

**Tabor College**

**Hillsboro Campus**

**Annual Security and Fire Safety Report**

**Calendar Year: 2019**

**Published: December 31, 2020**

## **Introduction**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires all higher education institutions to collect, prepare, publish and distribute information with respect to campus crime statistics and campus security policies. This Annual Security Report is intended to fulfill the requirements of the Clery Act.

The Clery Act requirements include the disclosure of campus crime statistics for the most recent calendar year and during the two preceding calendar years. Crime statistics are collected in the following categories: on-campus, on-campus residence halls, public property or non-campus property. Also included in the Clery Act requirements is the disclosure of specific Campus Safety Policies.

### Preparation of Crime Statistics

The Student Life Office at Tabor College, in consultation with the Hillsboro Police Department, provides data and information related to criminal activity in the past calendar year for the Hillsboro Campus. This information is reviewed and published as the Annual Security Report.

The final report is emailed annually to all students, faculty and staff. Prospective students and employees, parents and other interested parties can request a copy of this report or access the full report on the Tabor College website ([www.tabor.edu](http://www.tabor.edu)). Copies of the report can be requested from the Academic Affairs Office located in Lohrenz Building main floor or by phone at (620) 947-3121.

Tabor College reserves the right to update or revise the contents of this report at any time.

Crime statistics for Tabor College or other institutions are available at the Department of Education Campus Security Website: <http://ope.ed.gov/security/>

## Crime Statistics – Tabor College Hillsboro Campus

Criminal Offenses	On-Campus			On-Campus Residence Halls			Public Property		
	2017	2018	2019	2017	2018	2019	2017	2018	2019
Murder	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Rape	1	0	0	1	0	0	0	0	0
Fondling	0	1	0	0	1	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0
ARRESTS	On-Campus			On-Campus Residence Halls			Public Property		
	2017	2018	2019	2017	2018	2019	2017	2018	2019
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	1	0	0	1	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
DISCIPLINARY ACTIONS	On-Campus			On-Campus Residence Halls			Public Property		
	2017	2018	2019	2017	2018	2019	2017	2018	2019
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0
Drug Law Violations	6	5	20	6	3	12	0	0	0
Liquor Law Violations	5	13	27	5	13	27	0	0	0
<p><b>NON-CAMPUS PROPERTY</b> - There were no reported criminal offenses, arrests or disciplinary actions listed above in Tabor College non-campus property during the 2019 calendar year or the previous two calendar years.</p>									

# Campus Security Policy

## Reporting Criminal Activity or Emergencies

All campus community members (students, faculty, and staff) are encouraged to report crimes or other emergency situations to appropriate college personnel. Reports made to college officials will be used for Annual Security and Timely Warnings if needed. The following are offices and positions that are available to receive reports of crimes or emergencies:

Academic Office	620-947-3121 Ext 1044
Student Life Office	620-947-3121 Ext 1033
Men's Quad Resident Educator	620-947-3121 Ext 1034
Women's Quad Resident Educator	620-947-3121 Ext 1035
Townhouse Resident Educator	620-947-3121 Ext 1038
Facilities Operations Department	620-947-3121 Ext 1051

In case of an immediate emergency, community members are encouraged to dial 911.

Confidential reporting and resources are available for victims and others through a confidential advocate. Each year the college designates individuals who are able to receive confidential reports and offer confidential support services both on and off campus.

## Timely Warning

In the event that an incident or situation arises that creates an ongoing or continuing threat, a community wide "timely warning" will be sent. Decisions regarding the issuance of a timely warning will be made by the Student Life Office, Academic Affairs Office, or a member of the Crisis Management Team. Timely warnings will be issued through a contracted early alert system that notifies all community members through e-mail, text messaging, and other social media options. All community members are encouraged to have updated information registered with the early alert system. Contact the Academic Affairs Office for questions regarding the early alert system.

## Security and Access

During regular business hours primary college buildings (excluding all housing areas) will be open to all students, faculty, staff, parents and guests. Residential housing areas are secured by resident keys 24 hours per day and should remain locked at all times. During Christmas break and spring break, the housing areas will have their locks changed to provide enhanced security.

As a part of normal maintenance and facilities practice, buildings and pathways are checked regularly for potential safety concerns and appropriate lighting. The Student Life Department and Facilities Operations work collaboratively to ensure safety standards are maintained in the housing areas.

### Local Law Enforcement

Tabor College and Hillsboro Police Department (HPD) maintain a close working relationship on issues of safety and security. HPD provides security for specific campus events, such as athletic contests, as well provides regular patrol. The college does not employ campus police officers or campus security personnel.

### Notice of Campus Security Procedures/Crime Prevention

The Student Life Office provides specific training to all residence life staff, including professional and student staff regarding safety and security. Residence life staff members are responsible to monitor housing areas and student conduct for potential safety risks.

During orientation week, all students are educated on safety expectations and how to report safety concerns or potential criminal activity. Although Tabor College and Hillsboro have low reported rates of crime, students are encouraged during orientation and throughout the academic year to take precautions, such as locking vehicles, dorm rooms, etc. All first-year students receive additional education on prevention during TC101 course.

### Off-campus Organizations

Tabor College does not currently have officially recognized student organizations with off-campus locations.

### Alcohol and Drug Policies

Consistent with its obligations under federal law and in keeping with its commitment to provide a drug-free environment, Tabor College has formulated the following policy regarding substance abuse.

Tabor College strictly prohibits the unlawful possession, use or distribution of alcohol and illicit drugs by students on any property of the College or as part of any activity associated with the college. Tabor College also prohibits the transport, manufacture or promotion of drugs, drug paraphernalia or look-alike (simulated) drugs on its campus or as part of any activity associated with the College.

Illegal use or possession of drugs or alcohol may also be subject to criminal prosecution. Tabor College may refer violations to appropriate authorities for prosecution. Disciplinary action will be taken according to Tabor College Student Handbook.

Tabor College recognizes the importance of assisting students in dealing with substance abuse problems. The Student Life Office provides informational materials and referrals may be made to confidential off-campus resources for counseling and treatment. Only those who have a need to know shall have access to such information.

A concerted effort will continue to be made concerning drug and alcohol education. This instruction will be in the form of seminars and workshops which will be available to all students. All first-year students receive additional education during the freshman orientation course. It is the intent of the college to provide a positive approach to a drug/lifestyle problem. However, if the student refuses to cooperate or has repeated violations, suspension or dismissal is a possible consequence, as outlined in the discipline process.

### Emergency Response and Evacuation Procedures

Tabor College has in place several systems to provide notification to the campus community in the event of a significant or dangerous situation. Notification includes text messaging, email notification, campus intranet announcement, phone messages, and social media updates. All Tabor employees and students are encouraged to keep up to date contact information with the college. Contact the Student Life Office for further information.

The college has a working Crisis Management document that outlines procedures and coordination in the event of an emergency and/or evacuation. Periodically the campus conducts evacuation drills and tabletop exercises. Part of the role of the Crisis Management Team is to continually evaluate the plan and adjust response protocol as needed. The Crisis Management team maintains a close working relationship with local emergency responders and meets regularly to coordinate response plans.

A member of the Crisis Management Team will confirm the presence of an emergency or dangerous situation and if time allows all decisions related to emergency notifications are processed by the team. Upon confirmation of an emergency or dangerous situation a member of the Crisis Management team will initiate notification through a combination of communication methods mentioned above. The Crisis Management Team will determine if all the entire campus community needs to be notified or if the emergency is localized. As a part of this review the content of notification message will also be determined. If needed the team will send separate messages to sub populations, such as on campus residents depending on each groups need of specific information

It is the responsibility of the Crisis Management Team to process all time sensitive information and send notifications as soon as possible for the safety of the campus community. The team has the responsibility to consider multiple variables, including overall campus safety, care for potential victims, and directives from first responders. The amount of information given in notification and follow up communications will need to be considered.

The following positions are included in the Crisis Management Team:

President	Vice President of Academic Affairs
Dean of Students	Vice President of Operations
Director of Facilities Operations	Director of Communications
Athletic Director	

If appropriate the Director of Communications will coordinate notifications during and post emergency situations to the broader public, including local community and parents. Based on the type of notifications the director may use one of many forms of communication and news outlets.

#### Policy on Missing Student Notification

The Student Life Office will receive, document, investigate and make all required notifications in response to a report of a student missing for more than twenty-four hours. A student believed to be missing should be reported to a Resident Educator or other Student Life staff member. The Student Life Office will contact local law enforcement and emergency contacts of missing student as appropriate.

#### State of Kansas Registry for Sex Offenders

The Kansas Bureau of Investigation maintains a website for public access that offers information related to persons who have been convicted of crimes such as sex offenses and drug offenses. Below is the registry website. Please contact the KBI if you have further questions

Registered Offenders Search: [http://www.accesskansas.org/kbi/offender\\_registry](http://www.accesskansas.org/kbi/offender_registry)

### **Tabor College Title IX Policy**

#### **INTRODUCTION**

Tabor College, Hillsboro, Kansas, a four-year liberal arts college, is committed to providing a working and learning environment that is free from all forms of discrimination, including discrimination based on sex. This policy covers all forms of discrimination, including but not limited to the following forms of sexual misconduct: sexual harassment, sexual assault and sexual violence by employees, students and third parties.

Title IX (1972) is a federal civil rights law that prohibits discrimination based on sex for all educational organizations that receive Title IV federal assistance. The following polices are

designed to prevent and prohibit all forms of sexual discrimination, including all forms of sexual misconduct. This policy includes, but is not limited to, employment, admission and all student-related services. Tabor College has jurisdiction over and a responsibility to address all Title IX complaints.

Tabor College is committed to ensure that students are not denied or limited in their opportunity to engage in the educational programs and activities on the basis of sex. The college will take prompt and effective steps to end sex discrimination, prevent recurrence and remedy its effects.

Members of the Tabor College community, guests and visitors have the right to be free from all forms of gender- and sex-based discrimination, examples of which can include acts of sexual violence, sexual harassment, domestic violence, dating violence and stalking<sup>1</sup>. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. When an allegation of misconduct is brought to the college's attention, and a responding party is found to have violated this policy, serious sanctions will be used to reasonably ensure that such actions are never repeated. This policy has been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. This policy is intended to define community expectations and to establish a mechanism for determining when those expectations have been violated.

## **OVERVIEW OF POLICY EXPECTATIONS WITH RESPECT TO PHYSICAL SEXUAL MISCONDUCT**

In alignment with the MB Confession of Faith, "sexual intimacy rightfully takes place only in marriage." This is reflected in Tabor's Community Life Covenant and the Policy Manual. We recognize, however, that even in marriage, consent is required for all sexual activity. Whether married or not, the following expectations regarding sexual misconduct apply: In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent is sexual permission. Consent can be given by word or action, but nonverbal consent is not as clear as talking about what you want sexually and what you don't. Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Silence--without actions demonstrating permission--cannot be assumed to show consent. Additionally, there is a difference between seduction and coercion. Coercing someone into sexual activity violates this policy in the same way as physically forcing someone into sex. Coercion happens when someone is pressured unreasonably for sex.

Because alcohol or other drug use can place the capacity to consent in question, sober sex is less likely to raise such questions. When alcohol or other drugs are being used, a person will be considered unable to give valid consent if he/she cannot fully understand the details of a sexual interaction (who, what, when, where, why, or how) because he/she lacks the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand

---

<sup>1</sup> In January of 2015, Tabor College was granted exemption on specific aspects of Title IX that conflict with elements of the Mennonite Brethren Confession of Faith. Please see Appendix A for the specific areas where exemption was granted.



what they are doing. Under this policy, “No” always means “No,” and “Yes” may not always mean “Yes.” Anything but a clear, knowing and voluntary consent to any sexual activity is equivalent to a “no.”

Any sexual activity outside of marriage by members of the Tabor community, regardless of consent, is inappropriate and subject to intervention and/or sanction.

### **SEXUAL MISCONDUCT OFFENSES INCLUDE, BUT ARE NOT LIMITED TO:**

1. Sexual Harassment
2. Non-Consensual Sexual Contact (or attempts to commit same)
3. Non-Consensual Sexual Intercourse (or attempts to commit same)
4. Sexual Exploitation

#### **1. SEXUAL HARASSMENT**

Sexual Harassment is:

- unwelcome, gender-based verbal or physical conduct that is
- sufficiently severe, persistent or pervasive that
- unreasonably interferes with, denies or limits someone’s ability to participate in or benefit from the college’s educational program and/or activities, and is
- based on power differentials (quid pro quo), the creation of a hostile environment or retaliation.

Examples include: an attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject a person to unwelcome sexual attention; to punish a refusal to comply with a sexually based request; to condition a benefit on submitting to sexual advances; sexual violence; intimate partner violence, stalking; gender-based bullying.

#### **2. NON-CONSENSUAL SEXUAL CONTACT**

Non-Consensual Sexual Contact is:

- any intentional sexual touching,
- however slight,
- with any object,
- by a man or a woman upon a man or a woman,
- that is without consent and/or by force.

Sexual Contact includes:

- o Intentional contact with the breasts, buttock, groin or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on

any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth or other orifice.

### 3. NON-CONSENSUAL SEXUAL INTERCOURSE

Non-Consensual Sexual Intercourse is:

- any sexual intercourse
- however slight,
- with any object,
- by a man or woman upon a man or a woman,
- that is without consent and/or by force.

Intercourse includes:

- o vaginal penetration by a penis, object, tongue or finger, anal penetration by a penis, object, tongue or finger, and oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.

### 4. SEXUAL EXPLOITATION

Occurs when a Tabor community member takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another community member;
- Non-consensual video or audio-taping of sexual activity;
- Going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you having consensual sex);
- Engaging in voyeurism;
- Knowingly transmitting an STI or HIV to another community member;
- Exposing one's genitals in non-consensual circumstances; inducing another to expose their genitals;
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation

### ADDITIONAL APPLICABLE DEFINITIONS:

- Consent: Consent is clear, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.
  - o Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.
  - o Previous relationships or prior consent cannot imply consent to future sexual acts.

- Force: Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce consent.
  - Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes it clear that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.
  - NOTE: There is no requirement that a party resist the sexual advance or request, but resistance is a clear demonstration of non-consent. The presence of force is not demonstrated by the absence of resistance. Sexual activity that is forced is by definition non-consensual, but non-consensual sexual activity is not by definition forced.
  - In order to give effective consent, one must be of legal age.
  - Sexual activity with someone who one should know to be -- or based on the circumstances should reasonably have known to be -- mentally or physically incapacitated (by alcohol or other drug use, unconsciousness or blackout) constitutes a violation of this policy.
    - Incapacitation is a state in which individuals cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why or how” of their sexual interaction).
    - This policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint or from the taking of rape drugs. Possession and use and/or distribution of any of these substances are prohibited, and administering one of these drugs to another student is a violation of this policy.
- Use of alcohol or other drugs will never function as a defense for any behavior that violates this policy.
- The sexual orientation and/or gender identity of individuals engaging in sexual activity is not relevant to allegations under this policy.

### **SANCTION STATEMENT**

- Any student found responsible for violating the policy on Non-Consensual or Forced Sexual Contact (where no intercourse has occurred) will likely receive a sanction ranging from probation to expulsion, depending on the severity of the incident and taking into account any previous campus conduct code violations.\*
- Any student found responsible for violating the policy on Non-Consensual or Forced Sexual Intercourse will likely face a recommended sanction of suspension or expulsion.\*
- Any student found responsible for violating the policy on sexual exploitation or sexual harassment will likely receive a recommended sanction ranging from warning to expulsion, depending on the severity of the incident and taking into account any previous campus conduct code violations.\*

\*The Title IX Coordinator reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior.

### **OTHER MISCONDUCT OFFENSES (FALLS UNDER TITLE IX WHEN SEX OR GENDER-BASED)**

1. Threatening or causing physical harm, extreme verbal abuse or other conduct that threatens or endangers the health or safety of any person.
2. Discrimination, defined as actions that deprive other members of the community of educational or employment access, benefits or opportunities on the basis of sex or gender.
3. Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another.
4. Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the college community, when related to the admission, initiation, pledging, joining or any other group-affiliation activity.
5. Bullying, defined as repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control or diminish another person, physically or mentally.
6. Violence between those in an intimate relationship to each other.
7. Stalking, defined as repetitive and/or menacing pursuit, following, harassment and/or interference with the peace and/or safety of a member of the community; or the safety of any of the immediate family of members of the community.

### **REPORTING**

Tabor College encourages all employees or students who have experienced sex and/or gender-based discrimination to make a report to the Title IX Coordinator or other responsible employee. The college takes such reports seriously and will work with victims to ensure support services and safety. The Title IX Coordinator will offer options related to reporting to authorities, reporting, grievance procedures, and the potential for interim measures.

All Tabor employees are identified as “Responsible Employees.” All responsible employees who are made aware of potential sex discrimination, harassment or sexual violence, either indirectly or directly, are REQUIRED to notify the Title IX Coordinator. The only exceptions are those employees who have been identified as Advocates, unless there is cause for fear for personal safety or the safety of others. A current list of advocates is located in the Student Life Office, Student Success Office and the Office of the Title IX Coordinator.

Title IX Coordinator:

Dr. Frank Johnson  
400 South Jefferson  
Hillsboro, KS 67063  
620-947-3121 Ext 1044  
frankj@tabor.edu

Deputy Title IX Coordinator  
Prof. Jim Paulus  
400 South Jefferson  
Hillsboro, KS 67063  
620-947-3121 Ext 1033  
jimp@tabor.edu

## **CONFIDENTIALITY**

Students and employees who have experienced sex discrimination and would like to speak confidentially with someone should contact an identified advocate on campus or seek a referral to off-campus counseling services. Information related to these options is located in the Student Life Office, Student Success Office and the office of the Title IX Coordinator.

All inquiries, formal complaints and investigations are treated with discretion. The college reserves the right to impose interim measures. Title IX includes protection from retaliation. See sections below for more information.

Amnesty for Victims – Tabor College encourages all victims of sex discrimination to report such events and seek support services. At times, student victims may be hesitant to report because of concerns related to other Community Life policy violations. To encourage reporting the college offers amnesty for other policy violations. In such instances the college will provide educational and support options as a response to these violations.

Individuals have the right and can expect to have incidents of sexual misconduct to be taken seriously by the institution when formally reported, and to have those incidents investigated and properly resolved through administrative procedures. Formal reporting means that only people who need to know will be told, and information will be shared only as necessary with investigators, witnesses and the accused individual.

## **Federal Statistical Reporting Obligations**

Certain campus officials have a duty to report sexual assault, domestic violence, dating violence and stalking for federal statistical reporting purposes (VAWA/Clery Act). All personally identifiable information is kept confidential, but statistical information must be passed along to Campus Security Authority regarding the type of incident and its general location (on- or off-campus, in the surrounding area, but no addresses are given) for publication in the Annual Safety Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime and to ensure greater community safety. Mandated federal reporters include: student life staff, local police, coaches, athletic directors, human resources staff, advisors to student organizations and any other official with significant responsibility for student and campus activities. The information to be shared includes the date, the location of the incident

(using Clery location categories) and the Clery crime category. This reporting protects the identity of the victim and may be done anonymously.

### **Federal Timely Warning Reporting Obligations**

Victims of sexual misconduct should also be aware that college administrators must issue immediate timely warnings for incidents reported to them that are confirmed to pose a substantial threat of bodily harm or danger to members of the campus community. The college will make every effort to ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger. The reporters for timely warning purposes are exactly the same as detailed at the end of the above paragraph.

### **GRIEVANCE PROCEDURES**

The following procedures are intended to provide prompt and equitable resolution of complaints of sex discrimination, including all forms of sexual misconduct, for all members of the Tabor Community.

1. Upon notice of a potential Title IX violation, the Title IX Coordinator will initiate an initial investigation to determine if there is a reasonable cause.
2. If reasonable cause is found, and depending on campus safety assessment and potential confidentiality request from the reporting party, the Title IX Coordinator will determine if a full investigation is warranted.
3. The reporting party has the right to file a criminal complaint with local law enforcement and a Title IX complaint with the college simultaneously. The decision to file a criminal complaint is the choice of the reporting party and does not preclude the college from its responsibility to investigate and resolve formal complaints made to the Title IX Coordinator.
4. The investigation of the alleged discrimination and/or sexual misconduct will be thorough, adequate, reliable and impartial. Investigation may include the following: interviews of the parties involved, including witnesses, and the gathering of other relevant information. Both the reporting party and the responding party are afforded equal opportunities to present a list of witnesses or other evidence. Both the reporting party and the responding party are permitted to have advisors of their choosing present during interviews. Advisors are able to attend in an advisory role only and are not permitted to participate in the interview.
5. The assigned investigator will gather and weigh evidence and make a determination if one or more policies have been violated. A complete investigation report will be submitted to the Title IX Coordinator for sanction decision. A written notice of resolution will be sent to both parties within two business days.

6. The Title IX Coordinator will consult with the Deputy Coordinator/Investigator in determining a sanction decision. All findings are final.
7. The investigation and review of all complaints will be concluded as quickly as possible and in most cases within 60 days of filing a report. The Title IX Coordinator will notify both parties if delays are beyond the control of the college.
8. The preponderance of the evidence will be the evidentiary standard that is used in resolving the complaint. The purpose of the investigation/hearing is to determine if misconduct has occurred and if so, what actions the college will take to eliminate sexual discrimination, harassment, violence and hostile environment, as well as prevent recurrence. This includes imposing potential sanctions against the perpetrator and providing remedies to the reporting party and the Tabor College community.
9. Notice of potential sanctions: Tabor College reserves the right to respond to sex discrimination, harassment, and violence in ways it deems necessary to eliminate a hostile environment, remedy previous offense, and prevent recurrence. Sanctions for perpetrators may include up to suspension or termination/dismissal from the college.

### **INTERIM MEASURES**

At any time during the reporting or investigation phase, the college may initiate interim measures for those involved in the complaint. The college will take steps to ensure equal access to all programs and activities. The Title IX Coordinator will remain in contact with all parties regarding potential adjustments to housing, course schedule and other activities, as well as updates throughout the investigation.

The Title IX Coordinator will ensure that all parties are made aware of available resources such as: counseling, advocacy, legal assistance, local law enforcement and health services.

The college will take necessary actions to remedy the discriminatory effects on the reporting party, including, but not limited to, “no contact” orders, course/classroom adjustments and housing relocation. The college will take reasonable steps to prevent recurrence of sex discrimination and/or harassment. Remedies, such as mental health services, are available at all times during and after the complaint process, as well as for situations when the reporting party requests confidentiality.

### **RETALIATION**

Title IX prohibits all forms of retaliation, and Tabor College will follow up on all reports of retaliation against any person involved in the investigation or Title IX complaint. Any employee or student who violates this policy will be subject to discipline, up to and including termination/dismissal from the college. Retaliation is any form of intimidation, harassment, violence, or retribution.

## **PREVENTION AND EDUCATION**

The college is committed to providing everyone in the Tabor community with adequate training related to Title IX. Training for employees includes how to receive reports of sex discrimination, reporting obligations as “responsible employees,” the Title IX process and how to refer other employees and students to advocacy and other support services. Training will be offered on a regular basis to all new and continuing employees.

Title IX Task Force – The Title IX Coordinator and Deputy Coordinator will co-chair a task force that will be charged with evaluating, planning and providing educational programs related to sexual discrimination, harassment and violence. These programs will include regular climate surveys and trainings for new and returning students, faculty and staff. Topics could include bystander intervention, assisting victims and other prevention topics. The task force will develop training programs for investigators, advocates on campus and others as needed. An annual review of the Tabor College Title IX policy will be completed by the task force.



## **Fire Safety Report**

The following are policies, guidelines and expectation for all students at Tabor College regarding fire safety, as well as information related to fire drills and fire evacuation.

### Student Policies

Following behaviors are prohibited. These behaviors may result in a minimum disciplinary response of probation on the first occurrence with a semester or more suspension on the second occurrence and may also result in additional conditions or alternative requirements.

Misuse of or tampering with fire or safety equipment, that is using such equipment for other than its intended purpose under circumstances justifying that use. Automatically includes fine of at least \$500 for such misuse of fire extinguishers and knowingly making false notifications of emergencies, including the pulling of fire alarms. Referral to appropriate authorities will also occur. Possession or use of fireworks or chemicals which are of an explosive or corrosive nature. Automatically includes fines of at least \$300 for possession or use of such agents. Burning of candles, incense or any other flammable material in the residence halls. Automatically includes a fine of at least \$100. Arson or attempted arson. This includes intentionally setting fire to any item in a non- designated area. This will include a minimum fine of \$500. (May result in suspension from the college for one or more semesters, including indefinite dismissals, on the first occurrence.)

All campus residence halls are equipped with fire alarms. When the alarms sound, all residents must vacate the building immediately. Fire drills will be held each semester. Electrical appliances such as irons, curling irons, hair dryers, etc. should not be left plugged in when not in use. Cooking in rooms is not allowed. No open flame such as candles, incense burners, etc. is allowed in the residence halls. Halogen lamps are not permitted.

### Fire Drills

One fire drill is completed per semester (twice per year). Drills are scheduled and are performed in coordination with local Fire Marshall.

### Safety/Evacuation Procedures

Facilities Operations conducts routine checks and maintenance to all fire safety equipment including fire extinguishers, signs and detection systems. At the beginning of each semester on campus residence are briefed on evacuation protocols and are followed up with regularly scheduled fire drills.

