/campus-safety-and-sexual-misconduct/>.

If YOU Experience Sexual Misconduct

While DNI prohibits all acts of sexual misconduct, should you find yourself in a situation where sexual misconduct has occurred, we encourage you to do the following:

- **Find a Safe Place:** Get to a safe place as soon as you can. If you believe you or anyone else is in immediate danger, you should alert law enforcement as soon as possible. Once you are safe, contact someone you trust to be with you for support. This could be a friend, family member, or even a specially trained sexual assault advocate.
- **Get Medical Attention:** Medical attention should be sought as soon as possible. This is necessary to mitigate the risk of sexually transmitted diseases or pregnancy and to determine

Result is defined as any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the result and the sanctions.

the existence or extent of, and to treat, any physical injury. Additionally, forensic evidence can be collected if criminal action is or may be desired in the future.

- **Preserve Evidence of the Incident:** It is important to preserve evidence as it may be necessary in providing proof of criminal activity or in obtaining an order of protection. Evidence is best collected as soon as possible or at least within 96 hours of the assault. Assistance with evidence preservation can be provided by medical and/or law enforcement personnel.
- **Consider Reporting the Incident:** There are several reporting options including reporting to local law enforcement and/or reporting to the Title IX Coordinator. School authorities will assist in notifying law enforcement if requested. Reporting sexual assault, domestic violence, dating violence, and stalking to the police does not commit the victim to further legal action. While victims are not required to report to local law enforcement in order to receive assistance or pursue options within DNI, the earlier an incident is reported, the easier it will be for the police to investigate, if the victim decides to proceed with criminal charges. If a reported incident did not occur on campus, DNI can assist the survivor in notifying the local police department with jurisdiction over the crime.
- **Counseling and other Supports:** DNI encourages victims of sexual misconduct to talk to someone about what has happened, which may include counseling. Whether services are sought on campus or in the community, remember that self-care is an important part in coping with the event.

Options for Bystander Intervention

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 9-1-1. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Bystander intervention is defined as 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.

(Bystander intervention strategies adapted from Stanford University).

Risk Reduction Tips

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment:

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don’t know where you are going, act like you do.

4. **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you and charged** and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 9-1-1 in most areas of the U.S.).
11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, get a new one.
12. **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has been drugged, contact law enforcement immediately** (local authorities can be reached by calling 9-1-1 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
 - a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - c. **Have a code word with your friends or family** so that if you don't feel comfortable, you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - d. **Lie.** If you don't want to hurt the person's feelings, it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather **wait until you both have your full judgment** before doing anything you may regret later.

Risk reduction is defined as 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.

All new campus employees and students are instructed on crime awareness during orientation, including the description of campus security measures and procedures for reporting any criminal activity or emergency. All faculty and staff are required to complete an on-line Title IX training course annually. Upon enrollment all new students receive an invitation via email, and are highly encouraged to complete an on-line Title IX training course within their first 30 days of enrollment. All new students also receive a high level overview of prevention and awareness of dating violence, domestic violence,

sexual assault, and stalking during the mandatory New Student Orientation program.

Resources and Services

The following resources and services are available to victims of sexual misconduct in the Dallas area:

Dallas Area Rape Crisis Center

Local Hotline: 972-641-RAPE (7273)

National Sexual Assault Hotline: 1-800-656-HOPE

Website: www.dallasrapecrisis.org

The Family Place

24-hour Crisis Hotline: 214-941-1991

Website: www.familyplace.org

In addition, DNI offers as a benefit to its students and employees the following resources:

- Student Solutions: DNI is proud to partner with Student Solutions, a free, confidential, around-the-clock counseling service.
Phone: 855-460-6668
www.guidanceresources.com
Web identifier: DNI
- Employee Assistance Program (EAP): DNI employees also receive counseling services through the EAP, which is available 24 hours a day, 7 days a week.
Phone: 800-272-7255
Website: www.guidanceresources.com
Your company web ID: COM589

DEFINITIONS

1. AGGRAVATED ASSAULT: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Examples include:

- Firearm includes all assaults in which a firearm of any type is used or is threatened to be used. (Examples: revolvers, automatic pistols, shotguns, rifles, etc.).
- Knife or Cutting Instrument includes assaults wherein weapons are used as cutting or stabbing objects or their use is threatened. (Examples: knives, razors, hatchets, scissors, etc.).
- Other Dangerous Weapon includes assaults resulting from the use or threatened use of any object as a weapon in which serious injury does or could result. (Examples: Mace, pepper spray, clubs, bricks, etc.). Attacks by explosives, acid, lye, poison, scalding, burnings, etc. are also included in this category.
- Hands, Fists, Feet, Etc. – Aggravated Injury includes only the attacks using personal weapons such as hands, arms, feet, fists, and teeth that result in serious or aggravated injury. Reporting agencies must consider the seriousness of the injury as the primary factor in establishing whether the assault is aggravated or simple. They must classify the assault as aggravated if the person injury is serious, for example, there are broken bones, internal injuries, or stitches required.

Often the weapon used or the extent of the injury sustained will be the deciding factor in distinguishing aggravated from simple assault. To classify an assault, consider the following:

1. The type of weapon employed or the use of an object as a weapon
2. The seriousness of the injury
3. The intent of the assailant to cause serious injury

2. ARSON: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property or another, etc.

Include as arson only structural fires determined through investigation to have been willfully or maliciously set. Attempts to burn are included in this offense, but fires of suspicious or unknown origins are not.

Note: If arson is recorded, the campus is responsible for updating the Fire Safety Report to include arson or any other types of fire.

Examples include:

- Structural includes single occupancy residential (houses, townhouses, etc.), other residential (apartments, tenements, hotels, etc.), storage (barns, garages, etc.), industrial/manufacturing, other commercial (stores, restaurants, offices, etc.), community/public (churches, jails, campuses, schools, etc.), all other structure (out buildings, monuments, buildings under construction, etc.). Structures are further divided into two subcategories: residential and nonresidential.
- Mobile includes motor vehicles (automobiles, trucks, buses, motorcycles, etc.) and other mobile property (trailers, recreational vehicles, airplanes, boats, etc.).
- Other subcategory encompasses arson of all property not classified as structural or mobile. Willful or malicious burnings of property such as crops, timber, fences, signs, and merchandise stored outside structures are included in this category.

Incidents in which persons are killed as a direct result of arson are classified as both criminal homicides and arson. Similarly, the number of persons severely injured during the commission of arson must be reported as aggravated assaults along with the arson.

3. BURGLARY: The unlawful entry (breaking or entering) with intent to commit a felony or theft, breaking and entering with intent to commit a larceny, house-breaking, safecracking, and all attempts at these offenses as burglary.

The definition of a structure includes, but is not limited to, any residence, business, campus or classroom, other buildings, public buildings, etc.

An incident must meet three conditions to be classified as a Burglary:

- 1) There must be evidence of unlawful entry (trespass). Both Forcible Entry and Unlawful Entry – No Force are counted.
- 2) The Unlawful Entry must occur within a structure, which is defined as having four walls, a roof, and a door.
- 3) The Unlawful Entry into a structure must show evidence that the entry was made in order to commit a felony or theft. If the intent was not to commit a felony or theft, or if the intent cannot be determined, the proper classification is Larceny.

Examples include:

- Forcible Entry is any offense where force of any kind is used to unlawfully enter a structure for the purpose of committing a theft or felony. (Examples: Using tools, breaking windows, master keys, or picks to gain entry). Agencies must also include this category burglary by concealment inside a building followed by exiting the structure.
- Unlawful Entry – No Force is considered when the entry of a structure is achieved by use of an unlocked door or window. The element of trespass to the structure is essential in this category, which includes thefts from open garages, open warehouses, open or unlocked dwellings, and open or unlocked common basement areas in apartment houses where entry is achieved by other than the tenant who has lawful access.
- Attempted Forcible Entry includes those situations where a forcible entry burglary is attempted but not completed. Once the thief is inside a locked structure, the offense becomes a Burglary – Forcible Entry. Agencies must classify attempts to enter an unlocked structure as well as actual trespass to an unlocked structure as Burglary – Unlawful Entry – No Force. Only situations in which a thief has attempted to break into a locked structure are classified as Burglary – Attempted Forcible Entry.

Note: If a forcible or unlawful entry of a building is made to steal a motor vehicle, the reporting agency must count the offense and the value of the vehicle under burglary, not motor vehicle theft.

4. CONSENT: DNI views consent as having three essential components: Consent must be *informed*. Consent must be *voluntary*. Consent is *revocable*. In Texas, “consent” means assent in fact, whether express or apparent. Consent is not provided if:

(1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion;

(2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat;

(3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;

(4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;

(5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;

(6) the actor has intentionally impaired the other person’s power to appraise or control the other person’s conduct by administering any substance without the other person’s knowledge;

(7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;

(8) the actor is a public servant who coerces the other person to submit or participate;

(9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person’s emotional dependency on the actor;

(10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person’s emotional dependency on the clergyman in the clergyman’s professional character as spiritual adviser; or

(11) the actor is an employee of a facility where the other person is a resident, unless

the employee and resident are formally or informally married to each other under Chapter 2, Family Code.

5. 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; and where 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 relationship; and
- the frequency of interaction between the persons involved in the relationship

Under Texas law, "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:

- (1) is committed against a victim or applicant for a protective order:
 - (A) with whom the actor has or has had a dating relationship; or
 - (B) because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
- (2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury, assault, or sexual assault.

"Dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of: (1) the length of the relationship; (2) the nature of the relationship; and (3) the frequency and type of interaction between the persons involved in the relationship. A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship."

6. 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 violence laws of the jurisdiction receiving grant monies under VAWA, 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 the jurisdiction. Texas law does not include a separate definition for "domestic violence." Texas law defines "family violence" as an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself; abuse, as that term is defined by other sections of the Penal Code by a member of a family or household toward a child of the family or household; or dating violence, as defined above.

7. HATE CRIMES: In general, "hate" or "bias" crime is often defined as unlawful actions designed to frighten or harm an individual because of his/her race, religion, gender, gender identity, disability, ethnicity, national origin, or sexual orientation. A hate crime is classified as any occurrence of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, and any other crime involving bodily injury reported to local law enforcement agencies or a campus security authority, that manifest evidence that the victim was intentionally selected because of the perpetrator's bias.

An important distinction is required when reporting a hate crime. The mere fact that an offender is biased against a victim's race, religion, gender, gender identity, disability, ethnicity, national origin, or sexual orientation is not sufficient to deem the offense a hate crime. Rather, it must be

determined that the offender's criminal act was motivated, in whole or in part, by the offender's bias.

8. HOMICIDE: The willful (non-negligent) killing of one human being by another or the killing of another person through gross negligence. In general, (1) any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime is considered **Murder and Non-Negligent Manslaughter** and (2) any death caused by the gross negligence of another is considered **Criminal Homicide-Manslaughter by Negligence**.

9. INTIMIDATION (Hate Related Bias Crime): 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.

Intimidation involves an offender making some type of threat to the victim without actually using or displaying a weapon. Such threats can be made in person, over the telephone, or in writing.

10. LARCENY/THEFT (Hate Related Bias Crime): The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession (where one does not have physical custody or possession, but is in a position to exercise control over a thing), of another person.

Larceny and theft mean the same thing in the UCR Program. Motor vehicle theft is not included and is counted separately because of the great volume of such thefts. Agencies must report local offense classifications such as grand theft, petty larceny, felony larceny, or misdemeanor larceny as larceny-theft.

Examples include:

- Pocket-picking – This includes wallets, purses, pockets, etc. If the victim is manhandled or if force beyond simple jostling is used to overcome the resistance of the victim, the offense becomes a strong-arm robbery and must be so classified.
- Purse-snatching – This includes purses, handbags, etc. If more force is used than actually necessary to snatch the purse from the owner, or if the victim resists the theft in any way, then the offense is classified as a strong-arm robbery.
- Shoplifting
- Theft from motor vehicles whether locked or unlocked (Except theft of motor vehicle parts and accessories)
 - *If a theft from a motor vehicle occurs in conjunction with a motor vehicle theft, reporting agencies must classify the incident as a motor vehicle theft.
- Theft of motor vehicle parts and accessories (attached to vehicle)
- Theft of bicycles
- Theft from buildings
- Theft from Coin-Operated Machine or Device
- All other larceny-theft not specifically classified – All thefts which do not fit the definition of the specific categories of larceny listed above. This includes theft of furniture, tools, etc.

11. MOTOR VEHICLE THEFT: Motor Vehicle Theft includes the theft or attempted theft of a motor vehicle, which the UCR Program defines as a self-propelled vehicle that runs on land surface and not on rails; for example, sport utility vehicles, automobiles, trucks, buses, motorcycles, motor scooters, all-terrain vehicles, and snowmobiles are classified as motor vehicles. Joyriding should be included as Motor Vehicle Theft.

Note: If a motor vehicle is stolen in conjunction with another offense, each

offense must be classified accordingly.

Examples include:

- Trucks and Buses include the theft of those vehicles specifically designed (but not necessarily used) to commercially transport people and cargo. Pickup trucks and cargo vans, regardless of their use, are included in this category. The UCR Program considers a self-propelled motor home to be a truck.
- Other Vehicles includes all other motor vehicles that meet the UCR definition such as snowmobiles, motorcycles, motor scooters, trail bikes, mopeds, golf carts, all-terrain vehicles, and motorized wheelchairs. Obviously, all situations cannot be covered, so the classifier's decision must be based on UCR standards and the results of law enforcement investigation.

12. ROBBERY: 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.

Examples include:

- Firearm includes robberies in which any firearm is used as a weapon or employed as a means of force to threaten the victim or put the victim in fear.
- Knife or Cutting Instrument includes robberies in which a knife, broken bottle, razor, ice pick, or other cutting or stabbing instrument is employed as a weapon or as a means of force to threaten the victim or put the victim in fear.
- Other Dangerous Weapon includes robberies in which a club, acid, explosive, brass knuckles, Mace, pepper spray, or other dangerous weapon is employed or its use is threatened.
- Strong-arm – Hands, Fists, Feet, Etc. includes muggings and similar offenses in which only personal weapons such as hands, arms, feet, fists, and teeth are employed or their use is threatened to deprive the victim of possessions.

13. SEXUAL ASSAULT: offenses classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation, which includes forcible rape, forcible sodomy, sexual assault with an object, forcible fondling, incest and statutory rape.

Rape - 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.

Forcible Rape – Rape by Force is defined as the carnal knowledge of a female forcibly and against her will. “Against her will” includes instances in which the victim is incapable of giving consent because of her temporary or permanent mental or physical incapacity (or because of her youth).

Forcible Rape – Attempts to Commit Forcible Rape is defined as assaults or attempts to forcibly rape.

Non-Forcible Rape – Incidents of unlawful, non-forcible sexual intercourse classified as (1) Incest is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law and (2) Statutory Rape is non-forcible sexual intercourse with a person who is under the statutory age of consent according to state statutes.

Under Texas law, “sexual assault” occurs when a person intentionally or knowingly:

(A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;

- (B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
- (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor.
- Note that sexual assault of a child is defined differently.

Sex Offenses – Forcible

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against the person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sex Offenses, Non-forcible – Unlawful, non-forcible sexual intercourse.

- Incest – Non-forcible – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

14. SEXUAL MISCONDUCT – includes, but is not limited to, sexual harassment and sexual violence, including forcible and non-forcible sex offenses, sexual assault, domestic violence, dating violence, or stalking, as defined below.

15. SIMPLE ASSAULT (Hate Related Bias Crime): 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.

Included are offenses such as minor assault, hazing, assault and battery, and injury caused by culpable negligence. As with Aggravated Assault, there are no attempted Simple Assaults.

Simple, Not Aggravated includes all assaults which do not involve the use of a firearm, knife, cutting instrument, or other dangerous weapon and in which the victim did not sustain serious or aggravated injuries. Agencies must classify as simple assault such offenses as assault and battery, injury caused by culpable negligence, intimidation, coercion, and all attempts to commit these offenses. In addition, Reporting Agencies must classify the offense as simple assault if the injuries are not serious (abrasions, minor lacerations, or contusions) and require no more than usual first-aid treatment. Under certain circumstances, offenses of disorderly conduct, domestic violence, or affray must be classified as simple assault.

16. 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, or suffer substantial emotional distress.

Under Texas law, stalking is committed if a person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:

- (1) constitutes harassment under the Penal Code, or that the actor knows or reasonably should know the other person will regard as threatening bodily injury or death for the other person, bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or that an offense will be committed against the other person's property;
- (2) causes the other person, a member of the other person's family or household, or an individual

with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

(3) would cause a reasonable person to fear bodily injury or death for himself or herself; fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship; fear that an offense will be committed against the person's property; or feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

17. VANDALISM (Hate Related Bias Crime): To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

This offense covers a wide range of malicious behavior directed at property, such as cutting auto tires, drawing obscene pictures on public restroom walls, smashing windows, destroying campus records, tipping over gravestones, and defacing library books.

Reporting agencies must include attempts to commit any of the above.

DISCIPLINARY REFERRALS

The following are the FBI Uniform Crime Report's definition of crime for which arrests and disciplinary referrals must be reported:

LIQUOR LAW VIOLATIONS: Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (does not include arrests for driving while impaired or under the influence of alcohol).

DRUG LAW VIOLATIONS: Violations of state and local laws, specifically those for the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

WEAPONS POSSESSION: Defined as a violation of law or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms. Cutting instruments, explosives, incendiary devices or other deadly weapons are included in this category. If a weapon is utilized during any of the categories above, a separate weapon violation will be recorded in the campus statistics.

SEX OFFENDERS

The Campus Sex Crimes Prevention Act requires schools to disclose to its students the location of sex offender registries and the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. The act also requires registered sex offenders to provide a notice of any campus of higher education in which the offender is employed, carries on a vocation, or is a student to state officials.

Any member of the campus community who wishes to obtain further information regarding sexual offenders in the area may refer to <http://www.nsopw.gov/?AspxAutoDetectCookieSupport=1> for the national registry or reference the state specific sites:

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

DRUG-FREE CAMPUS AND WORKPLACE

ALCOHOL & DRUG POLICY

The campus and all associated campus areas are designated as “Drug-Free”. The possession, use, sale or distribution of alcohol or illegal drugs of any kind on campus is governed by the Tobacco, Drug and Alcohol Regulations and Policies, along with the section on Student Conduct, found in the catalog. The Student Conduct Policy states that “students will not bring alcohol or illegal drugs of any kind onto school premises, or be under the influence of alcohol or illegal drugs while on school premises”.

A student committing this violation is subject to disciplinary action up to and including dismissal from school, criminal prosecution, fine and/or imprisonment. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws.

In conjunction with the campus security bi-annual in-services, the campus will address the Drug & Alcohol Prevention program that was implemented to determine the following:

- 1) The number of drug and alcohol-related violations and fatalities that occur on the campus or as part of any of the campus activities must be reported to campus officials, and;
- 2) The number and type of sanctions that are imposed by the campus as a result of drug and alcohol-related violations and fatalities on the campus or as part of any of the campus activities.

Note: Additional information is available within the Employee Handbook for campus personnel. The campus must provide a timely notice to each student who has lost eligibility for any grant, loan, or work-study assistance as a result of penalties in a separate clean, and conspicuous written notice that notifies the student of the loss of eligibility and advises the student of the ways in which to regain eligibility. If the student successfully passes two unannounced drug tests conducted by a drug rehabilitation program that complies with criteria established by the Secretary, he may be eligible to regain eligibility of Federal funds.

LOCAL COUNSELING, TREATMENT, AND REHABILITATION PROGRAMS

The following counseling, treatment and rehabilitation programs are available to persons in the Dallas area:

Homeward Bound 214-941-3500

<http://www.homewardboundinc.org>

Addicare Group of Texas 972-271-5283

<http://addicaretx.com>

In addition, DNI offers as a benefit to its students and employees the following resources:

- **Student Solutions:** DNI is proud to partner with Student Solutions, a free, confidential, around-the-clock counseling service.
Phone: 855-460-6668
www.guidanceresources.com
Web identifier: DNI
- **Employee Assistance Program (EAP):** DNI employees also receive counseling services through the EAP, which is available 24 hours a day, 7 days a week.
Phone: 800-272-7255
Website: www.guidanceresources.com Company web ID: COM589

DESCRIPTION OF HEALTH RISKS ASSOCIATED WITH ALCOHOL

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood the driver will be involved in an accident. Low-to-moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate-to-high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk of becoming alcoholics than other youngsters.

DESCRIPTION OF HEALTH RISKS ASSOCIATED WITH DRUG USE

Drugs	Physical Dependence	Psychological Dependence	Possible Effects
Narcotics			
Heroin	High	High	<ul style="list-style-type: none"> • Euphoria • Drowsiness • Respiratory Depression • Constricted Pupils • Nausea
Morphine	High	High	
Codeine	Moderate	Moderate	
Hydrocodone	High	High	
Hydromorphone	High	High	
Oxycodone	High	High	
Methadone & LAAM	High	High	
Fentanyl & Analogs	High	High	
Other Narcotics	High-Low	High-Low	
Depressants			
Chloral Hydrate	Moderate	Moderate	<ul style="list-style-type: none"> • Slurred Speech • Disorientation • Drunken Behavior Without Odor of Alcohol
Barbiturates	High-Moderate	High-Moderate	
Benzodiazepines	Low	Low	
Glutethimide	High	Moderate	
Other Depressants	Moderate	Moderate	
Stimulants			
Cocaine	Possible	High	<ul style="list-style-type: none"> • Increases Alertness • Euphoria • Increased Pulse Rate & Blood Pressure • Excitation • Insomnia
Amphetamine/ Methamphetamine	Possible	High	
Methylphenidate	Possible	High	

Other Stimulants	Possible	High	• Loss of Appetite
Cannabis			
Marijuana	Unknown	Moderate	• Euphoria
Tetrahydrocannabinol	Unknown	Moderate	• Relaxed Inhibitions
Hashish & Hashish Oil	Unknown	Moderate	• Increased Appetite • Disorientation
Hallucinogens			
LSD	None	Unknown	
Mescaline & Peyote	None	Unknown	
Amphetamine Variants	Unknown	Unknown	• Illusions & Hallucinations
Phencyclidine & Analogs	Unknown	High	• Altered Perception of Time & Distance
Other Hallucinogens	None	Unknown	
Anabolic Steroids			
Testosterone (Cypionate, Enanthate)	Unknown	Unknown	• Virilization • Acne
Nandrolone (Decanoate, Phenpropionate)	Unknown	Unknown	• Testicular Atrophy • Gynecomastia • Aggressive Behavior
Oxymetholone	Unknown	Unknown	• Edema

The Drug-Free Environment policy is included in the Academic Catalog. It is also distributed annually to all students and employees pursuant to Public Law 101-226 (The Drug-Free Schools and Communities Act Amendment of 1989). DNI will regularly review the terms of this policy to:

1. Determine its effectiveness;
2. Implement changes, as needed, and;
3. Ensure that sanctions are consistently reinforced.

ADDENDA

FEDERAL SANCTIONS

Campuses are required to notify current/perspective students and employees of the federal legal sanctions associated with the possession or trafficking of a controlled substance. Refer to the *Federal Sanctions* listed in the Academic Catalog for a detailed listing.

STATE LEGAL SANCTIONS

Campuses are required to notify current/perspective students and employees of the state legal sanctions associated with the possession or trafficking of a controlled substance. Refer to the Academic Catalog for a detailed listing of *State Sanctions*.

EMERGENCY RESPONSE and CRISIS MANAGEMENT PLAN

The addenda labeled *Campus Security Authority Chart* details personnel who are responsible for carrying out the Emergency Response and Crisis Management Plan.

**Dallas Nursing Institute
Campus Crime Statistics**

Campus Property – 12170 N. Abrams Rd. Dallas, TX 75243
Moved to new location in Richardson, TX on August 7, 2017

CATEGORY	2015	2016	2017
Criminal Homicide:			
Murder and Non- Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses:			
Rape, Fondling, Incest, Statutory Rape	0	0	0
Assault:			
** Simple Assault	0	0	0
Aggravated Assault	0	0	0
Robbery:	0	2	0
**Larceny-Theft:	0	1	1
Burglary:	0	0	0
**Vandalism:	0	1	0
Motor Vehicle Theft:	2	2	0
**Intimidation:	0	0	0
Arson:	0	0	0
Arrests For:			
Liquor Law Violation			
# of campus violations	0	0	0
Type of sanctions for violations	0	0	0
# of arrests	0	0	0
# of fatalities	0	0	0
Drug-Related Violations			
# of campus violations	0	0	0
Type of sanctions for violations	0	0	0
# of arrests	0	0	0
# of fatalities	0	0	0
Weapons Possession	0	0	0
Disciplinary Referrals:			
Liquor Law Violation			
# of campus violations	0	0	0
Type of sanctions for violations	0	0	0
Drug-Related Violations			
# of campus violations	0	0	0
Type of sanctions for violations	0	0	0
Weapons Possession	0	0	0

Hate Crimes			
Should a hate crime be reported, it will be identified by the bias category.			
CATEGORY	2015	2016	2017
Criminal Homicide:			
Murder and Non-Negligent Manslaughter	0	0	0
Sex Offenses:			
Rape, Fondling, Incest, Statutory Rape	0	0	0
Assault:			
Simple Assault	0	0	0
Aggravated Assault	0	0	0
Robbery:	0	0	0
Larceny-Theft:	0	0	0
Burglary:	0	0	0
Vandalism:	0	0	0
Motor Vehicle Theft:	0	0	0
Intimidation:	0	0	0
Arson:	0	0	0

Bias Categories²	
Race	Gender
Religion	Disability
Ethnicity	National Origin
Sexual Orientation	Gender Identity

Violence Against Women Reauthorization Act		
CATEGORY	2016	2017
Domestic Violence:	0	0
Dating Violence:	0	0
Sexual Assault:	0	0
Stalking:	0	0

**Dallas Nursing Institute
Campus Crime Statistics**

Campus Property – 2101 Waterview Pkwy, Richardson, TX 75080
Occupied Richardson Property As of August 7, 2017

CATEGORY	2015	2016	2017
Criminal Homicide:			
Murder and Non- Negligent Manslaughter	-	-	0
Negligent Manslaughter	-	-	0
Sex Offenses:			
Rape, Fondling, Incest, Statutory Rape	-	-	0
Assault:			
** Simple Assault	-	-	0
Aggravated Assault	-	-	0
Robbery:			
**Larceny-Theft:	-	-	0
Burglary:			
**Vandalism:	-	-	0
Motor Vehicle Theft:			
**Intimidation:	-	-	0
Arson:			
Arrests For:			
Liquor Law Violation			
# of campus violations	-	-	0
Type of sanctions for violations	-	-	0
# of arrests	-	-	0
# of fatalities	-	-	0
Drug-Related Violations			
# of campus violations	-	-	0
Type of sanctions for violations	-	-	0
# of arrests	-	-	0
# of fatalities	-	-	0
Weapons Possession	-	-	0
Disciplinary Referrals:			
Liquor Law Violation			
# of campus violations	-	-	0
Type of sanctions for violations	-	-	0
Drug-Related Violations			
# of campus violations	-	-	0
Type of sanctions for violations	-	-	0
Weapons Possession	-	-	0

Hate Crimes			
Should a hate crime be reported, it will be identified by the bias category.			
CATEGORY	2015	2016	2017
Criminal Homicide:			
Murder and Non-Negligent Manslaughter	-	-	0
Sex Offenses:			
Rape, Fondling, Incest, Statutory Rape	-	-	0
Assault:			
Simple Assault	-	-	0
Aggravated Assault	-	-	0
Robbery:			
Larceny-Theft:			
Burglary:			
Vandalism:			
Motor Vehicle Theft:			
Intimidation:			
Arson:			

Bias Categories³	
Race	Gender
Religion	Disability
Ethnicity	National Origin
Sexual Orientation	Gender Identity

Violence Against Women Reauthorization Act		
CATEGORY	2016	2017
Domestic Violence:	0	0
Dating Violence:	0	0
Sexual Assault:	0	0
Stalking:	0	0

DNI moved to the Richardson location on August 7, 2017, therefore only the crime statistics for 2017 are reported.

**Dallas Nursing Institute
Campus Crime Statistics**

Public Property – DNI has no non-campus property

CATEGORY	2015	2016	2017
Criminal Homicide:			
Murder and Non- Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses:			
Forcible	0	0	0
Non-forcible	0	0	0
Assault:			
**Simple Assault	0	0	0
Aggravated Assault	0	0	0
Robbery:	0	0	0
**Larceny-Theft:	0	0	0
Burglary:	0	0	0
**Vandalism:	0	0	0
Motor Vehicle Theft:	0	0	0
**Intimidation:	0	0	0
Arson:	0	0	0
Arrests For:			
Liquor Law Violation			
# of campus violations	0	0	0
Type of sanctions for violations	0	0	0
# of arrests	0	0	0
# of fatalities	0	0	0
Drug-Related Violations			
# of campus violations	0	0	0
Type of sanctions for violations	0	0	0
# of arrests	0	0	0
# of fatalities	0	0	0
Weapons Possession	0	0	0
Disciplinary Referrals:			
Liquor Law Violation			
# of campus violations	0	0	0
Drug-Related Violations			
# of campus violations	0	0	0
Weapons Possession	0	0	0

Hate Crimes			
Should a hate crime be reported, it will be identified by the bias category.			
CATEGORY	2015	2016	2017
Criminal Homicide:			
Murder and Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses:			
Forcible	0	0	0
Non-forcible	0	0	0
Assault:			
Simple Assault	0	0	0
Aggravated Assault	0	0	0
Robbery:	0	0	0
Larceny-Theft:	0	0	0
Burglary:	0	0	0
Vandalism:	0	0	0
Motor Vehicle Theft:	0	0	0
Intimidation:	0	0	0
Arson:	0	0	0

Bias Categories	
Race	Gender
Religion	Disability
Ethnicity	National Origin
Gender Identity	Sexual Orientation

** Crimes that occurred off-campus not motivated by bias

Violence Against Women Reauthorization Act		
CATEGORY	2016	2017
Domestic Violence:	0	0
Dating Violence:	0	0
Stalking:	0	0

Campus Security Authority Chart Dallas Nursing Institute

Main Phone: 469-941-8300

Individuals to contact in case of an emergency:

1. Brigit Mattix, Director of Administration and Student Affairs
2. Gwendolyn Gaston, Dean of Nursing
3. Adam Forrest, Senior Director of Admissions
4. Jennifer Hostutler, Student Services Coordinator