



2020 ANNUAL SECURITY AND FIRE SAFETY REPORT

Containing crime statistics for 2020, 2019 and 2018

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INTRODUCTION

On behalf of Tulsa Community College Police Department (TCCPD), we would like to welcome all new and returning students, faculty, staff, and visitors. I am pleased to present the 2020 Annual Security Report, which is compiled in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998. It is one aspect of our overall mission to create a safe and vibrant environment for our campus community. The men and women of the Campus Police Department are highly trained and skilled professionals who place the utmost importance on maintaining the safety of our students, faculty, staff, and visitors.

In addition to providing the mandated crime statistics, this report also strives to educate our community members in the various ways that they can collaborate in keeping themselves and our campus safe. While our department places great value in the partnerships it has formed with outside agencies at the local, state, and federal levels, our most important partners are those of you who work and learn in our campus community.

The primary focus of our work is education and that includes ensuring that students and employees educate themselves about personal safety and the safety of those around them. I invite you to read this annual report carefully and use the information to assist us in keeping our community safe. I also encourage you to access the TCC Police website at <https://www.tulsacc.edu/campus-life/campus-safety>.

Thank you for your interest,
Sean Weins
Vice President for Administration and Chief Operating Officer
Tulsa Community College

Message from the Tulsa Community College Police Chief Melvin Murdock

Thank you for taking the time to read this publication. It contains helpful information about safety and security on our campuses. The Tulsa Community College Police Department is a professional, full-service law enforcement agency with the responsibility to provide police services to all areas of our campus communities.

We are committed to establishing a partnership with the community to address safety concerns, reduce crime and improve quality-of-life issues.

This report is part of our ongoing effort to inform you of the safety programs and services available to Tulsa Community College, the steps you can take to maintain a safe and secure campus and the crimes reported to our department. It also serves as the compliance document called for by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as required by the Higher Education Opportunity Act. We take the commission of crimes against our students, faculty, staff and visitors personally and aggressively investigate reported crimes. We also collaborate with other law enforcement agencies and campus groups to reduce crime across all our campuses.

We must work to ensure that people and property are secure and that responsible, vigilant and caring individuals are willing to report suspicious and unlawful behavior immediately to the Tulsa Community College Police.

We want to provide you with direct contact and personalized service as we enforce the laws of the land and the College's rules and regulations. As a service organization, the department offers a full range of police resources, including 24-hour preventive patrols, criminal investigations and general crime prevention. Overall, the men and women of the Tulsa Community College Police Department believe in proactive law enforcement and prompt, friendly service to you and the college community.

Sincerely,

Melvin Murdock, Chief of Police

Tulsa Community College

3727 E. Apache Street

Tulsa, Ok 74115

(918) 595-4770

melvin.murdock1@tulsacc.edu

TCC POLICE DEPARTMENT SERVICES AND REPORTING

Policing Services

All policy statements contained in this report apply to all campuses unless otherwise indicated. Tulsa Community College Campus Police officers are vested with the authority and responsibility to enforce all applicable Federal, State, local laws and TCC policies and procedures. TCC police officers are empowered by Oklahoma Statute Title 74, Section 360 to provide police and other professional safety services to the College. TCC police officers are commissioned peace officers, authorized to carry firearms, and certified by the Council of Law Enforcement Education and Training (CLEET). The TCCPD has primary jurisdiction over TCC-owned and operated properties and has the same authority as municipal police officers to use police powers of arrest for criminal offenses. TCC neither owns nor operates residential housing on or off campus, therefore the jurisdictional area of the TCCPD does not include any residential areas. In addition, TCC police officers receive continuing education and training in the areas of firearms, Taser, first aid/Tactical Combat Casualty Care, mental health, legal procedures, and much more. TCCPD has an excellent relationship with city, state, and federal law enforcement agencies in its jurisdiction having developed longstanding mutual aid agreements between each other. The department is a member of the International Association Chiefs of Police (IACP) International Association Campus Law Enforcement Administrators (IACLEA), Oklahoma Association of Chiefs of Police, and the National Association of Clergy Compliance Officers and Professionals (NACCOP).

There is a signed Memorandum of Understanding (MOU), which includes investigating criminal incidents between the Tulsa Community College, and the cities of Tulsa and Sand Springs, Oklahoma, and the Muscogee Nation.

Crime Reporting

Crime victims and witnesses to a crime, regardless of the crime, are encouraged to accurately and promptly report incidents to the TCCPD or other appropriate police agency, including when the victim elects to, or is unable to, make such a report. To report a crime, the victim or witness need only to call the police dispatch phone number at (918) 595-8888 or if you are calling from a College phone, call extension 8888 and a police officer will meet them to gather information. Each month the number of incidents in each category of crime are counted and reported to the Oklahoma State Bureau of Investigation, which in turn provides the information to the Federal Bureau of Investigation. These [statistics](#) are then published and made available to the public. Each year, the FBI publishes a book of crime statistics called "Crime in the United States," which includes accurate accounting of the criminal incidents which occurred on the TCC campus.

Reporting to Meet Disclosure Requirements and Campus Security Authorities

Members of the community are helpful when they immediately report crimes or emergencies to the Tulsa Community College Police Department and/or Campus Security Authorities, as outlined

below, for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notices, when deemed necessary.

The following are the individuals who are designated by the College as Campus Security Authorities (CSA):

Chief Human Resources Officer, Senior Student Affairs Officer, Associate Vice President for Student Success and Campus Operations, Title IX Coordinator, Chief of Campus Police, Deans of Student Success and Campus Operations, Dean of Visual and Performing Arts, Student Life Coordinator, Assistant Director of Human Resources, Student Conduct Manager, Director of Wellness Services, Manager of Student Life, all TCC Police Officers (full and part-time), and all Student Organization Advisors. CSAs are responsible for reporting crimes to the TCCPD, including crimes where the victim chooses to remain anonymous. Reports filed with CSAs are counted and disclosed in the Annual Security Report. CSAs are asked to complete a [Campus Security Authority Incident Report Form](#) (pdf). Any crime report made to a Campus Security Authority can be immediately transmitted to the TCC Police. Victim support services are available, and TCC Police works with the local police to ensure timely notice is provided to students regarding crimes reported to either police or Campus Security Authorities and considered to represent a threat to others.

In certain instances, a crime victim may be reluctant to file a report fearing the process and/or loss of his/her anonymity. In such circumstances, crime victims are encouraged to consider making a confidential report to one of the designated Campus Security Authorities. At a minimum, crime victims will receive valuable referral information. Confidential reports are important because they provide valuable information that will enhance the safety of the community-at-large and they will, at least, provide a more accurate portrait of actual campus crime. Help is always available.

Daily Crime Log

A [crime log](#) is available for review 24 hours a day. The information in the crime log typically includes the case number, classification, date reported, date occurred, time occurred, general location and disposition of each crime. It does not include names of the parties involved. The daily crime log is available at any one of our campuses, ask for one of our officers, and they will be happy to supply you the most up to date copy.

Main Campuses:

Metro Campus

909 South Boston Avenue, Tulsa, Ok 74119

Northeast Campus

3727 East Apache, Tulsa, Ok 74115

Southeast Campus

10300 East 81st Street, Tulsa, Ok 74133

West Campus
7505 West 41st Street, Tulsa, Ok 74107

Non-Campus Buildings:

Riverside Community Campus and Aviation Center 112 West Beechcraft Drive, Tulsa, OK 74132

Tulsa Community College Conference Center 6111 Skelly Drive, Tulsa, OK 74135

Education Outreach Center
2201 South Garnett Road, Tulsa, OK 74129

A copy of this Report may also be obtained in-person by contacting the office of the Tulsa Community Chief of Police:

Name: Melvin Murdock
Address: 3727 East Apache, Tulsa, OK 74115
Phone: 918-595-4744
Email: melvin.murdock1@tulsacc.edu

Confidential Crime Reporting

Confidential reporting of crimes is allowed at Tulsa Community College. TCCPD encourages anyone who is the victim or witness of any crime to promptly report the incident to the police. TCCPD does not have a voluntary confidential reporting process because police reports are public records under state law, thus TCCPD cannot hold reports of crime in confidence. If a person does not wish to report an on-campus crime or suspected crime to the police, that person may anonymously report it by sending an email to tccpolice@tulsacc.edu. In the subject line, clearly state this is a confidential report of a crime and Campus Police will not contact you.

Confidential Reporters will maintain confidentiality except in extreme cases of immediate threat or danger, or suspected abuse of a minor. Confidential Reporters will submit timely, anonymous, aggregate statistical information for Clery Act purposes unless they believe it would be harmful to a specific employee or student.

The Title IX Coordinator, Campus Security Authorities and Confidential Reporters are asked to complete a [Campus Security Authority Incident Report Form \(pdf\)](#).

Confidential Reporters may leave off information that could identify the reporting person. The incident form is to help collect statistical information.

CRIMES DISCLOSED TO A PASTORAL OR MENTAL HEALTH COUNSELOR

To be exempt from disclosing reported offenses to appropriate Tulsa Community College officials, a pastoral or mental health counselor must be acting in their role as a pastoral or professional counselor. This exemption does not relieve counselors of the duty to exercise reasonable care to protect a foreseeable victim from the danger posed by the person being counseled. When speaking to a victim or witness to a crime, counselors are encouraged to inform the individual to report the crime to the police.

A pastoral counselor is an employee of the institution who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.

A professional counselor is a person whose official responsibility includes providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition also applies to professional counselors who are not employees of the institution but are under contract to provide counseling to the institution.

The Tulsa Community College Police Department encourages pastoral and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling to voluntarily report the incident to the Tulsa Community College Police Department on a confidential basis for inclusion of the annual disclosure of crime statistics.

REPORTING CRIMES

To report a crime or emergency, a person, victim or witness can dial 911, or call 918-595-8888. Any reporting method will spur a response of police, fire, ambulance or other first responders. Also, the victim of a crime may request support personnel, such as ministers and rape crisis or domestic violence counselors, during or after reporting the incident.

Additionally, crime victims may be eligible for funds through victims' compensation laws administered by the local district attorney's office.

Prompt reporting of criminal activity to the police enables a quick response, a timely warning, and a safer campus for everyone.

If you are the victim of a crime or a witness to one, you should do the following:

1. **Call the police immediately:** Dial 911 for emergencies or call 918-595-8888.
2. **Obtain a description:** Attempt to obtain a description of the offender(s), including gender, age, race, hair, clothing and distinguishing features. Also, attempt to obtain a description and license number of any vehicle(s) involved. Note the direction of travel of any offender(s) or vehicle(s) and report these to the police.
3. **Preserve the crime scene:** Do not touch any items involved in the incident. Close off the area of the event, and do not allow anyone in the crime area until police arrive.

Response to a Report

Dispatchers are available at the respective telephone numbers 24/7 to answer your calls. In response to a call, TCCPD will take the required action, either dispatching an officer or asking the victim to report to TCCPD to file an incident report. All reported crimes will be investigated by the College and may become a matter of public record. TCCPD Investigators will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Conduct and Community Standards. If assistance is required from one of the local Police Departments or one of the local Fire Department, TCCPD will contact the appropriate unit.

PREPARATION OF THE ANNUAL CRIME STATISTICS DISCLOSURE

Tulsa Community College policies and procedures require the publication of annual crime statistics. Included in this report are crimes reported to the TCCPD and other campus officials, including College Counseling Services, Student Conduct Services, and local law enforcement. A member of the Clery Compliance Team will; mail a letter to the Tulsa County Sheriff's Office, Tulsa Police, Sand Springs Police and the Owasso Police Department(s) records division requesting crime stats. Campus crime, arrest and referral statistics include those reported to the Tulsa Community College Police, designated campus security authorities and local law enforcement agencies. When a campus security authority becomes aware of a crime, they are required to complete a report that does not contain any personally identifying information about the students or persons involved. The report is then submitted to the Tulsa Community College Police, who are responsible for compiling and preparing the statistics.

All the statistics are gathered, compiled, and reported to the College community via this report, which is published by Tulsa Community College Police Department. TCCPD submits the annual crime statistics published in this brochure to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website.

The crime and arrest statistics reported are those that occurred within the Clery Geography boundaries of campus. Crimes occurring on public property within and immediately adjacent to

campus are also reported when available. Crime statistics concerning other locations that are not Clery reportable are available at the following locations.

- Tulsa County Sheriff's Office
- Tulsa Police
- Sand Springs Police
- Owasso Police
- Muscogee Creek Nation Police

NOTICE OF AVAILABILITY OF ANNUAL SECURITY REPORT

Federal law requires institutions of higher education, like TCC, to annually prepare and publish a report concerning campus crime statistics and security policies. The report is distributed through appropriate publications, mailings, or computer networks to all current students and employees and all prospective students and employees upon request.

A copy of this report may be obtained online at <https://www.tulsacc.edu/campus-life/campus-safety/clery-act> and in-person by visiting one of our TCC Police offices.

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TIMELY WARNINGS

To help prevent crimes or serious incidents, the Tulsa Community College Campus Police Department, in conjunction with other departments on campus, issue timely warnings to notify Tulsa Community College community members about crimes or other serious incidents in and around the community. If a situation arises within the TCC Clery Geography (On Campus, Public Property and Non-campus property), that in the judgment of (one of the following) based upon availability Vice President for Administration Chief Operating Officer, Legal Counsel, Chief of Police, Assistant Chief of Police, Director of Emergency Operations, or their designees, constitutes an ongoing, continuing or serious threat, a campus-wide Timely Warning will be issued. The warnings will be issued through the TCC Alerts Emergency Notification system. This system will send out College-wide group emails and text messages from TCC Alerts to all students, faculty, and staff.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger TCC community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Click here to enter text., or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the Vice President for Administration Chief Operating Officer, Legal Counsel, Chief of Police, Assistant Chief of Police, Director of Emergency Operations, or their designees.

Timely Warning Notices may also be posted for other crime classifications and locations, even though that is not required by the law by the Vice President for Administration Chief Operating Officer, Legal Counsel, Chief of Police, Assistant Chief of Police, Director of Emergency Operations, or any of their designees.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences. Timely Warning Notices are typically developed, written and distributed by the Marketing and Communications Department, or designee.

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

The purpose of timely warnings is to provide the Tulsa Community College community with information to enable people to protect themselves. Anyone with information warranting a timely warning should report the circumstances to TCC Police at 918-595-8888.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES STATEMENT & POLICY

Tulsa Community College Emergency Operations Plan

This plan identifies the functional groups, management structure, key responsibilities, emergency assignments and general procedures to follow during emergency conditions. The plan is activated whenever emergency conditions exist in which normal operations cannot be performed, and immediate action is required to:

- Serve and protect lives
- Coordinate communications
- Prevent damage to the environment, systems, and property
- Provide essential services
- Temporarily assign college staff to perform emergency work
- Invoke emergency authorization to procure and allocate resources
- Activate and staff the Emergency Operations Center(s) (EOC)

The following crisis levels have been established in order to guide Tulsa Community College on EOC activation:

A **low-level emergency** is a minor emergency that results in minor injuries or minor damage to facilities and affects a single, localized area of the campus. Normal college response services that may be considered part of daily tasks or responsibilities will be capable of managing the incident without activation of an Emergency Operations Center.

A **medium-level emergency** is a major emergency that is larger in scope and intensity and more severe in actual or potential impact than a low-level emergency. Medium-level incidents will likely require activation of a Campus Response Team EOC. Coordination between two or more departments may be required for an effective response to the incident. The incident may result in significant damage to college facilities or severe injury to members of the campus community. A medium-level incident may affect one or more areas of the campus.

A medium-level emergency may involve the following:

- A disruption of College activities, but not likely to be long-term
- The implementation of a building evacuation or shelter-in-place procedure
- College-wide warning and public instruction with emergency response directions
- Assistance from local response agencies and contractors

A **high-level emergency** is a disaster involving the occurrence or threat of significant casualties or widespread property damage that is beyond the capabilities of the college or local government to handle. It will require the activation of one or more Campus Response Team EOCs, and possibly the activation of the College-Wide Emergency Management Team.

A high-level incident may result in major damage to several facilities or multiple campuses, mass casualties, and severe injury to members of the campus community. The incident will not be localized to a single area but will affect the entire campus, and possibly multiple campuses. The college may need to request assistance from several external support teams at the local, state, and federal level in order to properly respond.

A high-level emergency includes the following:

- A substantial disruption of college functions and is likely to be long term
- The implementation of large-scale evacuation or shelter-in-place and implementation of temporary shelter and mass care operations
- Community-wide warnings and public instructions

NOTIFICATION TO COLLEGE COMMUNITY ABOUT AN IMMEDIATE THREAT

In the event of an emergency, Tulsa Community College will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the College community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employee and visitors.

The TCCPD staff is responsible for confirming if there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Tulsa Community College community, sometimes in conjunction with campus administrators, local first responders

and/or the national weather center. A member of the Police Department and/or Vice President for Administration Chief Operating Officer, Legal Counsel, Chief of Police, Assistant Chief of Police, Director of Emergency Operations, or any of their Designees, will collaborate to determine the content of the message will utilize some or all of the systems described below to communicate the threat to the Tulsa Community College community, or appropriate segment of the community if the threat is limited to a particular building or segment of the population. The TCCPD will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the responsible authorities including Vice President for Administration, Legal Counsel, Chief of Police, Assistant Chief of Police, Director of Emergency Operations, or any of their Designees, compromise efforts to assist a victim, or to contain, respond to or otherwise mitigate the emergency.

Notification will be made by using some or all of the following methods depending on the type of emergency: College Alert System (which contains email, cell phone text, voice message alert); fire alarm (where available), public address systems (where available), official College social media accounts, digital signage (where available), local media, webpage and/or in person communication. If any these systems fail or the College deems it appropriate, in person communication may be used to communicate an emergency.

RAVE GUARDIAN TCC ALERTS, Fire Alarm, or Public Address System

System to use	Primary Message Creator	Backup Message Creator	Authority for approving & sending messages	Primary Message Sender/Distributor	Backup Message Sender/Distributor
PRIMARY	Emergency Manager	Legal Counsel	Legal Counsel	Dir Mkt. Communications	Dispatch Supervisor
SECONDARY	Chief of Police	VP and COO	VP and COO	Project Coordinator	Dir Mkt. Communications

College Social Media Accounts, Digital Signage, and Webpage

System to use	Primary Message Creator	Backup Message Creator	Authority for approving & sending messages	Primary Message Sender/Distributor	Backup Message Sender/Distributor
PRIMARY	Dir Mkt. Communications	Legal Counsel	Legal Counsel	Dir Mkt. Communications	Emergency Manager
SECONDARY	Chief of Police	VP and COO	VP and COO	Emergency Manager	Dir Mkt. Communications

To opt-in for emergency text and voice messaging, students, faculty, and staff can do so at the following website <https://www.tulsacc.edu/campus-life/campus-safety/rave-guardian4tcc>.

The content of the message will vary depending on the situation. At a minimum, the messages will describe the emergency, provide basic instructions to the community and will direct them to where they can receive additional information.

Follow-up information will be distributed using some or all the identified communication systems (except fire alarm).

The local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents and other interested parties. The larger community can also access emergency information via the Tulsa Community College homepage and/or social media.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

PROCEDURES TO TEST EMERGENCY RESPONSE AND EVACUATION

Facilities and TCC Police staff evaluate the College's emergency response systems each semester. This evaluation process includes the activation of fire and tornado alert systems at each campus to determine if audible alarm signals, strobes, PA and voice messaging components are functional. The evaluation includes the Campus Engineer, the Facility Manager, Campus Supervisor, members of the alarm company, and other vendors as needed. The Campus Public Safety committee schedules fire and tornado drills each semester at all Tulsa Community College locations.

The Tulsa Community College Emergency Manager uses tabletop exercises to review procedures and practice our response in various scenarios to include fires, tornados, hazardous chemical spills, active shooters on campus, power outages, gas leaks, and the proper evacuation of disabled persons and use of the mobile radios carried by staff. When conducting actual tests, Tulsa, and Sand Springs Fire and Police departments are invited to observe the evacuation process, and post-meeting notes are shared as well.

Most tests are unannounced to students, faculty, and staff. We conduct announced, unannounced tests, and various other preparedness scenarios each semester. In conjunction with other emergency agencies, the College conducts emergency response tests and exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. The documented test is uploaded to the Oklahoma School Security Institute through the Emergency Drill Reporting portal.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all the requirements of the Higher Education Opportunity Act.

MEDICAL EMERGENCIES

Steps to take in a medical emergency:

1. Do not move the patient unless their life is in danger.
2. Have someone stay with the patient until help arrives.
3. Call 911. Tell them your name, your exact location and a brief description of the problem. Do not hang up until told to do so.
4. If available have a second person call TCC Police at 918-595-8888.
5. If available have someone meet emergency personnel to guide them to the patient.

CRIME PREVENTION

Through a cooperative effort between TCC police, metro police departments, dean of students, facility managers and engineers, and faculty; programs on personal safety and security are conducted several times a semester on each campus. Tulsa Community College does not have off-campus student organizations or residence halls. However, a security system has been added including motion and alarm sensors and video cameras in strategic areas. Access control points are continuously being developed, and perimeter doors are monitored via video cameras. Campus doors are secured, and most are monitored during non-business hours. This is an ongoing project at each campus meant to control access and provide students and staff greater safety and security.

All crime prevention and security awareness programs encourage students and employees are encouraged to be responsible for their own security and the security of others.

PERSONAL SAFETY

The following precautions provide guidance and helpful tips to help prevent crime on campus:

General Precautions and Crime Prevention Tips:

- Program the TCCPD's phone number into your cell phone. Report any suspicious activity to

the Tulsa Community College Police Department immediately.

- Never take personal safety for granted. Always be aware of your surroundings.
- Try to avoid walking alone at night. Request an escort from the TCCPD by calling 918-595-8888.
- Limit your alcohol consumption and leave social functions that get too loud or too crowded, or that have too many people drinking excessively. Remember to call the TCCPD or Tulsa Police Department for help at the first sign of trouble by calling 911.
- Use lighted walkways and thoroughfares, even if it means going out of your way.
- Carry only small amounts of cash and keep purses, backpacks and money belts close to the body.
- Do not struggle if someone attempts to take your property.
- Never leave valuables (wallets, purses, books, calculators, laptops, etc.) unattended.
- Carry your keys at all times and do not lend them to anyone.
- Lock up bicycles and motorcycles. Lock doors and close windows when leaving your car.
- Remember to lock the doors at your residence. Be sure that your door is locked to your residence when you go to sleep, and keep windows closed and locked when you are not at home.
- Do not leave valuables in your car, especially if they can be easily noticed.
- Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value.

At home or in an apartment building:

- Keep your room door locked when you are sleeping.
- Never let unauthorized persons come into your room or enter apartment security doors. Always ask to see proper identification.
- Never prop open inside or outside doors.
- Do not hide keys outside your room or apartment. Do not put your name or address on your key rings.
- Avoid working or studying alone in a campus building.
- Never dress in front of a window. Close blinds or curtains after dark.
- If an intruder inside your room awakens you, do not attempt to apprehend the intruder. Try to get an accurate description of the intruder and call the police.
- Any suspicious activity should be reported to the TCCPD or your local Police immediately.

Police Escort Service

If there is ever a time, whether coming to the campus or leaving the classroom heading to your car, and you would like a safety escort, the TCC Police is happy to assist you. Simply call 918-595- 8888 and request an officer. We are here to serve and genuinely happy to assist.

When driving:

- Park your vehicle in a well-lit and populated area.
- Have your car keys in your hand when approaching your vehicle so you can enter quickly.
- Scan the area before getting into your vehicle and always check underneath your car upon approach and in the rear seat for intruders before entering the automobile.
- Lock your doors and keep windows rolled up whenever possible.
- Drive on well-traveled and well-lit streets.
- Never hitchhike, and never pick up hitchhikers.
- If someone tries to enter your stopped vehicle, sound the horn and drive to a safe area such as a convenience store.
- If your vehicle breaks down, ask any person who stops to help to call the police. Do not allow any person access to you or inside your car. Roll down your window no more than an inch. Be aware that an accident may be staged to provide the other driver an opportunity to commit a criminal act.
- Leave enough room between your car and the one ahead so you can drive around it if necessary.
- Call ahead when driving to your home or apartment late at night and have someone watch you walk from your car to the residence.
- Limit distractions such as cell phones.

While walking or jogging:

- Avoid walking or jogging alone and try not to walk or jog after dark.
- Avoid dark or vacant areas. Walk along well-lit routes.
- Be alert to your surroundings. If you suspect you are being followed: Run in a different direction, go to the other side of the street and yell for help, or move quickly to a lighted area, a group of people, or an emergency phone.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

During an emergency or natural disaster involving the campus community, TCC Police will be responsible for evacuating and moving people and for contacting appropriate internal and external service organizations (e.g., TCC Facilities Engineers, Tulsa, Sand Springs Police Department, Tulsa, Sand Springs Fire Department, PSO, ONG, Emergency Management, etc.).

TCC Police will work with the Tulsa Police Department and the Tulsa Fire Department as well as emergency services to ensure the safety of all students and employees and will update information from the scene of the emergency to share with the designated administrator, as appropriate. The Vice President for External Affairs, or designee, will respond to media requests on the scene as necessary.

In addition, [emergency procedures \(pdf\)](#) are posted in classrooms and other prominent locations and are available on the TCC Webpage. Every campus has a Campus Response Team charged with

conducting unannounced Tornado and Fire drills each semester and an announced lockdown drill once a year. The Director of Emergency Operations ensures that all Campus Response Teams conduct drills and exercises and that there is College-wide consistency in emergency responses.

The College has alarm systems for emergencies such as fires, tornadoes, and lockdowns. Each campus, including the Conference Center, uses a pre-recorded emergency message to signal the need to evacuate in case of fire, to take cover during a tornado, or to lockdown in an active shooter situation. Instructors at non-TCC sites like Owasso should check with the site coordinator for information regarding emergency evacuation procedures for fire and tornado drills.

During tornado drills or alarms, employees are instructed to remain in the building, to move away from exterior windows, doors, and glassed areas, and to proceed to the closest Campus Shelter, where they will remain until notified.

During fire drills or alarms, each instructor with a class in session must clear the classroom and instruct students to proceed with their personal belongings to an exit identified on the emergency map posted in the classroom. Instructors should know the evacuation route, remind students to take their personal belongings with them, and close the classroom door after all students have exited. Other staff members in service areas (e.g., library, student union, lounge, etc.) should attempt to clear those areas and proceed immediately to the nearest exit. Designated persons will check all areas of the building to assure total evacuation. After buildings have been evacuated, TCC faculty and staff should assist in keeping the student flow moving on sidewalks away from exit areas and buildings. In case of a fire, elevators should not be used.

Emergency Evacuation Procedures

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The TCCPD does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, TCCPD staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation tests is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At TCC evacuation tests are used to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

General Evacuation Procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify TCCPD (918) 595-8888) Police Emergency or dial 911.

1. Remain Calm
2. Do NOT use Elevators, Use the Stairs.
3. Assist the physically impaired. If he/she unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform TCCPD or the responding Fire Dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Shelter-in-Place Procedures –What it Means to “Shelter-in-Place”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest College building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, Campus Public Safety Announcement [C.PSA], other College employees, Local PD, or other authorities utilizing the College’s emergency communications tools.

How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
 - -An interior room;
 - -Above ground level; and
 - -Without windows or with the least number of windows. If there is a large group of people inside a building, several rooms maybe necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to TCCPD so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

Emergency Evacuation for Persons with Disabilities

On the first day of class, instructors should make sure students with disabilities understand emergency procedures, including evacuation plans. The Education Access Office also provides emergency procedures to students during their in-take process. This allows the student to be prepared if the emergency occurs while they are in a classroom or in the library. Persons with disabilities will not be evacuated from the building during preplanned fire drills. Instead, instructors should notify individuals with disabilities when an emergency is occurring.

Persons using wheelchairs and crutches should go immediately to the nearest stairwell and wait to be evacuated by a police officer or fireman. Persons on the ground floor should follow the normal evacuation route.

Visually impaired individuals should follow the regular evacuation route designated for that classroom area. Special assistance will be given as needed to ensure safe exit via stairways. Faculty and staff should make sure that deaf and hard of hearing individuals are aware that an evacuation is in progress.

Emergency Care

Employees should call 911 and notify Campus Police if anyone on College premises needs immediate medical attention. For situations that do not require immediate medical assistance, employees should notify Campus Police and should follow the [Accident/Injury Procedure \(pdf\)](#). Should an employee experience a health emergency while on the job, TCC has a [Workers' Compensation Plan \(pdf\)](#).

SEX OFFENDER REGISTRY INFORMATION

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained.

Oklahoma law (Title 57, Sections 583-584) requires anyone required to register as a sex offender do so with both their local law enforcement (municipal or county) agency at their residence and also with the police or security department of any institution of higher education at which they are enrolled as a student (full-time or part-time), are an employee (full-time or part-time) or reside (or intend to reside or stay) on any property owned or controlled by the institution of higher education.

If you, as a student are required to register as a sex offender or violent offender, contact the TCC Police at (918) 595-8888 and they will assist you with registering.

Information on any sex offender who attends Tulsa Community College can be found at the **Metro Campus located at 909 S Boston Ave, MC1005D, Tulsa, OK 74119, or contact the TCC Police at (918) 595-8888 and the following agencies:**

Oklahoma Department of Corrections Sex & Violent Offender Registry

Tulsa Police Department

Tulsa County Sheriff's Office

Muscogee Creek Nation Police Department

Sand Springs Police Department

DEFINITION OF TERMS FOR STATISTICAL CHARTS

The charts setting forth statistical data on reported crimes include the following terms:

Clery Geography: Buildings and property that are part of the institution's campus; the institution's non-campus buildings and property; and public property within or immediately adjacent to and accessible from the campus.

On Campus (Definition 1): Any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the *institution* in the direct support of, or related to, its educational purpose, including residence halls.

On Campus (Definition 2): Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Tulsa Community College does not have Residence Halls or College/University Apartments. Therefore, there are no crimes reported for Residence Halls or College/University Apartments.

Tulsa Community College does not have any fraternity or sororities. Therefore, there are no crimes reported for non- campus buildings or property.

CRIME DEFINITIONS

The following definitions are to be used for reporting the crimes listed in the Clery Act, in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) Program. The definitions for *murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, weapons: carrying, possessing, etc., law violations, drug abuse violations, and liquor law violations* are from the "Summary Reporting System (SRS) User Manual" from the FBI's UCR Program. The definitions of *fondling, incest, and statutory rape* are excerpted from the "National Incident-Based Reporting System (NIBRS) User Manual" from the FBI's UCR Program. The definitions of *larceny-theft (except motor vehicle theft), simple assault, intimidation, and destruction/damage/vandalism of property* are from the "Hate Crime Data Collection Guidelines and Training Manual" from the FBI's UCR Program.

Crime Definitions from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program

Murder/Non-Negligent Manslaughter

The willful (non- -negligent) killing of one human being by another.

Manslaughter by Negligence

The killing of another person through gross negligence.

Arson

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

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.

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 usually is 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 a 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.

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned – including joyriding.)

Weapons: Carrying, Possessing, Etc.

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.

Drug Abuse Violations

The violation of laws prohibiting the 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 State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Liquor Law Violations

The violation of State or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Crime Definitions from the National Incident-Based Reporting System (NIBRS) User Manual from the FBI's UCR Program

Sex Offenses

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

A. Fondling—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

B. Incest—Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

C. Statutory Rape—Sexual intercourse with a person who is under the statutory age of consent.

Crime Definitions from the Hate Crime Data Collection Guidelines and Training Manual from the FBI's UCR Program

Larceny-Theft (Except Motor Vehicle Theft)

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., 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 using threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/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.

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

VAWA Crime Definitions from the Clery Act for the crimes of Domestic Violence, Dating Violence and Stalking as follows:

Domestic Violence:

A Felony or misdemeanor crime of violence committed –

By a current or former spouse or intimate partner of the victim;

By a person with whom the victim shares a child in common;

By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or

By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

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 based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the 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.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to –

Fear for the person's safety or the safety of others; or

Suffer substantial emotional distress.

For the purposes of this definition –

Course of conduct means two or more acts, including, but not limited to, acts 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.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

CRIME STATISTICS

Metro Campus - 909 South Boston Avenue, Tulsa, Ok 74119

Offenses (including attempts)	Metro Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	1	0	0	0	0	0	0	0	0	1
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	1	1	0	0	0	0	0	0	0	1	1
<i>Burglary</i>	2	0	0	0	0	0	0	0	0	2	0	0
<i>Arson</i>	1	0	0	0	0	0	0	0	0	1	0	0
<i>Motor Vehicle Theft</i>	3	1	2	0	0	0	0	0	0	3	1	2
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	1	2	0	0	0	0	0	0	0	1	2	0

There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity,

Offenses (including attempts)	Metro Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
	Metro Campus			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: Referral	0	1	0	0	0	0	0	0	0	0	1	0
Drug Law Violation: Arrest	0	1	0	0	0	0	0	0	0	0	1	0
Drug Law Violation: Referral	0	1	0	0	0	0	0	0	0	0	1	0
Weapons Law Violation: Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: Referral	0	1	0	0	0	0	0	0	0	0	1	0

The Following are Clery Crimes reported to the TCCPD IN 2020 that were determined to be "unfounded" after investigation and are not included in the above chart

Metro	2018 Total	2019 Total	2020 Total
Campus	0	0	0

CRIME STATISTICS

Northeast Campus - 3727 East Apache, Tulsa, Ok 74115

Offenses (including attempts)	Northeast Campus			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	1	0	1	0	0	0	0	0	0	1	0	1

**There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity**

Offenses (including attempts)	Northeast Campus			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
Offenses (including attempts)	Northeast Campus			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Arrest</i>	0	0	2	0	0	0	0	0	0	0	0	2
Drug Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Arrest</i>	0	0	1	0	0	0	0	0	0	0	0	1
Weapons Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0

The Following are Clery Crimes reported to the TCCPD IN 2020 that were determined to be "unfounded" after investigation and are not included in the above chart

Northeast	2018 Total	2019 Total	2020 Total
Campus	0	0	0

CRIME STATISTICS

Southeast Campus - 10300 East 81st Street, Tulsa, Ok 74133

Offenses (including attempts)	Southeast Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	1	0	1	0	0	0	0	0	0	1	0	1
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	1	0	0	1	0
<i>VAWA Offense: Stalking</i>	2	0	0	0	0	0	0	0	0	2	0	0

**There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity**

	Southeast Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
	Southeast Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: Referral	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: Arrest	1	0	0	0	0	0	0	0	0	1	0	0
Drug Law Violation: Referral	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: Referral	0	0	0	0	0	0	0	0	0	0	0	0

The Following are Clery Crimes reported to the TCCPD in 2020 that were determined to be “unfounded” after investigation and are not included in the above chart			
Southeast	2018 Total	2019 Total	2020 Total
Campus	0	0	0

CRIME STATISTICS

West Campus - 7505 West 41st Street, Tulsa, Ok 74107

Offenses (including attempts)	West Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	1	0	0	0	0	0	0	0	0	1	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	1	1	0	0	0	0	0	0	0	1	1	0

There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity

Offenses (including attempts)	West Campus			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
Offenses (including attempts)	West Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0

The Following are Clery Crimes reported to the TCCPD IN 2020 that were determined to be "unfounded" after investigation and are not included in the above chart			
West	2018 Total	2019 Total	2020 Total
Campus	0	0	1

CRIME STATISTICS

Riverside Community Campus and Aviation Center (Riverside Aviation Center)
 112 W. Beechcraft Drive, Tulsa, Ok 74132

Offenses (including attempts)	Riverside Aviation Center			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity

Offenses (including attempts)	Riverside Aviation Center			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
Offenses (including attempts)	Riverside Aviation Center			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0

The Following are Clery Crimes reported to the TCCPD IN 2020 that were determined to be "unfounded" after investigation and are not included in the above chart

Riverside Aviation Center	2018 Total	2019 Total	2020 Total
	0	0	0

CRIME STATISTICS

Owasso Community Campus - 10800 N. 140th E. Ave, Owasso, Ok 74055

Offenses (including attempts)	Owasso Community Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity

Offenses (including attempts)	Owasso Community Campus			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
Offenses (including attempts)	Owasso Community Campus			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0

The Following are Clery Crimes reported to the TCCPD IN 2020 that were determined to be "unfounded" after investigation and are not included in the above chart

Owasso Community Campus	2018 Total	2019 Total	2020 Total
	0	0	0

CRIME STATISTICS

2201 S. Garnett Road Tulsa, Ok 74129

Offenses (including attempts)	Education Outreach Center			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

There were no reported Hate Crimes for the years 2018, 2019 or 2020.
Hate Crimes (Any of the following crimes that were motivated by hate)
Race/Gender/Religion/National Origin/Sexual
Orientation/Ethnicity/Disability/Gender Identity

Offenses (including attempts)	Education Outreach Center			Non-Campus Building or Property			Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Fondling</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sexual Offense: Incest</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Aggravated Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Larceny-Theft</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Simple Assault</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Intimidation</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Destruction/ Damage/ Vandalism</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Dating Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Domestic Violence</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>VAWA Offense: Stalking</i>	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Select Offenses												
Offenses (including attempts)	Education Outreach Center			Non-Campus Building or Property			On Public Property			Total Crimes Reported		
	2018	2019	2020	2018	2019	2020	2018	2019	2020	2018	2019	2020
Liquor Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Arrest</i>	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation: <i>Referral</i>	0	0	0	0	0	0	0	0	0	0	0	0

The Following are Clery Crimes reported to the TCCPD IN 2020 that were determined to be "unfounded" after investigation and are not included in the above chart			
Education Outreach Center	2018 Total	2019 Total	2020 Total
	0	0	0

OBTAINING INCIDENT REPORTS

To request a copy of a report or ask other related questions, contact the TCCPD at 918-595-8888.

Requests for incident reports or traffic crash reports by persons involved generally will be processed when the investigation is completed. Tulsa Community College faculty, staff, and students are not charged for obtaining report copies when involved in the reported incident.

The TCCPD is committed to complying with its obligations under Oklahoma law without undue delay but realizes that under certain circumstances the release of records may have an impact on victims, witnesses and the integrity of investigations. If an investigation is ongoing and still open, a request for any related TCCPD report may be denied, and information of a personal nature will be withheld or redacted where the public disclosure of such information would constitute an invasion of privacy.

NON-CAMPUS CRIMES

If the Tulsa Police Department, Sand Springs Police Department, Owasso Police Department, Muscogee (Creek) Nation Lighthorse Police Department or the Tulsa County Sheriff's Office is contacted about criminal activity occurring off-campus involving a member of the College community, the Police Department or Sheriff's Office may notify the TCCPD. However, there is no official policy requiring such arrest by the Police Department or Sheriff's Office and subject to Tulsa Community College proceedings.

TCC does not have officially recognize student organizations that own or control housing facilities outside of the TCC core campus. Therefore, local PD is not used to monitor and record criminal activity since there are non-campus locations of student organizations.

SECURITY OF AND ACCESS TO CAMPUS AND SECURITY CONSIDERATIONS IN THE MAINTENANCE OF CAMPUS FACILITIES

The Metro Campus (909 South Boston Avenue), Northeast Campus (3727 East Apache), Southeast Campus (10300 East 81st Street South) and West Campus (7505 West 41st Street) will be open during regular school hours, Monday through Friday, and from 8:00 a.m. until 4:00 p.m. on Saturday. The Conference Center will be open normal business hours Monday through Friday, 8:00 am to 5:00 pm. Deviations to these operational hours will be posted, based upon considerations including public

health. Arrangements are to be made by the instructors with their Campus Dean or Academic Dean, if students are to be in the buildings other than these hours, the Campus Dean or Academic Dean should then contact Campus Police and the Director of Physical Facilities.

During normal business hours the administrative and academic facilities at TCC are open and accessible to students, staff, faculty and visitors of the College. After normal business hours and during breaks, these facilities are locked and only accessible to authorized individuals. TCCPD officers conduct routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances.

Security of Campus

TCC Police conduct routine patrols of campus buildings to evaluate and monitor security related matters. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Tulsa Community College Police officers regularly patrol and report malfunctioning lights and other unsafe physical conditions to Physical Plant for correction. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Tulsa Community College Police officers regularly patrol and report malfunctioning lights and other unsafe physical conditions to Physical Plant for correction. Other members of the Tulsa Community College community are helpful when they report equipment problems to the TCCPD at:

TCC Police Dispatch Center: 918-595-8888

ALCOHOL AND DRUG POLICIES, PREVENTION, AND PROGRAMS

Tulsa Community College seeks to encourage and sustain an academic environment that respects individual freedoms and promotes the health, safety, and welfare of its students, faculty, staff and visitors. These participants are expected to know and follow the applicable laws and all Tulsa Community College rules and regulations (Student Handbook). Each person is responsible for his/her behavior. The Tulsa Community College enforces compliance with underage drinking and state and local alcoholic beverage laws on campus and at College-sponsored activities.

Tulsa Community College prohibits the unlawful possession, use, and sale of alcoholic beverages and illegal drugs on campus. The Tulsa Community College Police Department is responsible for the enforcement of state underage drinking laws and enforcement of Federal and State drug laws. The Drug and Alcohol Committee sends a pamphlet every fall to students and employees.

The Department of Wellness Services helps to provide resources and education on alcohol and drug abuse prevention and treatment. The mission of Wellness Services is to embrace a holistic approach to health and wellness for all students. Our purpose is to empower each student to pursue optimal health, well-being, academic success, and to support healthy learning environments through

education and service. For more information call 918-595-7269. Locate Tulsa Community College [Wellness Services](#) on the web.

Drug Free Schools and Communities Act

In compliance with the Drug Free Schools and Communities Act, Tulsa Community College publishes information regarding the College's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and College policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for TCC students and employees. A complete description of these topics, as provided in the College's annual notification to students and employees, is available online at: <https://www.tulsacc.edu/student-resources/student-handbook/campus-policies#sh-03-d>

LOST AND FOUND

The TCCPD Lost and Found is located at every police office on every campus. After a certain period of time, all buildings and officers forward any unclaimed found items to the TCCPD Investigator.

TCCPD tracks and monitors lost and found items via Police Department's Handling of Found Property Policy and Procedure. If the TCCPD's Investigator is unable to locate the owner, all lost and found items held over six months is disposed of per Oklahoma Statutes.

Inquiries about lost and found property can be made by calling 918-595-8888.

STUDENT CONDUCT PROCESS

The Student Code of Conduct outlines Tulsa Community College policies and procedures that all students are expected to adhere to during their time at Tulsa Community College. The primary focus of the conduct process is an educational and corrective outcome; however, sanctions such as suspension or expulsion from Tulsa Community College may be necessary to uphold community standards, be used as an educational outcome, or to protect the TCC community. The most current version of the [Student Code of Conduct](#) is available online.

TITLE IX AND THE VIOLENCE AGAINST WOMEN'S ACT

Tulsa Community College will promptly respond to all complaints of sexual harassment, which includes sexual assault, domestic violence, dating violence and stalking. The purpose of Title IX is to

prevent sexual harassment on campus, address reported incidents, limit the effects of harassment, and prevent its recurrence. The College's Title IX policy and procedures can be found in full at www.tulsacc.edu/titleix.

Title IX of the Education Amendments of 1972 (20 U.S.C. §1681) is an all-encompassing federal law that prohibits discrimination based on sex or gender in educational programs and activities receiving federal financial assistance.

Tulsa Community College takes acts of dating violence, domestic violence, harassment, threats and bullying based on, sexual orientation, gender identity, retaliation, sexual harassment, sexual misconduct, and stalking extremely seriously and strongly encourages individuals to report these acts. The Title IX policy, consistent with U.S. Department of Education Title IX guidance, and the Discrimination and Harassment policy provides details on the College's response to such acts, resources, and supportive measures.

Tulsa Community College is committed to establishing an environment for its students and employees that fosters inclusion, values equity and diversity, embraces and respects the dignity of people, and provides equal educational and employment opportunity. In compliance with all applicable federal and state laws and regulations, the College does not discriminate based on race, color, national origin, sex, age, religion, qualified disability, status as a veteran, sexual orientation, gender identity, genetic information, or any other basis protected by applicable discrimination law in its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid and educational programs, activities, or services. The Office of Civil Rights Compliance has been designated as the office to handle inquiries regarding non-discrimination policies. The Title IX Coordinator has been designated to handle inquiries regarding sex discrimination, including sexual harassment, sexual assault, pregnancy, domestic violence, and stalking.

Heather Hancock
Title IX Coordinator
909 S. Boston Ave., Room 505
Tulsa, Oklahoma 74119
(918) 595-7842
TCCTitleIX@tulsacc.edu

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- **Domestic Violence:**
 - i. A felony or misdemeanor crime of violence committed --
 - By a current or former spouse or intimate partner of the victim;

- By a person with whom the victim shares a child in common;
 - By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- **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.
 - i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
 - ii. For the 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.
 - iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
 - **Sexual Assault** is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."
 - i. **Rape** is defined as 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.
 - ii. **Fondling** is defined as the touching of the private parts of another person for the purposes 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.
 - iii. **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - iv. **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.
 - **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

- I. For the purposes of this definition the Course of conduct means two or more acts, including, but not limited to, acts 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.
- II. *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
- III. *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- IV. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Oklahoma Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

State of Oklahoma statutory definitions of criminal offenses classified pursuant to the Clery Act signed in 1990, codified at 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. 668.46.

Oklahoma definitions, which are applicable to criminal prosecutions for sex offenses, can be found in the Title IX Policy at www.tulsacc.edu/titleix in Appendix A starting on page 48. Oklahoma definitions may differ from the definition used on campus to address policy violations. These state definitions are included for Clery/VAWA Sec. 304 compliance purposes.

How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it."¹ We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list² of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.

¹ Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

² Bystander intervention strategies adapted from Stanford University's Office of Sexual Assault & Relationship Abuse

3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.)**. Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you

can try:

- a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what makes you feel comfortable.
 - c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are as follows: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

PREVENTION AND EDUCATION PROGRAMS

Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- A. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- B. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees. Ongoing awareness and prevention campaigns for students include:

- A. The College prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
- B. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms;

- C. What behavior and actions constitute consent, in reference to sexual activity, in the State of Oklahoma;
- D. Tulsa Community College uses the following definition of consent to address issues on campus related to Title IX and Discrimination and Harassment complaints:
Effective Consent: is informed, freely and actively given, using mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Initiators of sexual activity are responsible for obtaining effective consent.
- E. 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 acting to intervene;
- F. Information located in the Title IX policy regarding:
- Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs;
 - How the institution will protect the confidentiality of victims and other necessary parties;
 - Community counseling services through Domestic Violence Intervention Services;
 - Options for, available assistance in, and how to request changes to academic, and working situations or supportive measures;
- G. Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking.

Prevention and Education Programming

In 2017, Tulsa Community College (TCC), was awarded a three-year grant from the U.S. Department of Justice's Office on Violence Against Women. The Grants was to Reduce Domestic Violence, Dating Violence, Sexual Assault, and Stalking on Campus. It developed and strengthened trauma-informed victim services and strategies to prevent, and respond to domestic violence, dating violence, sexual assault, and stalking.

The grant afforded the College to hire a Violence Prevention Program Coordinator until September 2020. The Prevention Team consisted of individuals from the Title IX office, Student Affairs, Student Life, Campus Police, Wellness, and Domestic Violence Intervention Services (DVIS) in Tulsa that assisted with the implementation of the grant. The Violence Prevention Team established a culturally relevant Coordinated Community Response Team that consisted of members from the internal and external community such as Title IX, Student Life, Wellness Services, Student Affairs, Diversity and Inclusion, Marketing Communications, Enrollment Management, Global Learning, Human Resources, Education Access Center, Liberal Arts/Communications, Student Assessment and

Testing, Domestic Violence Intervention Services, Tulsa Police Department, and Federal Bureau of Investigations.

The purpose of this committee was to coordinate all efforts aimed at developing, implementing, and revising programs and procedures to effectively prevent and respond to gender-based harassment and discrimination, including sexual assault, domestic violence, dating violence, and stalking.

Speak Up, the College's public awareness campaign was created by TCC's Violence Prevention Team to educate the campus community about the prevalence of domestic violence, dating violence, sexual assault, and stalking. The grant funding has allowed the College to purchase campaign products to help bring awareness to prevention.

The campaign includes training and education activities and events promoted by the Violence Prevention Team on all four TCC campuses. Members of the Violence Prevention Team provided confidential resources, counseling, advocacy, education, and training for students and employees and assisted with filing protective orders. The police department is conducted lethality assessments with each report of domestic violence, sexual assault and stalking to serve victims in need better.

For the past six years, the College required all full-time and part-time employees, approximately 3,000 individuals annually, to complete Title IX training. Employees have the option of completing the annual training requirement online or in-person training provided by the Title IX Coordinator. For the past four years, TCC has used Not Anymore as the online training option for students and employees. **Speak Up Video:** www.tulsacc.edu/speakup

Prevention (Primary and Ongoing) and Awareness Programs

These programs include:

- A. For students, the College provided Interpersonal Violence Presentations in-person "Speak Up" and online "Not Anymore for Community Colleges" program from Vector Solutions A total of 804 students completed the online prevention and education program Not Anymore during 2020.
- B. All TCC employees, full-time or part-time, were required annually to complete Title IX Training either in-person or online utilizing the "Not Anymore for Employees" program from Vector Solutions specifically designed for Community Colleges.
- C. Provided the "Speak Up" Interpersonal Violence Video in New Student Orientation, New Employee Orientation and College Experience Classes.
- D. Marketed and distributed of Interpersonal Violence educational materials including bookmarks, business cards and victim's booklet with resources available.
- E. Participated in collegewide and Wellness Services tabling events.
- F. Provided customized programs to students and employees including marginalized groups such as English as a Second Language students and Deaf and Hard of Hearing.

Specifically, the College offered the following prevention and awareness programs for students and employees in 2020:

Name of Program	Target Group	Date Held	Location Held ³	Prohibited Behavior Covered? ⁴
Ongoing Training/Awareness				
"Speak Up "Violence Prevention Campus Signage/Poster/Flyers	Students & Employees	2020	College Wide	BI, DoV, DaV, SA, S
Speak Up Web Page Interpersonal Violence Video and Resources	Students & Employees	2020	Online	BI, DoV, DaV, SA, S
Victims Cards in English, Vietnamese & Burmese.	Students & Employees	2020	College Wide	DoV, DaV, SA, S
"Not Anymore for Community Colleges" Online Interpersonal Violence Training	Students	2020	Online	BI, DoV, DaV, SA, S
"Not Anymore for Employees" Online Interpersonal Violence Training	Employees	2020	Online	BI, DoV, DaV, SA, S
"Speak Up" Interpersonal Violence Video is part of the College Experience Class	Students	2020	College Wide	BI, DoV, DaV, SA, S
"Speak Up" Interpersonal Violence Video is part of the Employee Orientation	New Employees	2020	College Wide	BI, DoV, DaV, SA, S
JANUARY - DECEMBER 2020				
"Informed Trauma" training for Faculty	Employees	1/8/20	Owasso	DoV/SA
Stalking: Information and Prevention Presentation	Students	1/29/20	NEC	S, BI
Speak Up Tabling Event	Students	2/11/20	Metro	BI, DoV, DaV, SA, S
Film "Bystander Moment " and discussion on Interpersonal Violence and Bystander Intervention	Students	2/12/20	West	BI, DoV, DaV, SA, S
Social Media Safety Presentation	Students	2/12/20	SE	BI, DaV, DaV
Dating in Digital Age Presentation	Students	2/13/20	NE	BI, DaV, S
Process of Leaving a Domestic Violent Situation Presentation	Students	2/19/20	SE	BI, DoV, DaV, SA, S

³TCC Campus Location Abbreviations: Metro is Metro Campus, SE is Southeast Campus, NE is Northeast Campus, West is West Campus, CC is Conference Center and Owasso is Owasso Campus.

⁴BI means Bystander Intervention, DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking.

Name of Program	Target Group	Date Held	Location Held³	Prohibited Behavior Covered?⁴
Stalking: Information and Prevention Presentation	Students	2/20/20	West	BI, DoV, DaV, SA, S
English as a Second Language (ESL) "Speak Up" Interpersonal Violence Presentation	Students	2/26/20	NE	BI, DoV, DaV, SA, S
ESL "Speak Up" Interpersonal Violence Presentation	Students	3/4/20	NE	BI, DoV, DaV, SA, S
Fresh Check Tabling Event	Students	3/10/20	SEC	BI, DoV, DaV, SA, S
Weekly Email Articles on Domestic Violence, Dating Violence, Sexual Assault and Stalking	Students & Employees	April & May 2020	Online	BI, DoV, DaV, SA, S
Weekly Posts on Facebook on Domestic Violence, Dating Violence, Sexual Assault and Stalking	Students & Employees	April – Sept 2020	Online	BI, DoV, DaV, SA, S
New Student Orientation "Speak Up" Interpersonal Violence Video	New Incoming Students	Started May 2020 and ongoing	Online	BI, DoV, DaV, SA, S
Employee Title IX Training	Employee	5/7/20	Online	BI, DoV, DaV, SA, S
Employee Title IX Training	Employee	6/10/20	Online	BI, DoV, DaV, SA, S
Instagram Live Presentation on Pride/LGBTQ Sexual Assault Issues	Students	6/18/20	Online	DaV, SA, S
Facebook Live Presentation on Safe Dating	Students	7/21/20	Online	BI, DaV, SA, S
Employee Title IX Training	Employee	7/22/20	Online	BI, DoV, DaV, SA, S
Instagram Live Presentation on Domestic Violence, Dating Violence, Sexual Assault Q&A	Students	7/23/20	Online	BI, DoV, DaV, SA, S
Employee Title IX Training	Employee	7/29/20	Online	BI, DoV, DaV, SA, S
Bystander Intervention by Wellness Services	Students	8/5/20	Online	BI, SA
"Speak Up" Interpersonal Violence	Students	9/10/20	Mailed	BI, DoV, DaV,

Name of Program	Target Group	Date Held	Location Held³	Prohibited Behavior Covered?⁴
Information sent to 200 students through Student Life				SA, S
Halloween Safety Information sent to 200 students through Student Life	Students	October 2020	College Wide	BI, DoV, DaV, SA, S
Halloween Safety Information giveaway on campus	Students	October 2020	College Wide	BI, DoV, DaV, SA, S
Domestic Violence Awareness Live at 5	Students	10/15/2020	Online	BI, DoV, DaV, SA, S
TITLE IX Employee Training	Employees	10/20/2020	College Wide	BI, DoV, DaV, SA, S
Domestic Violence Presentation	Students	10/22/2020	Online	BI, DoV, DaV, SA, S
Halloween Giveaways & Safety Kits	Students	10/29/2020	College Wide	SA, S
Healthy Relationships classroom presentation	Students	10/29/20	Online	DaV, DoV
Interpersonal Violence Meeting	Employees	11/20/20	Online	BI
TITLE IX Employee Training	Employees	10/30/2020	College Wide	BI, DoV, DaV, SA, S
Stalking awareness and human trafficking awareness in Facebook	Students	January 2021	Online	S
TITLE IX Employee Training	Employees	11/11/2020	College Wide	BI, DoV, DaV, SA, S
TITLE IX Employee Training	Employees	11/16/2020	College Wide	BI, DoV, DaV, SA, S
TITLE IX Employee Training	Employees	12/03/2020	College Wide	BI, DoV, DaV, SA, S

Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs

After an incident of sexual assault, the victim should consider seeking medical attention as soon as possible by contacting DVIS, Family Safety Center, or local law enforcement for assistance for a medical and sexual assault forensic exam by a SANE (Sexual Assault Nurse Examiner). These forensic exams are done primarily at Hillcrest Medical Center at 1120 South Utica Ave, Tulsa, OK 74104 in Tulsa County by a Registered Nurse (SANE) who has received special training. In Oklahoma, evidence may be collected even if you chose not to make a report to law enforcement.

A victim can remain anonymous and still have the evidence collected and tested. The victim can choose to create a 'non-report' for law enforcement. This labels evidence with a number that allows the victim the option to later choose to go forward with a prosecution. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy or sexually transmitted infections.

After an incident of dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible by contacting DVIS, Family Safety Center, local law enforcement or any local hospital. The Family Safety Center is equipped to provide forensic exams for injuries related to dating or domestic violence including strangulation. They can assist with protective orders, safety planning and referrals for emergency housing.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Involvement of Law Enforcement and Campus Authorities

Although the College strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement or local police), it is the victim's choice whether to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, the Office of Civil Rights Compliance will assist any victim with notifying law enforcement if the victim so desires. Tulsa Community College Police Department may also be contacted at 918-595-8888 to assist a victim in reporting with their local police agency.

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Heather Hancock, by calling 918-595-7842 or by email at TCCTITLEIX@tulsacc.edu or to report in-person at 909 South Boston, Room

505 or TCC Police at 918-595-8888 if the victim so desires. Reports of all domestic violence, dating violence, sexual assault and stalking made to TCC Police will automatically be referred to the Title IX Coordinator for investigation regardless of whether the complainant chooses to pursue criminal charges.

Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, victim advocacy, and other services on and or off campus as well as additional support to prevent contact between a complainant and respondent party, such as supportive measure, academic accommodations, protective orders. The College will make supportive measures available, if the victim requests them and if they are reasonable, regardless of whether the victim chooses to report the crime to Campus Police or local law enforcement. Students and employees should contact the Director of Civil Rights Compliance/Title IX Coordinator for assistance.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

Incident Being Reported	Procedure the College Will Follow
Sexual Assault	<ol style="list-style-type: none"> 1. Depending on when reported (immediate vs delayed report), the College will contact the DVIS counselor and provide the complainant with the College’s Victims Right Card. 2. Assess immediate safety needs of the complainant. 3. Depending on where the victim reports whether with TCC Police or the Title IX Office, the reciprocal office will notify the other of the report to have the ability to respond collaboratively. 4. Assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for the local police department. 5. Provide information to complainant on how to preserve evidence and seek medical care, if necessary. 6. Provide referrals to on-campus and off-campus resources. 7. Assess the need to implement supportive or long-term protective measures, if appropriate. 8. Provide the victim with a written explanation of the victim’s rights and options. 9. Provide a “Mutual No Contact Order” (NCO) directive to the respondent, if deemed appropriate.

Incident Being Reported	Procedure the College Will Follow
	10. Provide written instructions on how to apply for Protective Order. 11. Provide a copy of the Title IX policy to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.
Stalking, Dating Violence, Domestic Violence	<ol style="list-style-type: none"> 1. Contact the DVIS counselor and provide complainant with counselor's contact information. 2. Assess immediate safety needs of complainant. 3. Depending on where the victim reports whether with Campus Police or the Title IX Office, the reciprocal office with notify the other of the report to have the ability to respond collaboratively. 4. Assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department. 5. Provide written instructions on how to apply for Protective Order. 6. Provide written information to complainant on how to preserve evidence. 7. Assess need to implement supportive or long-term protective measures to protect the complainant, if appropriate. 8. Provide the victim with a written explanation of the victim's rights and options. 9. Provide a "Mutual No Contact Order" (NCO) directive to the respondent party, if deemed appropriate.

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- information about how the institution will protect the privacy of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution's provisions about options for, available assistance in, and how to request supportive measures; and
- an explanation of the procedures for institutional disciplinary action.

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

At Tulsa Community College a Mutual No Contact Order is a prohibition of direct or indirect physical, verbal, or written contact between two parties. A Mutual No Contact Order is provided by the College, not by law enforcement. A Mutual No Contact Order may be implemented as an supportive measure. Supportive measures can be put in place without a formal complaint, conduct process, or a finding of responsibility. If there is an allegation of violating a Mutual No Contact Order, a new investigation may occur. TCC's Mutual No Contact Orders are available through the TCC Title IX Office.

The College may issue an institutional Mutual No Contact Order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional Mutual No Contact Order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the respondent (student, employee, etc.) and will impose sanctions if the respondent is found responsible for violating the Mutual No Contact Order.

TCC complies with the State of Oklahoma law in recognizing protective orders. Any person who obtains an order of protection from the State of Oklahoma or any reciprocal state should provide a copy to Campus Police and the Title IX Coordinator. A complainant may then meet with Campus Police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc. The College cannot apply for a legal order of protection, a Mutual No Contact Order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services.

Protective Order Information

Tulsa County

Family Safety Center

<https://fsctulsa.org/>

600 Civic Center, Tulsa OK, (918) 742-7480 8am-5pm

Tulsa County Courthouse

<http://www.courtclerk.tulsacounty.org/Home/ProtectiveOrders>

500 Civic Center, Tulsa OK, (918) 596-5420 8am-5pm

Creek County

Creek County Courthouse

http://www.creekcountyonline.com/court_clerk.htm

222 East Dewey, St 201, Sapulpa OK, (918) 227-2525 8am-5pm

Osage County

Osage Nation Counseling

<https://www.osagenation-nsn.gov/what-we-do/counseling-center/domestic-violence>

126 E 6th, Pawhuska OK, (918) 287-5422 8am-4:30pm

Osage County District Attorney

(918) 287-1510

Muscogee (Creek) Nation Complex Mound Building

Muscogee (Creek) Nation District Court

<https://creekdistrictcourt.com>

2501 Eagle Street, Okmulgee OK 74447

(918) 758-1400

Wagoner County

Wagoner County Courthouse

<https://www.wagonercountysoc.org/civil-process>

307 E Cherokee, Wagoner OK, (918) 485-4508 8am-4:30pm

After Hours

Any police department can provide an emergency temporary order.

TCC Police will work with local law enforcement on protective order enforcement. In the event someone would have questions regarding the types of orders, who can file, what court, and what they are based on, the individual may contact the Family Safety Center for Tulsa County at (918) 742-7480 or <https://fsctulsa.org/>.

On-Campus and Off-Campus Resources

Sexual violence can be very emotionally disruptive, and it takes time to come to terms with such a significant stress. It is important to be aware that different individuals who you may contact for assistance following an incident may have different responsibilities regarding confidentiality, depending on their position.

Under state law, some individuals can assure the victim of confidentiality, including counselors and certified victims' advocates. In general, however, any other institution employee cannot guarantee complete confidentiality, unless expressly provided by law. As is the case with all colleges and universities, Tulsa Community College must balance the needs of the individual victim with an obligation to protect the safety and well-being of the community at large. In addition to the support that may be found in family and friends, the following agencies and departments can serve as resources for you.

TCC Resources	
Employee Assistance Program	1-800-327-2251
Student Wellness Services	(918) 595-7569 or (918) 595-7269
Title IX Coordinator	918-595-7842 or TCCTitleIX@tulsacc.edu
TCC Police	(918) 595-8888 or tccpolice@tulsacc.edu
Community Resources	
Domestic Violence Intervention Services	(918) 743-5763 or www.dvis.org
Family Safety Center	(918) 742-7480
Family & Children's Services	(918) 587-9471
211 Oklahoma (Food, Housing, Health, etc.)	Text: 211OK to 898211
Additional Community Resources for advocacy, legal assistance, immigration, LGBTQ, health, transportation, housing and food can be found at www.tulsacc.edu/titleix .	

A collection of Northeast Oklahoma community resources designed to give TCC students support to be successful. While this list is not exhaustive, we have made every effort to include many services in Tulsa County and surrounding areas. Those resources are listed here:

<https://www.tulsacc.edu/sites/default/files/documents/community-resources.pdf>

TCC has a memorandum of understanding with the Domestic Violence Intervention Services that provides a confidential DVIS Counselor to TCC student's and employee's as needed:

Lori Gonzalez LPC- Outreach Counselor
 Voice/Text: (918) 805-4794, lgonzalez@dvis.org.

On-Campus and Off-Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, TCC will provide written notification to students and employees about existing assistance with or information about obtaining resources and services including counseling, mental health, victim advocacy, and assistance in notifying appropriate local law enforcement. These resources include the following:

- Employee Assistance Program 1-800-327-2251. Over the phone confidential counseling, crisis assistance and referrals to community resources.
- Student Wellness Services (918) 595-7569 or (918) 595-7269 Short Term in-person confidential counseling. (Students Only)
- TCC Police (918) 595-8888. Save this number in your phone in the event you need to call TCC Police. They can also assist with personal escorts to your vehicle and filing a police report.
- Report It! allows you to report academic concerns, misconduct or other concerning behavior happening at Tulsa Community College. www.tulsacc.edu/student-resources/report-concern

- At www.tulsacc.edu/titleix website is a list of additional community resources.

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- <http://www.rainn.org> - Rape, Abuse and Incest National Network;
- <http://www.ovw.usdoj.gov/sexassault.htm> - Department of Justice; and
- <http://www2.ed.gov/about/offices/list/ocr/index.html> Department of Education, Office of Civil Rights.

Directory Information - Victim Privacy

A student (victim) may request the College not to release directory information. The request must be in writing, signed by the student, and submitted to the Registrar's Office or through email as listed below.

- Metro Campus: 909 South Boston, Tulsa, OK 74119
- Northeast Campus: 3727 East Apache, Tulsa, OK 74115
- Southeast Campus: 10300 East 81st Street, Tulsa, OK 74133
- West Campus: 7505 West 41st Street, Tulsa, OK 74107
- Owasso Community Campus: 10800 North 104th East. Avenue (Limited Services)
- Email: enrollment@tulsacc.edu

Regardless of whether a victim has opted-out of allowing the College to share "directory information," personally identifiable information about the victim and other necessary parties will be treated as private and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as private, any accommodations or protective measures provided to the victim to the extent that maintaining such privacy would not impair the ability of the institution to provide the accommodations or protective measures.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Furthermore, if a Timely Warning Notice is issued based on a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Adjudication of Violations

The College's disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the complainant and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 180 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the complainant and the respondent of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The complainant and the respondent will have timely notice for meetings at which the complainant or accused, or both, may be present.
2. The complainant, the respondent and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings.
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the accused.
4. The complainant and the respondent will have the same opportunities to have others present during any institutional disciplinary proceeding. The complainant and the respondent each can have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the complainant or the respondent in any meeting or institutional disciplinary proceeding.
5. The Advisor may be a friend, mentor, family member, attorney, or any other individual a party chooses to advise, support, or consult with them throughout the resolution process. The parties may choose Advisors from inside or outside of the College community.
6. The complainant and the respondent will be notified simultaneously, in writing, of the final decision of any disciplinary proceeding.
7. Where an appeal is permitted under the applicable policy, the complainant and the respondent will be notified simultaneously in writing, of the procedures for the respondent and the complainant to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the complainant and the respondent will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the result once the appeal is resolved.

Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

Tulsa Community College utilizes the Title IX policy to respond to any formal complaints of domestic violence, dating violence, sexual assault or stalking.

1. *How to File a Formal Complaint Under this Policy*

2. A person who, at the time of the filing, is participating in or attempting to participate in the education program or activity of the College may file a formal complaint of discrimination or harassment, in-person, by mail, by telephone, or by email, using the contact information listed for the Director of Civil Rights Compliance/Title IX Coordinator. The formal complaint must be signed by the complainant and may be made at any time, including during non-business hours, at 918-5959-7842 or www.tulsacc.edu/reportit. For more information about the Title IX policy, visit www.tulsacc.edu/titleix. *How the College Responds if the Formal Complaint is Required to be Dismissed⁵ and which Policy will be Used*

If a formal complaint is dismissed according to the new Title IX regulations, which are reflected in the Title IX policy, the College will assess if the Discrimination and Harassment policy will be used to respond to an allegation of domestic violence, dating violence, sexual assault or stalking. For more information about the Discrimination and Harassment policy, visit www.tulsacc.edu/titleix.

3. *Steps in the Disciplinary Process*

All investigations are thorough, reliable, impartial, prompt, and fair. Investigations involve interviews with all relevant parties and witnesses; obtaining available, relevant evidence; and identifying sources of expert information, as necessary.

All parties have a full and fair opportunity, through the investigation process, to suggest witnesses and questions, to provide evidence and expert witnesses, and to fully review and respond to all evidence on the record.

The Investigator(s) typically take(s) the following steps, if not already completed (not necessarily in this order):

- Determine the identity and contact information of the complainant.
- In coordination with campus partners (e.g., the Title IX Coordinator), initiate or assist with any necessary supportive measures.
- Identify all policies implicated by the alleged misconduct and notify the complainant and respondent of all the specific policies implicated.
- Assist the Title IX Coordinator with conducting a prompt initial assessment to determine if the allegations indicate a potential policy violation.
- Commence a thorough, reliable, and impartial investigation by identifying issues and developing a strategic investigation plan, including a witness list, evidence list, intended investigation timeframe, and order of interviews for all witnesses and the parties.

⁵These dismissal requirements are mandated by the 2020 Title IX Regulations, 34 CFR Part 106.45 and are reflected in the Mandatory and Discretionary Dismissal section of the College's Title IX policy.

- Meet with the complainant to finalize their interview/statement, if necessary.
- Prepare the initial Notice of Investigation and Allegation (NOIA). The NOIA may be amended with any additional or dismissed allegations.
- Notice should inform the parties of their right to have the assistance of an Advisor, who could be a member of the Pool or an Advisor of their choosing present for all meetings attended by the party.
- Make good faith efforts to notify the parties of any meeting or interview involving the other party, in advance when possible.
- When participation of a party is expected, provide that party with written notice of the date, time, and location of the meeting, as well as the expected participants and purpose.
- Interview all available, relevant witnesses and conduct follow-up interviews as necessary.
- Allow each party the opportunity to suggest witnesses and questions they wish the Investigator to ask of the other party and witnesses, and document in the report which questions were asked, with a rationale for any changes or omissions.
- Complete the investigation promptly and without unreasonable deviation from the intended timeline.
- Provide regular status updates to the parties throughout the investigation.
- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if so desired by the parties) with a list of witnesses whose information will be used to render a finding.
- Write a comprehensive investigation report fully summarizing the investigation, all witness interviews, and addressing all relevant evidence. Appendices including relevant physical or documentary evidence will be included.
- Gather, assess, and synthesize evidence, but make no conclusions, engage in no policy analysis, and render no recommendations as part of their report.
- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if so desired by the parties) a secured electronic or hard copy of the draft investigation report as well as an opportunity to inspect and review all of the evidence obtained as part of the investigation that is directly related to the reported misconduct, including evidence upon which the College does not intend to rely in reaching a determination, for a ten (10) business day review and comment period so that each party may meaningfully respond to the evidence. The parties may elect to waive the full ten days. Complainant
- The Investigator may elect to respond in writing in the investigation report to the parties' submitted responses or to share the responses between the parties for additional responses.
- The Investigator will incorporate relevant elements of the parties' written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report. The Investigator should document all rationales for any changes made after the review and comment period.

- The Investigator shares the report with the Director of Civil Rights Compliance/Title IX Coordinator for their review and feedback.
- The Investigator will incorporate any relevant feedback, and the final report is then shared with all parties and their Advisors through secure electronic transmission or hard copy at least ten (10) business days prior to a hearing. The parties are also provided with a file of any directly related evidence that was not included in the report.

4. *Anticipated Timeline for Investigation and Resolution Process*

Investigations are completed expeditiously, normally within 180 business days after the College has Notice of an Allegation, depending on the nature, extent, and complexity of the allegations, availability of witnesses, police involvement, etc. The OCRC may extend this time frame for good cause, including College breaks.

After the investigation is complete, the College will make a good faith effort to complete the resolution process within 60-90 business days, including appeal, which can be extended as necessary for appropriate cause by the Director of Civil Rights Compliance/Title IX Coordinator, who will provide notice and rationale for any extensions or delays to the parties as appropriate, as well as an estimate of how much additional time will be needed to complete the process.

5. *Decision-Making Process/Standard of Evidence*

The Decision-maker and hearing panelists will deliberate in closed session to determine whether the respondent is responsible or not responsible for the policy violation(s) in question. If a panel is used, a simple majority vote is required to determine the finding. The preponderance of the evidence standard of proof is used. The Director of Civil Rights Compliance/Title IX Coordinator may be invited to attend the deliberation by the Decision-maker, but is there only to facilitate procedurally, not to address the substance of the allegations.

6. *Possible Sanctions*

Factors considered when determining a sanction action may include, but are not limited to:

- The nature, severity of, and circumstances surrounding the violation(s);
- Respondent's disciplinary history;
- Previous allegations or allegations involving similar conduct;
- The need for sanctions to bring an end to the sexual harassment or retaliation;
- The need for sanctions to prevent the future recurrence of sexual harassment or retaliation;
- The need to remedy the effects of the sexual harassment or retaliation on the complainant and the community;

- Impact on the parties; and
- Any other information deemed relevant by the Decision-maker(s).

The sanctions will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested.

The sanctions described in this policy are not exclusive of, and may be in addition to, other actions taken, or sanctions imposed by external authorities.

Any person found responsible for violating the Discrimination, Harassment, or Retaliation Policy and Procedures may be assigned one or more of the following sanctions:

- **Written Warning:** An official written notice of violation of college policies.
- **Conduct Probation:** A specified period during which the person is placed on formal notice that they are not in good standing with the College and further violations of college regulations will subject them to suspension, expulsion, or termination from the College.
- **Restitution:** Reimbursement for damages to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damages.
- **Discretionary Outcomes:** Work assignments, essays, and service to the College, program participation, or other related discretionary assignments, including a letter of apology, presentation of a workshop, performance improvement plan, training, preparation of a research paper or project, community service, evaluation of any referral assessment, or counseling, as deemed appropriate.
- **Class Removal:** A student may be removed from a course or moved to another section of a course.
- **Demotion:** An employee may be demoted to a position in a lower grade. Demotions may be within the same department, or to another location at the college, or to another position in another department.
- **Job Reassignment:** An employee may be moved temporarily or permanently to a different position or to a different location.
- **Mutual No Contact Order:** An absolute prohibition from contact with specified person or persons in any form whatsoever, including contact in-person, by phone, electronically, or through another person. A Mutual No Contact Order may be implemented as a supportive measure. Supportive measures can be put in place without a formal complaint, conduct process, or a finding of responsibility. If there is an allegation of violating a Mutual No Contact Order, a new investigation may occur.
- **Restriction:** A limitation on a student's and employee's privileges for a period of time may include the denial of the use of facilities or access to locations of campus, denial of the right to represent the College, or denial of participation in extracurricular activities not directly associated with academics (e.g., intramural sports, organizations/

clubs/associations, or leadership positions on campus, or other organizations). An individual must apply to re-instate the privilege by submitting documentation of their significant proactive efforts and engage in responsible, productive behavior.

- **Revocation of Admission or Degree:** Admission to TCC, a College program, or a degree awarded from the College may be revoked for fraud, misrepresentation or other violation of College standards in obtaining the admission or degree, or for other serious violations committed while a student at TCC.
- **Suspension:** Exclusion from all classes and other privileges or activities for a specific period of time as set forth in the notice of suspension. If a transcript is requested during the period of suspension, a letter will be sent with the transcript to the requesting party/institution stating the student is under suspension for conduct reasons. Only unofficial transcripts will be released to the student directly. Any refund of tuition or fees will be subject to the college's normal withdrawal policy.
- **Expulsion:** Permanent termination of student status without possibility of readmission to the College. A standard of clear and convincing evidence must be the burden to issue an outcome of expulsion. Notation on the transcript is not made; however, a permanent record of the action is maintained in the student's record in the Registrar's Office. If a transcript is requested during the expulsion period, a letter will be sent with the transcript to the requesting party/institution stating the student has been expelled for conduct reasons. Only unofficial transcripts will be released to the student directly. Expulsion becomes a permanent part of a student's conduct record. Any refund of tuition or fees will be subject to the College's normal withdrawal policy.
- **Termination:** Removal of employment for a full-time or part-time employee including work-study students.

All members of the College community are expected to comply with sanctions within the timeframe specified. Failure to follow through on sanctions by the date specified, whether by refusal, neglect, or any other reason, may result in additional sanctions pursuant to the Code of Conduct for students. Sanctions shall not be implemented until the time for appeal has expired, until the entire appeal process is completed, or until the individual voluntarily waives the right to appeal in writing.

7. Support Measures for the complainant and respondent

Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the College's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the College's educational environment, or deter sexual harassment.

The Title IX Coordinator promptly makes supportive measures available to the parties upon receiving a report or a Formal Complaint. At the time that supportive measures are offered, the College will inform the complainant, in writing, that they may file a formal complaint with the College either at that time or in the future, if they have not done so already. The Director of Civil Rights Compliance/Title IX Coordinator works with the complainant to ensure that their wishes are considered with respect to the supportive measures that are planned and implemented.

The College will maintain the privacy of the supportive measures, if privacy does not impair the College's ability to provide the supportive measures. College will act to ensure as minimal an academic impact on the parties as possible. The College will implement measures in a way that does not unreasonably burden the other party.

Supportive measures are available to a complainant, irrespective of whether the complainant files a formal complaint.

The College may take steps to provide supportive measures to limit the effects of the alleged discrimination and harassment. Supportive Measures may include, but are not limited to:

- Referral to TCC and local community counseling services;
- Referral to Employee Assistance Program;
- Visa and immigration assistance;
- Student financial aid counseling;
- Class Reassignment, withdrawals, or modifications;
- Academic Accommodations;
- Interim Leave from the College;
- Limitation of College Activities;
- Mutual No Contact Order;
- Safety Escorts to class or employment location;
- Increased security and monitoring of certain areas of campus;
- Safety planning;
- Parking Arrangements;
- Employment Reassignment;
- Administrative Leave with or without Pay; and
- Other reasonable requests as necessary.

Supportive measures may be implemented at any time, even if the complainant originally declined. Violations of a Mutual No Contact Order will be referred to the appropriate policy for enforcement.

The Title IX Coordinator or their designee will determine whether interim interventions and supportive measures should be implemented, and, if so, take steps to implement those action items

as soon as possible. These supportive measures can be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives or supportive measures will constitute related violations that may lead to additional disciplinary action. Supportive measures imposed may be temporary pending the results of an investigation or may become permanent as determined by TCC.

MISSING PERSONS POLICIES AND PROCEDURES

While Tulsa Community College does not maintain on-campus housing facilities, or have students residing in on-campus housing, the College is interested and wishes to ensure the safety of its students.

After contacting local law enforcement authorities, individuals should report that a student has been missing 24 hours to TCC Police who will work with the appropriate Dean of Student Affairs and faculty. TCC Police will follow up with local law enforcement authorities immediately after a missing student report has been received. TCC Police will determine if the student's emergency contact has been contacted and will report its findings to the Dean of Student Affairs. Each student will have the option to register a confidential contact person to be notified in the case that the student is determined to be missing that only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. Missing student reports will be referred immediately to local law enforcement even if the student did not register a contact person. Parents of students fewer than 18 years of age and not emancipated will be advised. This requirement does not preclude implementing these procedures in less than 24 hours if circumstances warrant a faster implementation. The Dean of Student Affairs will contact the Vice President of Student Affairs with information pertinent to the matter.

ANNUAL FIRE SAFETY REPORT

Currently, Tulsa Community College does not have student housing or associated facilities that provide housing. Therefore, no Annual Fire Safety Report is required by federal law.