

# ANNUAL FIRE SAFETY AND SECURITY REPORT 2020

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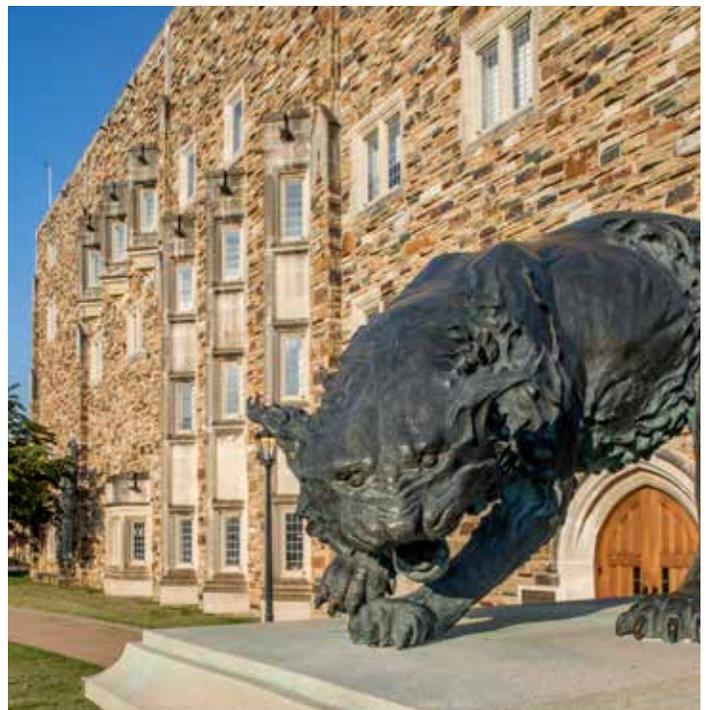
Rhodes College



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## A MESSAGE FROM THE VICE PRESIDENT OF STUDENT LIFE

To the Rhodes College Community –

As we do each year, consistent with federal law, Rhodes College has completed its annual report on campus security and fire safety for 2020. This report is now available on the Campus Safety website (<https://www.rhodes.edu/student-life/services-and-support/safety-campus/campus-safety>).

The report contains three years' worth of campus crime statistics as well as campus safety statements, fire safety information, and information on how students, faculty and staff should report crimes. The report uses federally mandated definitions concerning the locations and types of crimes in order to allow for comparisons across college campuses. As a reminder, if you need to reach Rhodes Campus Safety for any reason, call them directly at 901-843-3880. I encourage you to add the number of Rhodes Campus Safety into your cell phone. In an emergency, dial 911.

I hope you will read this annual report on campus security and fire safety and become familiar with the services and programs that are available to help keep the campus safe. If you have questions about the federal requirements and reporting on security and fire safety, or for any other police and security matters, you may contact me at [mweyant@rhodes.edu](mailto:mweyant@rhodes.edu). To learn more about Rhodes campus safety services and programs, please visit the Campus Safety website (<https://www.rhodes.edu/student-life/services-and-support/safety-campus/campus-safety>).

It is our privilege to serve the Rhodes College campus community. Thank you for your interest in reading our Annual Security and Fire Safety Report. This document will assist you in attaining the knowledge necessary to develop and maintain a sense of situational awareness. Our goal is to educate you and the rest of the community by sharing information on crime and safety, as well as offer information about various campus and local resources that may be of assistance to you. Our students, faculty, and staff come from across the United States and many different countries around

the world. Expectations on crime and safety can vary widely; by reading this report, you will gain a better understanding of our community.

The safety of our campus is a shared responsibility. While Campus Safety is here to support our safety initiatives, it is commitment as individuals to that serves to ensure campus safety at large. I ask that you help us in our shared commitment to safety by:

- Locking residence hall doors and offices when you leave.
- All residence hall doors on campus are access-controlled using your RCard. Do not hold them open for strangers. Do not let people into residence halls or other protected locations, unless you know them.
- Secure vehicles and valuables. Report suspicious behavior as soon as possible. If you "See Something, Say Something." Communities that effectively report crime and suspicious behavior are generally safer. Campus Safety can be reached at 901-843-3880.
- When going out at night, travel with friends; there is safety in numbers.
- Take time to understand what to do in the event of an emergency such as an armed assailant or natural disaster.

Finally, I encourage you to ask questions and share ideas with student life staff and campus safety officers. If we build a combined sense of community for each other and this great College, together we can make a difference.

Sincerely,

Meghan Harte Weyant,  
Vice President of Student Life



### **ABOUT THE ANNUAL FIRE SAFETY AND SECURITY REPORT**

The purpose of the report is to provide information about security on campus, including: campus crime statistics, fire statistics and safety information, policy information, safety tips, resource phone numbers and a brief overview of the many services/resources available to Rhodes College community members.

Rhodes College has designated the Campus Safety Department as the office responsible for compiling and publishing the College’s annual fire safety and security report. Information in this report is compiled from reports provided by, but not limited to, Campus Safety, Residence Life, other offices, and local law enforcement, including the Memphis Police Department.

This report is accessible on the Campus Safety webpage and hard copies are available at Campus Safety, located in the Spann Building, Unit #5.

If you have any questions about any part of this report, please contact Ike Sloas, Director of Campus Safety at 901-843-3215.

### **ANTI-DISCRIMINATION AND HARASSMENT POLICY**

Discrimination and harassment on grounds of race, gender, color, age, religion, disability, sexual orientation, gender identity or expression, genetic information, national or ethnic origin, military status or any other protected status are forms of misconduct that undermine the institutional mission of the College and thus will not be tolerated. All members of the College community are responsible for maintaining an environment of mutual respect for all persons.

In compliance with Title VI of the Civil Rights Act of 1964 (Title VI), Rhodes College does not permit discrimination on the basis of

race, color, or national origin in any program or activity receiving Federal financial assistance. Inquiries concerning the application of Title VI should be directed to the Title VI coordinators, the Chief Human Resources Officer or the Vice President for Finance and Business Affairs. Student complaints related to sex- or gender-based discrimination or harassment, or sexual misconduct are governed by Title IX of the Civil Rights Act of 1964 and are processed accordingly.

Student concerns pertaining to sex or gender discrimination or harassment, or sexual misconduct are governed by Title IX of the Civil Rights Act of 1964. If a student has been subjected to discrimination or harassment, or has witnessed such, they should contact the College’s Title IX office:

**Title IX Coordinator**  
**200A Southwest Hall**  
**(901) 843-3550**  
**TitleIX@rhodes.edu**



## ABOUT THE CAMPUS SAFETY DEPARTMENT

The Campus Safety Department provides for the safety and security of all persons and property within the Rhodes community to enable the educational commitment of the College.

Locating the Campus Safety Office within the Rhodes' Division of Student Life puts Campus Safety in close contact with all aspects of student life. The primary mission of the Campus Safety Department is to preserve the safety and security of the campus community to enable the mission of the college to go forward. This mission includes comprehensive efforts aimed at protecting our community from threats to both person and property. Although the Campus Safety staff is a private security and safety force, it is responsible for holding community members accountable for all state and local laws, college policies and procedures, and emergency responses. The Campus Safety Officers achieve this mission by referring reports, cases, or incidents to the Memphis Police Department, Rhodes College Office of Community Standards, Rhodes College Human Resources, Rhodes College Title IX office or internal Rhodes College hearing boards for review and processing. Campus Safety strives to provide support services that are consistent, welcoming, and foster a safe Rhodes Community.

## CAMPUS LAW ENFORCEMENT POLICY STATEMENT

Rhodes Campus Safety Officers are not armed in any capacity and are not sworn or commissioned law enforcement personnel. All Rhodes Campus Safety Officers are employees of Rhodes College. Rhodes Campus Safety Officers work on licenses issued by the Tennessee Department of Commerce and Insurance for Unarmed Security Guards with Rhodes College being the Proprietary Organization. The Tennessee Code specifically authorizes security guards to prevent, observe, and detect any unauthorized activity on private property including intrusions, unauthorized entries, larcenies, vandalism, abuses, fires, and trespasses. See Tenn. Code Ann. § 62-35-102(16) (2003). Security guards also enforce rules, regulations and local and state laws on private property. See Tenn. Code Ann. §62-35-102(16)(C) (2003). As security officers, the College explicitly authorizes these officers to prevent and detect any unlawful activity as well as enforce local and state laws. A security officer has the authority to stop and question a suspicious individual on private property. If the security guard arrests the suspect, he or she would be authorized to detain the suspect past his or her consent since the security guard is authorized to enforce state and local law while on private property. See Tenn. Code Ann. § 62-35-102(16)(C) (2003). This encompasses the power of arrest entrusted to the security officer as a private citizen. Under the statutory powers imparted upon security officers to prevent or detect unlawful entries on private property, an officer may stop a vehicle for trespass or any unauthorized activity. See Tenn. Code Ann. § 62-35-102(16) (2003). This authority extends to suspicious vehicles. In defining security guards, Tenn. Code Ann. § 62-35-102(16)(C) recognizes the right of a security guard to control, regulate and direct the flow or movements of the public, whether by vehicle or otherwise on private property. As the agent entrusted to protect the property, the security officer may then expel the suspect from the premises. The security officer may also effect an arrest as a private citizen. The Tennessee Supreme Court has observed

that, in order to arrest, “[i]t is basic statutory law in this state that a private person may arrest another for an offense committed in the presence of the arresting individual, or for a felony not committed in his presence.” See *State v. Smith*, 695 S.W.2d 954, 959 (Tenn. 1985); accord Tenn. Code Ann. § 40-7-109(a) (2003).

## WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES

The Memphis Police Department has primary law enforcement authority on the Rhodes College campus. Rhodes College does not have a memorandum of understanding with the Memphis Police Department although the Campus Safety Department maintains an ongoing working relationship with the Memphis Police Department, Shelby County Sheriff's Office and the local FBI office. Rhodes College is located within the MPD Crump Station Precinct, which not only supports active street patrol units, but houses general investigation detectives at 949 H.E. Crump Memphis TN.

The Campus Safety Office has 24/7 staff that will respond to any report involving a crime or other unusual circumstance. The Campus Safety Department maintains daily crime logs: [www.rhodes.edu/crime-and-fire-report](http://www.rhodes.edu/crime-and-fire-report).

## DAILY CRIME AND FIRE LOGS

The purpose of the daily crime log is to record all criminal incidents and alleged criminal incidents that are reported to the campus police or security department. Because Rhodes College also maintains on-campus student housing facilities, it also publishes a daily fire log.

Both logs for the most recent 60-day period is open to public inspection at: [www.rhodes.edu/crime-and-fire-report](http://www.rhodes.edu/crime-and-fire-report). The College will provide any portion of the log older than 60 days within two business days of a request for public inspection by contacting Ike Sloas, Director of Campus Safety or at [sloasi@rhodes.edu](mailto:sloasi@rhodes.edu).

## REPORTING CRIMES AND OTHER EMERGENCIES

### REPORTING TO RHODES CAMPUS SAFETY

Rhodes College strongly encourages any victim of or a witness to a crime that occurs within the jurisdiction of Rhodes College regardless of its nature to report the incident immediately to Campus Safety to ensure it takes prompt and appropriate action. For crimes or other emergencies occurring off campus, you should report these to the local law enforcement or first response agency having proper jurisdiction, commonly by dialing 911. If you are unsure of the proper jurisdiction, contact Campus Safety and they will assist you in contacting the proper agency. It is critical when reporting an emergency or crime to provide accurate information ensuring the most informed, fastest, and most appropriate response.

Things to remember when reporting a crime

- Obtain a description of the perpetrator: Attempt to obtain the sex, age, race, hair color, clothing and distinguishable features. Also, attempt to obtain the vehicle information, such as a plate number, color, type of vehicle and direction of travel.

- Preserve the crime scene: Do not touch any items involved in the incident. Close off the area of the incident and do not allow anyone into the crime scene until the police arrive.
- Sexual assault: If you are the victim of a sexual assault, report it immediately. Preserve the physical evidence. Do not bathe, douche, use the toilet, or change clothing. If you are the victim of a rape, you should seek medical treatment immediately regardless of whether you report the matter to the police. (Further information is found under Sexual Assault and Rape sections of this report)
- Telephone harassment: Victims should report obscene or threatening telephone calls immediately as well as other harassing phone calls if they persist. If you receive such a call, remain calm and hang up. Do not talk or try to discover who the caller is. If calling persists, keep a log of the times you received the calls, what the caller said, and a description of the caller's voice.
- Bomb threats: If you know of a bomb threat, report it immediately to Campus Safety at ext. 3880. Notify your supervisor, department head then wait for instructions.
- Indecent exposure: Exposing one's self is a crime in Tennessee. If you observe someone doing this, contact Campus Safety. If off campus, contact the local law enforcement agency having proper jurisdiction.



## VOLUNTARY, CONFIDENTIAL REPORTING

- An anonymous report means campus officials do not know the identity of the person making the report.
- A confidential report is one where the identity of the reporter is unknown to personnel beyond the official receiving the report. Individuals can confidentially discuss incidents, misconduct or crimes with one of the following College "confidential resources" staff:
  - Student Counseling Center staff - Moore-Moore Student Counseling Center: 901-843-3128
  - Any member of the Student Health Services staff located at the Moore-Moore Student Health Center: 901-843-3895
  - Chaplain Beatrix Weil: 901-843-3822

Members of the Rhodes community or third parties may make reports via the Title IX report portal at: [https://cm.maxient.com/reportingform.php?RhodesCollege&layout\\_id=50](https://cm.maxient.com/reportingform.php?RhodesCollege&layout_id=50).

## CAMPUS SECURITY AUTHORITIES (CSA)

Rhodes College is responsible for identifying those individuals whose job responsibilities place them in the role of a CSA. Campus Safety maintains the list of CSAs. Examples of individuals (outside of Campus Safety) who generally meet the criteria for being campus security authorities include:

- Campus Safety including the Director, the staff, and student workers
- Members of the Residence Life, staff, like the Director and RAs
- The Dean of Students
- The Director of Athletics, and all athletic coaches and trainers
- Faculty advisors to student groups
- The Director of Fraternity and Sorority Life
- The Director of New Student Programs and Leadership
- The Student Activities Coordinator
- The Title IX Coordinator
- The Director of Community Standard



## ADDITIONAL LOCATIONS TO REPORT CRIMES:

- Vice President of Student Life – 901-843-3997
- Director of Residence Life – 901-843-3241
- Any Residential or Student Life Staff Members – 901-843-3241
- Any Counselor – 901-843-3128
- Director of Athletics – 901-843-3946
- Provost and Vice President for Academic Affairs – 901-843-3795
- Memphis Police Department – 901-526-COPS (2677)

The Rhodes College Campus Safety annually notifies CSAs in writing of their role and responsibilities for reporting crimes in accordance with this policy. Campus Safety facilitates CSA training, and establishes the method and delivery of training based on their roles and responsibilities. These methods may include on-line training, in person training, or training in the form of written materials.

## **PASTORAL AND PROFESSIONAL COUNSELORS**

There are two types of individuals who, although they may have significant responsibility for student and campus activities, are not considered CSAs.

*Professional counselor:* A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification. Rhodes College has a fully staffed Counseling Center. Call (901) 843-3128, walk in, or email [counseling@rhodes.edu](mailto:counseling@rhodes.edu) to schedule an appointment. The Student Counseling Center is open from 8:30 – 5:00, Monday through Friday. To schedule an appointment during regular office hours, please call (901) 843-3128. Appointments are preferred when possible, but walk-ins are welcome and counselors will see students as soon as possible. The Counseling Center is located in the Moore-Moore Building adjacent to the Refectory. The Student Counseling Center provides short-term individual counseling and group counseling for students who are experiencing problems that are emotionally overwhelming or that are interfering with their capacity to perform to the best of their ability. For more information, visit: <https://sites.rhodes.edu/counselingcenter>

*Pastoral counselor:* A person recognized by a religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor. At Rhodes, that person is Beatrix Weil, the Chaplain: [weilb@rhodes.edu](mailto:weilb@rhodes.edu) | 901-843-3822 |. She is a confidential resource for emotional and spiritual support and her office is at Burrow Hall 421

Professional and pastoral counselors verbally advise students about options to voluntarily and confidentially report crimes for inclusion in the Rhodes College annual crime report.

## **MONITORING AND RECORDING OF CRIMINAL ACTIVITY AT NON-CAMPUS LOCATIONS OF STUDENT ORGANIZATIONS**

Rhodes College does not have any student organizations that maintain off-campus buildings or properties.

## **SECURITY OF AND ACCESS TO RHODES COLLEGE FACILITIES**

All Residence Halls are locked 24-7, accessible only to authorized students and staff using controlled access fobs. All Academic buildings are open generally 7am to 7pm daily, hours vary on the weekends and holidays. All Academic buildings have 1-2 fobbed door(s) to access to faculty/staff and students after hours, weekends, and holidays. Bailey gate is open 24-7 and staffed with a Rhodes Campus Safety Officers to monitor access. Phillips (staffed) and North Parkway Gate (fob) are accessible 7am to 7pm daily,



hour vary on the weekends and holidays. The West Campus and Parkway Hall parking gates are fobbed access 24-7. All walking gates are locked 24-7, accessible only to authorized students and faculty/staff using controlled access fobs.

## **ACCESSING RESTRICTED AREAS**

Students may need access to certain academic and administrative buildings in pursuit of their studies after the College has locked these buildings at the end of the day and on weekends. At the same time, the College has the responsibility to ensure that students utilizing these facilities work and study in a safe and secure environment. Accordingly, students will use the following building access control systems:

- When students need to have access to a certain academic office or administrative space, they must ask the appropriate departmental representative to authorize them to enter the room during a specified time. Campus Safety must have this authorization retained on file.
- Most academic buildings and administrative buildings, including classrooms, are accessible to students after hours by FOB. Rhodes secures individual offices and restricted spaces which the College prohibits entry to, unless the community member has obtained previous authorization as outlined above.
- Access to students' rooms for anyone other than the registered occupant must always have the authorization of the Residence Life or Student Life Administrative Staff. This includes parents, family members, and friends of the registered occupant.

## **GUESTS AND VISITORS**

Rhodes has always welcomed guests and visitors to the campus. However, we also recognize that there are certain identification, safety and security problems attendant with this practice. Therefore, it is essential that the College establish guidelines to insure the

wellbeing of the college community. While it is impossible to cover every variable, the following general policies apply with respect to visitors to the campus. Visitors to the campus are generally prospective students and parents, alumni, and those who have business with academic or administrative departments. Once security officers have confirmed the identity and purpose of these persons they should always be made to feel welcome and accorded the same amenities that faculty, staff and students are allowed. Rhodes expects guests to remain under the auspices of the host student and the host student bears the responsibility for the guest's behavior and compliance with campus policy. No community member should ever loan Rhodes accessible keys to guests. The College does not allow guests during exams or senior week. College officials will ask guests completely abandoned by a host to leave the campus. Hosts may not transfer responsibilities for a guest from one student to another. Students expecting a visitor, who is not staying overnight, may call the Campus Safety Welcome Centers (Bailey - #3894; Phillips - #3883) or have the guest sign in at either Welcome Center. If you're unable to connect to a Welcome Center, you may call the Campus Safety Control Center at #3880.

### **HOUSING VISITATION POLICY**

Rhodes permits twenty-four hour visitation if the Student first secures the verbal approval of his or her roommate(s) and/or suite-mate(s) before the arrival of any visitors. Guests may not deprive a roommate's right to free access to the room/apartment at all times, privacy, study time, or sleep. Any student wishing to entertain a guest, whether of the same or opposite sex, must have the permission of the roommate(s). The College does not allow cohabitation and cannot ignore any infraction of this policy that comes to its attention. Failure to comply with these requirements may result in disciplinary action. The occasional guest staying with a student overnight must register with Campus Safety. The College expects guests to remain under the auspices of the host student and the host bears the responsibility for the guest's behavior in compliance with campus policy.

### **BUILDING ACCESS REPAIRS**

Should a building access protection device (lock, Fob or door) need maintenance call Campus Safety at Ext. 3880 or enter a work order request via the Physical Plant 24hr online work order system.

### **ROOM KEY AND FOB REPLACEMENT**

The College replaces keys and fobs that are either lost or damaged by accessing the work order system on [express.rhodes.edu](http://express.rhodes.edu) and completing the order form. There is a cost associated with key and fob replacement.

### **ESCORTS**

Anyone walking across campus at night, needing assistance carrying something to their vehicle or requiring a ride may call Campus Safety (901-843-3880) for an escort 24-7.

Rhodes College Campus Safety maintains (2) two patrol units to manage escort requests 24/7. Rhodes College Campus Safety also maintains (3) three golf carts to assist with escorts. In general, student workers with the Lynx Kat program within Campus Safety staff these carts.

## **TIMELY WARNING AND CRIME ALERTS**

When the College learns of a crime that may represent an on-going or continuing threat to Rhodes College community, the College takes the following steps:

- The Director of Campus Safety consults with the Dean of Students and Chief of Communication Officer or their designees to determine if a report represents such a threat.
- If the team determines that they should send an alert, the Director of Campus Safety drafts the message, if needed utilizing the assistance of the Chief of Communication. The Dean of Students will review it prior to distributing the message.
- Generally, Rhodes distributes this information by email. The department issues/posts Timely Warning for incidents of all Clery Act crimes that pose a significant or on-going threat to the safety of the campus. Campus Safety reviews each of these reports discretely and carefully to assess whether it creates such a threat.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

### **EMERGENCY MANAGEMENT AT RHODES COLLEGE**

If a situation arises that warrants an evacuation of campus (e.g. hazardous material leak, chemical spill, catastrophic weather, etc.), the President/Senior Leadership team will communicate through Student Life and the Communications Department to initiate the Rhodes College emergency evacuation plan. The Dean of Students or designee will notify all students, faculty, and staff to vacate the Rhodes College campus. The College's alert system will provide instructive for evacuation. That system, RhodesAlert: uses text messaging, emails, and website updates.

Rhodes College Campus Safety will check all campus buildings to ensure that they are secure throughout the evacuation. Critical emergency personnel and the live-on campus staff are the only employees allowed to remain on the Rhodes Campus after its official closure and evacuation. The College expects these employees to remain on-duty throughout the emergency until dismissed by the Dean of Students. Critical emergency personnel may be relocated off-campus if the situation warrants. Faculty/staff who are able to travel home should do so immediately. Students who are able to travel home should do so immediately. If the students are able to host friends that are unable to make it home, it is highly encouraged. If not evacuating by personal vehicle, we advise students to secure available air, train, or bus transportation.

### **DRILLS, EXERCISES AND TRAINING**

Annually, Rhodes College tests its emergency preparedness through a planned exercise that includes several offices of the College, sometimes partnering with local emergency agencies. These tests also reinforce the annual distribution of emergency resource information including response and evacuation procedures to our campus community. We also test the emergency alert system, including analytics on the system's effectiveness.

## EMERGENCY NOTIFICATION POLICY AND PROCEDURES

Before students leave campus, all students must fill out an emergency evacuation form: [https://cm.maxient.com/reportingform.php?RhodesCollege&layout\\_id=6](https://cm.maxient.com/reportingform.php?RhodesCollege&layout_id=6)

The form includes the name of the student, the destination where the student will be residing during the evacuation, and contact information. Rhodes emergency staff provides students unable to evacuate with information about relocating to a temporary emergency shelter at the staging areas. Buses and/or vans will pick up students at a predetermined time to transport students to the emergency shelter. The College officials will strictly enforce designated departure time of the buses and/or vans. Those who fail to report to the loading area will accept responsibility for their personal safety. The critical emergency personnel staff members will take turns staying with the Rhodes students at the emergency shelter. Students going to the emergency shelter still need to fill out an emergency evacuation form. Students going to the emergency shelter should expect very limited accommodations. This may include sleeping on an open gym floor without cots. As occupants of the emergency shelter, students must abide by the rules of the shelter and college policies are still in effect. The College will keep students up to date on the status of the college evacuation with the RhodesAlert texting system.

The critical emergency personnel will review the emergency evacuation forms to account for all students. The emergency personnel will make efforts to contact and determine the whereabouts of students who did not fill out an emergency evacuation form (this includes calling home to parents). After this step, officials will share the names of students who are still unaccounted with local/state/federal agencies to use additional resources to locate the student.

## AFTERMATH PLANS

Once the emergency has passed, the President/Senior Leadership will determine when it is safe to return to campus. Post-emergency response teams will inspect all buildings, grounds, and utilities for damages. If inspectors deem the college is safe:

- A. The critical emergency personnel member who is residing with the students in the emergency shelter will announce a departure time and designated loading area to the sheltered students.
- B. All students will receive an emergency text, email and update via website via the RhodesAlert: texting system that it is safe to return to campus.
- C. Students will not be allowed to return to campus until their housing assignments are ready for occupancy (in the event that some but not all of the campus facilities are damaged). If the college is deemed unsafe and/or will be closed for a prolonged period:
- D. Sheltered students and emergency personnel will make plans for long-term relocation. The College expects students and emergency staff to make their way to the nearest airport, train station, or bus station so they may make appropriate travel plans. All expenses incurred will be the individual's responsibility.

Rhodes will keep students, staff, and faculty informed on the status of the college through the Rhodes College RhodesAlert: texts, Rhodes emails, and website updates.

## EMERGENCY COMMUNICATION PROCEDURES

When a crime or other significant emergency poses a threat to the campus community, the College will issue a timely warning or emergency notification. There are two types of threats; those that pose an imminent threat campus members and require immediate action, and those that allow community members to make informed choices in their day-to-day activities (timely warnings).

## IMMINENT THREATS

1. When the College experiences an immediate threat to life or a significant safety hazard, the Director of Campus Safety, Dean of Students, Chief of Communication Officer or their designee or will alert faculty, staff, and students immediately, by the most appropriate means possible. This notice will most likely contain a short text (RhodesAlert) mandate depending upon the situation and information available, and a reason for the mandate. (Example: Tornado warning for Rhodes College - go to the lowest interior area of the building. Avoid windows and doors.) Rhodes College is equipped with several tools to communicate emergency situations. These include, but are not limited to email, RhodesAlert (Mass texting) and an addressable outdoor warning system.
2. Rhodes College uses a variety of sources to confirm there is an immediate threat to campus that requires immediate communication with the campus. Information is often processed based on incoming data from reporting parties, witnesses, students, Faculty/Staff, local media, local police and any others useful source. The Director of Campus Safety, Dean of Students, Chief of Communication Officer, or their designees collect and process this information prior to the notification.

Rhodes College can separate emergency notification by students, staff or faculty and parents in the emergency texting and email systems when it determines that only a certain segment of the campus community requires the message. Rhodes will notify the entire campus community when there is at least the potential of impact on a very large segment of the community by the situation.

If the College only notifies a segment of the campus population, there will be a continuing assessment of the situation and notification of additional segments of the campus community if a situation warrants such action. The Director of Campus Safety, Dean of Students, Chief of Communication Officer or their designee will determine how much information is appropriate to disseminate at different points in time. Depending on what segments of the Rhodes College community it notifies, the content may differ. In the case of tornado, we may tell residents to take shelter but we may tell commuter students to stay away from the campus.

Rhodes College has 24-7 Campus Safety officers who respond to incidents and upon arriving to the scene and investigating can give directions to the Campus Community. As the Director of Campus Safety, Dean of Students, Chief of Communication Officer or their designees receive information; they will then send the notification

to the Campus Community. The Director of Campus Safety, Dean of Students or appropriate designee should continue to communicate updates in this fashion until such time that the imminent threat no longer exists or it is minimized.

1. Rhodes College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.
2. The Director of Campus Safety, Dean of Students, Chief of Communication Officer or their designee are responsible for section 2 above.
3. Rhodes College has various systems that in place for communicating information quickly to the campus community:
4. The Communications office will post updates during a critical incident on the Rhodes College website at [www.rhodes.edu](http://www.rhodes.edu). Rhodes may activate some or all of these methods of communication in the event of an immediate threat to the Rhodes College community.

## RHODES COLLEGE RESPONSE TO SEXUAL AND GENDER VIOLENCE

### INTRODUCTION

Rhodes College is committed to ensuring a safe learning environment that supports the dignity of all members of the Rhodes community. Rhodes does not discriminate on the basis of sex or gender in any of its education or employment programs and activities. To that end, this policy prohibits specific forms of behavior that violate Title IX of the Education Amendments of 1972 and which are antithetical to the educational mission of Rhodes. Rhodes will not tolerate sexual misconduct, and prohibits it. It includes, but is not limited to, domestic violence, dating violence, sexual assault, sexual exploitation, sexual harassment, and stalking. Rhodes strongly encourages students to report instances of sexual misconduct immediately. Employees are required to report such instances, pursuant to Rhodes' Employee Handbook and Rhodes' Mandatory Reporter Policy. The policies and procedures are intended to ensure that all students involved in a Title IX case receive appropriate support and fair treatment, and that allegations of sexual misconduct are handled in a prompt, thorough, and equitable manner. Relevant terms are defined in Sections II below and XIII at the end of this policy. Maintaining an atmosphere of free inquiry is crucial to the teaching and research mission of the College. This policy is not intended to inhibit or prohibit educational content or discussions inside or outside of the classroom that include controversial or sensitive subject matters protected by academic freedom. Academic freedom extends to topics that are pedagogically appropriate and germane to the subject matter of courses or that touch on academic exploration of matters of public concern. Rhodes will review, evaluate, and make any revisions or amendments to this policy on an ongoing and as-needed basis. General inquiries about the application of this policy should be directed to the College's Title IX Coordinator:

**Title IX Coordinator**  
**200A Southwest Hall**  
**(901) 843-3550**  
**[TitleIX@rhodes.edu](mailto:TitleIX@rhodes.edu)**



### REPORTING AN INCIDENT + PROCEDURES VICTIMS SHOULD FOLLOW

The College is acutely aware that an individual who has been subjected to, or who knows of or who has witnessed a sex offense may experience physical, mental and emotional trauma as a result of the incident. A victim of sexual violence (e.g., sexual assault, dating violence, domestic violence, stalking) is encouraged to follow these procedures immediately following the occurrence, when possible:

- A. Get to a safe place immediately and call someone you trust.
- B. If sexual contact and/or penetration occurred, do not wash, shower, bathe, use the toilet or change clothing. Preserve any evidence as would be necessary to prove the offense, or in obtaining a judicial protective order, restraining order, and/or no-contact order. Examples of such evidence include: Clothing worn during the incident, including but not limited to undergarments;
  - Sheets, bedding, and condoms, if used;
  - A list of witnesses with contact information;
  - Text messages, emails, call history, and digital media posts; and
  - Pictures of any injuries.
- C. Although you are encouraged to call the appropriate law enforcement agency, you have the right not to notify law enforcement. To contact the Memphis Police Department Sex Crimes Squad, call (901) 636-3330. Rhodes College Campus Safety, (901) 843-3880, can assist any student with reporting a crime to the Memphis Police Department.
- D. Get medical attention. Campus Safety will assist you in calling Emergency Medical Services (911) if you ask them to. The College also encourages you to go, or have someone else take you, directly to a medical facility or medical provider of your choice. In Memphis, the Shelby County Rape Crisis

Center is the only location where trained Sexual Assault Nurse Examiners are authorized to perform a forensic examination and collect evidence for use in a criminal proceeding. To contact the Shelby County Rape Crisis Center please call (901) 222-4350.

- E. The College will assist an individual who has been subjected to, who knows of, or who has witnessed an incident of Sexual Misconduct in obtaining the services of counseling professionals, if requested. The College encourages you to seek support services. For on-campus student counseling services, contact the Counseling Center at (901) 843-3128. For off-campus counseling and advocacy services, contact the Shelby County Rape Crisis Center at (901) 222-4350. The College will provide as much assistance as possible but cannot assume financial responsibility for such services.

All members of the campus community are encouraged to seek resources and support related to sex/gender discrimination and sexual misconduct proceedings, including Respondents, witnesses and bystanders. For more information, see Rhodes' Title IX website: <http://sites.Rhodes.edu/TitleNine>

### STATE OF TENNESSEE DEFINITIONS APPLICABLE TO THE VIOLENCE AGAINST WOMEN ACT OFFENSES

**Dating Violence** – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the alleged victim. The existence of such a relationship will be determined based on a consideration of the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. 34 C.F.R. § 668.46.

**Domestic Violence** – Under Tennessee law, a person commits domestic assault when they intentionally, knowingly or recklessly cause bodily injury, a reasonable fear of imminent bodily injury, or physical contact that would be regarded as extremely offensive or provocative to a reasonable person in the following categories:

- Adults or minors who are current or former spouses;
- Adults or minors who live together or who have lived together (Rhodes will not apply this definition to college roommates in a dispute that does not involve an allegation of sex or gender discrimination);
- Adults or minors who are dating or who have dated or who have or had a sexual relationship, but does not include fraternization between two individuals in a business or social context;
- Adults or minors related by blood or adoption;
- Adults or minors who are related or were formerly related by marriage; or
- Adult or minor children of a person in a relationship that is described in one of the categories listed above.

**Rape** – “Sexual penetration” is defined under Tennessee law as sexual intercourse, cunnilingus, fellatio, anal intercourse, or any other intrusion, however slight, of any part of a person's body or of



any object into the genital or anal openings of any other person's body. Such contact is deemed non-consensual if done without the other person's affirmative consent (see definition below).

**Fondling** – “Sexual contact” is defined under Tennessee law as the intentional touching of another person's intimate parts, or the intentional touching of the clothing covering the immediate area of the other person's intimate parts, if that intentional touching can be reasonably construed as being for the purpose of sexual arousal or gratification. Such contact is deemed non-consensual if done without the other person's affirmative consent (see definition below).

**Incest** – A person commits incest who engages in sexual penetration as defined in § 39-13-501, with a person, knowing the person to be, without regard to legitimacy:

- The person's natural parent, child, grandparent, grandchild, uncle, aunt, nephew, niece, stepparent, stepchild, adoptive parent, adoptive child; or
- The person's brother or sister of the whole or half-blood or by adoption.

**Statutory Rape** – Statutory rape is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when:

1. The victim is at least thirteen (13) but less than fifteen (15) years of age and the defendant is at least four (4) years but less than ten (10) years older than the victim; or
2. The victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is more than five (5) but less than ten (10) years older than the victim.
3. Aggravated statutory rape is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when the victim is at least thirteen (13) but less than eighteen (18) years of age and the defendant is at least ten (10) years older than the victim.

**Consent** – Means an affirmative, conscious decision by each participant to engage in mutually agreed-upon sexual activity. All five of the following elements are essential in order to have affirmative consent. If one or more of the following is absent, there is no affirmative consent.

**ON & OFF CAMPUS RESOURCES**

<b>Department</b>	<b>Email</b>	<b>Phone</b>	<b>Location</b>	<b>Purpose</b>
Inez Warner Title IX Coordinator	warneri@rhodes.edu <i>or</i> titleIX@rhodes.edu	901-843-3354	Southwestern Hall 202A	Filing a formal report, initiating informal or formal resolution process, providing interim measures
Tiffany Ford Director of the Bonner Center	fordt@rhodes.edu	901-843-3401	Burrow Hall 421	Filing a formal report, initiating informal or formal resolution process, providing interim measures
Claire Shapiro Chief Human Resources Officer	shapiro@rhodes.edu	901-843-3750	Human Resources, West Campus	Filing a formal report, initiating informal or formal resolution process, providing interim measures
Ira Lawson Director of New Student Programs/Leadership	lawsoni@rhodes.edu	901-843-3884	Burrow Hall 103	Filing a formal report, initiating informal or formal resolution process, providing interim measures
Tyler Cempre Head Men's Tennis Coach	cempre@rhodes.edu	901-843-3949	Bryan Campus Life Center	Filing a formal report, initiating informal or formal resolution process, providing interim measures
Pam Detrie Director of Student Counseling	etrip@rhodes.edu	901-843-3835	Moore-Moore Health Center	Confidential counseling
Ike Sloas Director of Campus Safety	sloasi@rhodes.edu	901-843-3880	Spann Townhouse #5	Assists with safety and security, contacting Memphis Police, issues emergency alerts
Aretha Milligan Director of Residence Life	milligana@rhodes.edu	901-843-3241	Trezevant Hall 110	Provides changes in housing accommodations and after-hours student support
Beatrix Weil Chaplain	weilb@rhodes.edu	901-843-3822	Burrow Hall 421	Confidential resource for emotional and spiritual support
Adora Browne Director of Health Services	brownea@rhodes.edu	901-843-3895	Moore-Moore Health Center	Confidential resource for health and wellness

Organization	Phone	Location	Service
Shelby County Crime Victims & Rape Crisis Center	901-222-3950	1060 Madison Ave Memphis, TN 38104	Counseling, rape kits, medical assistance, assistance obtaining orders of protection, advocacy, counseling, safety planning
Family Safety Center	901-222-4400	1750 Madison Suite 600 Memphis, TN 38104	Domestic violence victim services, referrals, safety planning, assistance obtaining orders of protection, assistance with law enforcement reports, immigration-sensitive victim services
Tennessee Domestic Violence Hotline	1-800-356-6767	<a href="http://www.pcat.org/programs/domestic-violence-helpline">www.pcat.org/ programs/domestic-violence-helpline</a>	Free counseling, referrals, resources 24/7
Planned Parenthood of Tennessee and North Mississippi	866-711-1717	<a href="http://www.plannedparenthood.org/planned-parenthood-tennessee-and-north-mississippi">www. plannedparenthood.org/ planned-parenthood-tennessee-and-north-mississippi</a>	Reproductive health exams, STD testing, pregnancy testing, emergency contraception

## ACCOMMODATIONS

Any Rhodes College student or employee, or anyone else who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options. This written explanation identifies existing counseling services, health and mental health resources, victim advocacy services, legal assistance, visa and immigration assistance, and other services available for victims, both within the institution and in the community; and describes options for available assistance in; and how to request changes to academic, living, transportation, and working situations or protective measures. Rhodes College must make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Rhodes Campus Safety or local law enforcement. The Title IX Coordinator shall have responsibility for determining such interim and remedial measures. Some of these remedial measures also may continue in effect after an investigation is closed or as post-hearing sanctions or accommodations. Examples of interim and remedial measures that the College may consider and elect to implement include, but are not limited to:

- Issuing a “no contact” order to govern, and attempt to avoid, interaction between affected individuals
- Providing a campus safety escort to ensure a Claimant can move safely between buildings, classes, dining halls, and activities on campus
- Ensuring that the Claimant and the Respondent do not attend the same classes, seminars, functions, meetings, etc.
- Offering to provide or facilitate the provision of medical, counseling and mental health services, but not necessarily covering the cost of such services
- Providing education regarding gender discrimination, sexual misconduct, alcohol and drug use, incapacitation and consent, etc.

- Reviewing any academic challenges or any disciplinary actions taken against the Claimant to see if there is a causal connection between the events that may have impacted the Claimant
- Changing on-campus living arrangements, when reasonable
- Providing increased monitoring, supervision, or security at locations or activities where the misconduct occurred
- Limiting the access of the individual accused of the misconduct to certain College facilities until the matter is resolved, including the possibility of an interim suspension if warranted.

The College may also, upon request, arrange for the re-taking, changing or withdrawing from classes, and in such instances, Rhodes will make every reasonable effort to mitigate any academic or financial penalty for providing such arrangements.

Interim and remedial measures shall be balanced based on the facts collected, seriousness of the allegations, and the potential safety risks posed to the Rhodes Community (i.e., an interim suspension will be rare early in the investigation process, but may be more common late in the process when an investigation finds some evidence to potentially corroborate a serious allegation).

If a Claimant or Respondent withdraws from Rhodes after a Report or Claim is filed but before the matter is resolved, the Title IX Coordinator shall have discretion on how to proceed with the investigation, its resolution, and any interim or remedial measures. The Title IX Coordinator shall have discretion to hold a Respondent’s transcript if they withdraw while a Report or Claim is pending, and to not release it to another school until the matter is resolved with or without the Respondent’s participation.

The College may also consider and take interim and remedial measures that affect the broader Rhodes Community and which are aimed to eliminate occurrences of Sex/Gender Discrimination or Sexual Misconduct and to promote academic and employment environments free of such conduct.

## VICTIM CONFIDENTIALITY

Individuals can confidentially discuss incidents of sex/gender discrimination and sexual misconduct with the College “confidential resources” staff. However, if an individual affected by sex/gender discrimination or sexual misconduct wants to make a Report to Rhodes about an incident but wants to request anonymity or confidentiality, or if a Third-Party Reporter makes a Report about an incident involving them, the provisions below may be applicable.

Any individual can make an anonymous Report of a violation of the College’s Sex/Gender Discrimination and Sexual Misconduct Policy. An individual may report the incident without disclosing their name, identifying a Claimant or a Respondent, or requesting any action. The College will attempt to investigate all such Reports, but depending on the extent of information available about the incident or the individuals involved, the College’s ability to respond to an anonymous Report may be limited. The anonymous reporting form can be found on the College’s website (<http://sites.Rhodes.edu/TitleNine>). The Title IX Coordinator will receive the anonymous Report and will determine any appropriate steps, including individual or community remedies as appropriate.

Additionally, a Reporter can make a Report disclosing their name but requesting confidentiality. An affected person who is the subject of a Third-Party Report can also request confidentiality. The College recognizes that, in some instances, an individual who has been subjected to, or who knows of or has witnessed, an incident of Sex/Gender Discrimination or Sexual Misconduct may request that their name not be disclosed or that no investigation or disciplinary action be pursued to address the alleged misconduct. In such instances, the Title IX Coordinator will respect the request for confidentiality; however, that request must be weighed against the College’s obligation to provide a safe, non-discriminatory environment for all students, considering many factors, including:

- The seriousness of the alleged misconduct
- Whether there have been other reports of Sex/Gender Discrimination or Sexual Misconduct against the Respondent known by the College
- Whether the Respondent has allegedly threatened further misconduct or violence
- Whether the alleged misconduct was committed by multiple perpetrators
- Whether the alleged misconduct involved use of a weapon
- The age of the individual subjected to the alleged misconduct
- Whether the College possesses other means to obtain relevant evidence of the alleged misconduct
- Whether the Report reveals a pattern of misconduct at a particular location or by a particular individual or group of individuals
- The accused individual’s right to receive information about the allegations if the information is maintained by the College as an “education record” under the Family Educational Rights and Privacy Act (FERPA), if applicable

In all cases of alleged gender/sex discrimination or misconduct, Title IX allows Rhodes to investigate and take reasonable corrective action. Further, Title IX permits Rhodes to deny or modify requests for confidentiality if the Title IX Coordinator determines, subject to the factors listed above, that the College must do so in order to meet the College’s Title IX obligations to provide a safe and nondiscriminatory environment for the broader Rhodes Community. These instances will be evaluated on a case-by-case basis. Please note that the College’s ability to investigate and respond fully to an incident may be limited because of requests for confidentiality or to not proceed with disciplinary action.

Pursuant to the Clery Act, as amended by the Violence Against Women Act, Rhodes is required to provide equal access to the Claimant and Respondent to any information related to allegations of sexual assault, dating violence, domestic violence or stalking that will be used during formal or informal disciplinary meetings or hearings.

In an instance where Rhodes determines it must deny or modify a request for confidentiality, the Title IX Coordinator will inform the requesting individual prior to making the disclosure to anyone beyond necessary school officials. Any such disclosure will be limited to only individuals with a need to know such information. Consistent with FERPA’s prohibition on re-disclosure of confidential information, any recipient is prohibited from using or disclosing other people’s confidential information, learned as a result of participation in any investigation or proceeding under this policy, outside of such forums without express consent or for any improper purpose. In all instances, members of the Rhodes Community should understand that Title IX prohibits retaliation against anyone reporting a potential Title IX incident, and that College officials will not only take steps to prevent retaliation but also take strong responsive action if it occurs.

## BYSTANDER INTERVENTION AND RISK REDUCTION

### BYSTANDER INTERVENTION

Bystanders may play a critical role in the prevention of violence. Bystanders are individuals who witness an act of violence or a situation posing the risk of violence and who may be in a position to intervene in an effective manner to preserve the health and safety of all those involved. Rhodes College strives to promote a culture of care and community accountability in which bystanders are actively engaged in the prevention of violence without causing further harm. Bystanders may not always know what to do even if they want to help.

Rhodes College uses Green Dot, a bystander intervention program coordinated by the Title IX office. All faculty, staff and students at Rhodes College may participate in bystander intervention training offered by the Title IX office. We will resume this important effort after the College returns to normal residential operations.

### RISK REDUCTION

The victim is not to blame for criminal behavior. The following are offered only as potential strategies to reduce one’s risk of harm:

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.

- Try to avoid dark or isolated areas. It is more difficult to get help if no one is around.
- Familiarize yourself with the blue light emergency phone locations around campus.
- Walk with confidence and purpose. Even if you do not know where you are going, act like you do.
- Have a code word to use with your friends or family, so that if you do not feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before engaging in sexual activity.
- Be true to yourself. You should not feel obligated to do anything that you do not want to do. "I don't want to" is always a good enough reason. Only do what you feel comfortable doing.
- Ask Campus Safety for a ride. Bailey Gate is Staff 24-7 and the Campus Safety officer at 901-843-3880

## EDUCATIONAL PROGRAMMING

Rhodes College is committed to increasing the awareness of and preventing sexual violence. The College offers all incoming students and new employees with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches. These include a clear statement that Rhodes College prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. The College also offers ongoing prevention and awareness campaigns throughout the year. These programs include:

- Everfi – nationally produced sexual and interpersonal violence reduction program; and
- Green Dot – nationwide educational multimedia sexual and interpersonal violence awareness program.

## CONDUCT PROCEEDINGS

Rhodes will investigate all Reports and Claims of Sex/Gender Discrimination and Sexual Misconduct.

1. The Title IX Coordinator will facilitate the investigative process from an administrative and logistical standpoint for all matters in which both parties are students. While procedures may vary for matters in which a non-student is involved, it is anticipated that Title IX Coordinator will be the interface with any student Claimant and any student Respondent involved in any investigation and resolution of a Report or Claim, from start to finish.
2. Most investigations into incidents of alleged Sex/Gender Discrimination and Sexual Misconduct will be completed within sixty (60) calendar days, excluding any appeal(s).

The amount of time needed to investigate a Report or Claim will depend in part on the nature of the allegation(s) and the evidence to be investigated (e.g., the number and/or availability of witnesses involved), as well as the College's academic calendar.

3. Rhodes will make reasonable efforts to balance and protect the rights of the parties during any investigation commenced under the Policy. Rhodes will respect the privacy of the parties and any witnesses in a manner consistent with the College's obligations to investigate the alleged incident, take appropriate interim and/or corrective action, and comply with any discovery or disclosure obligations required by law.
4. Rhodes shall provide annual training to officials managing disciplinary hearings on how to conduct an investigation and how to conduct a hearing in a manner that protects the safety of victims and promotes accountability.
5. Title IX Coordinators, investigators, decision-makers, and any official who facilitates a sexual misconduct hearing, will not have a conflict of interest or bias in favor of or against complainants or respondents generally or an individual complainant or respondent in the grievance process.
6. Pursuing a Report or Claim under the Policy does not affect a Claimant's ability to pursue a criminal action against the individual accused of the misconduct through the criminal justice system. An individual who has been subjected to Sex/Gender Discrimination or Sexual Misconduct may choose to file a Report or Claim under the Policy, pursue remedies through the criminal justice system, or both. To the extent allowed by law, Rhodes will cooperate with any other ongoing College or criminal investigations of the incident.
7. Rhodes will keep the parties reasonably informed of the status of the investigation. If it is determined that more time is needed for the investigation, Rhodes will communicate the additional estimated amount of time needed to complete the investigation.
8. Any reoccurrences of conduct found to have violated the Policy or any other related concerns should be reported to the Title IX Coordinator.

## CLAIMANT AND RESPONDENT PROTECTIONS

1. To be given written notice of any charges under a Claim of an alleged violation of the Policy;
2. To be advised of and review the evidence associated with the Claim to the extent permitted by law;
3. To request a delay of a hearing or conference due to extenuating circumstances, provided that the grant of such request is at the discretion of the Title IX Coordinator;
4. To challenge the objectivity of any member of the Sexual Misconduct Hearing Board upon the belief that a bias or conflict of interest may exist;
5. To admit responsibility for any or all charges of alleged violations of the Policy;

6. To decline to make statements;
7. To present their version of the events in question;
8. To have witnesses present factual information on their behalf (character witnesses are not permitted);
9. To be advised by and/or receive assistance in preparing their case from an Advisor;
10. To be accompanied by a Supporter at any hearing or conference; and
11. To appeal the decision rendered following a hearing within the limits of the time and conditions specified in the Policy and these accompanying procedures.

### **SELECTION AND USE OF ADVISORS AND SUPPORTERS**

- A. **Advisors.** Both Claimants and Respondents may choose an Advisor to accompany them to any Title IX hearing, conference, or related disciplinary proceeding. Advisors for both Claimants and Respondents may be present during hearings, conferences and related disciplinary proceedings, and they may provide the parties with consultation, assistance and support. However, Advisors are not permitted to directly participate in Formal Resolution Hearings and Informal Resolution Conferences by, for example, making opening or closing statements, presenting evidence, making procedural objections, questioning witnesses, or otherwise actively participating.
- B. **Supporters.** Both Claimants and Respondents may also choose a designated Supporter. The role of the Supporter is primarily to provide emotional support during the process by accompanying the Claimant or Respondent to any hearing, conference or related disciplinary proceeding. The Claimant and the Respondent may choose any person, regardless of their association with the College, to perform the role of Supporter and to support them through a portion of or the entire Title IX process. Neither party is required to have and be accompanied by a Supporter; however, the College encourages the presence of a Supporter at all stages of the proceedings, including the reporting and investigation stages, in order to provide the Claimant and Respondent with emotional and personal support. The Supporter may be present during any stage of these processes but will not be allowed to make opening or closing statements, present evidence, make procedural objections, question witnesses, or otherwise actively participate during Formal Resolution Hearings and Informal Resolution Conferences.
- C. **Rhodes may limit the quantity of people in attendance at hearings, conferences and related disciplinary proceedings but will not interfere with parties' choices of specific attendees.** A fact witness can serve as an Advisor / Supporter and will not be prohibited from testifying as a witness, but they will be subject to Section VI's witness sequestration rule and subject to exclusion from most parts of the Hearing. There is no restriction on former Advisors / Supporters testifying as fact witnesses.

### **INTAKE PROCEDURES**

- A. As soon as possible, the Title IX Coordinator will schedule separate intake meetings with the Claimant (or First-Party Reporter, if the individual does not wish to pursue a Claim) and Respondent to give an overview of the applicable process(es) and to discuss confidentiality, available options for support services, and potential accommodations and interim measures. The Title IX Coordinator may also schedule a meeting with a Third-Party Reporter to discuss the above information, as appropriate.
- B. At a student Respondent's intake meeting, the Title IX Coordinator will provide the Respondent with notice of the Report or Claim (but not necessarily the actual Report or Claim itself at this early stage) and of his/her responsibility to submit a written response within five (5) business days. The response should be in writing and may admit or deny the allegations and include any facts, evidence or witnesses that can disprove or provide context relevant to the allegations. The written response can also indicate acceptance or rejection of any penalties or remedies, or outline an alternative proposal for redress. Alternatively, a Respondent can also be deemed to provide a written response by meeting with the Title IX Coordinator and providing a verbal description of the items listed above, which the Title IX Coordinator will use to draft a written document that the Respondent will review, verify and sign to constitute their written response. If the Title IX Coordinator has received no response from the Respondent within the allotted time, the Title IX Coordinator will send a Notice of Nonresponse to the Respondent. If the Title IX Coordinator has received no response from the Respondent within three (3) business days after issuance of the Notice of Nonresponse, the Respondent may be deemed to waive participation in the investigation, which in turn may limit the Respondent's right to present evidence in a Formal Resolution Hearing, as explained in Section VI. At that point, it will be up to the Respondent to initiate participation in any investigation or hearing. In any event, where the Respondent is a student, the Respondent has the right to remain silent during the investigation and resolution process, without an automatic adverse inference resulting. If the Respondent chooses to remain silent, the investigation will proceed and the matter will be resolved, which may be resolved against the Respondent.

### **PROCEDURES FOR INVESTIGATING REPORTS AND CLAIMS**

- A. The College will investigate all Reports of Sex/Gender Discrimination and Sexual Misconduct involving a Rhodes student, regardless of whether the Report becomes a Claim.
- B. Following an intake meeting, the investigation will occur. The investigation may include interviewing the Claimant/First-Party Reporter, the Respondent, and any witnesses; reviewing law enforcement investigation documents if applicable; reviewing relevant student files; and gathering and examining other relevant documents and evidence.

C. For Reports, the Title IX Coordinator or his/her designee will conduct an initial investigation and determine whether a separate investigator is needed to conduct the equivalent of a Claim investigation because the incident potentially implicates the College's Title IX obligations to provide a safe and nondiscriminatory environment for the Rhodes Community. If it does, then the Title IX Coordinator will treat the Report as a Claim and initiate a separate investigation and then a Formal Resolution Hearing. If the Title IX Coordinator determines that the Report does not implicate such community safety considerations, then after the Title IX Coordinator's investigation, implementation of any interim or remedial measures, and finalization of any investigation memo, the Title IX Coordinator will be authorized to close the matter.

D. For Claims, the Title IX Coordinator will appoint an investigator ("Investigator") to handle the investigation. The Title IX Coordinator will oversee the investigative process from an administrative/ procedural standpoint, to ensure that the investigation is prompt, fair, impartial, thorough, and consistent with the Policy. The Investigator will collect all relevant information and evidence, and will issue an investigation report to the Title IX Coordinator succinctly describing all collected information. The investigation file should contain all information gathered during the investigation that is potentially relevant to the alleged misconduct; the Investigator should not filter or exclude evidence or decide relevance or credibility, unless the evidence is clearly irrelevant or not pertinent to the facts at issue, such as impermissible character evidence. The Investigator will not make any recommendation as to whether a Policy violation has occurred or potential sanctions.

E. The Claim investigation report will be delivered to the parties as a part of a Formal Resolution Hearing packet at least ten (10) business days before a scheduled Hearing. Once received, the parties shall have three (3) business days to object in writing to any aspect of the investigative report. If warranted based on the party submission(s), the Investigator shall conduct further investigation and update the report as necessary. Depending on how the Claim proceeds, the investigation report(s) and the parties' responses may be presented at a Formal Resolution Hearing and/or may be presented at an Informal Resolution Conference.

F. The College will attempt to resolve most cases of alleged Sex/Gender Discrimination and Sexual Misconduct within sixty (60) calendar days, excluding any appeal(s). The Title IX Coordinator will keep student parties reasonably informed of the status of the investigation, keeping in mind confidentiality considerations for each party. If it is determined that more time is needed for the investigation, the Title IX Coordinator will communicate the additional estimated amount of time needed to complete the investigation.

G. The Title IX Coordinator will have authority to implement interim and remedial measures at any time before the final outcome of an investigation or hearing, to the extent the College determines such measures are necessary. Some of

these remedial measures also may continue in effect after an investigation is closed or as post-hearing sanctions or accommodations.

### **INFORMAL RESOLUTION CONFERENCE – FOR STUDENTS**

In cases not involving allegations of Sexual Violence (i.e., sexual harassment of a non-physical nature) or at the discretion of the Title IX Coordinator, the parties may opt to pursue an Informal Resolution Conference as an alternative to a Formal Resolution Hearing. An Informal Resolution Conference is a remedies-based, non-judicial approach designed to eliminate a potentially hostile working or academic environment. This process aims to assure fairness, to facilitate communication, and to maintain an equitable balance of power between the parties. The decision to pursue an Informal Resolution Conference may be made when the College has sufficient information about the nature and scope of the reported conduct, activity or behavior as a result of its investigation. In all cases, the College reserves the right to determine following an investigation whether the College must proceed to a Formal Resolution Hearing in order to meet the College's Title IX obligations. The Title IX Coordinator shall make an initial decision about whether the case qualifies for an Informal Resolution Conference, and if both parties then agree to pursue that path, the College will halt any investigation or scheduled Formal Resolution Hearing so that the parties can explore the possibility of informal resolution. Participation in an Informal Resolution Conference is voluntary, and either party can request to end the conference at any time and return the investigation or proceeding to its pre-conference status. Depending on the form of informal resolution used, it may be possible to maintain anonymity. With consent of both the Claimant/ First-Party Reporter and the Respondent, the Title IX Coordinator handling the case will designate an individual to act as the facilitator. The facilitator is not an advocate for any party. The role of the facilitator is to aid in the resolution of problems in a non-adversarial manner. For cases selected to be resolved through an Informal Resolution Conference:

- A. The parties will receive simultaneous written notice of the decision to initiate an Informal Resolution Conference.
- B. The parties will have equal opportunity to respond to the evidence presented and to call appropriate and relevant factual witnesses.
- C. The parties may be accompanied by an Advisor and/or a Supporter of their choosing, subject to the provisions above governing the selection and use of Advisors and Supporters.
- D. The College will not compel face-to-face confrontation between the parties or participation in any particular form of informal resolution. The Informal Resolution Conference ends when a resolution has been reached or when a party decides to end the process. Agreements reached in an Informal Resolution Conference are final and not subject to appeal.



## FORMAL RESOLUTION HEARING – WHEN BOTH PARTIES ARE STUDENTS

This section applies when both parties are students. It does not apply when one or more of the parties is an employee (faculty, staff member or contract services employee), as employees are subject to the processes described in the Rhodes College Handbook, unless agreed between the Chief Human Resources Officer and the Title IX Coordinator. The College has discretion to apply these provisions when one or both parties are neither students nor employees (e.g., when one party is a former student or is not enrolled at or employed by Rhodes).

### GENERAL PROVISIONS

1. A Formal Resolution Hearing is the College's formal disciplinary proceeding through which the Sexual Misconduct Hearing Board evaluates evidence related to a Claim to determine whether a student Respondent is responsible or not responsible for a violation of the Policy, based on the criteria of "a preponderance of evidence." If the Respondent is found in violation of the Policy, the Respondent may be subjected to disciplinary action.
  2. At least ten (10) business days prior to a hearing, both parties and the Sexual Misconduct Hearing Board will be provided access to a hearing packet containing the investigation report and other information pertinent to the hearing. (See also Section IV.E., herein.) The packet must not be copied and must be returned at the end of the proceeding because it typically will contain other parties' confidential and FERPA-protected information. Additionally, receipt of the hearing packet is conditioned on each recipient's agreement not to re-disclose or use other people's confidential information, learned as a result of the investigation or proceeding, outside of such forums without express consent or for any improper purpose.
  3. It is each party's responsibility to present their own witnesses at the hearing. The parties must give at least three days' notice prior to the hearing of who their attendees and witnesses will be and the witnesses' expected sequence, so the other party can be prepared. The parties will not be strictly bound to their lists, but they should be submitted in good faith. The Title IX Coordinator, in consultation with the
4. All hearings under this section will be recorded and closed to the public. The attendance of any person at the hearing will be at the discretion of the Sexual Misconduct Hearing Board's chairperson; however, the Claimant and the Respondent will have the same opportunities to have others present. Rhodes may limit the number of people in attendance at hearings, conferences and related disciplinary proceedings but will not interfere with parties' choices of specific attendees without cause. For example, see Section VI.B.2., below.
  5. Legal rules of evidence or criminal or civil procedure will not apply at Formal Resolution Hearings.
  6. A Claimant does not need to be present at the hearing as a prerequisite to proceed with the hearing. If the Claimant chooses to be present at such hearing, they will not be required to be present for the entire hearing. The Respondent may also choose not to be present for some or all of the hearing. These provisions are subject to Section VI.B.3. That said, the hearing is the opportunity for the Claimant and the Respondent to provide their facts and evidence to the Sexual Misconduct Hearing Board, and a Claimant or Respondent who fails to appear after having received proper notice of a hearing will be deemed to have waived any right to personally present any evidence during the hearing and any subsequent appeal. Others may present evidence related to their case, such as the Investigator or fact witnesses, only during the Formal Resolution Hearing. When requested, the Board's

chairperson will make arrangements so that the Claimant and the Respondent do not have to be present in the same room at the same time, but each party shall have the right to hear and see all witnesses' testimony via electronic means, such as video conference or skype.

7. The Title IX Coordinator shall have discretion to alter these procedures as needed, including to avoid scheduling conflicts with exams, holiday periods and school closures. For example, the Title IX Coordinator has discretion to shorten the timeframes listed above to avoid an exam period or summer vacation. The Title IX Coordinator also has discretion to hold a hearing over the summer and to utilize video conference and/or teleconference technology in lieu of in-person attendance, if needed. Any such alteration shall be done in a fair manner, to not unfairly disadvantage one party over another party.

### THE FORMAL RESOLUTION HEARING AND DETERMINATIONS OF RESPONSIBILITY

1. At the Formal Resolution Hearing, the Investigator may give a statement containing a summary of their factual findings, and each party will have the option to provide an introduction and an opening statement, summarizing their position.
2. Each party will be permitted to call their own witnesses. Witnesses will be asked to affirm adherence to the Honor Code. Prospective witnesses, other than the Claimant and the Respondent, may be excluded from the hearing during the statements of the Investigator and other witnesses. The Sexual Misconduct Hearing Board will not consider information from character witnesses or character testimony.
3. The Board, the Claimant and the Respondent will have an opportunity to question witnesses who appear at the hearing. In other words, any person who offers testimony at the hearing must remain available to answer questions from the Board and both parties. Questions by the Claimant and the Respondent should be directed to the Board Chair, who will facilitate the questioning of all witnesses, including the Investigator. Typically, the Board will ask its own questions first, then the questions of the party whose witness it is, then the questions of the other party. The Board Chair will be responsible for ensuring the questioning is fair and complies with the terms of the Policy, but will not otherwise substantively limit the scope of the parties' questions unless they seek to elicit solely character evidence, irrelevant information, unduly cumulative evidence, or have the effect of impermissibly badgering or harassing the witness. Questions about the parties' sexual history with anyone other than each other are expressly prohibited during the hearing phase, but if the Respondent is found in violation of the Policy, Respondent's past sexual misconduct may be subject to inquiry in connection with determining potential sanctions.
4. The Board may, in its discretion, exclude or grant lesser weight to last-minute information or evidence introduced at the hearing that was not previously presented for investigation by the Investigator.

5. At the conclusion of the hearing, the Investigator may give a closing statement and each party will have an opportunity to provide a closing statement at their option.
6. All parties, the witnesses and the public will be excluded during Board deliberations, which will not be recorded or transcribed.
7. The Title IX Coordinator will be present at the hearing and can assist with procedural matters. However, the Title IX Coordinator will not participate in the deliberations of the Hearing Board in determining responsibility.
8. In all cases, the Hearing Board must consider evidence presented by the Claimant, the Respondent, the Investigator and/or others and determine by a preponderance of the evidence whether a violation of the Policy occurred, i.e., whether it is more likely than not that a Respondent violated the Policy, and impose sanctions, if any.
9. The Hearing Board will notify the Title IX Coordinator of the decision.
10. Decisions made in a Formal Resolution Hearing may be appealed as described in the Appeal Section below.

### NOTICES OF OUTCOME

1. Within three (3) business days following the Sexual Misconduct Hearing Board's decision, the College shall simultaneously inform, in writing, both the Claimant and Respondent of the outcome, procedures for appealing the results of the outcome, any change to the results that occur prior to the time that they become final, and when such results become final. Additionally, the College will disclose the outcome to both parties unconditionally, and each shall be free to share or not share the details with any third parties.
2. To ensure that the recommended sanctions are enforced and/or corrective action is taken, in cases where the Respondent is a student, the Outcome Letter will also be provided to the Associate Dean of Students.

### SANCTIONS - FOR STUDENTS

- A. **Criteria for Determining Sanctions.** When determining sanctions for a student found in violation of the Policy, the following criteria may be considered, among other factors:
  1. The nature, circumstances, and severity of the violation(s);
  2. The College's responsibility to ensure the effectiveness of behavioral standards for the Rhodes community;
  3. The impact of the violation(s) on the Claimant and the community, protection of the College community and the risk that a Respondent may create a hostile and intimidating environment;
  4. The requests of the Claimant;

5. The level of cooperation and/or honesty of the Respondent, or lack thereof, during the disciplinary processes;
6. Any official college report including, but not limited to, prior disciplinary records, criminal records if known, or other official information, the relevance of which will be determined by the Hearing Board;
7. Whether other judicial measures have been taken to protect the Claimant or discipline the Respondent (e.g., civil protection orders);
8. The housing and course enrollment pattern of the Claimant, giving due regard to the principle that a student found responsible for misconduct under the Policy should bear the burden of accommodating the Claimant and not the reverse;
9. If determinable and relevant to the underlying Policy violation, the presence of bias on account of race, ethnicity, color, religion, political views, sex, age, sexual orientation, gender identity or expression, national origin, disability, citizenship status, or military/veteran status as a motivation in the Sexual Misconduct. After taking into account the above considerations, the Sexual Misconduct Hearing Board will determine the sanctions for a Respondent found in violation of the Sexual Misconduct Policy. If a Respondent is found in violation of the Policy but is allowed to remain a member of the Rhodes Community (is not sanctioned with expulsion), the Hearing Board should strongly consider requiring sexual assault education or related assessments, among other sanctions. If a student is determined, by a preponderance of the evidence, to have committed non-consensual sexual penetration, the recommended sanction is expulsion, but the Hearing Board should consider corroborating, mitigating and exacerbating factors and may impose lesser sanctions. If mitigating factors suggest a lesser sanction is appropriate, the minimum imposed sanction shall be a three-semester suspension. However, the sanction shall be expulsion when it is determined that the Respondent committed non-consensual sexual penetration intentionally, used physical force or threat, or deliberately incapacitated the Claimant to conduct the violation.

B. **Sanctions.** The following sanctions may be imposed upon any student found to have violated the Policy:

1. **Warning:** After a hearing, the Board may believe the appropriate lesson has been learned and conclude the matter with a formal letter of warning.
2. **Loss of Privileges:** Denial of specified privileges for a designated period of time.
3. **Continued Sexual Assault Education:** Attending or participating in a required number, determined by the Hearing Board, of educational and/or awareness programs relating to the Sexual Misconduct, and providing evidence of engaging in the programs.

4. **Fines:** Previously established and published fines may be imposed.
5. **Restitution:** Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
6. **Discretionary Sanctions:** Work assignments, service to the College or community, education, referral to counseling, required behavioral assessment, or other related discretionary assignments.
7. **Residence Hall Suspension:** Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
8. **Residence Hall Expulsion:** Permanent separation of the student from the residence halls.
9. **Disciplinary Probation:** A written notification for violation of specified regulations. Probation is designated for a specified period of time and includes the probability of more severe disciplinary sanctions, including suspension or expulsion, if the student is found to violate any institutional regulation(s) during the probationary period. Students can be placed on disciplinary or housing probation. You are considered to be not in good social standing with the College. Good Standing may be required for participation in certain campus activities. In addition, students not in good standing may have their conduct reviewed for leadership or employment positions on campus.
10. **Deferred Suspension:** A student may not represent the institution on or off campus in any capacity. Examples include, but are not limited to: competition in varsity athletics, international programs or activities, executive board member of a student organization, PA, RA, Diplomat, Mock Trial, or Rhodes Ambassador.
11. **College Suspension:** Separation of the student from Rhodes College for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
12. **College Expulsion:** Permanent separation of the student from Rhodes College. Pursuant to Rhodes' academic criteria, expulsion may occur at any time before a diploma is awarded.

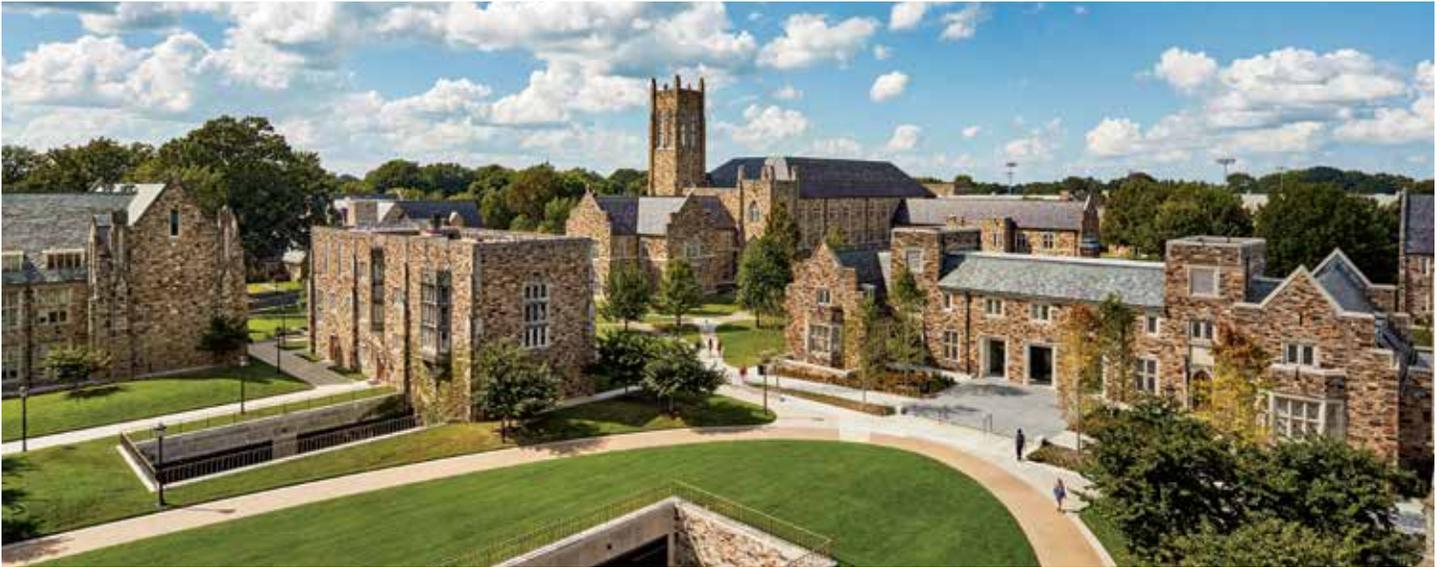
## STUDENT APPEALS

1. **Timing of and Grounds for Appeal.** In cases in which both parties are students, within five (5) business days of receipt of the Outcome
2. **Letter.** the Claimant, Respondent or both may submit a written appeal to the Title IX Coordinator handling their case based only on one or more of the following grounds:

1. To determine whether there was a material deviation from the procedural protections provided;
  2. To consider new facts or information sufficient to alter the decision that were not known or knowable to the appealing party before or during the time of the hearing;
  3. To determine whether the decision reached was based on a preponderance of evidence; or
  4. To determine whether the sanctions were disproportionate to the findings. The Title IX Coordinator will notify the parties of the filing of the appeal within two (2) business days of receiving all necessary information for processing the appeal.
3. **Form and Content of Appeal.** Appeals must be made in writing, include the name of the appealing party, and bear evidence that it was submitted by the appealing party. The appeal statement must contain a sufficient description supporting the grounds for appeal. If the grounds for appeal is to consider new facts sufficient to alter the decision that were not known or knowable to the appealing party before or during the time of the hearing, then the written appeal must include such information. The Title IX Coordinator retains discretion to verify and/or waive minor procedural variations in the timing and content of the appeal submission. The non-appealing party shall receive a copy of the appeal. The non-appealing party may submit a written statement within ten (10) business days of receipt of the Outcome Letter that may seek to affirm the initial decision and/or respond to the appeal statement.
4. **Stay of Recommended Corrective Action and Imposition of Interim Measures Pending Appeal.** The Title IX Coordinator shall have discretion to impose or withhold any applicable sanctions prior to the appeal deadline and prior to the resolution of any appeal. If a Hearing Board determines a Respondent to be in violation of the Policy and issues sanctions, but the Title IX Coordinator determines sanctions should be withheld pending the appeal, the Title IX Coordinator shall impose accommodations or other interim measures consistent with the Hearing Board's determination and that minimize the burden on the Claimant. The Title IX Coordinator may also continue to take interim measures as provided in the Policy.
5. **Conducting the Appeal.** The appeal will be heard and determined by the Appeals Board. The Board is comprised of three members (one of whom will be designated as the Board chairperson), selected from a pool of trained faculty and staff. The Appeals Board will consider all information related to the Formal Resolution Hearing, and any written statements received in relation to the appeal, but no other information. The Appeals Board chairperson is authorized to convene an Appeals Hearing (subject to the same procedural safeguards as a Formal Resolution Hearing), or the Appeals Board may determine the appeal based on the existing record. If an appeal hearing takes place, the Claimant and Respondent will not be present at the same time, but both will be given the opportunity to give statements to the Appeal Board.
6. The Appeals Board shall determine whether the Hearing Board made an error on the grounds contained in the appeal statement.
7. **Results on Appeal.** The Title IX Coordinator will notify both the Claimant and the Respondent within three (3) business days of the decision on appeal in addition to the Associate Dean of Students. The decision on appeal may:
1. Affirm a finding of responsibility and the sanction(s);
  2. Affirm a finding of responsibility and increase or reduce, but not eliminate, the sanction(s);
  3. Affirm a finding of non-responsibility;
  4. Reverse a finding of responsibility and the sanction(s);
  5. Reverse a finding of non-responsibility and impose sanction(s); or
  6. Remand the case to the Title IX Coordinator to coordinate further investigation and determination. In such cases, the procedural provisions of the Policy will continue to apply. Following the decision on appeal, the Title IX Coordinator shall have discretion to extend accommodations consistent with providing support to either or both parties. Such measures shall be consistent with the results of the appeal.
8. **Finality of Decisions on Appeal.** Decisions on appeal are final and conclusive. To ensure that sanctions upheld or imposed on appeal are enforced and/or corrective action is taken, notice of the sanctions will be provided to the Associate Dean of Students.

## SANCTIONS – FOR FACULTY AND STAFF

- A. **For Respondents Classified as Rhodes Faculty Employees.** The Respondent will be subject to an investigation under the applicable policies and procedures outlined in the Rhodes College Handbook. Nothing in the Rhodes College Handbook will prevent Rhodes from conducting or overseeing a prompt, fair and thorough investigation into allegations against the Respondent of a violation of the Policy, including but not limited to Sex/Gender Discrimination and Sexual Misconduct, or from taking interim measures during an ongoing investigation.
- B. **For Respondents Classified as Rhodes Staff or Contract Employees.** The Respondent will be subject to an investigation through the Human Resources Office, which will conduct a prompt, fair and thorough investigation and take appropriate remedial action up to and including



termination of employment. Nothing in the Rhodes College Handbook will prevent the Chief Human Resources Officer from conducting or overseeing a prompt, fair and thorough investigation into allegations against a Respondent classified as Rhodes staff or contract employee of a violation of the Policy, including but not limited to Sex/Gender Discrimination or Sexual Misconduct, or from taking interim measures during an ongoing investigation.

- C. In all cases under this Section IX in which the Claimant/First-Party Reporter is a student, the Title IX Coordinator shall coordinate with the Chief Human Resources Officer about appropriate processes and/or resolution, and the Title IX Coordinator shall be charged with maintaining communication, as appropriate, with the Claimant/First-Party Reporter. The Title IX Coordinator shall have authority to implement remedial measures and make accommodations as needed for the Claimant/First-Party Reporter.

## **PROHIBITION ON RETALIATION**

Rhodes College expressly prohibits retaliation against anyone who: 1) in good faith, reports what they believe is discrimination or sexual misconduct, 2) participates in any investigation or proceeding under this policy, or 3) opposes conduct that they believe to violate this policy. Retaliation includes intimidation, harassment, threats, or other adverse action or speech against the person who reported the misconduct, the parties, and their witnesses. Consistent with FERPA's prohibition on re-disclosure of confidential information, parties, witnesses, advisors and supporters are prohibited from using or disclosing other people's confidential information, learned as a result of participation in any investigation or proceeding under this policy, outside of such forums without express consent or for any improper purpose. Rhodes will not only take steps to prevent retaliation, but it will also take strong corrective action if it occurs. Anyone who believes they have been the victim of retaliation should immediately report it to the Title IX Coordinator, who shall treat it as a Report. Any individual found to have retaliated against another individual will be in violation of this policy and will be subject to

disciplinary action, up to and potentially including termination for employees and expulsion for students. Anyone who knowingly makes a false accusation of unlawful discrimination, harassment, or retaliation of any form will be subject to an investigation for a potential violation of this policy and may be subject to disciplinary action, up to and potentially including termination for employees and expulsion for students.

## **SEX OFFENDER REGISTRATION – CAMPUS SEX CRIMES PREVENTION ACT**

### **MEGAN'S LAW**

The federal Campus Sex Crime Prevention Act (CSCPA-Section 1601 of Public Law 106-386) amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law and the Family Educational Rights and Privacy Act of 1974 (FERPA) to allow disclosure of this information regarding students. As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state regarding each institution of higher education in that state at which he or she is employed or is enrolled and must alert the state of any changes in enrollment or employment status. Sex offender registration information is to be transmitted from each state to the law enforcement agency where the registered sex offender resides. In Tennessee, the sex offender list is maintained at the county level. You can locate the Tennessee Sex Offender Registry Map of the Tennessee Bureau of Investigation at [www.tn.gov/tbi/general-information/redirect-tennessee-sex-offender-registry-search/sex-offender-registry-search.html](http://www.tn.gov/tbi/general-information/redirect-tennessee-sex-offender-registry-search/sex-offender-registry-search.html) or the Shelby County Sheriff's Department at [www.shelby-sheriff.org](http://www.shelby-sheriff.org). If you have any questions concerning the sex offender registry, contact Campus Safety and we can assist you with your needs.



## DISCLOSURE OF DISCIPLINARY PROCEEDING OUTCOMES TO VICTIMS OF CRIMES OF VIOLENCE

Rhodes College will, upon written request, provide the alleged victim of a crime of violence, [i.e. an offense that has as an element the use, attempted use, or threatened use of physical force against the person or property of another, or any other offense that is a felony and that, by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense (18 U.S. Code § 16)], including the offenses of statutory rape and incest, a statement of the results of any disciplinary proceeding conducted by Rhodes College against a the student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

## CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS

Crime prevention is defined as the anticipation, recognition, and appraisal of a crime risk and the initiation of some action to remove or reduce that risk. Below are recommendations that can reduce the risk of being victimized:

- Lock your door whenever you leave your room for any length of time.
- Always lock your vehicle doors.
- Never prop open a residence hall door or a fence gate.
- Do not leave valuables or cash in plain view.
- Do not loan your room key or fob to anyone.
- Do not put your name or address on your room key.
- Take all valuables with you when you leave school for extended periods, such as breaks.
- Itemize your possessions on file, recording the description and serial number. Keep a copy of a file in a safe place.

- Never let unauthorized persons into your room, residence hall or secure areas. Always ask for identification and report any suspicious activity to Campus Safety.
- Avoid working or studying alone in a campus building. If working late, contact Campus Safety for an escort.

## CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

Rhodes College offers a variety of crime prevention programs.

- On-going program include:
  - Prevention emails
  - Self-defense classes
  - Active shooter trainings
  - Residence hall prevention classes
- Annual programs include:
  - Open Rhodes booth providing information on crime prevention
  - Annual session on crime prevention for international students
  - Town hall meetings on crime prevention as needed.

## MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES

The Rhodes College missing student policy relates to students who reside in on-campus student housing. Rhodes College will report to the appropriate contract person and to the Memphis Police Department any student who has been determined to be missing from campus for 24 hours or more. If any member of the Rhodes community believes that a student who lives in on-campus housing is missing, the community member is urged to report this to one of the individuals or organizations on the list below:

- Dean of Students
- Director of Residence Life
- Director of Campus Safety
- Rhodes College Campus Safety
- Memphis Police Department

When a campus official other than Campus Safety receives a report that a student is missing, these officials must refer the report to Campus Safety immediately for investigation. The Campus Safety Department will initiate a “Missing Student” report. The College will take reasonable and prudent steps to locate the student. Campus Safety may contact the Memphis Police Department for assistance in its investigation. Students can identify either a contact person whom Rhodes College shall notify within 24 hours of the determination, by Campus Safety or the Memphis Police Department that a student is missing.

This contact information will be confidential and will be accessible only to authorized campus officials, and will be disclosed only to law enforcement personnel in furtherance of the missing student

investigation. Once a student has been determined to be missing, Rhodes College will take the following actions no later than 24 hours from the determination:

1. Notify the emergency contact person named by the missing student. The College will attempt notification by all methods of contact provided by the missing student.
2. Notify the student's custodial parent or legal guardian if the missing student is under the age of 18 and not emancipated.
3. Notify the Memphis Police Department if it was not already involved in the missing person investigation.

## **RHODES COLLEGE POLICIES GOVERNING CONDUCT, ALCOHOL, DRUGS, AND WEAPONS**

To comply with the Drug Free Schools and Communities Act of 1989 (DFSCA) and subsequent amendments, Rhodes College informs students and employees that it strictly enforces policies in place which prohibit the possession, use, or distribution of any illicit drugs, including alcohol, on Rhodes College property or as part of any College-sponsored activity, unless event-specific permission is given for of-age students to consume alcohol moderately. Students and employees are also subject to all applicable legal sanctions under local, state, and federal law for any offenses involving illicit drugs on Rhodes College property or at College-sponsored activities.

### **OFF-CAMPUS CONDUCT**

The values of Rhodes College apply wherever Rhodes community members live, work or play. Students may be held accountable for conduct which constitutes a hazard to the health, safety, or well-being of members of the College community or which is detrimental to the College's interests whether such conduct occurs on campus, off campus, or at College-sponsored events. The Office of Community Standards will investigate all complaints filed with Rhodes College regarding off-campus conduct.

### **GOOD NEIGHBOR POLICY**

Rhodes College values all community members, including those outside our gates. The College strives to build positive, respectful, and civil relationships with our community neighbors to ensure positive, open streams of dialogue. Complaints involving excessive noise and/or trash reported by community neighbors will result in an investigation led by the Office of Community Standards. The following are possible sanctions for community violations involving noise and/or trash:

- Warning
- Impact/Reflection Letters
- Mandatory Community Service
- Disciplinary Probation

## **SOCIAL & ALCOHOL POLICY**

In 2009, led by a group of students, the College adopted the following statement:

As a community, we embrace the vision of a healthy and balanced social environment, grounded in trust and open communication among faculty, staff, and students. Such an environment fosters personal and community growth and embodies a sense of responsibility and accountability to self and others. This vision depends upon each member's commitment to achieve and maintain inclusiveness, consistency, continual education, and the growth of shared traditions. This is our duty to one another. Rhodes supports behavior and social interactions that are:

- Legal
- Responsible
- Healthy
- Reflective of our community values

## **EXPECTATIONS & PROCEDURES**

### **RESPONSIBLE & HEALTHY BEHAVIOR**

- There is a time and place for alcohol consumption that is consistent with certain college activities and times of day. Behavior should demonstrate respect for the campus, its visitors, and its community.
- Reasonable and safe consumption happens when people drink in moderation and not toward a goal of inebriation. When drinking is the focus of an activity or gathering, consumption is less likely to be reasonable and safe. Drinking during or before certain high-risk activities or in conjunction with health conditions or medications is dangerous to both the student and his or her surrounding community.
- Public intoxication is not a community value or activity endorsed by the social policy or alcohol policy of the College. Public intoxication is a state of inebriation indicating impaired judgment, visible intoxication, or behavior that endangers or threatens the welfare of self and others. The College prohibits public consumption and/or possession of alcohol in public areas, including on-campus buildings and outdoor venues unless a college-sanctioned event. Rhodes also requires registration of all student events involving alcohol in the Events Management System, and the student host of the event must have approval from the organization's advisor. Once approved, Rhodes prohibits carrying alcohol from one on-campus venue to another unless carried in a cup. The College does not allow carrying of bottles, cans, kegs or other containers from one on-campus venue to another. This includes, but is not limited to academic buildings, the library, parking lots, outdoor quads and spaces, athletic fields, roadways, and administrative buildings.
  - Rhodes strictly prohibits driving under the influence of alcohol and/or drugs both on and off campus.

- The College also prohibits public consumption and/ or possession of alcohol in public areas, including on-campus buildings and outdoor venues unless it is a college-sanctioned event.
- Good Samaritan Statement: The health and safety of students is a priority for the Rhodes community. Because of this, the College has adopted a Good Samaritan Statement, and it expects students to assist fellow community members by utilizing this service. Students are to contact Campus Safety or Residence Life staff when they believe an impaired/intoxicated student is in need of assistance. In case of a medical emergency, students should call 911. When a student or organization calls for assistance, neither the student/organization, nor the impaired student will be subject to an alcohol violation, unless the student involved demonstrates a repeated lack of care for him/herself and the campus community. This policy does not protect students from violations of other college policies, such as threatening/ causing physical harm, sexual assault, harassment, damage to property, hazing, etc. This policy likewise does not prevent action by local and state authorities. Staff members will record names of intoxicated students to allow for appropriate follow-up, which may result in timely completion of alcohol education programs, assessment, or treatment, depending upon the level of concern for the student’s health and safety.
- High-Risk drinking and associated paraphernalia (such as funnels), which encourage the abuse of alcohol, are strictly forbidden.
- In order to promote safer alcohol consumption and individual responsibility, the College prohibits common containers and mass sources including kegs and stockpiles of beer or other alcohol.
- Shared Responsibility Statement: Students found to be present in an environment when illegal, unhealthy, irresponsible, or unreflective of community values drinking is occurring may be held responsible for a “Shared Responsibility-Alcohol “violation, and will likely result in a warning.

## HOSTING EVENTS & PARTIES

All events planned and hosted by Rhodes College departments and registered organizations must use the Events Management System to:

- Reserve the location (indoor, outdoor, and off-campus) seven days prior to the event start date. If the requester needs coordination with other departments listed below, they should make these at least three days in advance.
- Arrange catering through Aramark and request any of the following: set-up from Physical Plant (chairs, tables, stage, etc.), AV equipment from the Barret
- Media Center, and where requesters will collect cash, they must contact Campus Safety, and contact Communications for publicity.

- In planning of events where alcohol is anticipated, the host will work with the advisor (if student group) or the VP for Finance and Business Affairs (faculty and staff) and Campus Safety to plan logistics and procedures related to compliance with the law, organizational rules and by-laws, and the well-being of guests.
- Advertising for events must follow the Posting Signs Policy in the Student Handbook.
- Requesters must complete clean-up of events on campus by 8 a.m. the following morning unless they have requested an earlier time in advance.

## REGULATORY AND CONTRACTUAL COMPLIANCE

- Bon Appétit is Rhodes College’s approved contract vendor for food and beverages. To consume alcohol in the Lair and/ or Lair Patio, one must purchase it through Aramark.
- In compliance with the National Collegiate Athletic Association, Rhodes College prohibits possession and consumption of alcohol at National Collegiate Athletic Association athletic events.
- No organization shall furnish alcoholic beverages to students on campus or at any College function.
- Requests for exceptions to these procedures should be made to the Dean of Students for student groups or the VP for Finance and Business Affairs for other groups.

## MAILROOM

The College prohibits any student, regardless of age, to have alcohol shipped to the mailroom at Rhodes College. The mailroom will inform the Office of Community Standards if/when it receives shipments of alcohol. This is a violation of the Social and Alcohol Policy.

## ALCOHOL LAWS

### LOCAL ALCOHOL LAWS

- Sec. 10-8-5: Drunkenness in private places. It is unlawful for any person to be drunk in any private place, to the annoyance of others. (Code 1967, § 22-17; Code 1985, § 20-11; Ord. No. 933, § 1, 4-27-1971)
- Sec. 10-8-6: Drunkenness in public places. It is unlawful for any person to be drunk in any public place so as to be incapable of protecting his or her own safety or in such condition as to constitute a danger to himself or herself or to others or to be drunk in any public place to the annoyance of other persons. (Code 1967, § 22-17.1; Code 1985, § 20-12)

State Law reference—Public intoxication, T.C.A. § 39-17-305; local public intoxication ordinances, T.C.A. § 33-10-203.

Title 7 - ALCOHOLIC BEVERAGES—Below is the link to the additional Local Alcohol Laws [https://library.municode.com/tn/memphis/codes/code\\_of\\_ordinances?nodetid=TIT7ALBE](https://library.municode.com/tn/memphis/codes/code_of_ordinances?nodetid=TIT7ALBE)

The College provides following summary to promote increased awareness of the Tennessee laws concerning alcoholic beverages. It does not intend this summary to be a restatement of the law nor a summary of all of the laws relating to alcoholic beverages. All members of the Rhodes community are responsible for compliance with the state laws governing the use of alcohol.

#### **REGARDING ALCOHOL CONSUMPTION, ACCORDING TO TENNESSEE LAW, IT IS ILLEGAL:**

- For any person or group of legal drinking age to sell, furnish, or provide alcoholic beverages to any person under twenty-one years of age;
- For any person under the age of twenty-one to purchase, receive, or possess alcoholic beverages;
- For any person to make a false statement to the effect that he or she is twenty-one years of age or older for the purpose of obtaining alcoholic beverages;
- For any person or group to sell alcoholic beverages without a license;
- For any person or group of legal drinking age to sell or furnish any alcoholic beverages to any person who is known to be visibly intoxicated, or to any person who appears to habitually drink alcoholic beverages to excess, or to any person who appears to be a habitual user of narcotics or other habit-forming drugs.

#### **REGARDING ALCOHOL & DRIVING A MOTOR VEHICLE, ACCORDING TO TENNESSEE LAW, IT IS ILLEGAL:**

- To drive or be in physical control of a motor vehicle if a person is under twenty-one years of age and register .02 or more blood-alcohol content (BAC); for individuals who are twenty-one or over, the blood-alcohol test level is set at .08.
- To consume any alcoholic beverage or possess an open container of alcoholic beverage while operating a motor vehicle.

#### **PARTIAL SUMMARY OF PUNISHMENTS FOR OFFENSES RELATED TO ALCOHOL AND MOTOR VEHICLES:**

- The offense of driving while impaired (.02 or greater BAC) for a person under age twenty-one (21) is a Class A misdemeanor punishable by a driver's license suspension of one (1) year and by a fine of two-hundred fifty dollars (\$250). As additional punishment, the court may impose public service work.
- The offense of driving while the driver is in possession of an open container of alcohol, or of a beverage containing any amount of alcohol, is a Class C misdemeanor punishable by a fine to be established by the court.
- The first DUI offense (.08 or higher BAC) is punishable by 48 hours minimum jail time, one (1) year suspension of license, \$350 minimum fine, 11 months and 29 days probation, and participation in an alcohol treatment program.

- The second DUI offense (.08 or higher BAC) is punishable by 45 straight days minimum jail time, two (2) year suspension of license, \$600 minimum fine, 11 months and 29 days probation, and treatment.
- The third DUI offense (.08 or higher BAC) is punishable by 120 straight days minimum jail time, three (3) to ten (10) year suspension of license, \$1,100 minimum fine, 11 months and 29 days probation, and treatment.
- The fourth DUI offense (.08 or higher BAC) is punishable by 150 straight days minimum jail time, five (5) year suspension of license, \$3000 minimum fine, and 1 to 6 years of probation or parole.

#### **FEDERAL ALCOHOL LAWS**

[www.ttb.gov/what-we-do/program-areas/beverage-alcohol](http://www.ttb.gov/what-we-do/program-areas/beverage-alcohol)

#### **VIOLATIONS & SANCTIONS**

In light of our Vision and policy, we seek to establish an appropriate system for addressing violations of our community, remembering our commitment to fostering an atmosphere of personal and communal development.

- To emphasize learning versus punishment
- To promote development
- To emphasize success and support
- To support responsibility and judgment of individuals and groups.

Student violations of this policy are on a two-tiered system. "Level 1" Violations include, but are not limited to, the possession or consumption of alcohol if under the age of 21 or providing alcohol to underage students. "Level 2" Violations include, but are not limited to, alcohol intoxication or substance induced behavior that places a student at risk in terms of health and safety issues. The adjudicator determines the level of the violation. Students in violation will:

1. Dispose of all alcoholic beverages in his or her possession or the alcoholic beverages will be confiscated and disposed of by a College staff member;
2. Receive a written or oral warning that current or future policy violation(s) may result in more severe sanctions and/or administrative action at the discretion of the adjudicator.

#### **LEVEL 1 VIOLATION**

- 1st Violation - Alcohol Education, Letter of Warning, Other Sanctions
- 2nd Violation - Alcohol Education, Substance Evaluation, Letter of Warning, Parent/Guardian Notified, Disciplinary Probation, Other Sanctions
- 3rd Violation - Substance Evaluation, Parent/Guardian Notified, Deferred Suspension, Letter of Warning, Suspension, Other Sanctions
- 4th Violation - Suspension, Parent/Guardian Notified, Other Sanctions

## LEVEL 2 VIOLATION

- 1st Violation - Alcohol Education, Parent/Guardian Notified, Substance Evaluation, Letter of Warning, Other Sanctions
- 2nd Violation - Alcohol Education, Parent/Guardian Notified, Substance Evaluation, Disciplinary Probation or Deferred Suspension, Letter of Warning, Other Sanctions
- 3rd Violation - Parent/Guardian Notified, Substance Evaluation, Suspension, Other Sanctions

**Alcohol Education** – designed to increase awareness of health, safety and legal issues surrounding alcohol misuse.

**Substance Evaluation** – evaluation for substance abuse issues.

**Parent Notified** – The parent/guardian will be notified via telephone.

Failure to complete the required sanction(s) within six (6) weeks will result in: (1) the inability to register at enrollment clearance for the following semester until requirements are met; and (2) additional sanctions.

**Special Note:** Any violation that includes drinking and driving on campus will likely result in a suspension of parking and driving privileges for the rest of the student's college career at Rhodes.

## VIOLATIONS BY EMPLOYEES

All Rhodes College employees are responsible for compliance with the College Social and Alcohol Policy. The following employee regulations represent the college's policy concerning alcohol:

1. While at work or at college-sponsored events, on or off campus, all employees are prohibited from being under the influence of alcohol to the point where, in the opinion of the college, judgment or performance is impaired.
2. Employees who exhibit chronic erratic or unusual behavior, incur excessive absences or incidents of tardiness, are involved in a work-related accident, or otherwise give the college reasonable cause to believe they are under the influence of alcohol will be subject to drug and alcohol testing and possible disciplinary action as stated in the college handbook.

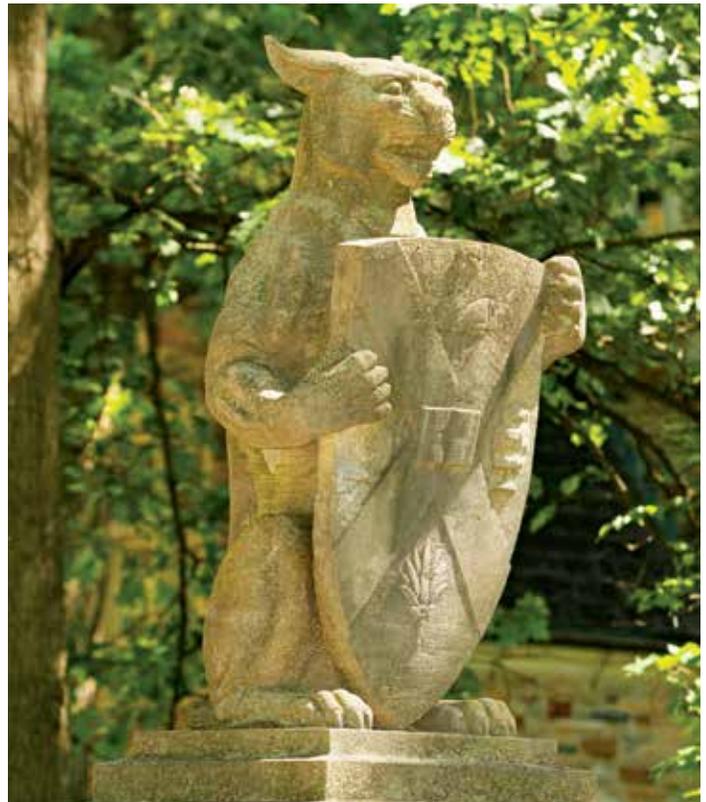
Employees who organize or sponsor a student group, whether on or off campus, have the responsibility to enforce the College's Social and Alcohol Policy. Rhodes will consider these violations a violation of the Alcohol Policy and violators will be subject to disciplinary action suited to the severity of the violation as stated in the College Handbook.

## ALCOHOL CONSUMPTION IN THE LYNX LAIR

The procedures outlined below apply to all students, faculty, staff, alumni, visitors, and guests of the College. At all times each member of the Rhodes community is responsible for his or her behavior and the conduct of his or her guests.

## IDENTIFICATION & PURCHASING PROCEDURES

1. Students, faculty, staff, alumni, visitors, and guests of the college who are of legal drinking age can present a valid driver's license for the purchase and consumption of alcohol.



Each person may purchase only one alcoholic beverage at a time.

2. In accordance with the rules and regulations of the Alcohol Commission of the City of Memphis, Bon Appétit employees to report a fight or disturbance at the Lynx Lair shall call the Memphis police promptly. Students and employees involved in an alcohol related incident in the Lair will be subject to disciplinary action described in the Alcohol Policy.
3. Bon Appétit reserves the right to refuse service to any persons.
4. No person may bring alcohol into the Lynx Lair.

## RESERVATIONS PROCEDURES

Persons or groups wishing to reserve the Lynx Lair for special events during alcohol service hours may do so as follows:

1. Contacting the Director of Student Involvement and the Facilities Coordinator and completing the campus facilities usage form.
2. Submitting a Special Event registration form to the Director of Student Involvement no later than seven days prior to the date of the event.
3. Complying with all regulations and responsibilities as listed in the above policy on alcohol apply during registered events in the Lynx Lair.

Student organizations may reserve the Lynx Lair for special events; however, because it is a place of business, a group may not restrict access to any member of the Rhodes community, visitors, or guests during the event.



## ALCOHOL AWARENESS

Rhodes is committed to providing students, faculty, and staff with factual information about alcohol as well as confidential referrals for professional assistance as needed. An awareness of the negative effects of alcohol consumption may assist you in your efforts to make safe and responsible choices about alcohol. Educational programs will be organized and conducted annually to promote continued awareness and encourage an attitude of genuine concern and care for others. Information concerning responsible use, effective party planning, indications of abuse or addiction, and resources for assistance are available for you or someone you care about in the Counseling Center.

## RHODES COLLEGE DRUG POLICY

### THE DRUG-FREE SCHOOLS AND COMMUNITIES ACT AMENDMENTS OF 1989

Rhodes complies with the requirements of the Drug-Free Schools and Communities Act Amendments of 1989. The College will not tolerate the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance or the misuse of medications or other legal drugs on the Rhodes campus. Such activity is a threat to the personal safety of the people who work and live on the campus, and a threat to the reputation and mission of the College. Such conduct:

1. Violates the law
2. Compromises the physical and mental health of those involved
3. Threatens the fabric of the community by introducing unlawful elements.

The students, faculty, and staff of Rhodes are responsible for knowing and complying with all applicable state and local laws that make it a crime to possess, sell, deliver, or manufacture those drugs considered to be “controlled substances” by the state of Tennessee. Any member of the Rhodes community who violates the law is subject to both prosecution and punishment by civil authorities and to disciplinary proceedings by the College.



Students, faculty, or staff at Rhodes are subject to disciplinary action for the possession, manufacture, use, sale, or distribution (by either sale or gift) of any quantity of any prescription drug or controlled substance or for being under the influence of any prescription drug or controlled substance, except for the appropriate use of an over-the-counter medication or for the prescribed use of medication in accordance with the instructions of a licensed physician. Controlled substances include, but are not limited to, marijuana, cocaine, cocaine derivatives, heroin, amphetamines, barbiturates, LSD, PCP, and substances typically known as “designer drugs” such as “ecstasy” or “eve.” Possession of paraphernalia associated with the use, possession, or manufacture of a prescription drug or controlled substance is also prohibited. Students, faculty, or staff also are subject to disciplinary action for the misuse or abuse of mind-altering substances (e.g., Amyl Nitrate, Ephedrine, etc.).

Rhodes may impose penalties that range from probation to suspension or expulsion from one’s place of residence, to expulsion from enrollment, or termination from employment. However, the following are minimum penalties:

### STUDENT PENALTIES

The minimum penalty for a first-time drug paraphernalia violation is a requirement to participate in drug education and disciplinary probation for six months. Any student who violates the drug policy for drug paraphernalia for a second time will likely be deferred suspension or suspension from the College for at least one semester.

The minimum penalty for a first-time violation of the Drug Policy for misuse or abuse of legal drugs or the illegal use or possession of a prescription drug, or controlled substance be disciplinary probation for a full year and a requirement for participation in a drug abuse education and/or treatment program. Parental notification is also likely. Any student who violates the Drug Policy for misuse or abuse of legal or illegal use or possession of a prescription drug, or controlled substance for a second time will likely be suspended from the College for at least one year.

Shared Responsibility Statement: Students who are found to be present in an environment where drug use or drug paraphernalia is present will be held responsible for a “Shared Responsibility Drug” violation. This violation will likely result in a warning and drug education.

The penalty for sale, manufacture for sale, or distribution of a prescription drug, controlled or mind-altering substance, or drug paraphernalia is likely to be expulsion from the College.

### EMPLOYEE PENALTIES

All Rhodes College employees are responsible for compliance with the College Drug Policy. The following employee regulations represent the college’s policy concerning illegal drugs:

1. While at work, all employees are prohibited from being under the influence of illegal drugs. Violations of this regulation will be subject to discipline, including termination.
2. The sale, possession, transfer or purchase of illegal drugs on college property or while performing college business is strictly prohibited. Any such actions will be reported to appropriate law enforcement officials and is cause for immediate termination.

3. Employees who exhibit chronic erratic or unusual behavior, incur excessive absences or incidents of tardiness, are involved in a work related accident or otherwise give the college reasonable cause to believe they are under the influence of drugs will be subject to drug and alcohol testing.

**Appeals Process:** Employees will have the right to appeal any disciplinary action that is consistent with the appeals process as described in the college handbook.

### EMPLOYEE RESOURCES

#### EMPLOYEE ASSISTANCE PROGRAM

Rhodes employees can access CONCERN, an Employee Assistance Program. CONCERN provides counseling services to employees, their partners and members of their households at no cost. Counselors are licensed or certified seasoned professionals. CONCERN can help with problems such as:

- Marital and family relationships;
- Alcohol or drugs;
- Grief counseling;
- Gambling and financial problems;
- Elder care issues.

CONCERN can also refer you to a specialist if you need help beyond the scope of their practice. This service is free and confidential. You may contact CONCERN 24/7 at (901) 458-4000.



### LOCAL DRUG LAWS

Memphis and Shelby County use State and Federal Drug Laws.

### SUMMARY OF STATE LAW CONCERNING DRUGS

The College provides the following summary of the Tennessee Code Annotated to promote increased awareness of the Tennessee laws concerning controlled substances. Rhodes does not intend for this summary to be a restatement of the law nor a summary of all of the laws relating to controlled substances. All members of the Rhodes community are responsible for compliance with laws concerning controlled substances.

It is a criminal offense to knowingly manufacture, deliver, sell, or possess with the intent to manufacture, deliver, or sell controlled substances. The State of Tennessee defines seven categories of controlled substances. Depending upon the type and quantity of substance, felony penalties include fines ranging from \$5,000 to \$500,000 and imprisonment for not less than one year to not more than 60 years. For misdemeanor possession of a controlled substance, the penalty is imprisonment of not more than 11 months and 29 days and a \$2,500 fine.

The term “drug paraphernalia” means any equipment, products, and materials of any kind which are primarily used, intended for use, or designed for use by the person in possession of them, in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body, a controlled substance. (T.C.A. 22-42A-1). The maximum penalty for unlicensed possession of drug paraphernalia is a Class A misdemeanor with imprisonment up to 11 months and 29 days in jail and a \$2,500 fine.

The maximum penalty for the unlicensed possession of drug paraphernalia with intent to sell, deliver, or manufacture a controlled substance is a Class E felony with imprisonment for not less than one year nor more than six years, or a fine of not more than \$5,000, or both.

**FEDERAL DRUG LAWS**

The Federal Controlled Substances Act specifies penalties, for a first offense individual involved in the unlawful manufacturing, distribution, or possession with intent to distribute narcotics, of not fewer than 10 years or more than life imprisonment and a fine up to 4 million dollars, or both. The penalty for simple possession, knowingly or intentionally possessing a controlled substance, is imprisonment up to one year and a minimum fine of \$1000, or both. Penalties for unlawful distribution of a controlled substance to a person under twenty-one (21) years of age is imprisonment or a fine, or both, up to twice that established for distribution offenses.



<b>Confidential Drug &amp; Alcohol Resources &amp; Clinical Services</b>	
Counseling Center and Health Services Moore Moore Health Services 901-843-3128	Southeast Mental Health Center 3810 Winchester, Memphis, TN 38118 901-369-1400
Lakeside Behavioral Health System 2911 Brunswick Rd, Memphis, TN 38133 901-377-4733	Veterans Administration Medical Center – Alcohol and Drug Unit (for veterans and families only) 1030 Jefferson Ave., Memphis, TN 38104 901-532-8990, ext. 5706
Memphis Alcohol and Drug Council/NCA, Inc. 1430 Poplar Ave., Memphis, TN 38104 901-274-0056	<b>Other Helpful Numbers</b>
Memphis Area Intergroup Association (Alcoholics Anonymous) 1835 Union Avenue Suite 302, Memphis, TN 38104 901-726-6750	Rhodes College Campus Safety.....901-843-3880
Methodist Health Care/Lamar Campus/Addictions Services Methodist Central 1265 Union Ave., Suite 105 Sherard, Memphis, TN 38104 901-726-2996	Southern Poison Center.....800-222-1222
Mid-Town Mental Health Center 427 Linden, Memphis, TN 38126 901-577-0200, ext. 370	Crisis Center Hotline.....901-274-7477
Charter Parkwood Hospital 8135 Goodman Rd., Olive Branch, MS 38654 662-895-4900	Emergency Medical Services.....911
	Narcotics Anonymous.....901-276-5483
	Al-Anon/Al-Ateen.....901-323-0321
	Adult Children of Alcoholics (ACOA).....901-323-0321
	Alcohol and Drug Help Line.....901-452-0923
	Library Information Center (LINC).....901-415-2700

## FEDERAL TRAFFICKING PENALTIES

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500–4999 grams mixture	<p><b>First Offense:</b> Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.</p> <p><b>Second Offense:</b> Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.</p>	5 kgs or more mixture	<p><b>First Offense:</b> Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.</p> <p><b>Second Offense:</b> Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p> <p><b>2 or More Prior Offenses:</b> Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p>
Cocaine Base (Schedule II)	28–279 grams mixture		280 grams or more mixture	
Fentanyl (Schedule II)	40–399 grams mixture		400 grams or more mixture	
Fentanyl Analogue (Schedule I)	10–99 grams mixture		100 grams or more mixture	
Heroin (Schedule I)	100–999 grams mixture		1 kg or more mixture	
LSD (Schedule I)	1–9 grams mixture		10 grams or more mixture	
Methamphetamine (Schedule II)	5–49 grams pure or 50–499 grams mixture		50 grams or more pure or 500 grams or more mixture	
PCP (Schedule II)	10–99 grams pure or 100–999 grams mixture		100 gm or more pure or 1 kg or more mixture	
PENALTIES				
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	<p><b>First Offense:</b> Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual.</p> <p><b>Second Offense:</b> Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.</p>		
Flunitrazepam (Schedule IV)	1 gram			
Other Schedule III drugs	Any amount	<p><b>First Offense:</b> Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.</p> <p><b>Second Offense:</b> Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.</p>		
All other Schedule IV drugs	Any amount	<p><b>First Offense:</b> Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p>		
Flunitrazepam (Schedule IV)	Other than 1 gram or more	<p><b>Second Offense:</b> Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.</p>		
All Schedule V drugs	Any amount	<p><b>First Offense:</b> Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p><b>Second Offense:</b> Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.</p>		

# DRUGS OF ABUSE / Uses and Effects

Drugs	CSA Schedules	Trade or Other Names	Medical Uses	Dependence		Tolerance	Duration (Hours)	Usual Method	Possible Effects	Effects of Overdose	Withdrawal Syndrome
				Physical	Psychological						
<b>Narcotics</b>											
Heroin	Substance I	Diamorphine, Horse, Smokey, Black tar, Chiv, Nagra (black tar)	None in U.S., Analgesic, Antitussive	High	High	Yes	3-4	Injected, snorted, smoked	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow and shallow breathing, clammy skin, convulsions, coma, possible death	Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating
Morphine	Substance II	MS Contin, Roxane, Oramorph SR, MSIR	Analgesic	High	High	Yes	3-12	Oral, injected			
Hydrocodone	Substance II, Product III, IV	Hydrocodone w/ Acetaminophen, Vicodin, Vicoprofen, Tyloxasin, Lortab	Analgesic, Antitussive	High	High	Yes	3-6	Oral			
Hydromorphone	Substance II	Dilaudid	Analgesic	High	High	Yes	3-4	Oral, injected			
Oxycodone	Substance II	Roxicod, Oxycodone w/ Acetaminophen, OxyContin, Endone, Percocet, Percodan	Analgesic	High	High	Yes	3-12	Oral			
Codeine	Substance II, Products III, IV	Acetaminophen, Quaalude or Propoxyphene w/ Codeine, Fentanyl, Fentanyl or Tylenol w/ Codeine	Analgesic, Antitussive	Moderate	Moderate	Yes	3-4	Oral, injected			
Other Narcotics	Substance II, III, IV	Fentanyl, Demoral, Meperidine, Demoran, Stadol, Talwin, Valproic, Buprenex	Analgesic, Antidarrheal, Antitussive	High-Low	High-Low	Yes	Variable	Oral, injected, snorted			
<b>Depressants</b>											
gamma Hydroxybutyric Acid	Sub I, Product III	GHB, Liquid Ecstasy, Liquid X, Sodium Caytate, Xyrem <sup>®</sup>	None in U.S., Anesthetic	Moderate	Moderate	Yes	3-6	Oral	Slurred speech, disorientation, craven behavior without size of alcohol, impaired memory of events, slurred words, slurred speech	Slowed respiration, slurred speech, slurred vision, weak and rapid pulse, possible death	Anxiety, insomnia, tremors, delirium, convulsions, possible death
Benzodiazepines	Substance IV	Valium, Xanax, Halcion, Alvan, Prolean, Rohypnol (Rohidol, R-3), Klonopin	Antianxiety, Sedative, Anticonvulsant, Hypnotic, Muscle Relaxant	Moderate	Moderate	Yes	1-8	Oral, injected			
Other Depressants	Substance I, III, IV	Acetone, Sonata, Meprobamate, Chloral Hydrate, Barbiturates, Methaqualone (Quaalude)	Antianxiety, Sedative, Hypnotic	Moderate	Moderate	Yes	2-6	Oral			
<b>Stimulants</b>											
Cocaine	Substance II	Coke, Flak, Snow, Crack, Coca, Blanco, Penco, Mower, Snow	Local anesthetic	Possible	High	Yes	1-2	Snorted, smoked, injected	Increased alertness, excitation, euphoria, increased pulse rate, increased blood pressure, insomnia, loss of appetite	Agitation, increased body temperature, profuse sweating, possible death	Apathy, long periods of sleep, irritability, depression, disorientation
Amphetamine/Methamphetamine	Sub II	Crank, Ice, Crystal, Krystal Meth, Speed, Adderall, Desoxin, Desoxyn	Attention deficit/hyperactivity disorder, narcolepsy, weight control	Possible	High	Yes	2-4	Oral, injected, snorted			
Methylphenidate	Substance II	Ritalin (Rytal), Concerta, Focalin, Metadate	Attention deficit/hyperactivity disorder	Possible	High	Yes	2-4	Oral, injected, snorted, smoked			
Other Stimulants	Substance III, IV	Adder P, Isomax, Prelur 2, Dabex, Proerg	Vasoconstriction	Possible	Moderate	Yes	2-4	Oral			
<b>Hallucinogens</b>											
MDMA and Analogs	Substance I	Ecstasy, XTC, Adam, MDA (Love Drug), MEA (Lent, Meke)	None	None	Moderate	Yes	4-6	Oral, snorted, smoked	Heightened senses, both hearing and sight, hyperreflexia	Increased body temperature, acute, excessive sweating, cardiac arrest	Muscle aches, dizziness, depression, anorexia
LSD	Substance I	Acid, Microdot, Sunshine, Boomers	None	None	Unknown	Yes	8-12	Oral			
Phencyclidine and Analogs	Sub I, III, IV	PCP, Angel Dust, Hog, Lovelock, Kalamine (Pecol K), PCE, PCEs, TTP	Anesthetic (Ketamine)	Possible	High	Yes	1-12	Smoked, oral, injected, snorted	Altered perception of time and distance	Blurred vision, increased body temperature, increased blood pressure, increased heart rate, possible death	None
Other Hallucinogens	Substance I	Psilocybin mushrooms, Mesquite, Peyote Cactus, Ayahuasca, DMT, Dextranorphan <sup>®</sup> (DXM)	None	None	None	Possible	4-8	Oral			
<b>Cannabis</b>											
Marijuana	Substance I	Pot, Grass, Siroemilla, Bhang, Akota, Yerba, Grita	None	Unknown	Moderate	Yes	2-4	Smoked, oral	Euphoria, relaxed inhibitions, increased appetite	Fatigue, paranoia, possible psychosis	Occasional reports of insomnia, hyperactivity, decreased appetite
Tetrahydrocannabinol	Sub I, Product III	THC, Mariju	Antiemetic, Appetite stimulant	Yes	Moderate	Yes	2-4	Smoked, oral			
Hashish and Hashish Oil	Substance I	Hash, Hash oil	None	Unknown	Moderate	Yes	2-4	Smoked, oral			
<b>Anabolic Steroids</b>											
Testosterone	Substance III	Depo Testosterone, Sustanon, Stan, Cyt	Hypogonadism	Unknown	Unknown	Unknown	14-28 days	Injected	Increased energy, increased strength, increased aggression	Unknown	Possible depression
Other Anabolic Steroids	Substance III	Fluorobol, Trenbol, Equibone, Anadrol, Dianabol, Primobolan (Dro, D-Mol)	Anemia, Breast cancer	Unknown	Yes	Unknown	Variable	Oral, injected			
<b>Inhalants</b>											
Amyl and Butyl Nitrite		Puffers, Poppers, Rush, Locker Room	Angina (Amyl)	Unknown	Unknown	No	1	Inhaled	Flushing, headache, dizziness	Metemorphosis	Agitation
Nitrous Oxide		Laughing gas, balloons, Whippets	Anesthetic	Unknown	Low	No	0.5	Inhaled	Impaired memory, impaired speech, shaken behavior, time shift	Slowed respiration, vomiting, loss of consciousness, possible death	Intense anxiety, acute motor deficiency, convulsions
Other Inhalants		Adhesives, spray paint, hair spray, dry cleaning fluid, spot remover, lighter fluid	None	Unknown	High	No	0.5-2	Inhaled			
Alcohol		Beer, wine, liquor	None	High	High	Yes	1-3	Oral			

June 2004

## ALCOHOL & DRUG EDUCATION PROGRAMS

**AlcoholEdu** – This interactive online program incorporates the latest evidence-based prevention methods to create a highly engaging user experience, inspiring students to reflect on and consider changing their drinking habits. This program is completed by incoming first-years pre-matriculation.

**Counseling Center** – The Counseling Center offers a group therapy once a week called “Recovering at Rhodes with Pam Detrie and Steve Haynes.” This group is for anyone who wants to join with other members of the Rhodes community in seeking to live in emotional and chemical sobriety. The group’s conduct will follow Twelve-Step principles and is open to everyone.

**Alcohol and Drug Assessments** – Rhodes College works with an off-campus provider to complete Alcohol and Drug Assessments for students. Students who may receive a “Good Samaritan,” multiple alcohol violations and drug violations, or when transported to the hospital because of alcohol consumption may be sanctioned to an assessment.

**Alcohol Class** – The Alcohol class is as a sanctioning tool predominantly for students who violate the Alcohol policy for the first or second time. This class is one-time, one-hour and by interns at the Counseling Center. It focuses on the following information: risk assessment, decisional balance, myths debunked, risk factors for alcoholism, options for reducing risk, signs of alcohol poisoning, and alcohol basics. We have a low recidivism rate of students getting a second alcohol violation after attending the alcohol class.

**Electronic Check Up To Go (alcohol)** – This program is a personalized, evidence-based, online prevention intervention for

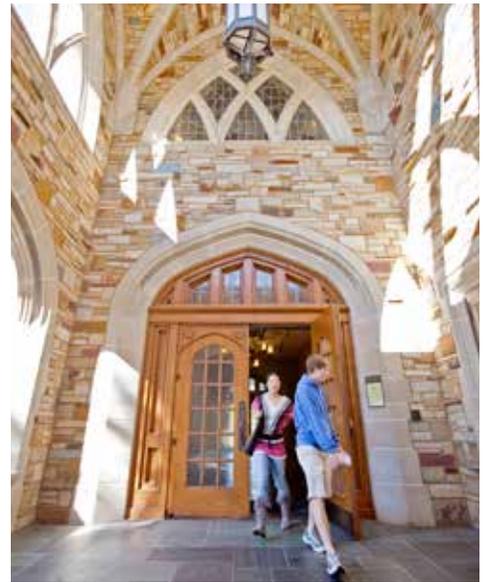
Alcohol. The College provides this program to motivate individuals to reduce their consumption using personalized information about their own drinking and risk factors. The programs are designed with the most current and reliable research available by San Diego State University.

**Electronic Check Up To Go (cannabis)** – This program is a personalized, evidence-based, online prevention and intervention program designed to reduce cannabis use. The goal is to motivate students to reduce their level of cannabis use using personalized information about their own behavior and risk factors. The design of the program is customized to the Rhodes College campus.

**Welcome Week Alcohol Presentation** – In 2018 the Director of Community Standards facilitated sessions to all first year students that reviewed the Social and Alcohol policy focusing on the tenets of the Alcohol policy: Legal, Healthy, Responsible, and Reflective of Campus Values.

**Campus Events** – The Rhodes Activities Board (RAB) sponsors and manages a variety of events that promote campus unity, encourage responsible social activity, and expose students to diverse cultural, intellectual, and social opportunities. RAB provides lectures, movie nights, concerts, carnivals, and more on a regular basis throughout the year.

The Alcohol and Drug Prevention Student Coordinator has been doing some proactive programming in conjunction with Community Standards and the Office of Student Health and Wellness. They have done both passive and active programs including a program bringing awareness to the effects of varying intoxication levels.



Rhodes provides a number of passive and active programming efforts completed throughout the course of the year. Resident Assistants, other student organizations, as well as the Office of Community Standards in collaboration with a variety of other offices on campus provide these programs. A few examples of programs are:

- Alcohol Facts giveaway in the Dining Center;
- It's on US campaign;
- Pancake Study Break during finals week, etc.

**Alcohol Free Spaces** – The campus offers a number of lounges and spaces to hang out that are alcohol-free, recreation center, spaces in both academic buildings and residence halls, as well as our coffeehouse. The student and recreation centers offer late night hours, and the other spaces are all available 24 hours per day.

**Registering Events** – Any student group registering an event will register their event on our online Events Management System. In addition to registering the event, if an event will have alcohol present a campus safety officer must be present to check ID's. In addition, other measures should be in place for a safe environment. Included in the Social and Alcohol policy, is that no "spontaneous events" where students may allow alcohol use or presence.

**Stall Stories** – Every month a "Stall Story" is created around Alcohol and Drug Education. The College places "stall stories" on the back of the doors in the bathroom stalls in the residence halls and the academic buildings. They focus on a variety of topics including: Alcohol and Academics, Alcohol and the Body, Drunk and Drugged Driving, Pre-Gaming, Drug Awareness, etc. The Alcohol and Drug Prevention Student Coordinator creates these.

## WEAPONS POLICY

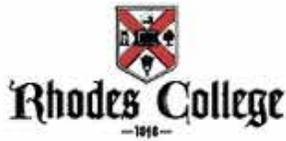
Rhodes College strictly prohibits possession of weapons of any type by students, employees or visitors on all College property, including but not limited to firearms, B-B guns, pellet guns, bows and arrows, hunting knives, explosives or any other object that could be used as a deadly weapon. (Tennessee Code Annotated defines weapons.) Violators (including those individuals with



valid Tennessee gun carry permits) are subject to suspension, expulsion, termination, or any combination of appropriate sanctions. The sole exception to this policy is that Rhodes College complies with Tennessee Code Annotated § 39-17-1313. In accordance with the TCA § 39-17-1313, the holder of a valid handgun carry permit recognized in Tennessee may transport and store a firearm or firearm ammunition in the permit holder's motor vehicle if:

1. The permit holder's vehicle is parked in located where it is permitted to be; and
2. The firearm or ammunition being transported or stored in the vehicle:
  - Is kept from ordinary observation if the permit holder is in the vehicle;
  - Is kept from ordinary observation and locked within the trunk, glove box, or interior of the person's motor vehicle or a container securely affixed to the vehicle if the permit holder is not in the vehicle.

The community should immediately report violations of this to Campus Safety at 843-3880. Prohibition of such weapons extends to the property and/or vehicles controlled by an individual while on College property if that individual is not in compliance with TCA § 39-17-1313. Questions regarding this policy should be directed to the Director of Campus Safety or the Chief Human Resources Officer.



# CAMPUS MAP

Welcome to  
Rhodes College  
2000 North Parkway  
Memphis, TN 38112

- P Parking
- ♿ Handicap Parking
- E Emergency Phone

College Information  
**901-843-3000**  
 Campus Safety  
**901-843-3880**  
 Emergency  
**901-843-3333**



6.7.19

## RHODES CAMPUS GUIDE

### PAUL BARRET, JR. LIBRARY

Computer Center  
Computer Depot  
Information Services  
Library facilities  
Media Center  
Memphis Center  
24-Hour Study Zone  
Middle Ground/Starbucks coffee  
Writing Center

### BRIGGS HALL

Dept. of Computer Science  
Spence Wilson Commons  
Spence Wilson Room

### BRYAN CAMPUS LIFE CENTER

Albury Swimming Complex  
Athletic Hall of Fame  
Athletic & Fitness Facilities  
Crain Reception Hall  
Dept. of Athletics  
Lynx Lair  
McCallum Ballroom  
Multi-use Forum

### BUCKMAN HALL

Blount Lecture Hall  
Dept. of Business  
Dept. of Economics  
Dept. of History  
Dept. of International Studies  
Dept. of Political Science  
Mock Trial Room

### BURROW HALL

Albury Room  
Armstrong Room  
Bonner Center for Faith & Service  
Religious Life & Community Ministry  
Kinney Community Service  
Chaplain  
Data Services  
Enrolling & Financing  
Admission  
Bursar  
Financial Aid  
Mailroom  
Out-of-Class & Post-Baccalaureate Opportunities  
Buckman Center for International Education  
Career Services  
Pearce Conference Room  
Rhodes Express  
One-Stop Transaction Center  
Student Life  
Student Conduct  
Accessibility Services  
New Student Programs  
Registrar  
Dean of Students  
Inclusion & Involvement  
Rhea Student Lounge  
Student Academic Success  
Student Activities  
Student Organizations

### CATHERINE BURROW REFECTORY

The Bell Room  
The Brooks Room  
The Davis Room  
Goldman Hall  
Hyde Hall  
Neely Hall  
The President's Dining Room  
Rollow Hall  
Wilson Fireside Lounge

### S. DEWITT CLOUGH HALL

Clough-Hanson Art Gallery  
Dept. of Art  
Dept. of Anthropology & Sociology  
Dept. of Psychology  
Dept. of Religious Studies

### CRADDOCK QUAD

#### DIEHL COURT

Sculpture of President Charles E. Diehl

#### EAST ANNEX

Student Space

#### FARGASON ATHLETIC FIELDS

Covered Battering Facility  
Crain Field  
Dunavant Tennis Complex  
Jerden Intramural Fields  
Mason Field  
Stauffer Field at Irwin Lainoff Stadium  
The Winston Wolfe Track & Field Complex

#### HUBERT F. FISHER MEMORIAL GARDEN

Adrienne McMillan Burns Memorial Labyrinth  
Claire Markham Collins Meditation Garden  
James H. Daughdrill, Jr. Meditation Garden

#### FRATERNITY HOUSES

Alpha Tau Omega  
Kappa Alpha  
Kappa Sigma  
Pi Kappa Alpha  
Sigma Alpha Epsilon  
Sigma Nu

#### FRAZIER JELKE SCIENCE CENTER

Dept. of Biology  
Lecture Rooms A, B, C, D

#### RICHARD HALLIBURTON MEMORIAL TOWER

The Nancy Hill Fulmer '51 Presidential Suite  
Finance & Business Affairs  
Comptroller  
Gooch Hall  
Dean of the Faculty &  
Vice President for Academic Affairs  
Dept. of Greek & Roman Studies

#### FRANK M. HARRIS MEMORIAL LODGE

Mike Curb Institute for Music

#### HASSELL HALL

Dept. of Music  
Tuthill Performance Hall

#### RUTH SHERMAN HYDE GYMNASIUM

Aerobic/Dance Studio  
Raquetball Court

#### BERTHOLD S. KENNEDY HALL

Dept. of Chemistry

#### DOROTHY C. KING HALL

Alumni Relations Office  
Development Office  
Meeman Center for Lifelong Learning  
Orgill Room

#### McCOY THEATRE

Dept. of Theatre  
Tony Lee Garner Court

#### WILLIAM NEELY MALLORY MEMORIAL GYMNASIUM

Performance Gymnasium

#### MOORE MOORE INFIRMARY

Counseling Center  
Health Services

#### HAROLD E. OHLENDORF HALL

Mathematics Support Center  
Dept. of Mathematics

#### PEYTON NALLE RHODES TOWER

Dept. of Physics

#### PHYSICAL PLANT BUILDING

Austin Conference Room & Executive Office Suite  
Physical Plant Purchasing

#### RESIDENCE HALLS

Bellingrath Hall  
Bellingrath Chapel  
Blount Hall  
East Village  
Ellett Hall  
Glassell Hall  
Parkway Hall  
Robb Hall  
Robinson Hall  
Spann Place  
Campus Safety Office  
Stewart Hall  
Townsend Hall  
Conservatory  
Trezevant Hall  
Residence Life Office  
Voorhies Hall  
Williams Prayer Room  
West Village  
White Hall  
Williford Hall

#### ROBERTSON HALL

Dept. of Biology & Chemistry

#### SORORITY HOUSES

Alpha Omicron Pi  
Chi Omega  
Delta Delta Delta  
Kappa Delta

#### SOUTHWESTERN HALL

British Studies at Oxford  
Office of Communications  
Dept. of Modern Languages & Literatures  
Language Learning Center  
Language Lab  
Hardie Auditorium  
Facilities Scheduling & College Events  
College Relations  
Accounting & Payroll  
Dept. of English  
Office of Academic Affairs – Associate Deans

#### BILL & CAROLE TROUTT QUAD

#### WEST CAMPUS

Bookstore  
Education Building  
Human Resources  
McNeill Concert Hall

## ANNUAL DISCLOSURE OF CRIME STATISTICS

\*In 2020, Rhodes College undertook a voluntary comprehensive analysis of its processes for collecting, classifying, and counting Clery Act crime statistics. This analysis and audit resulted in revisions to previously reported Clery Act crime statistics for calendar years 2017 and 2018.

### DEFINITIONS OF REPORTABLE CRIMES

Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program is the source of the definitions. The definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program. The definitions of Fondling, Incest, and Statutory Rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR. The definitions for VAWA crimes are contained in the Clery Act Final Regulations located at <https://www.federalregister.gov/documents/2014/10/20/2014-24284/violence-against-women-act>.

**Murder/Manslaughter:** defined as the willful killing of one human being by another.

**Negligent Manslaughter:** defined as the killing of another person through gross negligence.

**Rape:** 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 or physical incapacity.

**Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Robbery:** defined as 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:** defined as 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:** unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft:** 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.

**Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**Drug Abuse Violations:** Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

**Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

### HATE CRIMES

A hate crime is a criminal offense committed against a person or property, which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/ national origin.

- **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender:** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual orientation:** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

- **Gender Identity:** A person's internal sense of being male, female, or a combination of both; that internal sense of a person's gender may be different from the person's gender as assigned at birth. Gender identity bias is a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity.
- **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

The following crimes (as defined above) are considered hate crimes when motivated in whole or in part by the offender's bias against one of the groups named above:

- Murder and non-negligent manslaughter
- Sexual Assault
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson

In addition, the following crimes are also considered hate crimes under the Clery Act:

- **Larceny-Theft** is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
- **Simple Assault** is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

- **Intimidation** is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism** of Property is 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.

## DEFINITIONS OF REPORTABLE CLERY ACT GEOGRAPHY

**On campus:** Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and use by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students and supports institutional purposes.

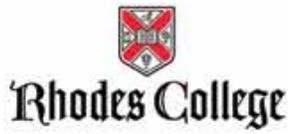
**On campus Dorm:** includes all crimes reported in residence halls.

**Non-campus Building:** Any building or property owned or controlled by a student organization recognized by the institution and any building or property owned or controlled by an institution of higher education 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 that is within the same reasonably contiguous geographic area of the institution such as a sidewalk, street, thoroughfare or parking area and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to, the institution's educational purpose .



**CLERY ACT GEOGRAPHY MAP**



**Welcome to Rhodes College**  
2000 North Parkway  
Memphis, TN 38112

**Clery Geography Map**

- P Parking
- ♿ Handicap
- E Emergency Phone
- On-campus Building
- Public Property
- On Campus Dorm
- Areas inside red outline are considered on-campus

**College Information**  
**901-843-3000**  
**Campus Safety**  
**901-843-3880**  
**Emergency**  
**901-843-3333**



**RHODES COLLEGE CLERY ACT CRIME STATISTICS**

<b>OFFENSE</b>	<b>YEAR</b>	<b>ON CAMPUS</b>	<b>STUDENT HOUSING (SUBSET OF ON CAMPUS)</b>	<b>PUBLIC PROPERTY</b>	<b>UNFOUNDED</b>
<b>CRIMINAL HOMICIDE</b>					
MURDER AND NONNEGLIGENT MANSLAUGHTER	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
NEGLIGENT MANSLAUGHTER	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
<b>SEX OFFENSES</b>					
RAPE	2017	3	3	0	0
	2018	4	4	0	0
	2019	5	4	0	0
FONDLING	2017	1	0	0	0
	2018	4	2	0	0
	2019	2	2	0	0
INCEST	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
STATUTORY RAPE	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ROBBERY	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
AGGRAVATED ASSAULT	2017	1	1	0	0
	2018	0	0	0	0
	2019	0	0	0	0
BURGLARY	2017	8	8	0	0
	2018	3	1	0	0
	2019	1	1	0	0
MOTOR VEHICLE THEFT	2017	2	0	0	0
	2018	1	0	0	0
	2019	0	0	0	0
ARSON	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0

RHODES COLLEGE CLERY ACT CRIME STATISTICS							
OFFENSE	YEAR	ON CAMPUS	STUDENT HOUSING (SUBSET OF ON CAMPUS)	PUBLIC PROPERTY	UNFOUNDED		
<b>VAWA OFFENSES</b>							
DATING VIOLENCE	2017	6	2	1	0		
	2018	2	2	0	0		
	2019	3	3	0	0		
DOMESTIC VIOLENCE	2017	1	0	0	0		
	2018	0	0	0	0		
	2019	0	0	0	0		
STALKING	2017	1	1	0	0		
	2018	3	2	0	0		
	2019	1	1	0	0		
<b>ARRESTS &amp; DISCIPLINARY REFERRALS</b>							
		ARREST			REFERRED FOR DISCIPLINARY ACTION		
OTHER OFFENSES	YEAR	ON CAMPUS	STUDENT HOUSING	PUBLIC PROPERTY	ON CAMPUS	STUDENT HOUSING	PUBLIC PROPERTY
LIQUOR LAW VIOLATIONS	2017	0	0	0	171	151	0
	2018	0	0	0	116	98	1
	2019	0	0	0	106	74	0
DRUG ABUSE VIOLATIONS	2017	0	0	1	26	11	0
	2018	0	0	0	10	10	0
	2019	0	0	0	9	7	0
ILLEGAL WEAPONS POSSESSION	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
	2019	1	1	1	0	0	0
<b>NOTES</b>							
<p>There were zero hate crimes reported during 2017, 2018, and 2019.</p> <p>Rhodes College has zero noncampus properties.</p> <p>In 2020, Rhodes College voluntarily undertook a comprehensive analysis of its crime reports across several College offices and departments. This results in this year's Annual Fire Safety and Security Report.</p>							

# ANNUAL FIRE SAFETY REPORT

## FIRE SAFETY POLICY STATEMENT

Rhodes College is committed to reducing risk to all students, faculty, staff, and visitors. It is the College's intent to protect members of the campus community against avoidable and undue risks of injury or death due to fire. It is the policy of the College to notify all employees and students of the elements of this plan and to expect them to read and understand its contents.

## DEFINITIONS

- A. Fire Safety Policy –The Fire Safety policy is composed of a Fire Prevention Plan, an Emergency Action Plan, and Residence Hall Fire Safety policies document.
- B. Fire Prevention Plan –The purpose of this Fire Prevention Plan is to eliminate the causes of fire, prevent loss of life and property by fire, and to comply with the Occupational Safety and Health Administration's (OSHA) standard on fire prevention, 29 CFR 1910.39. It provides employees with information and guidelines that will assist them in recognizing, reporting, and controlling fire hazards.
- C. Emergency Action Plan -The Emergency Action Plan addresses emergencies reasonably expected in the workplace.
- D. Residence Hall Fire Safety Policies - The College has established policies and procedures for students/staff residing in residence halls. These policies supplement the Fire Prevention Plan and Emergency Action Plan. <http://handbook.rhodes.edu/fire-prevention-and-safety>

## RESPONSIBILITIES

- Physical Plant is responsible for installing, testing, servicing, and maintaining fire alarm, evacuation and suppression equipment and associated signage either in-house or through contracted services. Physical Plant is further responsible for housing the above listed documents. Physical Plant is responsible for informing outside contractors (who have been contracted by Physical Plant) of this policy and any hazards they may be exposed to.
- The Office of Residence Life is responsible for enforcing, communicating and recommending updates for the Residence Hall Fire Safety Policies. Residence Life is further responsible for having personnel present during fire drills occurring in residence halls.
- The Campus Safety Department will alert the Memphis Fire Department and all other necessary personnel in the event a fire or alarm has been reported to them. Campus Safety personnel will respond to all alarms on campus and will, if

safe to do so, check the entire building or area to ensure it has been evacuated and to locate the source of the alarm. Campus Safety is further responsible for having personnel present during all fire drills. Campus Safety manages and conducts monthly checks of fire extinguishers

- All Department Heads, Deans, Directors and Supervisors are responsible for reviewing and enforcing this policy to those they supervise.
- All Employees and Students are responsible for familiarizing themselves with and adhering to the elements of this policy. This includes:
  - Knowing your nearest exit and emergency exit route;
  - Knowing where your outside assembly area is located;
  - Knowing to communicate to Campus Safety or Fire Department personnel if any persons may still be inside.
- The Memphis Fire Department (MFD) responds to all fire, hazardous material and medical emergency incidents/alerts on campus. MFD is the only entity who can give approval to re-set a fire alarm system once the fire department has been dispatched.

### REPORT A FIRE

List of the titles of each person or organization to which students and employees should report that a fire occurred.

**Residence Life Staff or Assistants (901) 843-3241**

**Physical Plant (901) 843-3870**

**Campus Safety Officers (901) 843-3880**

**Brian Foshee, Director, Physical Plant: (901) 843-3869 | email: foshee@rhodes.edu**

**Aretha Millingan, Director, Residence Life: (901) 843-3241**

**Ike Sloas, Director, Campus Safety: (901) 843-3215 | email: sloasi@rhodes.edu**

## FIRE PREVENTION PLAN

- The Fire Prevention Plan addresses the following requirements:
  - A list of all major fire hazards, potential ignition sources and their control
  - Proper handling and storage procedures for hazardous materials
  - The type of fire protection equipment necessary to control each major hazard
  - Procedures to control accumulations of flammable and combustible waste materials
- The name or job title of employees responsible for maintaining equipment to prevent/control sources of ignition or fires and for the control of fuel source hazards and procedures for regular maintenance of safeguards installed on heat-producing equipment to prevent the accidental ignition of combustible material
- Major Workplace Fire Hazards, Potential Ignition Sources, and their Control

The following is a list of common fire hazards and prevention strategies:

FIRE HAZARDS/POTENTIAL IGNITION SOURCES	PREVENTION STRATEGY
Arson	Security fob system for residential buildings Emergency phones Reporting suspicious activity
Cooking	Routine inspection and Maintenance of cooking appliances Cooking on balconies—including but not limited to—the use of electric appliances, gas grills and charcoal grills, etc. is prohibited. Gas grills/tanks are not allowed to be used or stored within 10 feet of an occupied building.
Smoking Material	All residence halls are no smoking
Open Flames (candles, etc.)	Unless approved, open flames are prohibited on campus. Prohibition of open flames as outlined in the Residence life policies
Electrical (wiring, appliances, and equipment)	Routine inspection and maintenance Use of UL approved equipment Prohibition of extension cords other than UL approved surge-protecting types in residence halls.
Accumulation of combustible materials	Routine inspection of campus facilities Maintain clear egress and clearance to electrical or heat source.
Improper handling and storage of combustible/flammable liquid	Removal of accumulated hazardous waste Use of approved flammable liquid storage cabinets Hazardous waste disposal program (small-quantity generator) Use of proper bonding and grounding procedures
Halogen Lamps	No halogen lamps permitted on campus
Space Heaters	No space heaters permitted on campus unless authorized by Physical Plant
Hot work hazards i.e. cutting, welding, etc.	Use of hot work permit
Residential areas	Safety inspections conducted by Residence life personnel
Hoverboard/Electrical Scooters	No hoverboards/electric scooters are permitted in Residential areas



1. Proper Handling and Storage Procedures for Hazardous Materials
  - a. All Flammable Hazardous Materials shall be handled and stored in accordance with College policy – Physical Plant maintains documentation
2. Fire Protection Equipment/Systems Necessary to Control Fire Hazards
  - a. Major buildings are equipped with automatic fire detection and alarm systems that are constantly monitored. Most of our residential buildings are further protected with fire sprinkler suppression systems. The following are fire detection, notification, and suppression systems found in most of our campus facilities:
    - Building fire alarm detection and notification systems
      - ◆ Smoke and heat detectors
      - ◆ Manually activated pull stations
    - Building fire suppression systems
      - ◆ Sprinkler systems
        - Water (Wet-Pipe Systems)
        - Commercial kitchen hood exhaust/suppression systems
    - Fire Extinguishers
      - ◆ Type ABC—Located throughout campus buildings and areas - Can be used on any fire except burning metal and chlorine fires. Monthly/ Annual inspection and repairs of extinguishers campus wide is completed by City Fire Inc.
    - Fire rated doors and fire-resistant barriers

3. Procedures to Control Accumulations of Flammable and Combustible Waste Materials
  - a. The College controls accumulations of flammable and combustible waste materials so that they do not contribute to a fire emergency. The following are housekeeping procedures used to control such accumulations:
    - The College provides routine and comprehensive housekeeping services to all campus facilities.
    - Representatives from the Office of Residence Life conduct periodic safety inspections of residence hall rooms that include noting any excessive accumulations of combustible material.
    - College waste generators follow instructions in the Hazardous Waste Management Program located in the Physical Plant.
4. General Housekeeping Requirements
  - a. Keep stairwells, exits and passageways free of obstructions at all times.
  - b. Keep access to fire protection equipment (pull stations and fire extinguishers) free and clear.
  - c. Store flammable and combustible liquids in approved storage containers and cabinets.
  - d. Keep storage/items 18 inches away from sprinkler heads and 24 inches from the ceiling in buildings not equipped with a sprinkler system.
  - e. Assure fire doors are operating properly, unobstructed, and not propped open.
5. Personnel Responsible for Maintenance of Equipment and Systems
  - a. The Physical Plant department is responsible for maintenance of equipment and systems installed to mitigate or control ignition sources of fires. Physical Plant's main phone number is (901) 843-3870. After hours or for emergencies, call Campus Security at (901) 843-3880– they can contact Physical Plant employees to respond.

- Training
  1. All employees will be provided access to this plan and are encouraged to review those portions that pertain to their job assignments.
  2. Training may be conducted in a variety of ways such as seminars, workshops, and live exercises. Records are kept of all training activities documenting the type of training, persons trained, and the date of training and are maintained by and kept in Physical Plant.
  3. Fire safety training may include:
    - h. Classes of fires
    - i. Potential fire hazards on the job
    - j. Fire prevention procedures
    - k. Building fire protective features
    - l. How to recognize fire exits
    - m. Location and types of fire prevention equipment
    - n. Steps to take in the event of fire or smoke
    - o. How to use fire extinguishers and their limitations
- Maintenance/Inspection of Equipment and Systems
  - The College has a system in place to ensure that fire protection and suppression equipment is regularly checked through the Physical Plant department. This can include both in-house inspections as well as contracted inspections through service vendors. Physical Plant department, who has ultimate responsibility for these tasks, maintain records of these inspections.
  - Residence Life personnel conduct regular safety inspections of all residential facilities and student rooms.

## EMERGENCY ACTION PLAN

The Plan addresses the following requirements:

1. Procedures for reporting a fire or other emergency
2. Procedures to follow in case of fire or alarm
  - If you discover a fire
    - Portable fire extinguishers
      - A. Types of extinguishers on campus
      - B. Using a portable fire extinguisher
3. Procedures for emergency evacuation
  - General emergency evacuation procedures
  - Assisting individuals with disabilities
    - Responsibilities of supervisors and residence hall staff
4. Emergency Evacuation Type and Exit Route Assignments

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- 5. Employees Conducting Critical Functions Before Evacuating
- 6. Procedures to Account for Persons After Evacuation
  - Employees
  - Students
    - In Classrooms
    - In Residential Facilities
- 7. Emergency Medical and Rescue Duties
- 8. Contact information for further Explanation of this Plan

#### 6. Portable Fire Extinguishers

- Types of Extinguishers on Campus:
  1. Type ABC—Located throughout campus buildings and areas--Can be used on any fire except burning metal and chlorine fires.
- Using a Portable Fire Extinguisher:
  - If you know that you have the proper extinguisher and the fire is small enough to extinguish safely, remember the P-A-S-S acronym to use your extinguisher as follows:
    - Pull the safety pin at the top of the extinguisher
    - Aim the nozzle, horn, or hose at the base of the flames
    - Squeeze the handle of the extinguisher
    - Sweep the nozzle from side to side until the fire goes out

### PROCEDURES FOR REPORTING A FIRE OR OTHER EMERGENCY

Call Campus Safety at 901-843-3333 and report the situation from a safe place, and/or call 9-1-1. In case of fire or fire alarm, evacuate the building or area immediately. In case of other emergency, follow the procedures set forth for that emergency.

### PROCEDURES TO FOLLOW IN CASE OF FIRE OR ALARM

- If you discover a fire:
  - Evacuate the building or area via the nearest safe exit; activate the building alarm by pulling a “pull-station” located next to the exit and report to the pre-designated Evacuation Assembly Area. (see section below)
- NOTE: If the fire is very small and you know how to use a portable fire extinguisher safely, you may attempt to put out the fire. Always pull the fire alarm first or make sure that the fire department has been called BEFORE you attempt to fight a fire. Do not try to fight a fire unless you feel that it can be done safely and there is a clear escape route available to you.

### PROCEDURES FOR EMERGENCY EVACUATION

- General Emergency Evacuation Procedures:
  - Be aware of the following procedures if a fire is discovered or when the fire alarm sounds in your building. You should also be familiar with your emergency exit routes and your assembly area (see section below).
    - Leave the premises immediately.
    - If there is smoke or heat, stay low to the floor. Crawl to the nearest exit if need be.
    - Always use stairwells to evacuate if possible. Do not use elevators.

- Before opening any door, feel the door near the top. If it is hot, do not open it. Use another exit. If the door is not hot, open it cautiously. Stand behind the door and be prepared to close it quickly if there is excessive smoke or heat.
- If you become trapped, do the following:
  1. Call Campus Safety at 901-843-3880 and or 9-1-1 and tell them your exact location and situation.
  2. Place a blanket or similar article along the bottom of the door to keep smoke out. If possible, wet the material first.
  3. Retreat. Close as many doors between you and the fire as possible.
  4. DO NOT JUMP!
- Activate the nearest fire alarm pull station as you leave the building. From a safe location, call Campus Safety at 901-843-3880 and/or 9-1-1 (no matter how small the fire is.) Tell them where the fire is and give them any other information requested.
- Assemble outside in a pre-designated area (see section below). The Memphis Fire department will notify Campus Safety when it is clear to re-enter the building. Once you have assembled, you may be required to remain at the Assembly area until released by MFD or Campus Safety.

#### **EMERGENCY EVACUATION TYPE AND EXIT ROUTE ASSIGNMENTS**

7. Locate the nearest exit or follow the illuminated "EXIT" signs. Evacuation plans are building specific. It is important for all employees of the College to be familiar with the evacuation policy for the building that is their primary place of employment as well as other areas that they are required to frequent. Employees are advised to familiarize themselves with the closest route of safe egress.

#### **EMPLOYEES CONDUCTING CRITICAL FUNCTIONS BEFORE EVACUATING**

8. Employees who are required and permitted by the responding fire department to remain in the building to conduct critical operations should perform their duties only if they are not in the smoke/fire area. Employees should never risk injury when performing work-related duties.

#### **PROCEDURES TO ACCOUNT FOR PERSONS AFTER EVACUATION**

9. Employees
  - a. Supervisors shall develop a procedure to account for employees after an emergency evacuation has been completed. Supervisors should conduct a "head count" of persons in their Evacuation Assembly Area. Supervisors who have knowledge of any person(s) still inside the building (or otherwise unaccounted for) must inform emergency responders (e.g. the Memphis Fire Department.)

#### 10. Students

- a. In Classrooms:
  - Instructors shall develop a procedure to account for (to the best of their ability) students under their control after an emergency evacuation has been completed.
- b. In Residential Facilities:
  - The Office of Residence Live will develop a plan to ensure that the building has been cleared in the event of a residential facility evacuation.

#### **EMERGENCY MEDICAL AND RESCUE DUTIES**

11. The responding fire department and EMS units will provide emergency medical and rescue duties.

#### **RESIDENCE HALL FIRE SAFETY POLICIES**

##### **FIRE EXTINGUISHER, FIRE ALARMS AND FIRE RELATED ACTIVITIES**

Falsely pulling a fire alarm or discharging a fire extinguisher, possession of fireworks on campus, and burning items (e.g., paper on doors or walls, paper in bathrooms, etc.) is prohibited. Minimally, first-time offenders will be fined \$100.00 and the SRC may take other appropriate action. If the person responsible cannot be identified, the charge may be divided equally among residents of the floor. Clean-up fees may also be charged. Any student who willfully fails to exit the residence hall after the fire alarm sounds will be subject to disciplinary action that may result in removal from the residence hall. Rhodes conducts two fire drills annually, one per semester, to ensure that residence hall fire safety systems are in working order.

##### **FIRE PREVENTION AND SAFETY**

The residence halls are private residences owned and maintained by the College. They are subject to the Memphis Fire Code, and are regularly inspected by the Fire Marshall's Office.

1. Students should test their battery operated smoke alarm regularly to assure proper operation of the alarm. Service requests for malfunctioning alarms or new batteries should be submitted through the work order system. Smoke alarms must not be tampered with or covered.
2. No upholstered furniture that has significant cuts or ruptures in the upholstery will be permitted in the residence halls. Students may be asked to remove items on walls that create a fire hazard. No items are to be hung from ceilings, covering lights, or covering smoke detectors.
3. Students may be asked to remove appliances to avoid overloading the circuits and to avoid fire hazards. All electrical appliances should be turned off when not in use.
  - a. Refrigerators in residence halls must be no larger than 33" high or 19" wide. Only one refrigerator per room.



**DESIGNATED ASSEMBLY AREAS FOLLOWING EVACUATION**

NON-RESIDENTIAL BUILDINGS	DESIGNATED ASSEMBLY AREA
Buckman Hall	Oak Alley
Burrow Hall	Oak Alley
Southwestern Hall	Oak Alley
Kennedy Hall	Burrow Refectory Lawn
Ohlendorf Hall	Burrow Refectory Lawn
Frazier Jelke Science Center	Barret Lawn
Rhodes Tower	Burrow Refectory Lawn
Gooch Hall	Burrow Refectory Lawn
Briggs Hall	Trout Quad/ Barret Lawn
Robertson Hall	Trout Quad/ Barret Lawn
Clough Hall	Southwestern Quad
Paul Barret, Jr. Library	Mallory Parking Lot
Hassell Library	Trout Quad/ Barret Lawn
Mallory Gymnasium	Mallory Parking Lot
Bryan Campus Life Center	Bryan Campus Life Center, South Lawn
McCoy Theatre	1st Year Parking Lot
West Campus, Classroom Building & McNeill Hall	West Campus, McNeill Lawn/West Ballfields
Physical Plant	Baseball Field
King Hall	West Campus, McNeill Lawn
Human Resources	West Campus, McNeill Lawn
Fraternity Houses	Mallory Parking Lot
Sorority Houses	McCoy Theatre Lawn
Harris Lodge	Fisher Gardens
Catherine Burrow Refectory	Trout Quad/Barret Lawn
East Annex	1st Year Parking Lot

- b. Any appliance with an open flame or burner, including but not limited to candle warmers, hot plates, electric skillets, toaster ovens, toasters, counter top style grills, sandwich makers and woks are prohibited.
- c. Halogen and other exposed bulb lamps are not permitted.
- d. “UL Approved” power-strips with surge protectors not exceeding 15 amps must be used.
- e. “UL Approved” Christmas tree lights designed specifically for indoor use may be used. No other forms of extension cords or multi-outlet extenders can be used.
- f. Neon lights, beer signs, fireworks, flammable liquids of any kind, and open flame devices, including but not limited to candles and incense, are not allowed in residence halls.
- g. All residence hall spaces are non-smoking.

Failure to comply with any of these fire safety requirements will minimally result in a \$50.00 fine for first offense. Subsequent offenses may result in suspension or expulsion from the residence halls.



RESIDENTIAL BUILDINGS	DESIGNATED ASSEMBLY AREA
Bellingrath Hall	Fisher Gardens
Blount Hall	McCoy Theatre Lawn/Fountain
East Village A	McCoy Theatre Lawn/Fountain
East Village B	Evergreen Parking Lot
Ellett Hall	Fisher Gardens
Glassell Hall	Trout Quad/Barret Lawn
Neely Hall	Southwestern Quad
Robb Hall	Southwestern Quad
Robinson Hall	McCoy Theatre Lawn/Fountain
Spann Place Townhouse	West Campus, McNeill Lawn
Stewart Hall	West Campus, McNeill Lawn
Townsend Hall	Southwestern Quad
Trezevant Hall	Evergreen Parking Lot
Voorhies Hall	Buckman Hall Lawn
White Hall	Southwestern Quad
Williford Hall	Southwestern Quad
West Village	Trout Quad/Barret Lawn
Parkway Hall	Front Lawn-South or West Ballfields

### FUTURE IMPROVEMENTS IN FIRE SAFETY

There are no current plans for future improvements in fire safety by Rhodes College.

### FIRE LOG

The Campus Safety Office, as of September 3, 2019, maintains a fire log that includes:

- The nature of the fire,
- The date the fire occurred,
- The time of day the fire occurred, and
- The general location of the fire.

### COMBINING THE DAILY CRIME LOG AND THE FIRE LOG:

Rhodes College has on-campus student housing facilities and we are required to maintain a fire log. A common log meets all of the requirements for both logs. The fire log for the most recent 60-day period is open to public inspection at: [www.rhodes.edu/crime-and-fire-report](http://www.rhodes.edu/crime-and-fire-report). Any portion of the log that is older than 60 days will be available within two business days of a request for public inspection by contacting Ike Sloas, Director of Campus Safety or at [sloasi@rhodes.edu](mailto:sloasi@rhodes.edu).

### FIRE STATISTICS

The following statistics are reported, both in the annual fire safety report and the Department of Education's web-based data collection system, for on-campus student housing. The Campus Safety Office, as of September 3, 2019, maintains fire statistics that include:

- The number of fires and the cause of each fire.
- The number of deaths related to the fire.
- The number of injuries related to the fire that resulted in treatment at a medical facility.
- The value of property damage related to the fire.



## Annual Fire Safety Report 2017

Rhodes College Residence Halls	Total Fires in each Building	Fire Number	Date	Time	Cause of Fire	Number of Injured	Number of Deaths	Value of Property Damage	Case Number
Bellingrath Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Blount Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
East Village A	1	1	6/28	8:45 pm	Unintentional - Stove	0	0	\$0-99	17-296
East Village B	0	0	N/A	N/A	N/A	0	0	0	N/A
Ellett Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Glassell Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Parkway Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Robb Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Robinson Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Spann Place Townhouse	0	0	N/A	N/A	N/A	0	0	0	N/A
Stewart Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Townsend Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Trezevant Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Voorhies Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
White Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Williford Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
West Village	0	0	N/A	N/A	N/A	0	0	0	N/A

## Annual Fire Safety Report 2018

Rhodes College Residence Halls	Total Fires in each Building	Fire Number	Date	Time	Cause of Fire	Number of Injured	Number of Deaths	Value of Property Damage	Case Number
Bellingrath Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Blount Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
East Village A	0	0	N/A	N/A	N/A	0	0	0	N/A
East Village B	0	0	N/A	N/A	N/A	0	0	0	N/A
Ellett Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Glassell Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Parkway Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Robb Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Robinson Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Spann Place Townhouse	0	0	N/A	N/A	N/A	0	0	0	N/A
Stewart Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Townsend Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Trezevant Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Voorhies Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
White Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Williford Hall	2	1	4/05	2:30 pm	Electrical	0	0	\$100-999	18-150
Williford Hall		2	9/05	12:00 am	Electrical	0	0	\$0-99	18-284
West Village	0	0	N/A	N/A	N/A	0	0	0	N/A

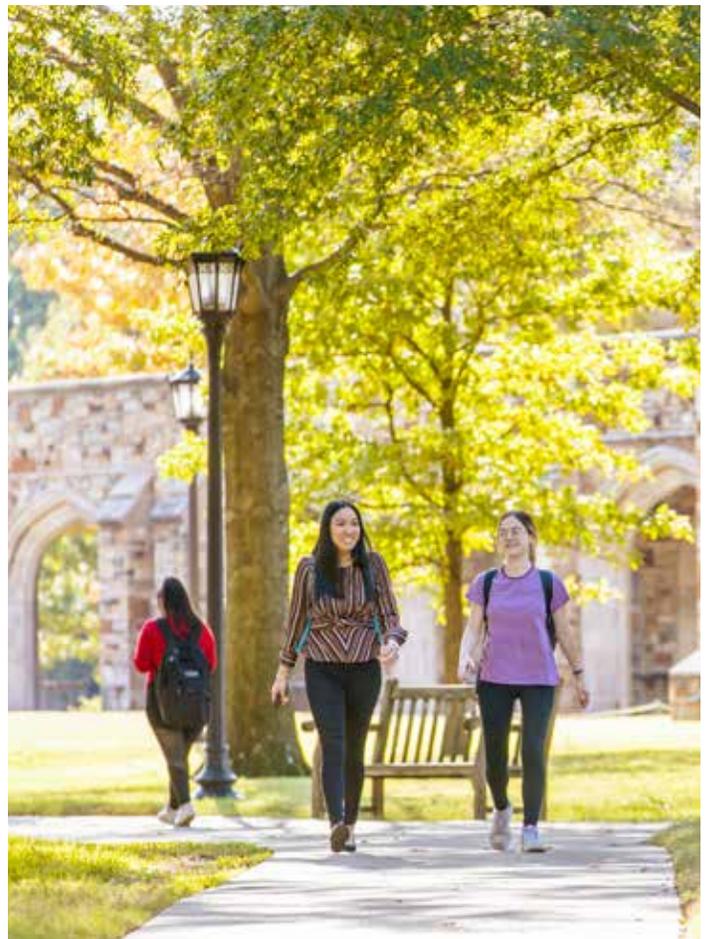
## Annual Fire Safety Report 2019

Rhodes College Residence Halls	Total Fires in each Building	Fire Number	Date	Time	Cause of Fire	Number of Injured	Number of Deaths	Value of Property Damage	Case Number
Bellingrath Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Blount Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
East Village A	1	1	7/1	1:16 pm	Unintentional - Oven	0	0	\$0-99	19-239
East Village B	0	0	N/A	N/A	N/A	0	0	0	N/A
Ellett Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Glassell Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Parkway Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Robb Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Robinson Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Spann Place Townhouse	0	0	N/A	N/A	N/A	0	0	0	N/A
Stewart Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Townsend Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Trezevant Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Voorhies Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
White Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
Williford Hall	0	0	N/A	N/A	N/A	0	0	0	N/A
West Village	0	0	N/A	N/A	N/A	0	0	0	N/A

### FIRE SAFETY SYSTEMS IN RESIDENTIAL HALLS

The Campus Safety Office, as of September 3, 2019, maintains a fire report that includes:

- A description of the fire safety system for each residential building.
- The number of fire drills held the previous calendar year.
- The institution's policies or rules on portable electrical appliances, smoking, and open flames in student housing facilities.
- Procedures for student housing evacuation.
- Policies for fire safety education and training programs for students, faculty, and staff.
- A list of the titles of each person or organization to which individuals should report that a fire has occurred.



## Fire Safety System in Rhodes Residential Facilities 2017

Rhodes College Residence Halls	Address	Fire Alarm Monitoring Done On Site (by Campus Safety)	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills each calendar year
Parkway Hall	1918 North Parkway	Simplex	N/A	N/A	X	X	X	2
Bellingrath Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Blount Hall	2000 North Parkway	Simplex	N/A	N/A	X	X	X	2
East Village A	2000 North Parkway	Simplex		X	X	X	X	2
East Village B	2000 North Parkway	Simplex		X	X	X	X	2
Ellett Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Glassell Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Robb Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Robinson Hall	2000 North Parkway	Simplex	N/A	N/A	X	X	X	2
Spann Place Townhouse	2000 North Parkway	CS/Simplex		X	X	X	X	2
Stewart Hall	669 University Ave.	Simplex		X	X	X	X	2
Townsend Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Trezevant Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Voorhies Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
White Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Williford Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
West Village	2000 North Parkway	Simplex		X	X	X	X	2

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Parkway Hall	1918 North Parkway	Simplex	N/A	N/A	X	X	X	2
Bellingrath Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Blount Hall	2000 North Parkway	Simplex	N/A	N/A	X	X	X	2
East Village A	2000 North Parkway	Simplex		X	X	X	X	2
East Village B	2000 North Parkway	Simplex		X	X	X	X	2
Ellett Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Glassell Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Robb Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Robinson Hall	2000 North Parkway	Simplex	N/A	N/A	X	X	X	2
Spann Place Townhouse	2000 North Parkway	CS/Simplex		X	X	X	X	2
Stewart Hall	669 University Ave.	Simplex		X	X	X	X	2
Townsend Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Trezevant Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Voorhies Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
White Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Williford Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
West Village	2000 North Parkway	Simplex		X	X	X	X	2

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Parkway Hall	1918 North Parkway	Simplex	N/A	N/A	X	X	X	2
Bellingrath Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Blount Hall	2000 North Parkway	Simplex	N/A	N/A	X	X	X	2
East Village A	2000 North Parkway	Simplex		X	X	X	X	2
East Village B	2000 North Parkway	Simplex		X	X	X	X	2
Ellett Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Glassell Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Robb Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Robinson Hall	2000 North Parkway	Simplex	N/A	N/A	X	X	X	2
Spann Place Townhouse	2000 North Parkway	CS/Simplex		X	X	X	X	2
Stewart Hall	669 University Ave.	Simplex		X	X	X	X	2
Townsend Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Trezevant Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Voorhies Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
White Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
Williford Hall	2000 North Parkway	CS	N/A	N/A	X	X	X	2
West Village	2000 North Parkway	Simplex		X	X	X	X	2





Rhodes College