



2019-2020 Annual
Security & Fire Safety Report

MESSAGE FROM THE CHIEF OF POLICE

At Criswell College we value the safety and security of every person who comes onto our campus. Though the Criswell College Police Department works diligently to maintain a safe campus, it is an effort that requires the additional participation of the Criswell College community. Therefore, we believe the best approach to maintaining a safe and secure campus is a well-trained law enforcement presence coupled with an informed and involved campus community. We hope the information in this report assists both current and prospective members of the Criswell College community in making informed decisions about their own personal safety as well as that of the campus. I personally count it both a blessing and an honor to serve such an outstanding institution of higher education in this capacity.

Brad D. Corder, Chief of Police, Criswell College Police Department.



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PREPARATION OF THE ANNUAL SECURITY REPORT

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (or the Clery Act) requires that each institution of higher education in the United States participating in federal student aid programs produce and distribute a report each year containing campus security information and crime statistics. The Criswell College Police Department prepares the Annual Security & Fire Safety Report in collaboration with several Criswell College departments, which includes Academic Affairs, Student Services, Housing, Enrollment, and Institutional Effectiveness and Research, as well as local law enforcement agencies. The purpose of the Annual Security Report is to assist current and prospective students in making informed decisions about their personal safety.

In keeping with the requirements of the Clery Act, crime statistics for the most recent three-year period are obtained from Criswell College Police, applicable College departments, local police departments, and by written request from all Campus Security Authorities (as defined by federal law). These statistics are then compiled and reported to the campus community (via this report) and to the Department of Education. Once the Annual Security & Fire Safety Report is finalized, the College notifies the campus community of its availability by October 1st of each year. This includes all current students and employees of the College. Any person, including prospective students and visitors, may view a paper copy of this report by contacting the Criswell College Police Department at 4010 Gaston Avenue, Dallas, Texas, 75246 or 214-818-1333. A digital copy may be viewed and printed by visiting www.criswell.edu/current-students-2/campus-police.

ABOUT THE CRISWELL COLLEGE POLICE DEPARTMENT

Established in 2011, the Criswell College Police Department exists to promote the mission of Criswell College by maintaining a safe and secure campus for its students and employees. The mission of the Criswell College Police, therefore, is “to maintain a safe and secure campus by providing police, site security, emergency, site safety, and first aid services in collaboration with local, state, and federal agencies.” All police officers employed by Criswell College hold active commissions and licenses through the Texas Commission on Law Enforcement and are authorized by state law (Texas Education Code 51.212) to arrest those committing offenses in their presence or view. The Criswell College Police Department investigates any unlawful or suspicious activities that occur on campus, and is responsible for the enforcement of all campus parking regulations. The College also employs police officers from local agencies (such as the Dallas PD and Dallas Theological Seminary PD) to provide additional on-site security as the need arises. The Campus Police offices are located near the front receptionist desk.

ABOUT THE DALLAS POLICE DEPARTMENT

According to the Dallas Police Department’s mission statement:

“The Police Department, in serving the people of Dallas, strives to reduce crime and provide a safe city by:

- *Recognizing that its goal is to help people and provide assistance at every opportunity;*
- *Providing preventive, investigative, and enforcement services;*
- *Increasing citizen satisfaction with public safety and obtaining community cooperation through the Department's training, skills, and efforts; and*

- *Realizing that the Police Department alone cannot control crime, but must act in concert with the community and the rest of the Criminal Justice System.*

In achieving this mission, the men and women of the Dallas Police Department will conduct themselves in an ethical manner. They will:

- *Respect and protect the rights of citizens as determined by the law;*
- *Treat citizens and their fellow employees courteously and with the same amount of dignity with which they expect to be treated themselves;*
- *Be examples of honesty and integrity in their professional and personal lives, thereby earning the public trust;*
- *Perform their duties with the knowledge that protection of the lives and property of all citizens is their primary duty; and*
- *Comply with the spirit and letter of the Code of Conduct.”*

- quoted from www.dallaspolice.net (August 2020)

Criswell College is located within the boundaries of the Dallas Police Department's Central Division, which has its headquarters at 334 S. Hall Street, Dallas, Texas 75226 and can be contacted at 214-670-4413. More information about the Central Division can be found at www.dallaspolice.net/division/central.

ABOUT THE DALLAS THEOLOGICAL SEMINARY POLICE DEPARTMENT

According to the Dallas Theological Seminary (DTS) Police Department's mission statement:

“Dallas Theological Seminary Police seeks to create an environment on the Dallas campus in which people are safe from physical harm and property is secure, in a manner that is consistent with state and federal laws and seminary regulations...”

-quoted from <https://www.dts.edu/departments/campus-police> (August 2020)

Criswell College is located next to Dallas Theological Seminary's Dallas campus. The DTS Police Department is located at 3909 Swiss Avenue, Dallas, Texas 75204 and can be contacted at 214-887-5590. Criswell College currently partners with Dallas Theological Seminary to provide housing opportunities for Criswell students on Dallas Theological Seminary's Dallas Campus. More information about the DTS Police Department can be found at www.dts.edu.

SECURITY OF AND ACCESS TO CRISWELL COLLEGE FACILITIES

Criswell College is committed to providing a safe and secure campus for its students, visitors, and employees. The Criswell College facilities are unlocked each weekday morning at 8:30am and promptly secured at 4:30pm, the end of the business day. On days when classes are in session, students may use their ID cards to access the building from 7am to 10pm. Access to the campus facilities are restricted outside of normal business hours and during weekends and school holidays, with the exception of special events.

All Criswell College students are issued ID cards during their initial registration process at no charge, which serve as the students' official identifications while on campus. ID cards are to be carried by all current Criswell students and employees at all times while they are on campus and must be presented

upon request by Criswell College Police or campus officials. Visitors to the campus are welcome, but are expected to adhere to all campus regulations and policies (viewable at www.criswell.edu/college-policies). Criswell College reserves the right to restrict the access of any person who does not adhere to its policies and procedures.

The Facilities Department assists in maintaining the security of the campus by repairing defective lights, locks, doors, gates, windows, and other physical security problems in a timely manner. Concerns regarding potential or actual safety hazards around the campus may be reported to the Criswell College Police Department (214-818-1333) or Facilities Department (214-818-1380). The Criswell College Police conduct routine patrols of the campus facilities and parking lot to monitor safety and security concerns. Security cameras are positioned at various locations throughout the Criswell College campus, including at entrances and toward the parking lot. The campus is also equipped with an electronic security alarm system monitored by Knight Security for the purposes of intrusion detection.

REPORTING CRIMES AND OTHER EMERGENCIES

Criswell College students and employees should promptly report all emergencies, criminal activity, and suspicious persons and property observed on and around the campus to the Criswell College Police. The police department offices are located near the front receptionist desk and can be reached at **214-818-1333** (or by dialing **1333** from any campus phone). The Criswell College Police can also be reached by notifying the front receptionist. There is a red emergency phone located along the second-floor classroom wall (along the south wall) that will call the Criswell College Police directly. If you are unable to reach the Criswell College Police, immediately contact the Dallas Police (**9-1-1**). In the event of a medical emergency or fire that occurs on the Criswell College campus, immediately contact the Criswell College Police (**214-818-1333**) and Dallas Fire Rescue (**9-1-1**).

Criswell College students and employees are to call **9-1-1** should an emergency arise during an event officially recognized by Criswell College at an off-campus location where Criswell College Police are not present. Criswell College does not have any officially recognized student organizations with non-campus locations. However, Criswell students residing at DTS student housing should promptly contact DTS Police (**214-887-5590**) to report all emergencies, criminal activity, and suspicious persons and property observed on and around the DTS campus. Students residing at the other Criswell Housing locations should promptly contact the Dallas Police (**9-1-1**). In the event of a medical emergency or fire that occurs in any Criswell Housing, immediately contact Dallas Fire Rescue (**9-1-1**).

In order for the Criswell College Police to access criminal incident information for timely warnings and include crimes in the annual disclosure of crime statistics, the Criswell College Police Department does not allow for voluntary, confidential reporting of alleged criminal incidents. All employees, students, and guest are encouraged to promptly report all crimes, including off-campus incidents, to the Criswell College Police or the appropriate law enforcement agency. The Criswell College Police will assist community members in reporting all off-campus incidents to the appropriate law enforcement agencies. Criswell College Police can be contacted with non-emergency information, questions, or suggestions either by phone (**214-818-1333**) or email (campus_police@criswell.edu).

Criswell College students and employees may seek confidential counseling and report incidents to pastoral or professional counselors on a confidential basis. According to the Clery Act, pastoral and professional counselors who are appropriately credentialed, employed by Criswell College, and serve in

a counseling role are not considered Campus Security Authorities when they are acting in such a counseling role. Criswell College encourages pastoral and professional counselors to notify the students and employees they counsel (verbally and/or in writing) of the fore mentioned crime-reporting options available to them.

EMERGENCY NOTIFICATION AND EVACUATION PROCEDURES

The Criswell College Police Department is the primary responder for all emergencies that occur on the Criswell College campus. Immediately contact the Criswell College Police (**214-818-1333** or by dialing **1333** from any campus phone) if there is an emergency. The Criswell College Facilities Department shall serve as the secondary responder for any emergencies that occur on campus. The Criswell College Police (along with Facilities personnel) will confirm if a reported emergency or dangerous situation exists, contact and coordinate any additional emergency providers, and establish incident command as needed. If you are unable to reach the Criswell College Police, contact the Dallas Police (**9-1-1**). Criswell College students and employees shall be notified (with the assistance of other departments) via emails, phone calls, texts, social media, and/or postings on the Criswell College website if an emergency occurs on campus. Any person may voluntarily sign up to receive Criswell College emergency notifications via phone or text at Nixle.com.

EMERGENCY NOTIFICATION PROCEDURE

1. If an emergency or potentially dangerous situation is observed on or around the campus, immediately contact the emergency responder identified above once you are out of harm's way.
2. The emergency responder shall determine if others need to be notified about the situation. If the situation warrants the notification of others, the emergency responder will determine the appropriate segment of the campus community to receive notification as well as the content of the notification, and initiate the notification to the targeted audience.
3. The emergency responder shall also contact the appropriate College administrators with regards to the situation.

Unless the issuance of a notification will (in the professional opinion of the emergency responder) compromise efforts to assist a victim and/or respond to, contain, or mitigate the emergency, the emergency responder shall initiate the notification procedure without delay and taking into consideration the safety of the community once the decision to do so is made. This procedure shall be tested annually.

If the Criswell College facilities are evacuated (due to a state of emergency), only Criswell College Police (or a Facilities Department employee in the absence of the emergency responder) is authorized to issue an all-clear that allows students and employees back into the campus facilities.

The *Emergency Response and Evacuation Plan* for Criswell College shall be tested annually, and a record shall be kept of each test, documenting the date and time and whether it was announced prior to testing or unannounced. The *Emergency Response and Evacuation Plan* shall be publicized on the Criswell College website (www.criswell.edu/life-at-criswell/housing-and-location/campus-

[safety/policies](#)), highlighted at New Student Orientation, and communicated to all employees via email annually.

TIMELY WARNING PROCEDURES

Timely warnings will be made to the community when a crime is committed, reported to the Criswell College Police, and considered by Criswell College to represent a serious threat to its students and employees. The intention of a timely warning is to alert the campus community to certain crimes (especially *Clery Act* crimes) in a timely manner that enables people to protect themselves and aid in the prevention of similar crimes. The issuance of a timely shall be decided on a case-by-case basis upon the facts of the crime, including the nature of the crime, the continuing danger to the campus, and the risk of compromising law enforcement efforts.

The Criswell College Chief of Police or designee reviews all reports to determine if there may be a continuing or serious threat to the community and if the distribution of a timely warning is warranted. Timely warnings are generally written and issued by the Chief of Police or designee and delivered via email, but other methods of delivery also may be employed (e.g. phone calls, texts, social media, postings, etc.). Updates to the Criswell College community about particular criminal incidents resulting in a timely warning also may be distributed by email or other methods of delivery.

CRIME PREVENTION AND AWARENESS PROGRAMS

Crime prevention is a high priority for the Criswell College Police Department. While it is impossible to prevent every crime, the Criswell College community can help reduce their chances of becoming victims. The Criswell College Police Department continues to work towards providing a wide range of safety and security programs and services designed to reduce and counter the potential hazards and threats to the persons and property of Criswell College. Therefore, crime prevention and awareness requires the involvement of all members of the Criswell College community to take responsibility for the safety and security of themselves and others.

The Criswell College Police pursue ongoing training in crime prevention as it relates to college campuses. Prospective students and parents are encouraged to ask questions relating to safety and security. Information about crime awareness and techniques are shared with the new students during New Student Orientation. Crime tips are shared regularly via email with the current Criswell College community. Awareness programs, such as an annual alcohol and drug awareness presentation put together through the collaboration of multiple college departments, are made available to the students. Information about sexual misconduct prevention, policies, and reporting procedures, as well as other resources that support students, is available on the Criswell College website. Those interested in further information on specific areas of crime prevention and awareness should contact the Criswell College Police (214-818-1333).

DRUG, ALCOHOL, AND SUBSTANCE ABUSE

Criswell College is a drug-free, alcohol-free, and tobacco-free campus. The use, possession, consumption, sale, manufacture, or delivery of controlled substances (as defined in Alcohol and Drugs

section) and drug paraphernalia, is prohibited by law and College regulation. The possession, use, and distribution of tobacco products, smoking paraphernalia (including pipes, e-cigarettes, and vaporizers), and alcoholic beverages on campus are prohibited by College regulation and underage drinking laws shall be enforced. Possession of any of these items can result in disciplinary action and possibly even criminal charges being filed. School-imposed sanctions are described in this Handbook. Any student, staff or faculty member who observes an individual in possession of any of the above-mentioned items on Criswell College campus, in college-sponsored housing, or at any college-sponsored event should contact Campus Police immediately.

Various federal, state, and local regulations prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol. These sanctions may include probation, driver's license suspension, fines, and/or incarceration, and vary depending on the type of violation, the type and amount of the substance(s) involved, and the age of the persons involved (in the case of alcohol).

Local: Dallas City Code

- Chapter 6 – Alcoholic Beverages
- Chapter 13 – Courts, Fines and Imprisonments
- Chapter 31 – Offenses – Miscellaneous

State: Texas Penal Code

- Title 3, Chapter 12 – Punishments
- Title 10, Chapter 49 – Intoxication and Alcoholic Beverage Offenses

Texas Health and Safety Code:

- Title 6, Subtitle C – Substance Abuse Regulation and Crimes

Federal: United States Code

- Title 18 – Crimes and Criminal Procedure
- Title 21 – Food and Drugs
- Title 27 – Intoxicating Liquors

Future revisions, amendments, or additions to these or other applicable codes are incorporated into this policy by this reference. Any student convicted under any federal or state law involving the possession or sale of illegal drugs during a period of enrollment will result in the loss of eligibility for both federal and institutional financial aid. Applicable legal sanctions for the unlawful possession, use, or distribution of illicit drugs and alcohol are available upon request from the Criswell College Police Department.

Alcohol and Drugs: Criswell College acknowledges the problem of substance abuse in our society and perceives this problem as a serious threat to the health and well-being of our students and employees. Therefore, in voluntary compliance with the Drug Free Schools and Communities Act Amendment of 1989 (Public Law 101-226), Criswell College issues the following statements:

- 1) Criswell College prohibits the unlawful possession, use, or distribution of all controlled substances (including but not limited to narcotics, illegal drugs, and alcohol) on school property, as a part of any school activity, or as a part of any personal, non-school related activity.
- 2) Members of the Criswell College community must abstain from the possession, use, or consumption of alcoholic beverages as an act of maintaining the community standards.

- 3) Persons in the College community dealing with substance abuse problems who voluntarily seek assistance through the College will be aided in confidential referrals for counseling services, treatment, or rehabilitation.
- 4) Criswell College will cooperate with all local, state, and federal authorities in maintaining and enforcing a drug-free community.

Tobacco: Possession, use, or distribution of tobacco products, smoking paraphernalia (including pipes, e-cigarettes, and vaporizers) on the College campus or in a building or vehicle that is owned, operated or leased by the College is prohibited.

Each year an alcohol and drug awareness presentation put together through the collaboration of multiple college departments is presented to the students. Additionally, the Criswell College Student Services Office offers referral services to rehabilitation programs or to long-term individual therapy sessions for drug and substance abuse if needed. The Drug-Free Schools and Communities Act requires that Criswell College notify each student and employee annually of its programs to prevent the illicit use of drugs and the abuse of alcohol by students and employees.

SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

The college has a moral, educational, and legal obligation to provide an environment for learning and working that is free of dating violence, domestic violence, sexual assault, and stalking, whether by members of the same or opposite gender. Any form of verbal or physical sexual harassment is not only inconsistent with Christian living, but also deemed as illegal gender discrimination according to Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972. Criswell College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking (as defined by the *Clergy Act*).

Texas Law defines dating violence, domestic violence, sexual assault, and stalking as follows:

Dating Violence

Texas Family Code § 71.0021 states:

- (a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
 - (1) is committed against a victim or applicant for a protective order:
 - (A) with whom the actor has or has had a dating relationship; or
 - (B) because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
 - (2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury, assault, or sexual assault.
- (b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
 - (1) the length of the relationship;
 - (2) the nature of the relationship; and
 - (3) the frequency and type of interaction between the persons involved in the relationship.
- (c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

Domestic Violence

Texas Family Code § 71.004 states:

"Family violence" means:

- (1) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;...

Texas Family Code § 71.003 states:

"Family" includes individuals related by consanguinity or affinity, as determined under Sections 573.022 and 573.024, Government Code, individuals who are former spouses of each other, individuals who are the parents of the same child, without regard to marriage, and a foster child and foster parent, without regard to whether those individuals reside together.

Texas Family Code § 71.005 states:

"Household" means a unit composed of persons living together in the same dwelling, without regard to whether they are related to each other.

Sexual Assault

Texas Penal Code § 22.011 states:

(a) A person commits an offense if the person:

(1) intentionally or knowingly:

- (A) causes the penetration of the anus or sexual organ of another person by any means without that person's consent;
- (B) causes the penetration of the mouth or another person by the sexual organ of the actor, without that person's consent; or
- (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or

(2) intentionally or knowingly:

- (A) causes the penetration of the anus or sexual organ of a child by any means;
- (B) causes the penetration of the mouth or a child by the sexual organ of the actor;
- (C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
- (D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
- (E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b) A sexual assault under Subsection (a)(1) is without the consent of the other person if:

- (1) the actor compels the other person to submit or participate by the use of physical force or violence;
- (2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;
- (3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
- (4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;

- (5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
- (6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
- (7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
- (8) the actor is a public servant who coerces the other person to submit or participate;
- (9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
- (10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; or
- (11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code. ...

Stalking

Texas Penal Code § 42.072 states:

- (a) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:
 - (1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening:
 - (A) bodily injury or death for the other person;
 - (B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
 - (C) that an offense will be committed against the other person's property;
 - (2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and
 - (3) would cause a reasonable person to:
 - (A) fear bodily injury or death for himself or herself;
 - (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
 - (C) fear that an offense will be committed against the person's property; or
 - (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended. ...

The definitions for dating violence, domestic violence, sexual assault, and stalking according to the FBI's Uniform Crime Reporting Program are provided in the "Criminal Statistics" section below.

Victims of dating violence, domestic violence, sexual assault, and stalking are strongly encouraged to get to a safe place, report the incident as soon as possible, and preserve any physical evidence as proof of the incident. It is important to preserve evidence that could assist in obtaining a protective order or proving the offense occurred. It is also recommended that victims seek medical treatment and receive a

forensic examination at a local medical hospital or clinic (e.g. Baylor Health Care System, 214-820-0111; 3500 Gaston Avenue, Dallas, TX 75246, approximately 0.25 miles west of Criswell College) as soon as is reasonably possible if necessary. Having a forensic examination will help preserve evidence in case the victim decides at a later date to file a police report. Victims of sexual assault should not: change clothes, bathe, shower or douche, eat, drink, use toothpaste or mouthwash, or wash clothing, bed sheets, pillows or other potential evidence (until evaluated by medical professional and contact with the police is made). Victims of domestic or dating violence should not: bathe or change clothes before documentation of physical evidence. Victims of stalking should: save evidence such as any letters, notes, e-mails, phone calls, videos, photos, texts, social media postings, computer screenshots, voicemails, or any other form of evidence that would be helpful.

Victims should be aware that reporting the incident and completing a forensic examination does not mean that they must make an official police report. When a victim makes a report to police, the police will request information about the circumstances of the incident and the alleged perpetrator, in order to aid the investigation and build a criminal case. The police investigation can also include gathering evidence and witness statements and obtaining search warrants and arrest warrants from a judge. Bystanders who witness an incident of dating violence, domestic violence, sexual assault, or stalking should assist the victim to safety and contact the police immediately.

The offices authorized to deal with dating violence, domestic violence, sexual assault, and stalking are Student Affairs (214-818-1318) and the Criswell College Police (214-818-1333), and both will assist the victim if requested. When contacting one of these offices, victims will be given specific information that explains how to bring formal charges against the offender and a written explanation of their rights and options. The victim can also request that referrals be made to other community support services or law enforcement agencies, and the college will assist them in that process. Criswell College Police shall notify the Dallas Police Department and the District Attorney's Office when a case of sexual assault has been reported and is under investigation. When a victim decides to pursue criminal charges, a prosecutor in the District Attorney's Office determines whether sufficient evidence exists to press charges and present the case to a grand jury to obtain an indictment and proceed with a trial after the police have presented the findings of their investigation. The Criswell College Chief of Police or designee will determine whether to issue a timely warning if the College believes that the alleged perpetrator may pose a continuing or serious threat to the community, or that the timely warning will aid in the prevention of similar crimes in the future.

Crime victims in Texas are guaranteed certain rights, as outlined in the Code of Criminal Procedure. The Office of the Attorney General has more information (<https://texasattorneygeneral.gov/cvs/crime-victim-publications>). Criswell College can assist victims of dating violence, domestic violence, sexual assault, and stalking in applying for a protective order, which tells a person to stay 500 feet from where the protected person lives or works. It instructs a person not to commit or threaten violence or stalk the person applying for protection. The Criswell College Police keep copies of protective orders on file and honors protective orders in compliance with state laws. If a protective order is violated, the protected person should call police immediately. Applications for protective orders are made at the Dallas County District Attorney's Office Family Violence Division (Frank Crowley Courthouse, 133 N. Riverfront Blvd., Dallas, Texas; 214-653-3528). For more information visit: www.dallascounty.org/Assets/uploads/docs/district-attorney/ProtectiveOrder_Brochure_2015_eng.pdf.

Criswell College Police will notify the Criswell College Title IX Coordinator when a case of dating violence, domestic violence, sexual assault, or stalking has been reported, as required by the federal law (Title IX

of the Education Amendments of 1972). The Criswell College Title IX Coordinator will provide information about the victim's option to pursue the grievance process regarding students, housing residents, or employees under Criswell College policy in addition to the criminal process. Campus disciplinary procedures (stated below) may be taken against accused individuals related to the College, but the accuser and the accused are entitled to the same opportunities to have others present (including each having an advisor of their own choice) during a disciplinary proceeding, and both will be informed in writing of the outcome of any such proceeding as well as any future changes to that outcome. Criswell College, upon request, will disclose the results of any disciplinary proceeding conducted by the college against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense (incest or statutory rape) to the alleged victim or, if the alleged victim is deceased, the alleged victim's next of kin. See more about Title IX on the Criswell College [website](#).

Criswell College will assist in changing the academic, living, transportation, and work situations of a student or employee who is the victim of dating violence, domestic violence, sexual assault, and stalking if changes are requested and are reasonably available (contact Student Services at 214-818-1332 or Human Resources at 214-818-1317). Criswell College will provide written notification about options for, available assistance in, and steps to request such changes. Criswell College understands the confidential nature of personally identifying information. Any accommodations or protective measures provided to a victim of dating violence, domestic violence, sexual assault, and stalking shall be held confidential to the extent that maintaining such confidentiality would not impair Criswell College from providing such accommodations or protective measures. The victim shall be informed in advance if the victim's personally identifying information must be provided for an accommodation or protective measure. The Criswell College Police Department will respect the confidentiality of all information obtained for statistical reporting purposes. Only general information, such as the general location, type of crime, and date of crime, are needed to report crime statistics. Publicly available records, including *Clery Act* reporting and disclosures, are completed without the inclusion of personally identifying information about victims.

A community resource, the Dallas Area Rape Crisis Center (DARCC), provides confidential counseling, victim advocates, and assistance at Texas Health Presbyterian Hospital Dallas (call 972-641-7273, which is available 24/7, or visit <http://www.dallasrapecrisis.org/>).

Other confidential resources:

- Genesis Women's Shelter: 214-946-4357 or www.genesisshelter.org
- National Domestic Violence Hotline: 1-800-799-SAFE (7233)
- Stalking Resource Center: 1-855-4-VICTIM (1-855-484-2846) or www.victimssofcrime.org

Other helpful resources (which include information on risk reduction):

- National Sexual Assault Hotline (operated by RAINN): 1-800-656-4673
- USDOJ Office on Violence Against Women: <http://www.justice.gov/ovw/sexual-assault>
- Texas Association Against Sexual Assault: www.taasa.org
- Rape, Abuse and Incest National Network (RAINN): www.rainn.org

Additional policy information regarding Title IX and sexual and other unlawful harassment can be found in the Criswell College institutional policy titled [Sexual Discrimination](#).

DISCIPLINARY PROCEDURES: CRISWELL COLLEGE STUDENTS

Criswell College will investigate and take necessary disciplinary action against an alleged incident of dating violence, domestic violence, sexual assault, and stalking involving a Criswell College student. The full investigation shall be conducted by adequately trained officials in a prompt, fair, and impartial manner. A disciplinary complaint against a student who is an alleged perpetrator in an incident of dating violence, domestic violence, sexual assault, or stalking is to be made to the Criswell College Title IX Coordinator.

As stated in the *Criswell College Student Handbook*:

The Dean of Students is responsible for the supervision of student conduct and is charged with investigating, processing, and reviewing all alleged violations of College standards and complaints. The Student Development Committee (SDC) serves as the institutional assembly for student disciplinary matters. This standing committee is chaired by the Director of Student Services and includes the Dean of Students, three faculty members, two staff members, and two students (who will be dismissed for disciplinary proceedings). The Dean of Students receives all referrals concerning matters that may become disciplinary cases. A confidential investigation is then conducted to determine if an offense has actually occurred. This preliminary inquiry may include interviews with all parties involved, both on and off campus.

The Dean of Students may elect to handle the case personally through an informal hearing or may refer the case to the SDC for a formal hearing. A formal hearing allows for the clarification of charges, evidence, witnesses, and defense. A ruling is formed based on both the preliminary investigations and case evidence presented through the hearing. An official ruling may be postponed, following the hearing, if the case merits further investigation. Committee members possess the option to recuse themselves from formal hearings based on conflict of interests with any person(s) involved. All cases involving a potential disciplinary dismissal will be referred to the Committee. In both informal and formal hearings, all students will be granted due process.

Student rights extend to due process in all disciplinary matters. Students have the right to be properly notified of the suspected offense(s) being investigated and to be properly informed of all disciplinary proceedings. Students charged with an offense have the right to a fair hearing and to present witnesses and evidence in their defense. Due process also dictates that all students found to be in violation of the standards of the College will receive written notification of disciplinary sanctions and rulings.

Disciplinary sanctions are disciplinary statuses which the Dean of Students or SDC may choose to apply to students found in violation of the standards set in this handbook. These include Conduct Warning, Disciplinary Probation, Disciplinary Suspension, and Dismissal.

A **Conduct Warning** is a written notice given to the student and filed in his or her academic record, specifying the unacceptable conduct and indicating consequences related to further misconduct. Failure to comply with any determined conditions may incur further disciplinary action.

Disciplinary Probation is a specified time period during which the student's attitude and conduct will be evaluated. Special conditions will be established for successful completion of the

probationary period. Formal notation of the probation is filed in the student's academic record. A student on probation forfeits all institutionally funded financial aid and may not hold any position of student leadership. In addition, the student may be prohibited from some College-sponsored co-curricular activities. Probation for more than two (2) semesters will be grounds for suspension from the College.

Disciplinary Suspension is a specific time period during which the student is suspended from active enrollment and participation in the College and its co-curricular events. Formal notice of suspension is filed in the student's academic record. Specific conditions are placed on readmission. Consideration for readmission is based on successful completion of all suspension conditions and upon approval from the Dean of Students. Disciplinary suspension may be imposed during or at the end of a semester and readmission may involve a period of disciplinary probation.

Dismissal constitutes official termination of a student's relationship with the College. Readmission is normally not granted. Formal notice of dismissal is filed in the student's academic record.

Disciplinary sanctions are issued under the following guidelines:

1. All sanctions issued will be in proportion to the nature and degree of the infraction.
2. All sanctions issued will be administered impartially.
3. All sanctions issued will be determined, decided, and administered in a spirit of Christian concern with compassion for the offender.
4. All sanctions are redemptive toward the offender and designed to produce a positive campus environment.

Conditions as terms of sanctions are determined on a case-by-case basis and may include counseling, campus service, fines, or abstention of certain activities. All students on disciplinary status are held responsible to fulfill any financial obligations to the institution. Students who must withdraw from courses during the semester due to disciplinary action are subject to standard school refund policies (see Criswell College Catalog).

Students have the right to appeal to the SDC concerning disciplinary decisions of the Dean of Students. Requests for appeal must be made in writing and submitted to the SDC via the Director of Student Services within ten (10) days of notification from the Student Services Office. Students charged with academic dishonesty have the right to appeal to the Academic Cabinet (see Criswell College Catalog).

Disciplinary decisions of the SDC may be appealed to the President of the College. Appeal requests must be made in writing and submitted to the President's office within ten (10) days from notification from the SDC. All decisions of the President are final. Records The Student Services Office maintains all student conduct/deportment records. Such records are property of the College and not open to public access. Notices of disciplinary sanctions are copied and filed within students' academic records.

DISCIPLINARY PROCEDURES: CRISWELL COLLEGE HOUSING

Criswell College will investigate and take necessary disciplinary action against an alleged incident of dating violence, domestic violence, sexual assault, and stalking that occurs in Campus Housing. The full investigation shall be conducted by adequately trained officials in a prompt, fair, and impartial manner. A disciplinary complaint against an occupant of Campus Housing who is an alleged perpetrator in an incident of dating violence, domestic violence, sexual assault, or stalking is to be made to the Criswell College Title IX Coordinator.

As stated in the Criswell College *Student Housing Handbook*:

Conditions and terms of resident discipline will be determined on a case-by-case basis. Some disciplinary actions may include restitution, reconciliation, counseling, campus service, fines, withholding school records, and avoidance agreements.

Disciplinary actions are issued under the following guidelines:

1. All disciplinary actions issued will be in proportion to the nature and degree of the infraction.
2. All disciplinary actions issued will be administered impartially.
3. All disciplinary actions issued will be determined, decided and administered in a spirit of Christian concern with compassion for the offender.
4. All disciplinary actions are redemptive toward the offender and designed to produce a positive campus environment.

All residents on disciplinary status are held responsible to fulfill any financial obligations to the institution. The Housing Office maintains all resident's conduct/deportment records. Such records are property of the college and not open to public access. Notices of disciplinary actions are copied and filed within a resident's housing record and may be filed within the student's academic records.

The Housing Office will be required to inform the Student Services Office of any infractions by a Resident that break the Student Handbook. Disciplinary procedures are not subject to a certain sequence.

A **Verbal Warning** is a verbal notice given to a resident by either the Resident Assistant, Housing Coordinator, Director of Student Services, or Dean of Students. A note will be made his/her housing record specifying the unacceptable conduct. Verbal Warnings will be given once per offense. A second infraction of the same offense will receive a Written Warning from the Housing Coordinator.

A **Written Warning** is a written notice given to the resident by the Housing Coordinator. It is filed in his/her housing record, specifying the unacceptable conduct and indicating consequences related to the offense and further misconduct. Failure to comply with conditions may incur further disciplinary action.

Housing Probation is a specified time period during which the resident's attitude and conduct will be evaluated by either the Housing Coordinator, Director of Student Services, or Dean of Students. Special conditions will be established for successful completion of the probationary

period. Formal notation of the probation is filed in the resident's housing record and may be filed in the student's academic record. Residents on probation forfeit all institutionally funded financial aid and may not hold any position of housing leadership. Probation for more than two (2) semesters will be grounds for eviction or denial or readmission to Criswell Housing.

Housing Eviction, or the cancellation/termination of a Resident's contract, is eviction from Criswell Housing by either the Housing Coordinator, Director of Student Services, or Dean of Students. Formal notice of eviction is filed in the resident's housing record. If the reason for eviction also breaks the Criswell College Student Handbook, a copy of the eviction will be filed in the student's permanent file. Eviction from Criswell Housing constitutes an official termination of the resident's relationship with Criswell Housing. Readmission is normally not granted.

Residents have the right of appeal to the Housing Coordinator or Director of Student Services concerning damage charges from the Housing Office. Disciplinary decisions regarding damage charges may be appealed to the Student Development Committee. Requests for appeal must be made in writing and submitted to the Student Development Committee within ten (10) days of notification from the Housing Office. Disciplinary decisions of the Student Development Committee may be appealed to the President of the college. Appeal requests must be made in writing and submitted to The President's office within ten (10) days from notification from the Student Development Committee. All decisions of the President are final.

The Student Development Committee (SDC) serves as the institutional assembly for student and resident judicial matters. This standing committee is chaired by the Director of Student Services and includes three faculty members, two staff members, and two select students (except in disciplinary cases).

The goal of Criswell College Housing is to provide safe, affordable, comfortable housing for students of Criswell College. On rare occasions it may not be in the best interest of a Resident to remain in Criswell Housing or for the best interest of Criswell Housing for a Resident to continue his/her residence. Criswell College reserves the right to issue a resident a Housing Dismissal at any time, which would require his/her removal from housing, in order to maintain the best interest for both the student and Criswell College Housing community. Housing Dismissal may be issued but not limited to the following reasons:

- Violation of Occupancy Requirements
- Health & Medical Reasons

If for any reason the Resident is placed on any form of Housing Dismissal, the Resident will receive a *Notice to Vacate* letter from the Housing Coordinator with instructions to vacate his or her apartment. The Resident's contract will remain in force, and the departing resident is responsible for housing payments until the apartment is refilled or until the contract ends, whichever comes first. The Resident is subject to the refund schedule set by Criswell College for the refund of his/her housing deposit. Readmission to Criswell Housing will be granted at the discretion of the Housing Coordinator. Criswell College reserves the right to remove a student from housing at any time and to deny housing in subsequent semesters to students who fail to meet the terms and conditions as outlined herein or who fail to abide by policies and procedures listed in the Housing Handbook.

DISCIPLINARY PROCEDURES: CRISWELL COLLEGE EMPLOYEES

Criswell College will investigate and take necessary disciplinary action against an alleged incident of dating violence, domestic violence, sexual assault, and stalking involving a Criswell College employee. The full investigation shall be conducted by adequately trained officials in a prompt, fair, and impartial manner. A disciplinary complaint against an employee who is an alleged perpetrator in an incident of dating violence, domestic violence, sexual assault, or stalking is to be made to the Criswell College Title IX Coordinator.

As stated in the Criswell College *Employee Discipline* policy:

Criswell College is committed to the success of its employees and will seek to remediate any performance problems in a manner that honors the values of the college while fulfilling the responsibility of stewardship for college resources.

1. Where possible, Criswell College will endeavor to correct minor performance or discipline problems by bringing the problem to the employee's attention through **verbal counseling**. Written documentation regarding such a conversation between a supervisor and employee will include: the date(s), the facts of the situation, standard(s) to be met, time period for improvement, follow-up date(s), and consequences for failing to meet the standard(s). Any documentation of verbal counseling and coaching is kept on file by the employee's supervisor.
2. When verbal counseling is insufficient to bring about improvement in an employee's performance, or the nature of the conduct involved warrants more formal intervention, a written warning may be issued to the employee. In a **written warning**, the supervisor formally notifies the employee of the problem(s), standard(s) to be met, action plan for improvement, time period for improvement (usually 30-90 days), and the consequences of failing to meet the standards. A copy of this document will be forwarded to the President and the Director of Human Resources to be included in the employee's personnel file.
3. If the above steps do not result in significant and consistent improvement in an employee's job performance, the employee may be **discharged** from employment. Progressive discipline is not required by this policy, however, and some misconduct is serious enough to warrant immediate termination.

In cases where termination is appropriate, the supervising Vice President, Chief Business Officer, and President will review the facts and available options. The supervising Vice President will then meet with the employee for the purpose of termination. The meeting will be documented and a copy placed in the employee's personnel file.

Leaves of absence may be appropriate in cases where time is needed for an investigation of the facts or where the employee's presence may be disruptive to the work environment. This decision expressly belongs to the President, in consultation with the Chief Business Officer and the immediate supervisor. Based on the circumstances, the leave of absence may be paid or unpaid.

The immediate supervisor is responsible for implementing day-to-day disciplinary measures including the documentation of verbal counseling and written warnings. The Chief Business Officer should be consulted before a written warning is issued.

More serious disciplinary steps are available including: leave with or without pay and termination. The President will make the final decision on those cases warranting such discipline.

SEX OFFENDER REGISTRATION

Texas law requires persons convicted of or placed on deferred community supervision for certain offenses to register as sex offenders. Offenders who committed sexually violent offenses must register for the remainder of their life, even after completing probation or parole. Others (depending on the type of offense) who have completed their term of supervision quit registering after ten years. Law enforcement authorities are required to inform Criswell College when registered sex offenders indicate they are living, working, or volunteering services on the Criswell College campus. To access the files on registered sex offenders, free of charge, visit the website for the Texas Department of Public Safety at <http://records.txdps.state.tx.us>.

MISSING STUDENTS

Immediately notify the Criswell College Police (214-818-1333) if a student or employee is believed to be missing, especially for 24 hours or more. The Criswell College Police Department will notify the Dallas Police and local agencies within 24 hours once a person is deemed missing, and the college will attempt to notify the student or employee's Emergency Contact(s) that the person has been reported missing. Immediately contact the Criswell College Police Department if a reported missing person has been located. If you are unable to reach the Criswell College Police, contact the Dallas Police Department (9-1-1). Each academic year every student is required to submit or verify his or her Emergency Contact(s) during the registration process. The *Emergency Contact Forms* are located in and to be submitted to the Student Services Office (214-818-1332). A student's Emergency Contact information is registered and confidential, accessible only to authorized campus officials, and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. For a missing student under eighteen (18) years of age and who is not emancipated, the Emergency Contact and the student's parents (if they are not the same) will be contacted in 24 hours of the student being determined missing or if located.

CRIME STATISTICS

In addition to the crime data maintained by the Criswell College Police Department, the statistics below also include crimes that are reported to various campus security authorities, college departments, and local law enforcement agencies. Criswell College does not currently use any voluntary confidential reporting system in the collection of statistics, and the statistics may or may not involve people associated with the seminary.

To identify which annual crime statistics are to be reported, the *Clergy Act* sets forth the following definitions for determining which crimes occur on properties owned or controlled by the college during the course of the year:

- **On-Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and 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 (such as a food or other retail vendor).
- **Student Housing** [a subset of On-Campus]: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.
- **Non-campus:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- **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.

CRISWELL COLLEGE						
CLERY CRIME STATISTICS						
OFFENSE	YEAR	ON-CAMPUS	[STUDENT HOUSING]	NON-CAMPUS	PUBLIC PROPERTY	TOTAL
TOTAL	2017	1	0	0	1	2
	2018	6	6	0	1	7
	2019	0	0	0	0	0
CRIMINAL OFFENSES						
OFFENSE	YEAR	ON-CAMPUS	[STUDENT HOUSING]	NON-CAMPUS	PUBLIC PROPERTY	TOTAL
Murder and Non-negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Statutory Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Robbery	2017	0	0	0	1	1
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	2	2	0	0	2
	2019	0	0	0	0	0
Motor Vehicle Theft	2017	1	0	0	1	2
	2018	4	4	0	1	5
	2019	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0

VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES						
OFFENSE	YEAR	ON-CAMPUS	[STUDENT HOUSING]	NON-CAMPUS	PUBLIC PROPERTY	TOTAL
Domestic Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Stalking	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
ARRESTS						
OFFENSE	YEAR	ON-CAMPUS	[STUDENT HOUSING]	NON-CAMPUS	PUBLIC PROPERTY	TOTAL
Weapons: Carrying, Possessing, etc.	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Abuse Violations	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
DISCIPLINARY REFERRALS						
OFFENSE	YEAR	ON-CAMPUS	[STUDENT HOUSING]	NON-CAMPUS	PUBLIC PROPERTY	TOTAL
Weapons: Carrying, Possessing, etc.	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Drug Abuse Violations	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
Liquor Law Violations	2017	0	0	0	0	0
	2018	0	0	0	0	0
	2019	0	0	0	0	0
There were no hate crimes reported for the years 2016–2018.						
None of the crimes reported above were formally determined to be unfounded for 2016–2018.						

Crime Definitions (under the *Clery Act*, as provided by the FBI's Uniform Crime Reporting Program):

- **Murder – Non-negligent Manslaughter:** the willful (non-negligent) killing of one human being by another. Any death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime are included in this category.
- **Negligent Manslaughter:** the killing of another person through gross negligence.

- **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. This offense includes the rape of both males and females.
- **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.
- **Incest:** sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** sexual intercourse with a person who is under the statutory age of consent.
- **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:** Aggravated Assault is 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.
- **Burglary:** the unlawful entry of a structure to commit a felony or a theft.
- **Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle.
- **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.
- **Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on 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, but does not include acts covered under the definition of domestic violence.
- **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;
 - 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.
- **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.
- **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. This classification encompasses weapons offenses that are regulatory in nature.
- **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.

ANNUAL FIRE SAFETY REPORT

Criswell College presently partners with Dallas Theological Seminary and the Vue Live Oak Apartments, located just two blocks from the campus, to provide local apartment-style Campus Housing to its students. The Housing Coordinator oversees Campus Housing. Washington Hall (DTS) is located at 1107 St. Joseph Street, Dallas, TX 75204, and the Vue Live Oak Apartments at 1333 N Peak Street, Dallas, Texas 75204. All student residents are required to abide by the *Student Housing Handbook*, including its instructions and procedures related to fire safety.

CRISWELL COLLEGE							
CAMPUS HOUSING – FIRE SAFETY SYSTEMS							
HOUSING FACILITY NAME AND ADDRESS	YEAR	MONITORED FIRE ALARM	INSTALLED SPRINKLER SYSTEM	INSTALLED SMOKE DETECTION	FIRE EXTINGUISHER DEVICES	EVACUATION PLANS & PLACARDS	ANNUAL EVACUATION DRILLS
Washington Hall (DTS) 1107 St. Joseph St, Dallas, TX 75204	2017	Yes	Yes	Yes	Yes	Yes	2
	2018	Yes	Yes	Yes	Yes	Yes	2
	2019	Yes	Yes	Yes	Yes	Yes	2
Vue Live Oak 1333 N Peak St, Dallas, TX 75204	2017	Yes	Yes	Yes	Yes	No ¹	No ¹
	2018	Yes	Yes	Yes	Yes	No ¹	No ¹
	2019	Yes	Yes	Yes	Yes	No ¹	No ¹

¹Apartment-style buildings with direct exterior access.

Fire safety systems at each of the present Criswell Housing locations:

- **Washington Hall (DTS):** According to Dallas Theological Seminary, Washington Hall is equipped with smoke detectors, strobe lights, and stand-alone smoke/heat detectors. The public areas in Washington Hall are equipped with interconnected smoke/heat detectors, which are tied into the fire control panel (monitored by Siemens). In accordance with Fire Code, fire sprinklers are placed on each floor with water floor detectors. The manual pull station for Washington Hall is located just inside the main entrance. The alarm system activates the strobe lights, the smoke and heat detectors in the hallways, and the exhaust fans (to remove smoke), turns off heating, ventilation, and air conditioning on the fire floors, pressurizes the stair wells, recalls the elevators to the ground floors, and unlocks all exit doors and gates in the event of a fire. At least one unannounced fire drill is held at least once per semester. Every person is required to vacate Washington Hall. Fire safety literature is provided in the lobby.
- **Vue Live Oak:** The View Live Oak Apartments are equipped with a fire alarm system that is monitored by Double D Fire Protection. The View Live Oak also maintains a sprinkler system, and

every apartment home is equipped with smoke detectors. Fire extinguishers are located throughout the breezeways and hallways of the apartment community.

As stated in the Criswell College *Student Housing Handbook*:

Fire Safety

To insure maximum safety for residents and their families, these fire precautions should be followed carefully:

- Grease buildup in ovens, burners or walls can cause kitchen fires. Be sure to clean stoves and vent filters to prevent grease accumulation. The Apartment Manager can give instructions on how to remove and clean the vent filter.
- For maximum safety, please keep all doors and hallways clear of clutter.
- Check electrical cords for frayed edges and do not use damaged cords. Extension cords of any type are not permitted; surge protectors may be used if plugged directly into a wall outlet.
- Halogen lamps are discouraged as they have caused many fires.
- Extreme care should be exercised when using Christmas tree lights.
- Open flames of any type are not permitted. This includes candles. If a candle is found by the Fire Marshal, a ticket will be written to the resident.

Fire Extinguishers

Fire extinguishers are located on each hallway and should be used only in case of an emergency. In case of fire, call the Dallas Fire Department at 911 then notify the Apartment Manager or the Campus Police Department.

Fire Alarm Procedures

If you hear a fire alarm please:

- Exit the building using the nearest stairwell. Do not, for any reason, use the elevators.
- Once outside the building, make your way to the DTS lawn on the other side of Swiss Ave.
- Gather with all the members of your floor in an orderly fashion (1st floor through 10th floor, left to right). After taking a quick inventory of those present, make a list of residents from your floor unaccounted for that might still be in the building in case someone from ST Management, DTS Campus Police, or the Fire Department asks.
- Remain on DTS lawn until instructed by Campus Police or the Fire Department that it is safe for you to return to Washington Hall (you must wait for their instruction even if you do not hear the alarm any more).
- During inclement weather you will be escorted to Chafer Chapel by Campus Police.
- **Please treat every alarm seriously. Do not wait around to find out what set off the alarm. Always assume you need to leave the building.**

How Fire Alarms Work in High-Rise Buildings

When the public area smoke detectors are triggered by smoke the alarm and annunciator will sound on the floor where the smoke is detected along with the floor above and below that floor.

- No other floors will go into alarm unless smoke is detected on an additional floor in which case the same process as noted above will take place.
- You are not required to evacuate if the alarms on the floor where you are do not sound.
- It is possible for all floors to go into alarm.

Housing residents are instructed to immediately call 9-1-1 to report a fire emergency. When a fire occurs in a Campus Housing facility, it is to be promptly reported after the fact to the Criswell College Housing Coordinator (214-818-1398), who will likewise report the fire incident to the Criswell College Chief of Police (214-818-1333).

CRISWELL COLLEGE CAMPUS HOUSING – FIRE STATISTICS*									
HOUSING FACILITY NAME AND ADDRESS	YEAR	TOTAL NUMBER OF FIRES	FIRE NUMBER	CAUSE OF FIRE	DATE REPORTED	DATE AND TIME OF FIRE	NUMBER OF INJURIES REQUIRING TREATMENT	NUMBER OF DEATHS	VALUE OF DAMAGED PROPERTY
Washington Tower (DTS)	2017	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	2018	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	2019	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Vue Live Oak	2017	1	1	clothes dryer	12/10	12/10 9pm	0	0	\$500
	2018	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	2019	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*A **fire** is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.