Welcome to the University of Oklahoma Health Sciences 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 2016-2017 Student Rights and Responsibilities Code and the 2016 HSC Sooner Safety and Fire Report, are now available online.

The University of Oklahoma Health Sciences Center has been taking increased measures for preventing and responding to potentially violent situations on campus. This year’s HSC Sooner Safety and Fire Report contains a wealth of useful information regarding those measures, ranging from information about educational programs on such topics as safety, substance abuse and the Sexual Misconduct Office (for reports of sexual misconduct) to how to report a campus crime. Each campus also has a Behavior Intervention Team (BIT) and a Threat Assessment Review Committee (TARC) to analyze reports of community members in crisis or exhibiting unusual or dangerous behavior.

This year’s HSC Sooner Safety and Fire Report 2016 is available online at:

www.ouhsc.edu/safety
www.ouhsc.edu/police
http://students.ouhsc.edu

Copies can be printed upon request at:

• Robert M. Bird Health Sciences Library
• Office of Human Resources

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- Division of Public Affairs
- OUHSC PD
- HSC Student Affairs
- Facilities Management

The Student Code and other university policies are available online at students.ouhsc.edu. Printed copies are available at HSC Student Affairs.


I encourage you to review both of these publications at your earliest convenience. If you have any questions, please feel free to contact HSC Student Affairs at (405) 271-2416 or students@ouhsc.edu.

Clarke Stroud
University Vice President for Student Affairs and Dean of Students
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 and the 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 following criminal offenses 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
- 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 written request, disclose to the alleged victim of a crime of violence or non-forcible sex offense the report on 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
- 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 OUHSC Police Department, HSC Student Affairs, Disability Resource Center, Housing and Food Services, Division of Public Affairs, Site Support, Institutional Equity Office, Office of Legal Counsel and the Vice President of Administration and Finance.

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:

www.ouhsc.edu/safety
www.ouhsc.edu/police
http://students.ouhsc.edu

Upon request, a paper copy of this report can be made available by contacting OUHSC PD, Division of Public Affairs, Bird Library, HSC Facilities Management, HSC Human Resources, or by contacting HSC Student Affairs, OU Health Sciences Center, 1106 N Stonewall Ave, David L. Boren Student Union, Suite 300, Oklahoma City, OK 73117, (405) 271-2416 or students@ouhsc.edu.
The University of Oklahoma, HSC Campus-Clery Act Statistical Summary

Reported in accordance with Uniform Crime Reporting Procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Data sources include the OUHSC Police Department, Oklahoma City Police Department, OU Division of Student Affairs and OU Department of Housing and Food Services.

### Geographic Location: University of Oklahoma Health Sciences Center Campus†

<table>
<thead>
<tr>
<th>Offense Type (includes attempts)</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
<th>Total</th>
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<tbody>
<tr>
<td></td>
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<td>Res.</td>
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</tr>
</tbody>
</table>

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

### Geographic Location: University of Oklahoma Health Sciences Center Campus†

<table>
<thead>
<tr>
<th>Offense Type (includes attempts)</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Non-Campus Building or Property</th>
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<th>Total</th>
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<td>Res.</td>
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### Number of Arrests/Referrals for Selected Offenses

<table>
<thead>
<tr>
<th>Offense Type (includes attempts)</th>
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<th>2015</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
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<tbody>
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<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Stalking, Dating Violence and Domestic Violence Crimes

The University of Oklahoma is including these statistics for incidents of domestic violence, dating violence, and stalking for 2014 to comply with the recent Violence Against Women Act (VAWA) amendments.

<table>
<thead>
<tr>
<th>Offense Type (includes attempts)</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>Non-Campus Building</th>
<th>Public Property</th>
<th>Total</th>
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<tr>
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<td>Res.</td>
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<tr>
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<td>Domestic Violence</td>
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<td>0</td>
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</tr>
<tr>
<td>Dating Violence</td>
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<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

†The University of Oklahoma Health Sciences Center campus is contiguous with a privately owned medical complex. These facilities are frequented by faculty and students for programmatic purposes. Due to this reason and changes to the definitions of Clery Act Geography in 2015, the University of Oklahoma Health Sciences Center will include counts from the medical complex, which raises the rate of occurrences; however, it leads to a well-informed student and campus community.

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1. By Clery definitions these offenses are shown as Fondling, both incidents were reported out of the OU Medical Center.
2. Two Robbery offenses were also included under the VAWA reporting procedures.
3. Two Robbery offenses were reported from the OU Medical Center.
4. One Aggravated Assault was reported from the OU Medical Center.
5. The Burglary offense was reported by Oklahoma City Police Department for Non-Campus Property.
6. Eighteen Drug Violations were reported from the OU Medical Center.
7. Three Weapons Law Violations were reported from OU Medical Center.
8. By Clery definitions the Stalking incident will also be counted as a Domestic Violence incident, which was reported from the OU Medical Center.
9. Seven cases were misdemeanor Domestic Violence cases, Six were reported from the OU Medical Center. Two Domestic Violence cases were reported by Oklahoma City Police.
10. There were no reported Hate Crimes for the years, 2013, 2014, or 2015.
11. No Offenses were reported by Campus Security Authorities.
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 a larceny or felony; breaking and entering with intent to commit a 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 preformed 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 distinct division of humankind (e.g., Asians, blacks, whites).
- **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the university and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual Orientation:** A preformed 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 preformed negative opinion or attitude toward a person or group of persons based upon their actual or perceived gender (male or female).
- **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based upon their actual or perceived gender identity (e.g., bias against transgender or gender non-conforming individuals).
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members 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 preformed negative opinion or attitude toward a group of people based upon their actual or perceived country of birth.
- **Disability:** A preformed negative opinion or attitude toward a group of persons based upon their physical or mental impairments, whether such disability 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 offenses:

**Larceny-theft:** The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of 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 ("VAWA") 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. For purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**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, 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. 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, purchase, 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.
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:

- Allied Health Building
- Allied Health OATC Shop
- Allied Health Practice Center
- Basic Sciences Education Building
- Bielstein Tower
- Biomedical Sciences Building
- Campus Police Station
- Child Study Center
- College of Nursing
- College of Pharmacy
- College of Public Health
- Comparative Medicine Annex
- Comparative Medicine Research Resource Building
- Dean McGee Eye Institute
- David L. Boren Student Union
- Dental Clinical Sciences Building
- Dermatology Clinic
- Don E. Hogg Greenhouse
- Faculty House, Family Medicine Center
- G Rainey Williams Pavilion
- Garrison Tower
- Harold Hamm Diabetes Center
- Motor Pool
- Nicholson Tower
- O’Donohue Research Building
- Oklahoma Asthma and Allergy Clinic
- OU Children’s Physician Building
- OU Medical Center
- OU Medical Systems Adult Tower
- OU Medical Systems Children’s Tower
- OU Physicians Building
- OUHSC Technology Center
- Peggy & Charles Stephenson Oklahoma Cancer Center
- Robert M. Bird Library
- Service Center Building
- Stanton L. Young Biomedical Research Center
- Steam & Chill Water Plant
- University Health Club
- University Village Apartments

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. OUHSC does not have any registered student organizations with non-campus locations. Previously listed Non-Campus building George Nigh Rehabilitation Center (Okmulgee) was sold in 2013. Non-campus properties include:

- SW Oklahoma Family Medicine Clinic, 1202 NW Arlington Avenue, Lawton 73501
- OU Children’s Physicians Latino Clinic, 420 SW 10th Street, OKC 73109
- OU Children’s Physicians Grand Prairie Pediatrics, 7301 Comanche Avenue, OKC 73132
- OU Physicians NE Wellness, 2000 NE 63rd Street, Suite 111, OKC 73111
- OU Physicians Edmond Urology, 14101 N Eastern Ave, Ste C, Edmond 73013-5860
- OU Physicians Edmond Urology, 14101 N Eastern Ave, Ste C, Edmond 73013-5860
- OU Physicians Edmond Family Medicine, 14101 N Eastern Ave, Ste F, Edmond 73013-5860
- OU Physicians Mid-Okla Family Medicine, 1212 S Douglas Blvd, Midwest City 73130-5246
- OU Physicians SW OKC Family Medicine, 220 SW 89th Street, Ste 1, OKC 73139-8504
- OU College of Nursing Lawton Campus, 2800 West Gore Boulevard, South Sibley Room 613, Lawton, OK 73505
- OU College of Nursing Elk City Campus, 104 Clyde Avenue, Elk City, OK 73644
- OU College of Nursing Tulsa Campus, 6130 E. 52nd Street Suite 112, Tulsa, OK 74135
- OU College of Nursing Life Stage Solutions, 2220 N. Classen Suite A, Oklahoma City, OK 73106

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 is used by the school in direct support of, or in a manner related to the University’s educational purpose.

Processing Crime Reports

The University of Oklahoma Health Sciences Center Police Department ("OUHSC PD"), provides police and fire protection for the safety of life and property on campus. The department consists of 67 employees. OUHSC police officers are governed by the same powers as sheriffs and municipal police officers. They have the same authority to enforce state laws, including making arrests when appropriate. In addition to providing police services for the University, police officers are assigned to hospitals and other entities within the campus jurisdiction. The University of Oklahoma Health Sciences Center Police Department has an agreement with the Oklahoma City Police Department ("OCPD") to give concurrent jurisdiction between OUHSC PD and OCPD within agreed upon geographical boundaries. Our general jurisdiction is I-235 to Lottie and NE 4th Street to NE 16th Street, for detailed concurrent jurisdiction, see this link http://www.ouhsc.edu/police/AboutUs/JurisdictionalBoundaries.aspx.

If you are a victim or a witness to a crime, contact OUHSC Police immediately at 911. A police officer will meet with you to gather pertinent information to complete an official report. All reported crimes are investigated immediately. Additional security methods are implemented to apprehend offenders when appropriate. The OUHSC Police will issue timely warnings via e-mail or through the Emergency Communication System (ECS) to ensure prompt notification to the campus community of crimes that represent a continuing threat.

For the full text of the OUHSC Timely Warning Policy, please go to page 37. Crimes occurring in jurisdictional areas near campus are monitored and reported to the campus community when appropriate. A daily crime log is available upon request, recording all crimes reported to the OUHSC PD, including the nature, date, time, general location of each crime, and the disposition of the complaint, if known. For additional information on the ECS – Emergency Communications System, go to http://www.ouhsc.edu/ecs/ or update your personal information for ECS at http://gohsc.ouhsc.edu/.

Campus crime statistics are reported each month to the Oklahoma State Bureau of Investigation. The OSBI collects crime data throughout the state and forwards information to the Federal Bureau of Investigation. The FBI publishes an annual “Crime in the United States” report that includes campus crime statistics from across the nation. The reports are available for review at the OUHSC Police Administrative Office or the following websites: “Crime in Oklahoma” - http://www.ok.gov/osbi/Publications/Crime_Statistics.html and “Crime in the United States” http://www.fbi.gov/ucr/ucr.htm#ius. Also included are actual crimes reported to the Oklahoma City Police Department occurring within the campus boundaries. Crimes occurring on private property are not included in campus crime statistics.
Number of Housing Fire Drills Conducted in 2015

Two – Fire drills are conducted twice a year for the studio apartments (beginning Fall and Spring semesters). Townhouses have two direct exits at grade level and will not be subject to fire drills.

Description of Facility Fire Systems

University Village Apartments are equipped throughout with an automatic fire sprinkler system. Each apartment unit is equipped with smoke detectors located in the sleeping areas and immediately outside each sleeping area. Americans with Disabilities Act (ADA) accessible rooms also include visual notification devices. Each apartment unit is equipped with a fire extinguisher. The studio apartments common spaces are equipped with a fire alarm system which includes audio and visual notification devices with manual fire alarm boxes near each exit. All smoke detectors are connected to the fire alarm system which is monitored 24 hours a day 365 days a year by a Certified Fire Alarm Monitoring Company.

Fire Safety and Emergency Evacuations

The University Fire Marshal’s Office is involved in plan review and inspections of new and remodeled projects on the OUHSC campus. In addition, this office inspects existing facilities on campus to eliminate potential fire hazards and ensure that the fire and life safety systems located in those buildings are functioning properly. The University Fire Marshal is responsible for the investigation of fires that occur on campus to determine origin and cause. The University Fire Marshal also provides classes to educate students, faculty and staff on the use of fire extinguishers, how to eliminate hazards, and what to do in case of a fire emergency. The Fire Marshal also acts as a liaison between the University and the local fire department on any matters relevant to fire safety and preparedness on campus. Persons can contact the University Fire Marshal’s Office for any general fire safety questions, perceived hazards, or requests for service at (405) 271-5522 ext. 7. In case of a medical emergency or actual fire dial 911. For additional information regarding OUHSC’s Emergency Response Plan please go to: http://www.ouhsc.edu/police/EmergencyManagement/EmergencyResponsePlan.aspx

Upon the sounding of the alarm:

1. Move quickly to the nearest exit for your area. In an orderly fashion, go to the designated waiting area for further instructions.
2. Wear appropriate clothing and shoes if possible. Keep necessary items easily accessible for emergency use. Bring along your keys and ID if possible.
3. If you are away from your room when the alarm sounds, proceed to the nearest exit without returning to your room.
4. Do not use the elevator. Use stairways only.

Fire Prevention Policies:

- Fireworks and explosives of any type are prohibited
- Unauthorized appliances, candles or heating devices are prohibited
- Smoking in the University Village Apartments is prohibited
- Incense burning is prohibited
- Open flame devices such as lanterns, candles, potpourri pots or warmers using votives or canned fuel are strictly prohibited in the University Village Apartments.

Combustibles:

If you use combustibles in decorating your room, such as large areas of fabrics, cardboard or similar materials, please ensure the items are flame-proof. Purchase only UL or FM approved material marked “flameproof” or “flame retardant.”
The Community Living Handbook is available to each resident of the HSC University Village Apartments at http://village.ou.edu. This Community Living Handbook addresses safety and security issues, University Village policies and procedures and emergency procedures. Information regarding severe weather precautions and evacuation procedures is also included in this document.

The OUHSC Site Support Department is responsible for day-to-day maintenance and repair of all campus facilities, including student housing. Keys may not be duplicated outside the University. Because certain University departments including, but not limited to, Site Support and the OUHSC PD, must have immediate access to all spaces, as in the event of an emergency, only locks and keys authorized by OUHSC Site Support are to be used on University property.

A student should immediately report a missing key or ID card, whether it be lost, stolen or misplaced. A temporary replacement key and/or temporary ID card will be issued for 48 hours. If, at the end of the 48 hours, the student is unable to locate the original key, the lock to the room will be recombinated at a charge to the student of $96. If a student is unable to locate his or her ID card, the student must replace the ID at a replacement charge of $15 at the OneCard office located in the Service Center Building.

Campus Housing Facilities: Security and Access

Lost and Found

The OUHSC PD is the central repository for items lost or found on the OUHSC Oklahoma City campus. Attempts are made to re-unite lost items with their rightful owners. Items lost in campus buildings 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 OUHSC PD at (405) 271-4300.

Check with staff in the building AND with OUHSC PD immediately if the lost item is of high value or involves the loss of university keys.

For property FOUND on campus, contact (405) 271-4300 to determine where to turn in the found property.

Missing Student Notification Policy

Students living in the University Village Apartments will be asked to designate an emergency contact person whom the University should contact if the University declares the student missing. The student’s emergency contact information will be collected at the time of move-in.

If a person housed in the University Village is suspected of being missing, the University Village staff member will contact the appropriate staff who will take steps to determine if the student has used University services (meals, door access, labs, etc.) over the last week and will attempt to contact the missing student through the e-mail address and cell phone number on record.

To report a suspected missing student who lives in University Village, contact the Apartment Manager’s Office at University Village or OUHSC PD. If the University cannot contact the student or verify that the student is using campus services, in conjunction with HSC Student Affairs, may classify the student as missing and immediately do the following:

- Submit an official missing person’s report to OUHSC PD.

Upon official notification from a member of the University Village Apartments staff, OUHSC PD will conduct an investigation and if they determine the student has been missing for over 24 hours the following steps will be taken:

- OUHSC PD will contact the designated confidential emergency contact person utilizing the University’s student database. If the student is under 18 years of age, OUHSC PD will immediately contact the custodial parent or legal guardian of the student.
- University Village Apartments staff will contact the office of Vice President for Student Affairs.
- Within 24 hours of receiving a report of a missing student from the University Village Apartments, HSC PD will notify local law enforcement of the report.
Campus Buildings: Security and Access

Many offices within Site Support directly or indirectly provide support that enhances security throughout the campus. Site Support is responsible for the operation, maintenance and repair of buildings and associated mechanical equipment on the HSC campus.

Security Equipment, Facility Maintenance and Repair

Site Support will assist departments interested in installing additional security equipment by recommending appropriate systems that can be remotely monitored via OUHSC PD equipment. Site Support is responsible for day-to-day maintenance and repair of all campus facilities, including the University Village. Its duties include routine and preventive maintenance and may consist of repairing window glass, frames and hardware, room and building entrance doors, and stairway, hallway and entry lights.

University Village management will respond to emergency repairs at the University Village by calling (405) 388-0388. Requests will be relayed immediately to service personnel.

The Site Support Lock Shop issues keys for buildings, offices, classrooms, storerooms and laboratories. Keys may not be duplicated outside of the university.

Police Department

Instructional and administrative facilities are generally open to the public year-round during business hours. OUHSC PD is called upon to allow access to some campus facilities when they are closed to the public. OUHSC PD does not authorize access without the approval of the department or a person with legitimate control of the facility.

Police department efforts directed toward security for facilities are undertaken by Security Officers (SOs), uniformed personnel trained to perform specific functions that do not require the presence of a commissioned police officer. Radio contact with OUHSC PD provides SOs direct communication with police officers.

An OUHSC PD Officer is available to address departmental, group or other on-campus security information needs, including assistance in developing departmental security planning and programming and, upon request, risk or security analyses of specific facilities, operations or areas.

OUHSC PD also serves as the central alarm and monitoring station for the HSC campus. All electronic security systems (fire, burglar, robbery and other alarms) terminate at the dispatcher’s position. An OUHSC PD member is assigned to evaluate the need for electronic security systems and to help implement suggested plans.

Police officers and SOs report any observed damage to security hardware, non-operational lights or other potential facility maintenance security problems to Site Support for repair.
Campus Security and Crime Prevention Programs

HSC Provost Office, OUHSC PD, HSC Student Affairs, Housing and Food Services, and the Office of Human Resources’ Training and Development Division participate in a number of programs to encourage personal safety and security.

- **Sexual Assault Awareness Week (Nov. 7-11, 2016):** Sexual Assault Awareness Week is sponsored by HSC Student Counseling Services. During this week, participants are provided with information and programming focused on interpersonal violence, sexual assault and sexual misconduct.

- **Sooner Safety Week (March 20-24, 2017):** HSC Sooner Safety Week is dedicated to all HSC campus community members to discuss, learn, and promote campus safety. Students, staff and faculty experience topics including weather safety and mental health to a Safety Blitz Fair and tours of the HSC Police Department’s mobile units.

- **Student Counseling Services:** HSC Student Counseling Services (“SCS”) provides students with individual, couples, and group counseling services to all HSC Students. SCS encourages social engagement and interaction through a variety of community activities both on the HSC campus and the OKC area including Walk out of Darkness Suicide Awareness Walk, Sexual Assault Awareness Week, and De-Stress Fest. In addition, SCS runs the Student Advisory Board (“SAB”) which is comprised of staff from SCS and students from the various colleges of OUHSC. The goal of the SAB is to provide an avenue for SCS to find out the needs of the students and for the students in turn, to be informed of services available to them. By having students represented from the various colleges, SCS can get a sense of what concerns are most pressing for the different colleges and how SCS can be most helpful.

- **Preventing and Responding to Campus Violence:** HSC Student Counseling Services and OUHSC PD joined forces to create the presentation: Preventing and Responding to Campus Violence. The presentation is open to all members of our campus community to further their education, provide access to prevention information and available resources. Per the Office of Human Resources, managers and front line employees are strongly encouraged to attend.

- **Security Escorts** provide safe transportation to OUHSC students, staff and faculty. The OUHSC community can simply call (405) 271-4300 for a ride to their vehicle or facility.

- **One Sooner Training:** It only takes one Sooner to speak out to end sexual misconduct on our campus. One Sooner Training is a one-hour seminar to learn how you can use your influence, popularity, and credibility to help end sexual assault and other forms of sexual misconduct on our campus. Through informal peer-to-peer conversations you can correct rape myths, speak up when you see or hear a risky situation, educate your friends about protective behaviors, and share what resources are available on campus. Following One Sooner Training, it is our hope that students, staff, and faculty are able to demonstrate active bystander behavior.

**Fall 2016 One Sooner Training dates:**

- Thursday, August 25, 2016
- Wednesday, September 14, 2016
- Tuesday, October 4, 2016
- Friday, November 4, 2016
- Friday, December 2, 2016

All trainings are 11:45 AM – 1 PM in DLB Student Union, Room 205.

Will you be the one? To register, visit the HR Training Calendar at: https://apps.hr.ou.edu/ClassCalendar/default.aspx.

For more information, contact HSC Student Affairs at (405) 271-2416 or students@ouhsc.edu.

- **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 learn.ouhsc.edu for the quiz and www.ou.edu/eoo for the policies.

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**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 OUHSC 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 OUHSC community enter several contact phone numbers to be notified, which may include their cell phone and their parent’s or other family member’s phone number as well as their e-mail and text message addresses. Any contact information provided will be kept secure and be used only for emergency notification purposes. For additional information on the ECS go to http://www.ouhsc.edu/ecs/.

The OUHSC Emergency Communication System is but one part of the emergency notification procedures in place at OU. 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 or OUHSC home page at http://www.ouhsc.edu. The university will provide regular updates on the home pages as information becomes available. OUHSC will continue to use mass e-mail as back-up notification as well.
Numerous police and security agencies are located next to the OUHSC campus, including Oklahoma Medical Research Foundation Security, Veteran’s Administration Medical Center Police and the Oklahoma Highway Patrol Troop R. OUHSC Police personnel work closely with each of the above listed agencies, as well as the Oklahoma City Police Department and the Oklahoma County Sheriff’s Office regarding crimes that occur in the area of the campus that may have an impact on the safety of the campus community. OUHSC PD is open 24 hours a day, seven days a week for your protection, responding to all police, fire, environmental and medical emergencies.

The OUHSC Police Communication Specialists monitor various campus sites by card access and closed-circuit television cameras. The Communications Specialists are in constant contact with other police and criminal justice agencies throughout the United States via a national Teletype system.

OUHSC police officers are governed by the same powers as sheriffs and municipal police officers. They have the same authority to enforce state laws, including making arrests when appropriate. In addition to providing police services for the University, police officers are assigned to hospitals and other entities within the campus jurisdiction. Our general jurisdiction is I-235 to Lottie and NE 4th Street to NE 16th Street, for detailed concurrent jurisdiction, see this link: http://www.ouhsc.edu/police/AboutUs/JurisdictionalBoundaries.

OUHSC PD Web Page

Visit OUHSC PD’s Web page at http://www.ouhsc.edu/police/

- Crime prevention
- Personal safety
- Sex offender registration
- First aid and health
- Drugs and alcohol
- Emergency Communication System

- Child safety
- Vehicle safety
- Fire safety
- Tornado and severe weather information

Contacting OUHSC PD

All emergencies should be reported immediately by calling 911 from any land line on or off campus. Dialing 911 from any other phones, including cellular phones, will likely go to the Oklahoma City Police Department. The blue emergency phones on campus will connect you to a dispatcher. These phones also can be used to request vehicle assistance or campus directions.

Students also are welcome to contact an OUHSC PD officer in person at the department’s headquarters, 934 NE 8th Street. For non-emergencies and business matters, call (405) 271-4300.
OUHSC PD is responsible for coordinating and providing emergency and public safety services to the HSC campus. Its principal functions are:

• Law enforcement and related services
• Coordination of security for the campus community, institutional facilities and assets
• The University has designated a 911 center for all emergencies on or off campus. Emergency 911 telephone calls on cellular telephones will not be answered by OUHSC PD but will be directed to a 911 Call Center. Trained dispatchers monitor this line 24 hours a day, 365 days a year. Adhesive decals displaying the emergency number are available for all campus telephones.

Emergency telephones at outdoor locations around the campus provide a readily accessible means for directly contacting the OUHSC PD dispatcher. Each emergency telephone is identified with a blue sign reading “EMERGENCY” and a blue light. These telephones may be used to request service or obtain other information and assistance as needed. No coin or dialing is necessary.

OUHSC PD provides all law enforcement services, including the investigation of criminal offenses and traffic collisions occurring on campus, and handles official reports relating to those incidents. To report a crime in progress or a crime that just occurred call 911. To report a criminal incident after the fact in which no one was injured, the suspect has left the area, there does not appear to be any physical evidence and there are no other circumstances that would necessitate the immediate presence of a police officer, call the police department’s non-emergency number (405) 271-4300. 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.
National surveys indicate that there is a tremendous increase in cyberstalking incidents among college women. 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. Where incidents are based on gender, it also is a violation of the university’s Sexual Misconduct Policy. Victims should consider filing a report of any harassing behavior with OUHSC PD.

Online Cyberstalking

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, on-campus residents should contact OUHSC PD and off-campus residents should contact the Oklahoma City Police Department upon receipt of a telephone call of questionable intent or origin.

Harassing and Obscene Phone Calls

The campus community works together to make the university a safer place. As part of that effort, OUHSC PD occasionally utilizes “Timely Warnings”, “Emergency Notifications”, or “Crime Alert” bulletins. The OUHSC PD Timely Warning and Emergency Notifications policy can be reviewed annually in the HSC Sooner Safety and Fire Report.

Members of the campus community can request services or repairs and report hazards, ranging from problems with outdoor lighting to fire safety issues by calling OUHSC PD at (405) 271-4300.

All members of the university community and visitors are encouraged to call 911 if they observe any person or object of a suspicious nature.

Security Is Everybody’s Business

In the event of an emergency situation such as a sexual assault, the University may respond by making living arrangement changes. Each situation will be addressed on a case-by-case basis and decisions will be made in the best interest of all students involved. Additionally, every effort will be made to accommodate student requests for changes in academic schedules.

Room Changes: Emergency

★Security Is Everybody’s Business★

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Members of the campus community can request services or repairs and report hazards, ranging from problems with outdoor lighting to fire safety issues by calling OUHSC PD at (405) 271-4300.

All members of the university community and visitors are encouraged to call 911 if they observe any person or object of a suspicious nature.
Sexual Assault Programs and Services

As part of the university’s effort to provide an environment conducive to the advancement of its educational, research and public service missions, it provides the following sexual assault and sexual misconduct programs and services:

• Educational programs to enhance awareness of sexual assault and sexual misconduct and the conditions that foster these incidents on university campuses.
• Programs designed to educate the university community on prevention of sexual assault and sexual misconduct.
• Resources for survivors of sexual assault and sexual misconduct that occurs on institutional property or survivors who are affiliated with the university.
• Assistance to students who require emotional and/or psychological counseling. Students should contact Student Counseling Services for more information by calling (405) 271-7336 or by e-mailing counselors@ouhsc.edu.

• OUHSC PD (i) provides emergency response for survivors immediately following assault, (ii) provides law enforcement and investigative services, as applicable, (iii) pursues/assists with criminal prosecution of the perpetrators pursuant to the preference of survivors and (iv) conducts sexual assault prevention, awareness and self-defense programs for students, faculty and staff, upon request.

• HSC Student Affairs (i) provides support and counseling services to sexual assault and sexual misconduct survivors, (ii) informs survivors of, and provides access to, resources for seeking institutional disciplinary action against the perpetrator(s), (iii) facilitates the provision of advocates or other support to survivors as long as the survivors desire and (iv) conducts education programs to enhance awareness of sexual assault on campus.

• OUHSC PD and HSC Student Affairs coordinate their respective efforts in education and prevention programs and services.

• The Institutional Equity and Title IX Office offers training on sexual assault, sexual misconduct, dating violence, domestic violence, stalking, gender discrimination and sexual harassment, and conducts administrative investigations into violations of the Sexual Misconduct, Discrimination and Harassment Policy.

Response to Sexual Assault and Domestic Abuse Crime

OUHSC PD officers are responsible for ensuring that every survivor or witness of a crime involving sexual assault or domestic abuse is informed about the medical treatment, counseling and monetary compensation available to them. As preservation of evidence is vital to pursuit of the perpetrator and proof of criminal sexual assault, all crimes involving sexual or domestic assault should be immediately reported by calling 911.

Every survivor of a crime has the right to be informed about how his or her case will be handled by OUHSC PD, which will:

• Provide the case number assigned to the victim’s case, if requested
• Explain the processing of a criminal case
• Provide guidance on how to obtain information about the processing of the case
• Provide the non-emergency OUHSC PD telephone number to enable a survivor to request information about the status of his or her case.

At a minimum, OUHSC PD will provide survivors with the following information:

• Sexual Misconduct Officer telephone number
• HSC Student Affairs telephone number

• State Department of Mental Health telephone number
• Rights of victim of Domestic Violence and Sexual Assault Information Sheet

HSC Student Affairs: (405) 271-2416. HSC Student Affairs will assist survivors of a sexual assault, relationship violence, stalking, and sexual harassment with changing the survivor’s academic schedule, as requested and when reasonably available. HSC Student Affairs will work with the Admissions and Records office and the student survivor’s respective college to respond to the survivor’s request. Survivors who are living in on-campus housing may also request relocation to another unit. Unit availability will be considered.

OU Advocates: The purpose of OU Advocates is to provide support, advocacy and a coordinated response to members of the University of Oklahoma community who experience sexual assault, relationship violence, stalking or gender-based harassment. OU Advocates are university staff members and can assist with advocacy within medical and legal communities, connect victims with counseling services and other support resources, as well as provide referrals for additional services. OU Advocates are available 24 hours a day, 7 days a week at (405) 615-0013.
Sex Offender Registration

Students or employees who are required to register as sex offenders or violent offenders must promptly register in person with OUHSC PD, in addition to registering with any other required authorities. According to the Sex Offenders Registration Act, 57 O.S. § 581-590.2 and the Mary Rippy Violent Crime Offenders Registration Act, 57 O.S. § 591-599.1, failure to promptly register is a felony.

The Oklahoma Department of Corrections provides a sex offender registry for public viewing at the following website: http://docapp8.doc.state.ok.us and the national registry at nsopw.gov/en-us/registry. The sex offender registry for other states can be viewed at: http://www.fbi.gov/hq/cid/cac/states.htm or http://www.familywatchdog.us. Information on federal prisons can be viewed at: http://www.bop.gov. Please remember that only offenders convicted after November 1999 will be included in the sex offender registries. For more information, contact OUHSC PD at (405) 271-4300.

Sexual Assault Awareness Week

HSC Student Counseling Services hosts Sexual Assault Awareness Week (SAAW) on an annual basis. All SAAW programming is structured to increase awareness of sexual assault and domestic violence and provide local resources. Activities include, but are not limited to, self-defense classes by OUHSC PD, Clothesline Project, personal pledges, presentations, and other outreach about sexual assault.

For more information, contact HSC Student Counseling Services at (405) 271-2416.

Sexual Misconduct, Harassment and Discrimination Help Line Contacts:

- **Employee Assistance Program** (405) 271-2184
- **Employee Assistance Program (Magellan)** (800) 327-2513
- **Equal Opportunity Office** (405) 271-2110
- **Domestic Violence & Sexual Assault Hotline** (800) 522-7233
- **HSC Police Department** (405) 271-4300
- **HSC Student Affairs** (405) 271-2416
- **Mental Health & Substance Abuse Hotline** (800) 522-9054
- **Oklahoma City Police Department** (405) 231-2121
- **OU Advocates** (405) 615-0013
- **Rape Crisis Line** (405) 943-7273
- **Rape Crisis Center** (405) 701-5660
- **Sexual Misconduct Officer** (405) 325-2215
- **STD National Hotline** (800) 227-8922
- **Student Counseling Services** (405) 271-7336
- **Suicide Prevention Lifeline** (800) 273-TALK
- **Women’s Shelter for Battered Women** (405) 701-5540
Sexual Misconduct, Discrimination, and Harassment Policies and Procedures

Note: In compliance with federal law, the disclosures below reference legal 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 such as “sexual misconduct,” “non-consensual sexual intercourse,” “non-consensual sexual contact,” “sexual exploitation,” and “sexual harassment” that overlap significantly with legal 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 environment for all faculty, staff, and students. Sexual assault, 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.

I. University Policy Regarding Sexual Misconduct and Oklahoma Legal 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.

1. 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.

2. 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, groins, genitals, mouth or other orifice. This definition includes sexual battery and sexual misconduct.

3. Sexual Coercion is the act of 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.

4. Sexual Exploitation occurs when a person takes non-consensual, unjust or abusive sexual advantage of another 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.
5. **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.

*Consent is defined under Oklahoma law as:*

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)

*In addition to University policy, the following conduct is considered a crime under Oklahoma law:*

**Sexual Assault**

**A.** rape, or rape by instrumentation, as defined in Sections 1111, 1111.1 and 1114 of this title, or **b.** forcible sodomy, as defined in Section 888 of this title. 21 O.S. § 142.20

**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 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;
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; or

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.

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

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 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

Rape in First Degree - Second Degree

A. Rape 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; or

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; or

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; or

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; or

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 resulting in bodily harm is rape by instrumentation in the first degree regardless of the age of the person committing the crime; or

7. rape by instrumentation committed upon a person under fourteen (14) years of age.

B. In all other cases, rape or rape by instrumentation is rape in the second degree 21 O.S. § 1114
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;

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; or

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. 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.

Domestic Violence
Domestic violence is not defined under Oklahoma law; however, the law does provide that: 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)

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 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 this section:

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,
   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; and

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.

II. University Policy on Sexual Harassment

University policy prohibits sexual harassment as a form of misconduct that undermines the integrity of the academic environment. All members of the University community, especially officers, faculty, and other individuals who exercise supervisory authority, have an obligation to promote an environment that is free from sexual harassment. Under University policy, sexual harassment is unwelcome and discriminatory speech or conduct undertaken because of another’s gender or that is sexual in nature and is so severe, pervasive, or persistent, objectively and subjectively offensive that it has the systematic effect of unreasonably interfering with or depriving someone of educational, institutional, or employment access, benefits, activities, or opportunities, or the conditioning/denial of benefits or privileges based upon another’s agreement or refusal to submit to sexual advances. Students, employees, and visitors who are subject to, or who witness unwelcome conduct of a sexual nature, are encouraged to report the incident(s) to appropriate University officials.

Examples of Harassment: Not all workplace or educational conduct that may be described as “harassment” affects the terms, conditions, or privileges of employment or education. For example, a mere utterance of a gender-based label which creates offensive feelings in an employee or student would not normally affect the terms and conditions of their employment or education. However, other circumstances may negatively affect the employment or educational environment, such as:

• A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student agrees to the request.
• A student repeatedly sends sexually oriented jokes in an email list s/he created, even when asked to stop, causing one recipient to avoid the sender on campus and in the residence hall in which they both live.
• Explicit sexual pictures are displayed on an exterior door, or on a computer monitor in a public place.
Two supervisors frequently “rate” several employees’ bodies and sex appeal, commenting suggestively about their clothing and appearance within their earshot.

A professor engages students in discussions in class about their past sexual experiences, yet the conversation is not in any way related to the subject matter of the class. The professor probes for explicit details, and demands that students respond to him/her, though they are clearly uncomfortable and hesitant.

An ex-girlfriend widely spreads false stories about her sex life with her former boyfriend to his clear discomfort, making him a social outcast on campus.

Any complaints or inquiries regarding sexual harassment of a student by an officer, faculty member, or staff member 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. Any complaints or inquiries regarding sexual harassment of a student by another student should be brought to the immediate attention of Sexual Misconduct Officer, Kathleen Smith, or the Title IX Coordinator, at (405) 325-2215, smo@ou.edu. The University will investigate such claims promptly and thoroughly. If, for any reason, a student/employee wishes to complain or inquire about sexual harassment, 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 or complaints will receive a prompt and thorough investigation through the appropriate office.

### III. Information for Reporting Sexual Assault and Other Sexual Misconduct

A. Anyone who has experienced or has knowledge about sexual misconduct, gender-based violence, rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence 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, Oklahoma 73019
  (405) 325-3549
  bjm@ou.edu

- **Kathleen Smith, Sexual Misconduct Officer**
  301 David L. Boren Blvd., Suite 1000
  Norman, Oklahoma 73019
  (405) 325-2215
  smo@ou.edu

- **Faustina Layne, Associate Equal Opportunity and Title IX Officer**
  1105 N. Stonewall Ave, LIB 164H
  Oklahoma City, Oklahoma 73117
  (405) 271-2110
  faustina-layne@ouhsc.edu

- **Kate Stanton, Associate Title IX Coordinator – HSC Student Affairs**
  1106 N Stonewall Ave, Suite 300
  Oklahoma City, Oklahoma 73116
  (405) 271-2416
  kate-stanton@ouhsc.edu
Complaints can also be submitted online at:
http://www.ou.edu/content/dam/eoo/documents/Sexual%20Assault-Harassment%20Complaint%20Form.pdf.
An online complaint 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 OUHSC Police Department at (405) 271-4300 (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 without an obligation to inform University officials unless you request that the information be shared. Parties wishing to report confidentially, may do so by contacting:

- HSC Student Counseling Services: (405) 271-7336
- OU Advocates: (405) 615-0013
- University of Oklahoma Ombudsperson: Gloria White (405) 325-3297 (for Faculty/Staff Only)
- Additionally, attorneys, clergy members, licensed counselors or physicians who are engaged in such capacity may keep such reports confidential.

With limited exceptions, all university employees are mandatory reporters and must report conduct that could constitute sexual harassment/sex discrimination/sexual misconduct under this policy. 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, Kathleen Smith, (405) 325-2215, Faustina Layne, Associate Title IX Officer, (405) 271-2110, or Associate Title IX Officer Kate Stanton, (405) 271-2416, 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.

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 OUHSC Police Department at (405) 271-4300 if the incident occurred on campus or the Oklahoma City Police Department at (405) 231-2121 if the incident occurred off campus in Oklahoma City. 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 Oklahoma City, the Rape Crisis Center, (405) 943-7273, can provide advice and discuss options for how to proceed. OU students and employees can also contact OU Advocates at (405) 615-0013 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. In Oklahoma City, the Sexual Assault Nurse Examiner (SANE) collaborates with the following hospitals. These hospitals may care for any physical injuries you may have and provide other services related to sexual assault:

   Midwest Regional Medical Center  
   2825 Parklawn Dr., Midwest City, OK 73110

   Integris Southwest Medical Center  
   4401 S. Western Ave. OKC, OK 73109

   Integris Baptist Medical Center  
   3300 NW Expressway, OKC, OK 73112

The YWCA can also arrange for a specific forensic medical examination to be conducted by contacting the Sexual Assault Hotline at (405) 943-7273.

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, (405) 615-0013, 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 OUHSC Police Department at (405) 271-4300 (non-emergency) or the campus Associate Title IX Coordinator at (405) 271-2416 or the Sexual Misconduct Officer at (405) 325-2215, so that those orders can be observed on campus.

C. Reporting parties may request certain interim measures or other assistance and no formal complaint or investigation, administrative or criminal, need occur before these options are available. Examples of interim measures include:

- Assistance in filing a complaint with the University and appropriate law enforcement agencies
- Assistance in filing for an Emergency Protective Order
- No Contact Order
- Change of class schedules and academic support
- Alternate housing arrangements
- Transportation arrangements and campus escorts
- OU Advocates
- Counseling services
- Blocking emails
- Other measures, as needed

B. Campus Resources
Sexual Misconduct, Harassment, and Discrimination Policy

Title IX/Sexual Misconduct Office (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 (HSC-OKC 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 HSC-OKC campus.
Website: www.ou.edu/eoo
Email: faustina-layne@ouhsc.edu
Phone: (405) 271-2110
or
Email: kate-stanton@ouhsc.edu
Phone: (405) 271-2416

Equal Opportunity Office
To report issues on discrimination 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 of its policies, practices, or procedures.
Website: www.ou.edu/eoo
Phone: (405) 325-3546 or (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 (405) 271-2416 in OKC

OUHSC Police Department
To report criminal violations or safety concerns.
Website: http://www.ouhsc.edu/police/home.aspx
Phone: (405) 271-4300 (non-emergency)

OU Advocates
(via Women's Outreach Center) Advocate and referral resource for sexual assault/misconduct issues for students, faculty or staff.
Website: www.ou.edu/womensoc
Phone: (405) 615-0013

HSC Student Counseling Services
(via OUHSC Student Affairs)
Website: students.ouhsc.edu/scs.aspx
Phone: (405) 271-7336

OU Physicians Student Health and Wellness Clinic
Provides non-emergency medical services to current OUHSC students
Website: http://students.ouhsc.edu/SHWC.aspx
E. Community Resources

YWCA Domestic Violence Hotline

*Provide confidential crisis intervention, referrals, and information about domestic violence.*

Phone: (405) 917-9922

YWCA Sexual Assault Hotline

*Provide confidential crisis intervention, referrals, and information about sexual assault.*

Phone: (405) 943-7273

Oklahoma City Police Department

*Provides law enforcement support.*

Website: [http://www.okc.gov/okcpd/](http://www.okc.gov/okcpd/)

Phone: (405) 231-2121 (non-emergency)

Hospitals

- **Midwest Regional Medical Center**
  2825 Parklawn Dr., Midwest City, OK 73110

- **Integris Southwest Medical Center**
  4401 S. Western Ave. OKC, OK 73109

- **Integris Baptist Medical Center**
  3300 NW Expressway, OKC, OK 73112

Additional campus and community resources can be found at [https://notonourcampus.ou.edu](https://notonourcampus.ou.edu).

IV. **University Procedures for Addressing Policy Violations of Sexual Assault and Other Sexual Misconduct**

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 reporting party wishes to access local community agencies and/or law enforcement for support, the University will assist the reporting party in making these contacts. The Title IX Coordinator or his/her designee will offer interim or long-term measures such as opportunities for academic assistance, changes in housing for the reporting party or the responding student/employee, changes in working situations, as well as other assistance that may be appropriate and available on campus or in the community (such as health care, legal assistance, visa and immigration assistance, No Contact Orders, campus escorts, transportation assistance, targeted interventions, etc.) If the reporting party so desires, he/she will be connected with a counselor or victim’s advocate on or off campus. No reporting party 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 reporting party requests, or the University believes it is necessary, the Title IX Coordinator will initiate a prompt, fair and impartial process to be initiated, commencing with an investigation. 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/ezo/documents/Investigative%20Policy.pdf

In any complaint of sexual assault, sexual misconduct, stalking, dating violence, domestic violence, or other gender-based discrimination covered under Title IX, the reporting party and the responding party are entitled to the same opportunities for a support person or advisor of their choice throughout and to fully participate in the process, including any meeting, conference, hearing or other procedural action. 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. Where information must be shared to permit the investigation to move forward, the reporting party will be informed. 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 reporting party’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.

The Title IX Coordinator is ultimately responsible for assuring in all cases that the behavior is brought to an end, the University acts to reasonably prevent its recurrence and the effects on the reporting party and the community are remedied. Accordingly, the Title IX Coordinator in conjunction with other offices, including Student Conduct, HSC 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 covered 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.

V. 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 employs protective measures such as interim suspension and/or administrative No Contact Orders in any case where a student/employee’s behavior represents a risk of violence, threat, pattern, or predation. A student/employee who is found to have committed sexual assault 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
Sexual Misconduct, Harassment, and Discrimination Policy

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 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

1. **Verbal Warning**: A verbal notice that the behavior was inappropriate.

2. **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.

3. **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.

4. **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.

5. **Restitution**: Repayment for damages or misappropriation of property. This may include monetary compensation or other related service(s), such as cleaning or restoration.

6. **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.

7. **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.

8. **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.

9. **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.

10. **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.

11. **Restriction or Denial of University Services**: Restricted from use or denial of specified University services, including participation in University activities.

12. **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.

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 role 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.

VI. 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, emails, guest speakers, and events such as Take Back the Night, The Red Flag Campaign, White Ribbon Campaign, Domestic Violence Awareness Month and Lunch and Learn, Sexual Assault Awareness Month, and Stalking Awareness Month.


VII. Sex Offenders

In accordance to the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, 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/svor/f?p=105:1.

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 (OUHSCPD) 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.

VIII. Definitions

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

Awareness programs mean 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.

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.
On Campus:

- Never walk alone at night. Call a friend or (405) 271-4300 for an OUHSC PD security escort.
- 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 to one of the “blue light” emergency phones around campus.
- Never leave personal items unattended or unlocked.
- Emergency 911 telephone calls on cellular telephones will not be answered by OUHSC PD but will be directed to a 911 Call Center. For faster assistance, please advise the officer who answers the telephone that your emergency is occurring on the OUHSC campus and you will be forwarded to the OUHSC PD Communications Center.

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 taxi or friend, to get home safely.

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.

**DO:** Immediately contact your credit card company about charges on your credit card that you didn’t make.

**DO:** Find out why your card is unexpectedly denied.

**DO:** Shred receipts, bills and other documents that might have personal information written on them.

**DO:** 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 OUHSC PD 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

**DON’T:** Share your passwords with anyone, even family and close friends.

**DON’T:** Ignore calls from creditors about charges. This could be the first sign that your identity has been stolen.

**DON’T:** Reply to e-mails that request personal information. These messages are called phishing messages, and they are a common tool of identity thieves.

**DON’T:** Leave paperwork that contains personal information lying around for others to see and steal.

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.

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.

Social Networking Sites:

- Don’t become obsessed by photos or images. Versions of online information can become overly identified and lead to identity theft and cyberstalking.
- Protect your passwords.
- Don’t post personal information that you are uncomfortable having others see, including parents, potential employers, instructors, etc.
- Trust your instincts.
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

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**DID YOU KNOW?**
The entire text of OU’s Faculty and Staff Handbooks is available online at:

**Staff handbook**
http://hr.ou.edu/Policies-Handbooks

**Faculty handbook**
www.ouhsc.edu/provost/FacultyHandbook.asp

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**Illegal Use and Sale of Alcohol and Drugs**

**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.

- **Student Counseling Services:**
  Student Counseling Services provides all HSC students with individual, couples, and group counseling services.

- **Licensed Alcohol and Drug Counselor:**
  The university employs a certified alcohol and drug counselor to assist in student counseling and program development.

For more information about the availability of these programs, call HSC Student Affairs (405) 271-2416 or Human Resources (405) 271-2184.
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 HSC 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 10 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.
STUDENT RIGHTS AND RESPONSIBILITIES CODE

All members of the university community can access the entire University of Oklahoma Student Code at:

http://students.ouhsc.edu

Violations of Law and University Policy

The Student Rights and Responsibilities Code and Procedure allow the University to take Code action for charges that arise out of violation of law and/or activities that violate University policy. Specifically, prohibited conduct includes violations of local, state or federal law.

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.
EQUAL OPPORTUNITY POLICY

The University of Oklahoma, 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, gender identity, gender expression, age, 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, financial aid, and educational services.

Inquiries regarding non-discrimination policies may be directed to: Bobby J. Mason, University Equal Opportunity Officer and Title IX Coordinator, 405-325-3546, bjm@ou.edu, or visit http://www.ou.edu/eoo.html.

NON-DISCRIMINATION POLICY

Diversity is one of the strengths of our society as well as one of the hallmarks of a great university. The University supports diversity and is committed to maintaining employment and educational settings that are multicultural, multiracial, multiethnic, and all-inclusive. Respecting differences is one of the University’s missions.

The University does not discriminate or permit discrimination by any member of its community against any individual based on race, color, religion, political beliefs, national origin, age (40 or older), sex (see Sexual Misconduct, Discrimination and Harassment policy http://www.ou.edu/content/eoo/policies), sexual orientation, genetic information, gender identity, gender expression, disability, or veteran status in matters of admissions, employment, financial aid, housing or services in educational programs or activities the University operates.

University policy also prohibits retaliation against a person for filing a complaint of discrimination or harassment under this policy or other applicable federal, state or local laws. This policy also prohibits retaliation against any person who assists someone with a complaint of discrimination or harassment or who participates in any manner in an investigation or resolution of a complaint of discrimination or harassment.

DISABILITY POLICY

The University will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship or would result in a fundamental alteration in the nature of the service, program or activity or would result in undue financial or administrative burdens. The term “reasonable accommodation” is used in its general sense in this policy to apply to employees, students and visitors.

Reasonable accommodation may include but is not limited to:
• Making existing facilities readily accessible and usable by individuals with disabilities;
• Job restructuring;
• Part-time or modified work schedules;
• Reassignment to a vacant position if qualified;
• Acquisition or modification of equipment or devices;
• Adjustment or modification of examinations, training materials, or policies;
• Providing qualified readers or interpreters; or
• Modifying policies, practices and procedures.

Complaints of disability discrimination may be brought through the University’s Equal Opportunity Office for Norman based programs: (405) 325-3546 and for Oklahoma City Health Sciences Center based programs: (405) 271-2110 or see http://www.ou.edu/home/eoo.html.

EQUAL OPPORTUNITY OFFICE CONTACT

Norman Campus and Norman-based Tulsa Programs
Disability Resource Center (Norman Campus)
Room 166
Goddard Center
Norman, OK 73019
(405) 325-3852 (Voice)
(405) 325-4173 (TDD)
(405) 325-4491 (Fax)
drc@ou.edu | http://www.ou.edu/drc

Health Sciences Center Campus and HSC-based Tulsa Programs
1105 N. Stonewall Ave, Suite 164H
Oklahoma City, OK 73117
(405) 271-2110
The University of Oklahoma Health Sciences Center Police Department provides law enforcement services on the Oklahoma City campus. Anyone who is the victim of or observes a crime should contact the Police Department (OUHSC PD) 911 from any on-campus telephone. A follow-up will be conducted of any reported crime for which sufficient information is provided to enable officers to carry out an investigation. All crimes should be reported to enable the police to best utilize their resources.

Officers of OUHSC PD are commissioned and sworn peace officers as authorized by state law, and have full law enforcement authority and powers. Additional non-commissioned uniformed employees (Security) provide patrols in various sections of campus, including residential Housing, the academic area, and various locations on the HSC Campus. OUHSC police officers are on duty 24 hours daily year-round. HSC has a campuswide outdoor emergency telephone network. Crime awareness programming is provided for new students each fall and upon request to students or student groups throughout the year. OUHSC PD also provides brochures on a number of prevention topics, from malicious telephone calls to sexual assault. OUHSC PD works closely with HSC Student Affairs to develop and deliver new and additional programming as needs are identified.

HSC campus facilities normally are open for access during conventional business hours. Security hours for academic facilities are established by the budget unit which controls them.

OUHSC PD maintains an excellent working relationship with the Oklahoma City Police Department, and local law enforcement agencies, which routinely informs OUHSC PD of crimes occurring off-campus that involve or may be of concern to students. The University of Oklahoma HSC operates no off-campus housing or off-campus student organization facilities. If OUHSC PD is contacted about criminal activity occurring off-campus involving an OU HSC student(s) the OUHSC PD having no jurisdiction will be limited to information sharing, coordination, and cooperation with the investigating agency upon request.

Possession, use, and sale of alcoholic beverages and illegal drugs are regulated by state law. The university has a policy on prevention of alcohol abuse and drug use on campus and in the workplace (see page 19). This and other policies are disseminated in the Student Handbook and the Faculty and Staff Handbooks.

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 to all employees and current students and is available to prospective students and employees on request.

In addition, OUHSC PD participates in the FBI’s Uniform Crime Report program through the Oklahoma State Bureau of Investigation. The annual UCR Report (Crime in America) is available in most public libraries.
The University of Oklahoma Police Department on the Norman and Health Sciences Center Campuses, in consultation with their campus Vice President of Administration and Finance or his/her designee and OU Security on the Schusterman Center campus in consultation with the OU-Tulsa president or his/her designee, are responsible for issuing Timely Warnings and Emergency Notifications to the campus community. OUHSC 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 OUHSC 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 OUHSC 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, OUHSC 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 OUHSC 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. OUHSC PD will test the system three times a year. These messages will be clearly identified as test messages from the Emergency Communication System.

**Emergency Operations Plan:** OUHSC’s Emergency Operations Plan includes information concerning emergency response organization, response teams, shelter-in-place and evacuation guidelines. Departments are responsible for developing contingency plans for areas of responsibility. OUHSC conducts emergency response exercises each year including table top exercises, field exercises and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency capabilities of the campus. The OUHSC Emergency Operations Plan and General Emergency Evacuation Procedures may be found at http://www.ouhsc.edu/police/EmergencyManagement/EmergencyOperationsPlan.aspx.

OUHSC Emergency Response Group, which includes the Emergency Policy Group and the Emergency Operations Group, Incident Command and OUHSC PD supervisors and officers have received or are receiving training in Incident Command and the National Incident Management System. When an incident occurs on campus that causes an immediate threat, the first responders to the scene, including OUHSC PD, Oklahoma City Fire Department, Oklahoma City 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 OUHSC departments, local or federal agencies may also be involved in the response and utilization of OUHSC’s Emergency Operations Center.

**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/General.htm.
**CAMPUS SECURITY AUTHORITIES**

CSAs have an important role in complying with the Clery Act. Crime reports provided by CSAs are used by OUHSC to:

- Fulfill its responsibility to annually disclose Clery crime statistics, and
- 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 OUHSC Police Department (“OUHSC PD”) if the incidents occurred within OUHSC’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.

**CAMPUS SECURITY AUTHORITIES**

**OUPD - Campus Safety**
Chief of Police
Police Officers
Campus Security Officers
Police Dispatchers

**Academic Administration**
Senior Vice President and Provost
Vice President for Research
Vice-Provost for Health Sciences
Vice Provost for Academic Affairs and Faculty Development
Assistant Vice Provost for Academic Affairs
Assistant Vice Provost for Academic Technology
Associate Vice Provost for Clinical and Translational Science
Associate Vice Provost for Community Partners and Health Policy
Assistant Provost for Diversity and Community Partnerships
Assistant Vice Provost for Project Management
Registrar
Director, Robert M. Bird Library

**Administration and Finance**
Vice President for Administration and Finance
Associate Vice President for Administration and Finance - Chief Financial Officer
Associate Vice President and Chief Human Resources Officer
Associate Vice Provost for Purchasing and Printing Services
Associate Vice President for Administration and Finance-Facilities
Assistant Vice President for Administration and Finance-Controller
Assistant Vice President for Administration and Finance-Director of Enterprise and Risk
Director, Administrative Support Services
Director, Budget
Director, Landscape Services
Director, Operations
Director, Parking and Transportation Services
Director, University Health Club

**Colleges**

**College of Allied Health**
Dean
Associate Dean
Associate Dean for Administration and Finance
Assistant Dean of Academic Affairs
Assistant Dean for Student Affairs
All Department Chairs
All Directors

**College of Dentistry**
Dean
Associate Deans
Associate Dean for Academic Affairs
Associate Dean for Finance and Administrative Affairs
Interim Assistant Dean for Admissions and Student Affairs
Assistant Dean for Research and Advanced Programs
Assistant Dean for Quality Assurance and Compliance
Assistant Dean for Clinical and Preclinical Education
All Department Chairs
All Directors

**Graduate College**
Dean
All Associate Deans and Directors

All Department Chairs
All Program Coordinators

**College of Medicine**
Executive Dean
Senior Associate Dean
Associate Dean for Academic Affairs
Associate Dean for Graduate Medical Education
Associate Dean for Admissions
Associate Dean for Student Affairs
Associate Dean for Research
Associate Dean for Clinical Affairs
Associate Dean for Medical Education
Associate Dean for Continuing Professional Development
Associate Dean for Preclinical Curriculum
Assistant Dean for Curriculum Development
Assistant Dean for OU Medical Center Affairs
Assistant Dean for Veterans Affairs Medical Center
All Department Chairs
All Program Directors
Director of Student Affairs
Chief Executive Officer, OU Physicians
Chief Medical Officer
Executive Director of Children’s Health Services and Adult Health Services
Executive Director of Professional Liability, Risk Management, and Patient Services
All Clinical Managers

**OKC PA Program**
Chief of Physician Associate Division and Program Director
Medical Director
Director of Clinical Education
Director of Didactic Education

**College of Nursing**
Dean
Associate Deans
Associate Dean for Academic Programs
Associate Dean for Research
Associate Dean for Administration and Finance
Assistant Dean for Student and Alumni Affairs
Assistant Dean for Clinical and Community Affairs
All Department Chairs
All Directors
Director of Clinical Operations, Case Management

**College of Pharmacy**
Dean
Associate Deans
Sr. Associate Dean for Academic Affairs and Professional Programs
Associate Dean for Administration and Finance
Associate Dean for Research
Associate Dean for Student Affairs
Assistant Dean for Assessment and Evaluation
Assistant Dean for Experiential Programs
All Department Chairs
All Directors
CAMPUS SECURITY AUTHORITIES

College of Public Health
Dean
Associate Deans
Sr. Associate Dean
Associate Dean of Administration
Associate Dean of Academic Affairs
Assistant Dean for Student Services
All Department Chairs
All Directors

Disability Resource Center
Director of the Disability Resource Center
Associate Director of the Disability Resource Center

Division of Public Affairs
Vice President for Public Affairs

Division of Student Affairs
Vice President for Student Affairs and Dean of Students
Assistant Vice President, HSC Student Affairs
Director, HSC Student Affairs
Coordinator, David L. Boren Student Union

Director, HSC Student Counseling Services
Director, HSC Food Services
Manager, University Village

Information Technology
Vice President for Information Technology and
Chief Information Officer
Associate Vice President for Information Technology
Associate Vice President for Shared Services and
Chief Technology Officer
Director, Application Services
Director, Information Security Services
Director, Infrastructure Services
Director, IT Service Desk

Additional
Title IX Coordinator
Title IX Investigator
Associate Equal Opportunity Officer
Director of Compliance

Important Phone Numbers

Keep these numbers handy in case you need assistance

**Police**

For all emergencies on campus, dial 911 or pick up a blue emergency phone.

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>OUHSC PD Emergency</td>
<td>911</td>
</tr>
<tr>
<td>OUHSC PD non-emergency</td>
<td>(405) 271-4300</td>
</tr>
<tr>
<td>Weather</td>
<td>(405) 271-6499</td>
</tr>
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**Other OUHSC numbers**

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Assistance Program</td>
<td>(405) 271-2184</td>
</tr>
<tr>
<td>Employee Assistance Program (Magellan)</td>
<td>(800) 327-2513</td>
</tr>
<tr>
<td>Equal Opportunity Office</td>
<td>(405) 271-2110</td>
</tr>
<tr>
<td>Institutional Equity Office</td>
<td>(405) 325-3549</td>
</tr>
<tr>
<td>HSC Student Affairs</td>
<td>(405) 271-2416</td>
</tr>
<tr>
<td>OUHSC Fire Marshall</td>
<td>(405) 271-5522</td>
</tr>
<tr>
<td>Sexual Misconduct Officer</td>
<td>(405) 325-2215</td>
</tr>
<tr>
<td>Student Counseling Services</td>
<td>(405) 271-7336</td>
</tr>
</tbody>
</table>

**Local numbers**

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oklahoma City Fire Dept. non-emergency</td>
<td>(405) 316-6870</td>
</tr>
<tr>
<td>Oklahoma City Police Dept. non-emergency</td>
<td>(405) 297-1000</td>
</tr>
<tr>
<td>Oklahoma City Ambulance</td>
<td>(405) 297-1000</td>
</tr>
<tr>
<td>Oklahoma County Sheriff’s Office</td>
<td>(405) 713-1000</td>
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</tbody>
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<table>
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<tr>
<th>Maintenance</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing maintenance</td>
<td>(405) 271-0500</td>
</tr>
<tr>
<td>Housing Emergency</td>
<td>(405) 388-0388</td>
</tr>
<tr>
<td>Site Support</td>
<td>(405) 271-2121</td>
</tr>
<tr>
<td>After Hours Emergency Repairs</td>
<td>(405) 271-4300</td>
</tr>
</tbody>
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Handbook References

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