

WHAT HAPPENS NEXT?

The University's Title IX Coordinator, or a designated Deputy Coordinator, will coordinate the prompt investigation of every claim of sexual assault, dating violence, domestic violence, or stalking reported to the University. The University's full Title IX policy and grievance process can be viewed on the university website at <http://www.letu.edu/title-ix>.

TITLE IX COORDINATOR

Dr. Kristy Morgan
Dean of Students
903-233-4410
kristymorgan@letu.edu

WORRIED ABOUT RETALIATION?

Federal law protects you against retaliation by students or university employees. University officials will take steps to prevent retaliation and take immediate steps to stop retaliation if it occurs. If you believe you are experiencing retaliation for reporting an incident that might be considered a crime of sexual assault, dating violence, domestic violence or stalking, please contact the University's Title IX Coordinator for assistance.

WHAT IF I'M ASSAULTED? SAFETY FIRST!

Go to a safe place as soon as possible following an assault. If you have immediate safety concerns, first call 911, then call University Police at 903-233-4444.

SEEK MEDICAL ASSISTANCE

Regardless of whether you intend to report an assault to the police, if you have experienced sexual assault or violence, LeTourneau University recommends that you get medical attention as soon as possible. You may have hidden injuries or need information about pregnancy or sexually transmitted diseases.

PRESERVE EVIDENCE

Even if you have no immediate intention to report the incident to the police, preserving evidence will be important in case you later decide to press criminal charges or pursue university disciplinary

action against another person. Physical evidence may also help you obtain an order from a court or the University requiring the other person involved to stay away from you.

- If you have been sexually assaulted, it is better if you DO NOT shower or bathe, douche, wash hands, use the toilet, brush your teeth, change clothing, or wash clothing or bedding. If you change clothes, carefully place all clothing worn at the time (or bedding) into a paper bag.
- At a hospital, a sexual assault examination (also known as a forensic examination) can be conducted to gather evidence, whether or not you intend to press criminal charges. This procedure includes a physical exam where a doctor or a trained nurse collects the evidence of the assault.
- You will need to bring an extra set of clothing. The clothing worn during the assault may be collected as evidence.
- If you believe you have been drugged, traces of the drug may still be detected for up to 96 hours after ingestion (depending on dosage, and individual metabolism). The chances of getting proof are best when the sample is obtained quickly. In general, evidence collection is best if done immediately following an assault. The more time that passes between the sexual assault and medical collection of evidence, the less likely it is that the evidence will be useful in the prosecution of a criminal case.
- It may be helpful for you to immediately write down everything you can remember about the incident, including what the assailant(s) looked like (e.g., height, weight, scars, tattoos, hair color, clothes); any unusual odor; any noticeable signs of intoxication; anything the assailant(s) said during the assault; what kinds of sexual activities were demanded and/or carried out; if weapons, threats, or physical force were used; and any special traits noticed (e.g., limp speech impediments, use of slang, lack of erection, etc.). Writing it down will not only aid you in recalling details should you choose to report, it also can be empowering as it allows you an element of control in a situation where control had previously been taken away.
- Remember to preserve electronic evidence. Text messages, emails, voicemails, records of recent phone calls, and posts on social media may all provide critical evidence and should not be deleted from your cellphone, computer, or other device. Police or university investigators can help you document and preserve electronic evidence.

CONSIDER SEEKING COUNSELING OR OTHER SUPPORT

LeTourneau University recommends that you consider seeking counseling as soon as possible. The University believes strongly in supporting victims whether or not they decide to file a criminal report. Therapy provides a safe place to talk about your feelings and concerns. If you decide to keep the matter confidential, a licensed counselor must respect your wishes.

The following services are available on campus or in the community to support victims of sexual assault and sexual violence:

University Counseling Center 903-233-3490

LeTourneau University
Health Services 903-233-4445

Campus Ministries 903-233-3115

Women's Center
of East Texas 903-295-7846
P.O. Box 347
1415 McCann Rd.
Longview, TX 75606

24 Hour Hotline 903-295-7526
1-800-441-5555

RAPE, ABUSE, INCEST NATIONAL NETWORK (RAINN)

RAINN offers national anonymous hotline support to survivors and allies at 1-800-656-HOPE (4673). If you would rather chat with someone online, RAINN also operates the National Sexual Assault Online Hotline, a live, secure, anonymous crisis chat support. To access help 24 hours a day, visit: <http://www.rainn.org/get-help/national-sexual-assault-online-hotline>

Information for Victims of Sexual Assault, Dating Violence, Domestic Violence or Stalking



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LeTourneau University provides the following information for any person in the university community who has reported an incident that might be considered a crime of sexual assault, dating violence, domestic violence, or stalking.

INFORMATION FOR VICTIMS OF SEXUAL MISCONDUCT

The information in this brochure is provided for the benefit of all members of the LeTourneau community who have reported an incident that might be considered a crime of sexual assault, dating violence, domestic violence or stalking. Further information about the LeTourneau University Title IX policy is available at www.letu.edu/TitleIX or in the LeTourneau University Student Handbook.

HOW TO REPORT

You have the right to file a Title IX sex discrimination complaint with the University and you have the right to file a separate criminal complaint with the Longview Police Department. Although you have the right not to make an official report, the University encourages students to report sexual assaults, dating violence, domestic violence or stalking to University officials and to the Longview Police Department. If you choose to make a report, you are encouraged to do so as soon as possible, enabling the University or the Longview Police Department to act quickly and thoroughly.

Filing a report will not obligate you to bring charges, but it will help the University take steps to provide a safer campus for you and others. With your report, the University can determine whether there is a pattern of crime with regard to a particular location, method, or assailant and can alert the campus community to potential danger.

MAKING A REPORT

To the University—You may make a report in person, in writing, by mail, or by email to the following LeTourneau University officials:

Kristy Morgan 903-233-4410
Title IX Coordinator
kristymorgan@letu.edu

University Police	903-233-4444
Center for Counseling	903-233-3490
Residence Life	903-233-4400
Campus Ministries	903-233-3115
Health Services	903-233-4445

Reporting to Law Enforcement - You may also make a report to local law enforcement authorities by contacting the Longview Police Department at 903-237-1199 or by calling 911 in an emergency.

If you request, a University official will assist you in making a report to the Longview Police Department. Any investigation conducted by the local Police Department will be done separate and apart from the University's investigation.

VICTIM RIGHTS

LeTourneau strives to provide a prompt and fair process for investigating and resolving complaints related to sexual assault or other sex-related misconduct. Throughout this process, both the complainant and respondent have the following rights:

- To be treated with respect and dignity.
- To receive assistance from the University in reporting the incident to law enforcement at any stage of the process.
- To receive information about the process the University will employ for conducting the investigation, hearing, determination, and appeal.
- To receive information about support available from University or community resources.
- To privacy to the extent possible consistent with applicable law and University policy.
- To have an advisor present throughout the process.
- To choose whether or not to participate in the investigation process.
- To a prompt and thorough investigation of the allegations.
- To have a reasonable time to provide information, including any oral or written statement, to the investigator.
- To raise any question regarding a possible conflict of interest on the part of any person involved in the investigation or determination.
- To appeal the decision and any sanctions made by the investigators.
- To notification, in writing, of the case resolution, including the outcome of any appeal.

YOUR RIGHT TO PROTECTION

Once you make a report, the University can take immediate action to protect your safety or to prevent further harassment. These actions may include temporarily suspending a student who assaulted you, removing the student from campus housing, or directing the student not to have any type of contact with you (including face to face contact, phone calls, emails, text messages, social media posts, etc.). If the person who assaulted you is not a LeTourneau University student, employee, or other member of the University community, the University can issue a "No Trespass Notice," which means that person will not be allowed to come onto the campus nor to attend any university events. You may wish to discuss with the police whether any type of protective court order is available to you under the civil law system.

REPORTING SEXUAL MISCONDUCT

LeTourneau University understands that many victims have a strong desire for their report of sexual violence to be treated confidentially. If you request that your name not be disclosed to the accused person or that the University not investigate or take disciplinary action against the accused person, university officials will carefully consider your request and honor it if possible.

If the University determines that it can keep your report private, all reasonable steps will still be taken to respond to your complaint consistent with your request. For example, it may be helpful to make changes to your housing situation, class schedule, etc. Any request for private reporting can be withdrawn at any time, and the University will proceed to investigate your report fully and take appropriate action.

However, honoring a request not to reveal a victim's name to the accused person, not to conduct an investigation, or not to punish the accused person will limit the University's ability to respond fully to the assault and take any appropriate disciplinary action. There are situations

in which the University must override a request for private reporting in order to meet its obligations under federal law to provide an educational environment that is safe and free from sexual violence. If the person you accuse has been accused before of committing similar acts or if the circumstances indicate that the accused person is likely to harm others, the University may have to investigate your report and take appropriate action to make the campus safe. If an investigation must take place, the information you report will be shared only on a need-to-know basis.

If you want to be assured that your report will be kept confidential, you can report the assault to a therapist, doctor, or attorney who is legally obligated to maintain patient or client confidentiality.

If you choose this option, please consider asking your doctor, therapist, or attorney to make a private report of the assault without including facts that would reveal your identity. While the University will probably not be able to take any disciplinary action against the person who assaulted you, university officials will have a better picture of crime on the campus and may be able to warn the campus community about methods or patterns of attacks.



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