Campus Safety Handbook
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Introduction

MIAT College of Technology believes that all students deserve a safe and secure facility in which to study. MIAT strives to provide such an environment for its students, faculty and staff. MIAT takes active steps to secure and safeguard its facilities. However, students, faculty and staff must be aware of the established safety and security measures. Equipped with this information, MIAT students, faculty and staff can become active partners in providing the safest and securest possible environment in which to study, teach and work.

MIAT College of Technology annually prepares and publishes a Campus Security and Crime Statistics Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with local law enforcement surrounding our campuses. Campus crime, arrest and referral statistics include those reported to MIAT campus authorities and local law enforcement agencies.

Each year, students and staff are sent a notification that provides information on how the report may be accessed. Copies of the report may also be obtained from the office of MIAT’s President or the Campus Director.

Clery Act

The Jeanne Clery Act requires the College to gather statistical data on specific offenses that occur in specific geographical areas. Attempted offenses are also classified as offenses. These offenses include:

1. Criminal Homicide
   a. Murder and Non-negligent manslaughter
   b. Negligent manslaughter

2. Sexual Assault
   a. Rape
   b. Fondling
   c. Incest
   d. Statutory Rape

3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson
8. Domestic Violence and Dating Violence
9. Stalking

The College must also report statistics for the following categories of arrests or referrals for disciplinary action (if an arrest was not made):

1. Liquor Law Violations
2. Drug Law Violations
3. Illegal Weapons Possession

Hate crimes must be reported by category of prejudice, including race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability. Statistics are also required for four additional crime categories if the crime committed is classified as a hate crime:

1. Larceny/Theft
2. Simple Assault
3. Intimidation
4. Destruction/Damage/Vandalism of Property

In addition, the College must report the location of each of the offenses listed above. The Clery Act geographical reporting definitions are:

1. Campus:
   a. 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 institutions educational purposes, including residence halls; and
   b. Any building or property that is within or reasonably contiguous to the area identified in paragraph (a) 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).

2. Non-Campus Building or Property
   a. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
   b. 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.

3. 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.

Campus Security Authorities

Federal law defines four categories of Campus Security Authorities (CSAs): college or university police; non-police security staff responsible for monitoring university property; individuals/offices designated by the university as those to whom crimes should be reported; and officials with significant responsibility for student and campus activities. MIAT does not have college/university police nor non-police security staff and, therefore, utilizes designated officials holding significant responsibility for student and campus activities as CSAs, they include:

- Campus President
- Director of Training/Assistant Director of Training
- Any Member of Senior Management

The CSA is obligated to report crimes reported to them which occur on campus and the specific geographical areas as defined in the Clery Act to the President/Chief Operating Officer of MIAT College of Technology and the specific Campus Director. CSAs are not responsible for determining authoritatively whether a crime occurred and they have no arresting authority. When a crime is believed to have occurred, the individual must complete a Crime Incident Report (Exhibit A). This form is filed with the President/Chief Operating Officer and is used for any investigation that may be conducted.

MIAT Identification Badges

Student

For your safety and security, it is required that all students have their MIAT Student ID displayed (lanyard or clip) on their person at all times while on campus or at any MIAT sponsored field trip, activity or event. The only exception made will be when wearing the badge poses a safety risk. The instructor supervising the activity will be the only individual allowed to make the decision if the badge can be removed. Upon completion of the activity, the badge must once again be displayed. The Student Identification Badge serves as a visible indicator that you are allowed on campus.
Visitor
Visitors to the campus are required to sign-in at Reception. Each visitor will be issued a visitor badge which is to be worn throughout their stay on campus. The visitor badge should be returned at the end of the visit and the guest will be asked to sign-out with Reception.

Employee
It is required that all employees have their MIAT ID displayed (lanyard or clip) on their person at all times while on campus or at any MIAT sponsored field trip, activity or event. The only exception made will be when wearing the badge poses a safety risk.

Security and Access Policy
During business hours the College is open to students, employees and guests. During non-business hours access to all College facilities is by key, electronic key pad, proximity security card or by admittance of appropriate staff. The College does not have any campus residences. During non-business hours any person or group of individuals found on school grounds without authorization is considered trespassing and may be reported to local law enforcement. Loitering and soliciting on school property is strictly prohibited and any person found loitering or soliciting will be asked to leave. Individuals refusing to leave will be reported to local law enforcement authorities.

Reporting Security Incidents Including Criminal Activity
In the event a criminal act or other emergency occurs, students, employees and guests are encouraged to report all incidents to a CSA and to local law enforcement. The College will assist students with notification to the proper law enforcement agency, if desired. If the student or employee is a victim of a crime, they will be provided with a written explanation of their rights and options. The College will assist the victim with changes in academic, living, transportation, and/or working situations and any other appropriate protective measures, if desired and as are reasonable. CSA’s are responsible to complete the Crime Incident Report form for any criminal incident at MIAT.

Confidential Reporting Procedures
If you are the victim of a crime and do not want to pursue action within the College or the criminal justice system, you may still want to consider making a confidential report. With your permission, the MIAT President/Chief Operating Officer can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or perpetrator and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual statistics for the College.

Alcohol and Drug Use Policies
MIAT College of Technology is committed to a campus free from illegal drug use, abuse of legal drugs, alcohol use on school property, as well as alcohol and drug use outside the school which adversely affects performance. Specific expectations, policies and disciplinary actions are outlined in the Student and Employee Handbooks and in the school’s Drug and Alcohol Abuse Prevention Program available on the school’s website at: http://www.miat.edu/wp-content/uploads/2015/06/Drug-and-Alcohol-Abuse-Prevention-Program_2015.pdf

Firearms or Other Weapons Strictly Prohibited on Campus
Weapons, explosives and similar devices or items are strictly prohibited on campus. No person shall possess, carry, transport or convey any weapon including firearms, ammunition, paintball guns, explosives or explosive devices or other similar items onto any school premises, parking area, facilities or aircraft. This includes any weapon or prohibited item within the confines of a motor vehicle. Any knife other than one comparable to a foldable pocket knife with a blade no longer than 2½ inches is considered a weapon. Violation of the policy could result in probation, suspension or dismissal. The College will cooperate with local, state and federal officials.

Campus Safety and Security Awareness Programs
New students and employees are informed, during orientation and new hire process, respectively about safety and security procedures and practices while on campus and are told of the process to obtain information about crimes on campus and in those neighborhoods surrounding the campus. Information includes various safety tips students and employees can use to prevent becoming a victim of a crime. They are encouraged to look out for themselves and one another. Student and employees have access to information on crime prevention and victim resources through the Campus Safety Handbook (this document) and materials maintained by Student Services and in the office of the Campus Director. Materials provide information about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services. They also provide options and available assistance for changing academic, living, transportation and working situations and other protective measures such as orders of protection, if requested, if reasonably available and regardless of whether a report is filed with local law enforcement. Students and employees sign an acknowledgement at enrollment and during new hire onboarding, respectively, that they are aware this assistance is available, where and how it can be obtained.

While the College does not offer any crime prevention lectures, workshops or seminars and does not have any off-campus student organizations, students and employees should adopt the following General Safety Tips:

Personal Safety
• Always be aware of your surroundings
• Try to stay in well-lit areas
• Walk confidently at a steady pace
• Walk close to the curb. Avoid doorways, bushes and alleys
• Wear clothes and shoes that provide freedom of movement.
• Don’t walk alone at night and always avoid areas where there are few people.
• Be careful when people stop and ask you for directions; always reply from a distance.
• If you are in trouble, attract help in any way that you can. Scream, yell for help.
• Remain calm. Don’t panic. Think rationally and evaluate your resources and options.
• If ever attacked, go to a safe place and call the police. The sooner you make the report, the greater the chances the attacker will be caught.
Home Safety
- Check the identification of any sales or service people before letting them in.
- Don’t let any stranger in your home when you are alone.
- Never give the impression that you are alone if strangers telephone or come to the door.
- If you come home and find a door open or signs of a forced entry, don’t go in. Call the police from the nearest phone.
- Keep written records of all furniture, jewelry, and electronic products. If possible, keep these records in a safe deposit box or fireproof safe.
- Secure sliding glass door locks.
- Don’t hide spare keys in mailboxes, planters, or under doormats.

Vehicle Safety
- Close all windows, lock all doors and take the keys with you.
- Never hide a second set of keys anywhere on your car.
- Never leave your car’s engine running even if you will only be gone for a minute.
- Park in well-lit areas.
- Activate any antitheft devices you have.
- Push or recline your passenger seat forward, if you return to your car and the passenger seat has been returned to its normal position, chances are someone has entered your vehicle.
- When approaching your vehicle, have your keys in hand.
- Before you invest in any alarms, check with several established companies and decide what level of security fits your needs.

Travel Safety
- If you do travel alone, leave your route and destination times with family or friends.
- Keep your car locked at all times. Keep the windows rolled up so that a person cannot reach inside. If confronted by someone on foot, drive away immediately if safe to do so.
- Make sure your car is in good working order and has plenty of gas before you drive.
- Don’t leave packages or valuables in plain sight in your car, keep them in your trunk.
- If you are being followed by another car, honk your horn and drive to the closest public place such as a police or fire station, restaurant or gas station. Never go home if you think you are being followed.
- If you are involved in a minor accident, do not get out of the car until fire, police or medical assistance arrive.

Identity Theft
Don’t be a victim. Protect your good name. If your wallet or purse is ever stolen, call the police and then notify an MIAT CSA.

A Security Fraud Alert may be added to alert potential creditors to confirm your identification before granting credit in your name. Security alerts are generally added when you suspect that your identification information is being, or could be, used in a fraudulent manner. Send a written statement to all three credit organizations detailing the fraud.

The three national credit reporting organizations are:
- Experian Information Solutions, Inc. 
  www.experian.com
  P.O. Box 2002, Allen, TX 75013
  888-397-3742 • Security Fraud Alert 800-311-4769
- TransUnion (formerly TRW)
  www.transunion.com
  P.O. Box 2000, Chester, PA 19022
  800-888-4213 • Security Fraud Alert 800-680-7289
- Equifax Credit Information Services, Inc.
  www.equifax.com
  P.O. Box 740241, Atlanta, GA 30374
  800-685-1111 • Security Fraud Alert 800-525-6285

You may request a FREE credit report once a year by contacting:
www.annualcreditreport.com or by calling 877-322-8228.

Timely Warning
In the event a situation arises, either on or off campus that, in the judgment of the Campus President constitutes an ongoing or continuing threat, a campus wide timely warning will be issued. The College will alert the campus community with timely warnings to inform and aid in the prevention of similar crimes. Timely warnings can be issued for threats to property as well as threats to persons. It is irrelevant whether the victims or perpetrators are members of the campus community. All crimes that fall under the Clery Act including the recent amendments made to the Clery Act by the Campus Sexual Violence Elimination Act (the “Campus SaVE Act”) will be reported to campus security authorities or local law enforcement agencies and are considered by the College to represent a serious or continuing threat to students and employees.

A timely warning will be issued as soon as pertinent information is available. The issuing of a timely warning will be decided on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts. Timely warnings will be issued by the Campus President. The following are methods the College may alert the campus community of a timely warning:
- Instructor announcement in class
- Letters to all students and employees
- E-Mail, text message and social media
- Bulletin boards

A timely warning will contain information for the campus community on how to better protect themselves. Prompt reporting to a Campus Security Authority or any faculty member and to local law enforcement will assure timely warning notices on campus and timely disclosure of crime statistics.
Campus Emergencies

Severe Weather

**KNOW THE DIFFERENCE**

<table>
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<th>Tornado Watch</th>
<th>Tornado Warning</th>
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| A tornado watch is issued when weather conditions are favorable for producing a tornado. | A tornado warning is issued when one or more tornados have been spotted.

NOAA Radios located in Facility Manager and Director of Training offices are monitored. When an authorized management representative has determined shelter is warranted or the local weather sirens sounds, the Emergency Alert System will be activated. Students and all MIAT personnel are to seek shelter in their designated safe area. (Exhibit B – location of shelter areas).

1. Stay away from windows.
2. Go to an interior room.
3. Get on your knees and put your head on the floor facing an interior wall. Fold your arms over the back of your head.

When the severe weather warnings have been cancelled or have expired, an “All Clear” message will be broadcast. If able, all students and staff should return to normal operations. In the event of significant damage, students and staff are to await instructions from management and public safety representatives.

If you are caught outside or in your car when severe weather approaches, do not attempt to “outrun” the tornado. First, try to find shelter in a solid building. If no shelter is available, lie on the ground in a low area. Do not lie in a drainage ditch or stream bed as flash floods frequently accompany tornados.

**Emergency Evacuation**

In the event of an emergency, evacuation may become necessary, the following are basic guidelines if an evacuation order is given:

- Leave the facility immediately using the nearest exit route and proceed to outdoor assembly areas.
- Instructors and management will secure their areas of responsibility.
- Assist disabled students and employees if necessary.
- Take your personal belongings with you but only if they are easily accessible. Do not go back to a classroom or office to secure personal items.

**Medical Emergencies**

In the event of a serious illness or injury:

- Remain Calm – Do not Panic; Call 911.
- Give emergency personnel your EXACT location – building, floor, room number, etc. State the type of injury and give them your name.
- Stay on the line with the dispatcher if requested providing additional information as requested.
- Make contact with MIAT personnel, if staff is not in the area, advising them of the emergency.
- Do not move the victim (unless he or she is in a dangerous area).

Instructors are required to complete an “Accident Report Form” (Exhibit C).

Students requesting a visit to a medical facility or physician will be permitted to leave the campus. If possible, the student will be provided in advance a copy of the Training Conditions/Physical Requirements listed in the Student Handbook. The Health Care Provider should use this information as a reference should restrictions following the injury or illness be required.

**MIAT employees are prohibited from transporting students, vendors, guests or co-workers.** If the individual is unable to drive themselves or secure transportation, the school will attempt to provide assistance. When appropriate, an ambulance or other transportation provider may be utilized. Exhibit D identifies local medical/health care providers.

**Fire Emergencies**

During orientation, students are given an introduction to safety and emergency procedures for the campus. At the start of each course, instructors readdress the safety and emergency procedures and specifically identify to their students the escape routes for their classroom and/or lab area and their designated assembly area.

In the event of a fire the primary concern is to save lives – the protection of property is secondary. Students, faculty and staff should follow the directives below to ensure their safety:

- If there is a smell of smoke or if a fire is seen, remain calm – do not panic
- Activate the alarm system by pulling the handle at an alarm station located throughout the facility and Call 911
- Only if time and safety permit, contact an MIAT staff member.
- Without placing yourself at risk, rescue any person(s) in trouble and evacuate to designated assembly area.

Fire evacuation drills are conducted periodically and participation in the drills is mandatory for all students, faculty and staff.

**Violence and Threats of Violence**

Threats of violence may be actual or perceived; verbal or non-verbal; direct or indirect. It should be assumed that all threats are made with the intent to carry them out. Students, faculty and staff should recognize and report early warning signs of violence, which may include:

- Threats of violence
- Overheard conversations regarding violence
- Disruptive behavior
- Domestic/family issues occurring on campus
- Vandalism occurring on campus

**Homeland Security Active Shooter Response Guidelines**

The College has adopted the recommendations of the Department of Homeland Security for responding to an active shooter crisis situation.

Simply put – RUN-HIDE-FIGHT

A video entitled “Run. Hide. Fight. Surviving an Active Shooter Event.” Produced and funded by the Houston Mayor’s Office of Public Safety and Homeland Security Department, is required training for every employee. Students are provided the link to the video.

[http://www.readyhoustontx.gov/videos/runhidefight-eng.m4v](http://www.readyhoustontx.gov/videos/runhidefight-eng.m4v)

Use your own discretion during an active shooter event as to whether you decide to run, hide or fight but the guidelines provided in the video are considered by the Department of Homeland Security to be the “best practices” for surviving an active shooter event.

Revised: 09.30.2015
Remember when law enforcement arrives, remain calm and follow instructions. Keep your hands visible at all times and avoid pointing or yelling. Know that help for the injured is on its way.

**Bomb Threat or Bomb Emergency**
A bomb threat exists when a suspected bomb or explosive device has been reported but not located.

- Try to solicit information from the caller making the threat.
- Individual receiving the threat should immediately contact local law enforcement and the Campus Director.
- The Campus Director or designated administrator will order an evacuation, if necessary.
- Do not touch any suspicious item – report it immediately to proper authorities.

A **bomb emergency** exists if the bomb has been located or if an explosion has occurred. For a bomb emergency:

- Do not panic – immediately call 911
- Follow all evacuation procedures as described herein
- All individuals should withdraw from the campus a minimum of 300 feet

**Suspicious Packages**
The FBI and US Postal Service authorities have issued tips for handling and reporting suspicious mail. Characteristics of a suspicious package include:

- No return address
- Possibly mailed from a foreign country
- Excessive postage
- Restrictive markings like “Personal” or “Special Delivery”
- Misspellings in the address
- Addressed to a title rather than an individual
- Badly typed or written
- Uneven in shape
- Rigid or bulky packaging
- Strange odor
- Oily stains, discoloration, or crystallization on the packaging
- Excessive tape or string
- Arrives unexpectedly or from someone unfamiliar to you
- Protruding wires
- The city or state in the postmark does not match the return address

If you receive a suspicious package or envelope or see an unattended package that appears suspicious here’s what you should do:

- Do not move it.
- Do not open, smell, or taste it.
- Don’t shake or bump the item.
- Isolate the package. Stay away and keep others away from the suspicious package.
- Call MIAT Senior Management who will determine if authorities should be contacted.
- Wash your hands vigorously for five minutes with soap and water if you handled the package at all.

**Chemical/Hazardous Materials**
Employees and instructors should be aware of the dangers involved in handling chemical, solvents and other hazardous materials and should follow the guidelines below when dealing with hazardous materials.

- Follow industry safe practices and label instructions (Ref: MSDS Sheets).
- Notify the local fire department in the event of a hazardous material spill or leak.
- Do not mix chemicals without authorization
- Use approved respirators or work in well ventilated areas when dealing with toxic fumes

**Blood-Borne Pathogens**
Certain infectious diseases are transmitted through contact with blood and other secretions from a person with the illness. When a person is injured those who render aid should avoid direct contact with blood.

If you do contact human blood, please remember the following:

- Personal Protection Equipment (PPE) is provided at readily accessible areas.
- Wash hands and face with disinfectant soap immediately after contact.
- Infected surfaces should be washed with bleach or an approved germicidal.

The following guidelines offer protection from potential transmission of blood-borne pathogens:

- Sharps (needles and other pricking devices) must be placed in approved containers.
- Contaminated materials must be discarded in specially designed trash bags or containers.
- Never pick up broken glass by hand.
- Cover cuts and open sores with bandages to avoid transmission of pathogens to others or to prevent leaving potentially harmful substances on surfaces.

**Dating Violence, Domestic Violence, Sexual Assault and Stalking Prevention and Response**
The purpose and scope of the Dating Violence, Domestic Violence, Sexual Assault and Stalking policy is to establish a policy and definitions for preventing dating violence, domestic violence, sexual assault and stalking and for advising students and employees of the procedures that will be followed in the event they fall victim to or witness such offenses. This policy applies to all students and employees, unless otherwise stated, and complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (the “Clery Act”), including the recent amendments made to the Clery Act by the Campus Sexual Violence Elimination Act (the “Campus SaVE Act”).

Victims of dating violence, domestic violence, sexual assault and stalking have the option to notify – or decline to notify – the proper law enforcement authorities. Victims also have the option to be assisted by a CSA in notifying law enforcement if the victim so chooses.

MIAT College of Technology, in compliance with the spirit of various federal and state laws (e.g., Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 and other similar state and federal statutes or regulations, including the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Violence Against Women Act of 1994, as amended by the Campus SaVE Act), adopts the policy and fosters an environment where no individual may threaten the health, safety and welfare of a member of the school community; or any person on College property; or at a MIAT-sponsored or supervised activity, through the commission of an act of dating violence, domestic violence, sexual assault, stalking, sexual harassment, discrimination, battery, and/or misconduct, including acquaintance rape. Please see the MIAT Student Catalog and the
MIAT Student Handbook for the policy and definitions of sexual harassment, available at:

http://www.miat.edu/student-handbook/

The College recognizes the Michigan and Texas state statutes and any other state or territorial statutes or regulations as appropriate for the applicable jurisdiction and additionally acknowledges acquaintance rape in its definition of sexual assault. Acquaintance rape is defined as forced, manipulated, or coerced sexual intercourse by a friend or acquaintance. Dating violence, domestic violence, sexual assault or stalking that occurs off campus can be the subject of a complaint or report and will be evaluated to determine whether or not it violates this policy. Refer to Exhibit E for Clery Crimes Statistics Definitions and the definitions for dating violence, domestic violence, sexual assault and stalking as recognized by the State of Michigan and the State of Texas.

The College educates students and employees about dating violence, domestic violence, sexual assault and stalking crimes included in the Clery Act, as updated in the Violence Against Women Reauthorization Act of 2013 (VAWA) and the Campus Sexual Violence Elimination (SaVE) Act through informational resource packets available to all students and employees. The information packets contain literature and risk reduction practices to promote understanding of rape, acquaintance rape, domestic violence, dating violence, sexual assault and stalking. The information is maintained in Student Services and in the office of the Campus President. Students and employees sign an acknowledgement at enrollment and during new hire onboarding, respectively, that they are aware the information packets are available and where and how they can be obtained. The information presents options designed to decrease perpetration and bystander inaction, and to increase empowerment of victims in order to promote safety and to reduce the prevalence of dating violence, domestic violence, sexual assault and stalking and to provide help to those who fall victim to such offenses.

The first priority for a victim of sexual assault is to get to a safe place. The victim is encouraged to seek assistance and support from someone he or she trusts, such as a friend, family member, faculty member or staff person.

The victim is encouraged to obtain immediate and necessary medical treatment. The student may choose whether or not to speak to police at the hospital.

The preservation of evidence can be critical to the investigation and criminal prosecution of any sexual assault. Victims and/or witnesses should attempt to preserve evidence at the scene in the following ways:

- Leave the scene undisturbed to allow professionals to collect the evidence; if the circumstances do not allow leaving the scene undisturbed, efforts should be made to collect items in the immediate area of the assault.
- Victims of sexual assault should make every attempt not to bathe, brush his or her teeth, change clothes, or undertake any other activity that could compromise or destroy evidence prior to seeking medical attention and/or contacting law enforcement.
- All evidentiary materials should be placed in separate paper bags to prevent cross contamination.

The College expects all members of the campus community to take reasonable and prudent actions to prevent or stop acts of dating violence, domestic violence, sexual assault and stalking. Bystanders can help in several different ways, including direct intervention, seeking assistance from authorities, notifying a CSA or calling State or local law enforcement. If you see an act of dating violence, domestic violence, sexual assault and/or stalking, it is important to understand that no individual has the right to be violent, regardless of whether people are in a relationship. The College has resources available that can help you recognize when dating violence, domestic violence, sexual assault or stalking are taking place. If you make the decision to intervene, do so cautiously and safely. Do not use violence to stop violence. If you cannot stop the act with your words, call law enforcement. Do not be afraid to ask school officials or other authorities for help.

A duty to report conduct or behavior that violates these policies is imposed on all College employees, including adjunct faculty. An individual performs her or his duty to report by performing the conduct or behavior to the Campus President.

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A duty to report conduct or behavior that violates these policies is imposed on all College employees, including adjunct faculty. An individual performs her or his duty to report by reporting the conduct or behavior to the Campus President.

The victim can report the sexual assault directly to local law enforcement. To file a formal report with the College, the victim may contact any Campus Security Authority. Even when a student victim chooses not to file a formal report, if the College learns of a potential sexual assault, it will undertake a prompt and thorough investigation to determine what occurred and take appropriate responsive action commensurate with the level of information provided and any requests for confidentiality. An investigation by the College will be undertaken independent of any law enforcement investigation into the incident.

The investigation and disciplinary procedures will provide a fair, prompt and impartial process from investigation to final result. Such proceedings are designed to be transparent to the complainant and accused, and be conducted consistent with MIAT’s policies and by persons who do not have a conflict of interest or bias for or against the complainant or the accused and who receive annual training on issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects victim safety and promotes accountability. The College will conduct a timely review of all complaints of dating violence, domestic violence, sexual assault, and/or stalking. Absent extenuating circumstances, review and resolution is expected to take place within sixty (60) calendar days from receipt of the complaint. Extensions of applicable timeframes are available on a showing of good cause with written notice to the complainant and the accused of the delay and the reason for the delay.

Both the complainant and accused have the same opportunity to be accompanied by an adviser of their choice during such disciplinary proceedings. Generally, advisers are not permitted to speak on behalf of a student, employee or complainant, or to participate directly in any meeting or hearing, unless otherwise stated. Parties will be informed simultaneously in writing of the outcome of the process, the availability of any appeal procedures, and when the results become final after any appeals.

The following describes the steps taken in the disciplinary process available for victims of dating violence, domestic violence, sexual assault, and/or stalking:

1. Incident Reported: Any student or employee of MIAT may file a complaint/incident report related to allegations of dating violence, domestic violence, sexual assault, and/or stalking. The report must be in writing prepared either by the complainant or by a CSA.

2. Investigation: The Campus President and/or his or her designee will conduct an investigation to determine if there is reasonable cause to believe that dating violence, domestic violence, sexual assault or stalking has occurred. Such investigation will normally take no more than fifteen (15) calendar days.

3. Determination of Reasonable Cause of Commission of dating violence, domestic violence, sexual assault, or stalking: If there is a determination that no dating violence, domestic violence, sexual assault or stalking occurred, the
student is not charged and the case is closed. The file is kept by the Campus President. If it is determined that there is reasonable cause to believe that dating violence, domestic violence, sexual assault or stalking occurred, the allegations will be resolved through an administrative hearing. A finding against the accused could result in suspension, dismissal or termination of employment.

4. Not less than five (5) calendar days prior to the designated time and place of the hearing, written notification to the student(s) or employee(s) who are alleged to have committed dating violence, domestic violence, sexual assault or stalking with a copy sent to the complainant as well. A copy of the incident report will be made available to the parties at least five (5) days prior to the date of the scheduled hearing.

5. Upon conclusion of the hearing, the hearing officer will determine if the accused committed the alleged offense(s) of dating violence, domestic violence, sexual assault, and/or stalking. Decisions are based on a preponderance of presented evidence that the accused more likely than not committed the alleged offense(s). If there is a finding against the accused, the hearing officer will determine the appropriate sanction(s) to be imposed such as student suspension, dismissal or termination of employment.

6. Within a reasonable time after the conclusion of the hearing, a letter will be sent simultaneously to the accused and complainant summarizing the incident, the hearing, the decision, the sanction(s) imposed, the appeal procedures, any changes to the results and when the results will become final.

7. Appeal: An appeal of the disciplinary action taken must be made in writing within seventy-two (72) hours of the receipt of the written disposition of the hearing. A written decision will be provided by the Campus President within a reasonable time from receipt of the appeal request. The decision of the Campus President is final.

[Any employee disciplinary decision resulting from this process is also subject to review through the arbitration process available to all MIAT employees.]

Orders of Protection

Orders of protection (commonly referred to as restraining orders) are legal orders, put in place by a judge that restrict or limit the amount of contact a person can have with another person. There are different types of protection orders depending on the nature of the violence or harassment and the relationship between people. Generally, they can help by ordering the perpetrator to:

- Stop doing violent, threatening or harassing acts
- Stay away from you at home, work, school or other places you go
- Stop contacting you, or harassing you in person, by mail, email, phone or through a third party.

If you have an order of protection, or if you become aware of a violation of an order of protection, we ask that you immediately inform a CSA so that it can be placed on record. The details of the order will be kept confidential and only accessed by authorized individuals for the purpose ensuring the future safety of yourself and others.

MIAT considers this to be a matter of high importance and will enforce the provisions of an authorized order of protection according to the criminal statues pertaining to such.

If you are having an issue with a person, any CSA can refer you to organizations that can help explain the legal process for obtaining an order of protection.

Additional information can be found on the following State Attorney General’s website at:

http://www.michigan.gov/ag

https://www.texasattorneygeneral.gov/

Sex Offender Registry and Access to Related Information

Incarceration may temporarily remove a sex offender from the streets, but it does nothing to prevent the offender from committing another crime when released.

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where to obtain law enforcement agency information concerning registered sex offenders. It also necessitates that sex offenders already required under state law to register in a state provide notice to each institution of higher education in that state where he or she is employed, carries on a vocation, volunteer services, or is a student.

The websites below contain public record information on offenders classified as a sexual offender under Michigan law (Sex Offenders Registration Act, Act 295 or 1994) or Texas law (Texas Code of Criminal Procedure Art. 62.005), respectively, because of a conviction for a sex-related crime and/or a specified crime against children:

Michigan:


Texas:

https://records.txdps.state.tx.us/SexOffender/index.aspx

Campus Security and Crime Statistics Report

The safety of our students, faculty and staff is of primary importance to MIAT College of Technology. As required by law, MIAT maintains statistics regarding incidents that occur on campus in the Statistical Report for Campus Crime.

This report includes statistics concerning reported crimes that occurred on-campus, in certain off-campus buildings or property owned or controlled by MIAT College of Technology and on public property within, or immediately adjacent to and accessible from, the campus.

The report includes statistics on crimes such as: murder and non-negligent manslaughter; negligent manslaughter; forcible sex offenses; non-forcible sex offenses; robbery; aggravated assault; burglary; motor vehicle theft; arson; hate crimes; arrests; weapons possession; drug and liquor law violations. The statistics have been compiled with cooperation from local law enforcement agencies for each respective campus. Exhibit E provides definitions for the reporting offenses.

The current reports (Canton campus and Houston campus) are available to all students, faculty and staff in the office of the President/Chief Operating Officer for the Canton campus and in the office of the Campus Director for the Houston campus. Copies of the report are available upon request.

Revised: 09.30.2015
The College is responsible for contacting and making a “good faith” effort in collecting statistics from all local law enforcement agencies. Documentation is maintained when making a “good faith” effort – example: a copy of the letter sent to the agency.

**Report is Distribution**

The College can distribute the report to all students and employees in one of two ways:

1. Directly by publication and mailings. This may be accomplished by providing a copy directly to each individual or by direct mailing to each individual through one of the following delivery methods:
   a. United States Postal Service
   b. Campus mail
   c. E-Mail
   d. A combination of these methods

2. Posting the annual security report on an internet or intranet website that is reasonably accessible to currently enrolled students and employees. This method may be used only if an individual notice about the annual security report is distributed by October 1st to each student and employee. This notice should not be buried in another document where a student or employee may be unlikely to read it. The notice should include:
   a. A statement of the report’s availability
   b. A list and brief description of the information contained in the report
   c. The exact address (URL) of the internet or intranet website at which the report is posted. This means the College must provide a direct link to the annual security report. It is not acceptable to give the URL for the College’s website. If the College uses a URL to access the report, a notice stating that a paper copy of the annual security report, upon request, will be provided at no charge.

The 2015 Annual Campus Safety and Security Statistical Report for the Canton and Houston campuses are published on Page 10 and 11 of this Handbook.
2015 Annual Campus Safety and Security Statistical Report – Canton Campus

### Annual Campus Safety and Security Statistical Reporting

**MIAT College of Technology--Canton, Michigan**

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*There are no On-Campus Student Housing Facilities*

Miscellaneous Campus Crimes reported with no arrests

2014: larceny of tools
2013: a trailer stolen from the school and a vehicle which was removed by a soon to be ex-spouse.
2012: two non-specific larcenies reported from the school campus

revised 9/29/2015
## Annual Campus Safety and Security Statistical Reporting

### MIAT College of Technology--Houston, Texas

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</table>

*There are no On-Campus Student Housing Facilities*

**We made a good-faith effort to obtain statistics from local law enforcement agencies, but the agencies did not comply with our request.**

Miscellaneous Campus Crimes reported with no arrests

2010: no incidents
2011: on trailer was stolen from school property
2012: no incidents
2013: no incidents
2014: no incidents

updated 9/30/2015
CRIME INCIDENT REPORT

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<td>Location of Incident:</td>
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<td>Brief Description of the incident:</td>
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<td>Where exactly did the crime occur? (i.e. building, room number, sidewalk, etc.)</td>
</tr>
<tr>
<td>Did the crime occur on MIAT owned, controlled or leased property? Circle Y N</td>
</tr>
<tr>
<td>Did the crime occur at a MIAT-sponsored activity or event? Circle Y N</td>
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Classification A

Criminal Homicide—murder and non-negligent manslaughter: The wilful (non-negligent) killing of one human being by another.

Criminal Homicide—manslaughter by negligence: The killing of another person through gross negligence.

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

(1) Forcible:
   a. 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.
   b. 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.

(2) Non-Forcible
   a. Incest—Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
   b. Statutory Rape—Non-forcible 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: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned.

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.
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.

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.

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.

Domestic Violence: A felony or misdemeanor crime of violence committed—

(1) By a current or former spouse or intimate partner of the victim;
(2) By a person with whom the victim shares a child in common;
(3) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
(4) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
(5) 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.

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.

(1) 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 person involved in the relationship.
(2) For the purpose of this definition—
   a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
   b. Dating violence does not include acts covered under the definition of domestic violence.

Stalking:

(1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
   a. Fear for the person’s safety or the safety of others; or
   b. Suffer substantial emotional distress.
(2) For the purpose of this definition—
   a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
   b. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
   c. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Hate Crime: A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. The categories of bias include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability. The crime statistics reported under the Clery Act include the following crimes:

(1) Larceny-Theft (Except Motor Vehicle Theft): The unlawful taking, carrying, leading, or hiding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.
(2) Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
(3) Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
(4) Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
Exhibit A (page 3)

Classification B

CSA’s are also required to report statistics for bias-related (hate) crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations and/or weapons; possession carrying, etc. (see definitions on the front page) and larceny-theft, destruction/damage/vandalism of property, intimidation, and simple assault (see definitions below).

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon of subjecting the victim to actual physical attack. For the intimidation to be considered a hate crime there would have to be other supporting evidence of bias as well.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A bias-related (hate) crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim’s race, sexual orientation, etc... the assault is then also classified as a hate crime.

If a hate related (hate) crime was reported to you, please fill out the top section of Page 1 and then complete the following information about the type of bias in the crime.

Type of Crime (List classification as defined above):

<table>
<thead>
<tr>
<th>Types of Bias (circle one):</th>
<th>Race</th>
<th>Religion</th>
<th>Ethnicity/National Origin</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gender</td>
<td></td>
<td>Sexual Orientation</td>
<td>Disability</td>
</tr>
</tbody>
</table>
TO REPORT ALL EMERGENCIES DIAL 911

EMERGENCY GUIDELINES

A. FAMILIARIZE YOURSELF WITH ALL ExITS.
B. KNOW WHERE THE FIRE ALARM PULL BOXES ARE LOCATED.

C. BUILDING EVACUATION - CONTINUOUS HORN WITH FLASHING STROBE. FOLLOW EVACUATION INSTRUCTIONS GIVEN.
D. SEEK SHELTER - AS INSTRUCTED OVER THE PUBLIC ANNOUNCEMENT SYSTEM BY MANAGEMENT.
E. ALL CLEAR - FOLLOW INSTRUCTIONS GIVEN.
F. DO NOT USE THE ELEVATOR(S) DURING EVACUATIONS.

STOP - WHAT YOU ARE DOING - BE ALERT!
LOOK - FOR SMOKE OR HAZARDOUS CONDITIONS.
LISTEN - FOR FURTHER INSTRUCTIONS.

IF YOU FEEL YOU ARE IN DANGER DUE TO SMOKE OR OTHER LIFE THREATENING CONDITIONS, EVACUATE THE BUILDING IMMEDIATELY.

KEY
- FIRE ALARM PULL BOX
- TO EXIT LOCATION
- FIRE EXTINGUISHER
- SEVERE WEATHER/ TORNADO SHELTER AREA
- EVACUATION ASSEMBLY AREA
- STAIRWAY
Accident/Injury Report

PERSONAL INFORMATION

Name: ____________________________ Birth Date: ____________________________
Home Address: _____________________ Gender: ☐ Male ☐ Female
______________________________________________ Home Phone: ________________
______________________________________________

☐ Student ☐ Employee ☐ Other

Job Title: ____________________________ Hire Date: ____________________________
Department: ________________________ Campus: ☐ Canton ☐ Houston
Manager Name: _____________________ Manager Signature: _______________________
Time Began Work: ____________________ Hours Worked: ________________________
Policy #: ____________________________ Fed ID#: ____________________________
Claim #: ____________________________ Adjuster Name: __________________________
Date of Accident: ____________________ Time of Accident: ______________________

NATURE OF INJURY

☐ Abrasion ☐ Dislocation ☐ Abdomen ☐ Face
☐ Bite ☐ Fraction ☐ Ankle ☐ Finger
☐ Bruise ☐ Laceration ☐ Back ☐ Foot
☐ Burn ☐ Sprain ☐ Chest ☐ Forearm
☐ Cut ☐ Other ☐ Ear ☐ Hand
☐ Other

LOCATION OF BODILY INJURY

☐ Left Side ☐ Right Side

☐ Leg ☐ Mouth
☐ Shoulder ☐ Teeth
☐ Mouth ☐ Nose
☐ Shoulder ☐ Teeth
☐ Nose ☐ Teeth
☐ Shoulder ☐ Teeth

What was the person doing when injured? (Be specific):

__________________________________________________________________________

__________________________________________________________________________

Medical Treatment Provided: ☐ First Aid by Staff ☐ Clinic ☐ Hospital ☐ None

Name, Address and Phone Number of Medical Facility: ____________________________

Student/Employee Transported By: ☐ Ambulance ☐ School Personnel ☐ Own

Personnel Name: ____________________________

Did Student/Employee Refuse Medical Treatment? ☐ Yes ☐ No

Form completed by:

__________________________ ____________________________
Signature Date

Rev. 02.06.2015

Revised: 09.30.2015
Exhibit D

Area Medical – Urgent Care Providers

<table>
<thead>
<tr>
<th>Canton Campus</th>
<th>Houston Campus (cont.)</th>
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<tbody>
<tr>
<td>Canton Urgent Care</td>
<td>Westfield Urgent Care</td>
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<tr>
<td>43033 Ford Road</td>
<td>2010 FM 1960 East</td>
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<tr>
<td>Canton, MI 48187</td>
<td>Houston, TX</td>
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<tr>
<td>734.844.2296</td>
<td>281.821.8200</td>
</tr>
<tr>
<td>Choice Urgent Care of Michigan</td>
<td>Northeast Houston Urgent Care</td>
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<tr>
<td>41750 Michigan Avenue</td>
<td>2800 Aldine Bender Road</td>
</tr>
<tr>
<td>Canton, MI 48188</td>
<td>Houston, TX</td>
</tr>
<tr>
<td>734.398.0444</td>
<td>281.977.3800</td>
</tr>
<tr>
<td>Oakwood Healthcare Center - Canton</td>
<td>Northeast Family Urgent Care</td>
</tr>
<tr>
<td>7300 N. Canton Center Road</td>
<td>2300 Green Oak Drive #150</td>
</tr>
<tr>
<td>Canton, MI 48187</td>
<td>Kingwood, TX</td>
</tr>
<tr>
<td>734.454.8001</td>
<td>281.358.0655</td>
</tr>
<tr>
<td>St. Joseph Mercy Ann Arbor</td>
<td>Memorial Hermann Northeast Hospital</td>
</tr>
<tr>
<td>5301 McAuley Drive</td>
<td>18951 N. Memorial Drive</td>
</tr>
<tr>
<td>Ypsilanti, MI 48197</td>
<td>Humble, TX</td>
</tr>
<tr>
<td>734.712.3456</td>
<td>281.540.7700</td>
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<tr>
<td>St. Mary Mercy Livonia</td>
<td>Concentra Urgent Care</td>
</tr>
<tr>
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<td>401 Greens Road</td>
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<td>Houston, TX</td>
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<tr>
<td></td>
<td>Kingwood, TX</td>
</tr>
<tr>
<td></td>
<td>281.348.8000</td>
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</table>

<table>
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<tr>
<th>Houston Campus</th>
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<tbody>
<tr>
<td>Houston Northwest Medical Center</td>
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<td></td>
</tr>
<tr>
<td>Houston, TX</td>
<td></td>
</tr>
<tr>
<td>281.440.1000</td>
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<tr>
<td>Triumph Hospital Northwest</td>
<td></td>
</tr>
<tr>
<td>205 Hollow Tree Lane</td>
<td></td>
</tr>
<tr>
<td>Houston, TX</td>
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<tr>
<td>832.249.2700</td>
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<tr>
<td>Northeast Family Urgent Care</td>
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<td>9737 FM 1960 East</td>
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<td>Humble, TX</td>
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<tr>
<td>281.540.8896</td>
<td></td>
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</tbody>
</table>
Exhibit E

Clery Crimes Statistics Definitions

**Criminal Homicide—murder and non-negligent manslaughter:** The willful (non-negligent) killing of one human being by another.

**Criminal Homicide—manslaughter by negligence:** The killing of another person through gross negligence.

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

1. **Forcible:**
   a. **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.
   b. **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.

2. **Non-Forcible**
   a. **Incest**—Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
   b. **Statutory Rape**—Non-forcible 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:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

**Motor Vehicle Theft:** The theft or attempting theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joyriding.)

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned.

**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.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment 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.

**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.

**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.

**Domestic Violence:** A felony or misdemeanor crime of violence committed—

1. By a current or former spouse or intimate partner of the victim;
2. By a person with whom the victim shares a child in common;
3. By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
4. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
5. 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.

**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.

1. 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 person involved in the relationship.

2. For the purpose of this definition—
   a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
b. Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:**

(1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

a. Fear for the person’s safety or the safety of others; or
b. Suffer substantial emotional distress.

(2) For the purpose of this definition—

a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.

b. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

c. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

**Hate Crime:** A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. The categories of bias include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability. The crime statistics reported under the Clery Act include the following crimes:

(1) Larceny-Theft (Except Motor Vehicle Theft): The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

(2) Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

(3) Intimidation: To unlawfully place another person in unreasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

(4) Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**State of Michigan**

**Domestic Violence:** means the occurrence of any of the following acts by a person that is not an act of self-defense: causing or attempting to cause physical or mental harm to a family or household member; placing a family or household member in fear of physical or mental harm; causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force, or duress; and/or engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

Further, the act defines “family or household member” to include any of the following:

- A spouse or former spouse.
- An individual with whom the person has or has had a dating relationship.
- An individual with whom the person is or has engaged in a sexual relationship.
- An individual to whom the person is related or was formerly related by marriage.
- An individual with whom the person has a child in common.
- The minor child of an individual described in the above bullet points.

**Sexual Assault (generally):** Sexual assault is any form of unwanted sexual contact obtained without consent and/or obtained through the use of force, threat of force, intimidation or coercion. See more at: [http://statelaws.findlaw.com/michigan-law/michigan-rape-laws.html#sthash.pNMoYte4.dpuf](http://statelaws.findlaw.com/michigan-law/michigan-rape-laws.html#sthash.pNMoYte4.dpuf)

**Stalking:** means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

**State of Texas**

**Dating violence:** means an act, other than a defensive measure to protect oneself, by an actor that:

(1) is committed against a victim:

(A) with whom the actor has or has had a dating relationship; or

(B) because of the victim’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 in fear of imminent physical harm, bodily injury, assault, or sexual assault.

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.
A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship".

**Family violence:**
(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;
(2) abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family or household toward a child of the family or household; or
(3) dating violence, as that term is defined by Section 71.0021.

**Sexual Assault.** (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 of another person by the sexual organ of the actor, without that person's consent; or
   (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; 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 of 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.

(c) In this section:
(1) "Child" means a person younger than 17 years of age.
(2) "Spouse" means a person who is legally married to another.
(3) "Health care services provider" means:
   (A) a physician licensed under Subtitle B, Title 3, Occupations Code;
   (B) a chiropractor licensed under Chapter 201, Occupations Code;
   (C) a physical therapist licensed under Chapter 453, Occupations Code;
   (D) a physician assistant licensed under Chapter 204, Occupations Code; or
   (E) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
(4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including any:
   (A) licensed social worker as defined by Section 505.002, Occupations Code;
   (B) chemical dependency counselor as defined by Section 504.001, Occupations Code;
   (C) licensed professional counselor as defined by Section 503.002, Occupations Code;
   (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
   (E) member of the clergy;
   (F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or
   (G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.
(5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.

(d) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.

(e) It is an affirmative defense to prosecution under Subsection (a)(2):
(1) that the actor was the spouse of the child at the time of the offense; or
(2) that:
   (A) the actor was not more than three years older than the victim and at the time of the offense:
      (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
      (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and
   (B) the victim:
(i) was a child of 14 years of age or older; and
(ii) was not a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

(f) An offense under this section is a felony of the second degree, except that an offense under this section is a felony of the first degree if the victim was a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

**Stalking:** (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.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:

1. the laws of another state;
2. the laws of a federally recognized Indian tribe;
3. the laws of a territory of the United States; or
4. federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.

(d) In this section:

2. "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.