



**2021-2022**

# **Achieve and Evangel Program Handbook**

## **Achieve of Southwest Missouri**

on the campus of

**Evangel University**

**Office: Education Department, Trask Hall, Suite 201-H**

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**Springfield, MO 65802**

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**Email: [AchieveSWMO@evangel.edu](mailto:AchieveSWMO@evangel.edu)**

### **Evangel Mission Statement:**

Evangel University is a comprehensive Christian committed to excellence in educating and equipping students to become Spirit-empowered servants of God who impact the church and society globally.

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A MESSAGE FROM THE ACHIEVE PRESIDENT

Welcome to Achieve of Southwest Missouri at Evangel University, where we are committed to helping you transition from high school into your post-secondary goals.

The faculty, staff, administration, and fellow student leaders are all here to support you in your journey. Your success as a university student will be significantly determined by the choices you make both in your academic pursuits and your pursuits beyond the classroom. Know that the entire Evangel community is here to support you and cheer you on in your journey.

In His service,

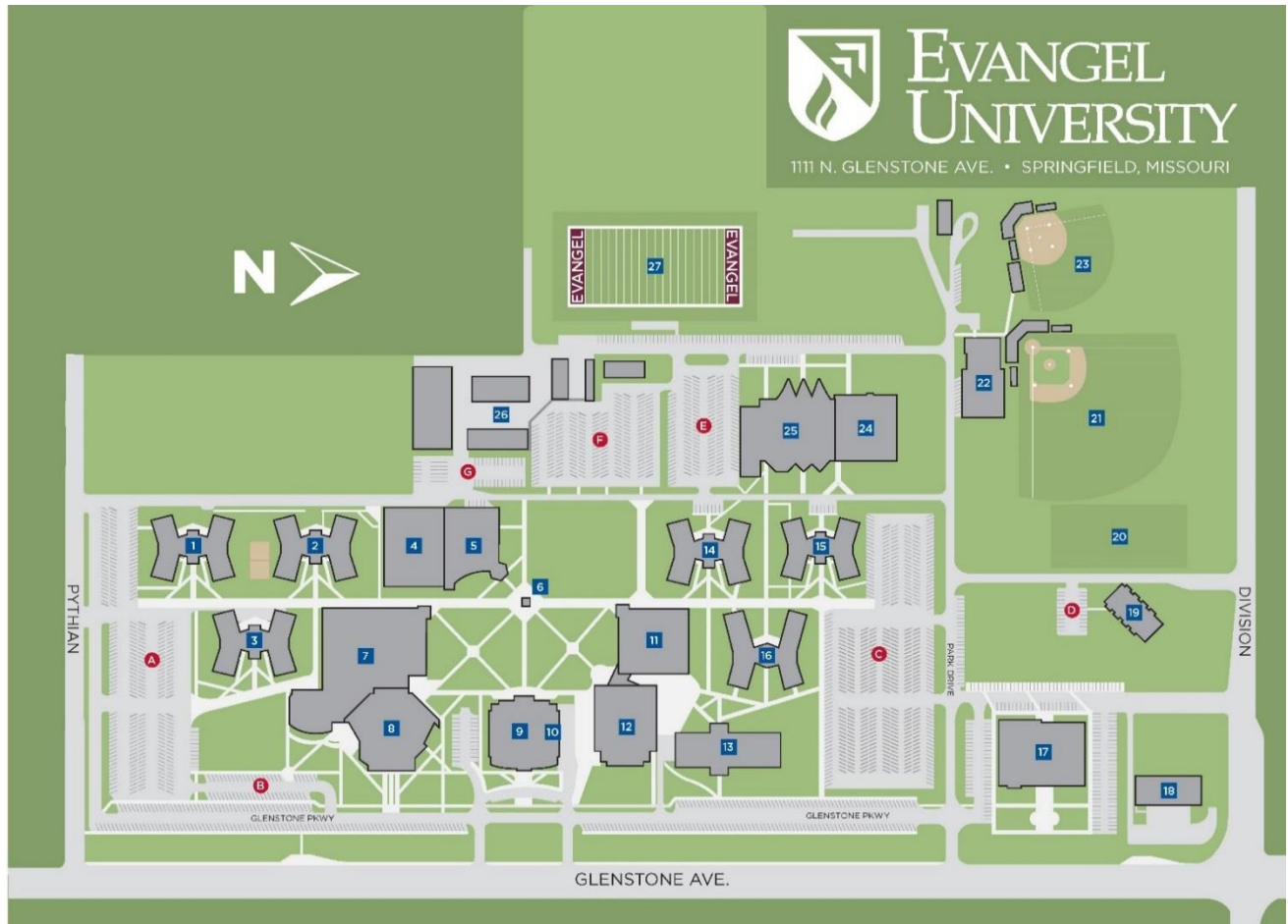
Lynn Neidigh

## WELCOME TO EVANGEL UNIVERSITY

Welcome to a place of opportunity and growth. We know you are ready to reach the world through the passions and pursuits God has put inside you. Knowing that God remains faithful to His work has begun in you, we take our mission seriously. Your experience here will change the course of your life. You will discover professors who personally care about you, mentors who believe in you, the community that nurtures your strengths, and fellow students who become lifelong friends.

## DIRECTORY OF SERVICES

### CAMPUS MAP



- |                            |                             |                         |                      |                         |
|----------------------------|-----------------------------|-------------------------|----------------------|-------------------------|
| 1 Spence Hall (res.)       | 9 Riggs Administration Hall | 17 AGTS                 | 25 Ashcroft Center   | D Perkin Apt. residents |
| 2 Walther Hall (res.)      | 10 Public Safety/Security   | 18 AGTS gym (not used)  | 26 Facilities Center | E Students              |
| 3 Scott Hall (res.)        | 11 Trask Hall               | 19 Perkin apartments    | 27 Coryell Field     | F General               |
| 4 Crusader Dining Hall     | 12 Zimmerman Hall           | 20 Intramural field     |                      | G Facilities vehicles   |
| 5 Cantrell Student Union   | 13 Kendrick Library         | 21 Baseball field       |                      |                         |
| 6 Clock Tower              | 14 Krause Hall (res.)       | 22 Baseball fieldhouse  |                      |                         |
| 7 Barnett Fine Arts Center | 15 Burgess Hall (res.)      | 23 Softball field       |                      |                         |
| 8 Spence Chapel            | 16 Lewis Hall (res.)        | 24 Mabee Fitness Center |                      |                         |
|                            |                             |                         | PARKING LOTS:        |                         |
|                            |                             |                         | A Students           |                         |
|                            |                             |                         | B General            |                         |
|                            |                             |                         | C Students           |                         |

## SERVICE LOCATIONS

Here are the services located in each area to help you find what you are looking for. To call, use the University phone number (417-865-2815) and, at the prompt, say the service or faculty/staff member you would like to contact.

### ASHCROFT CENTER

Athletics and Coaches' Offices  
Athletic Court  
Kinesiology Department  
Intramural Sports Office

### ASSEMBLIES OF GOD THEOLOGICAL SEMINARY

Administrative and Academic Offices, 100-109  
Burnett Library, 117  
Clark Veterans Center, 127  
Enrollment, 111  
Khoo Kay Peng World Prayer Center, 231  
Seymour Chapel, 118  
IT Department, 113

### BARNETT FINE ARTS CENTER

Art Gallery, 1<sup>st</sup> floor NE entrance  
Art Department, 201  
Choral Hall, 123  
Instrumental Rehearsal Hall, 143  
Music Department, 104  
Recital Hall, 160  
Theatre Department, 140  
Theater, 144

### CANTRELL STUDENT UNION

Activities, CROSSwalk, ESGA leaders, 204  
ATM, 1<sup>st</sup> floor SE entrance  
Barracks Coffee Shop, 1<sup>st</sup> floor  
Bookstore, 1<sup>st</sup> floor lobby  
Community Life Office, 203  
Commuter Students Office, 205  
Counseling, 106  
Dining Hall, 1<sup>st</sup> floor SE entrance  
Health and Medical, 106

### MABEE STUDENT FITNESS CENTER

Aerobics Room, 104  
Indoor Running/Walking Track, 2<sup>nd</sup> floor  
Exercise/Weight Lifting Equipment  
Hammock/Equipment Checkout, front desk  
Racquetball Courts, 1<sup>st</sup> floor  
Student Basketball Court, 1<sup>st</sup> floor

### RIGGS ADMINISTRATION HALL

Admissions & Enrollment, 202  
Alumni/University Advancement, 301  
ATM, West entrance  
Business & Finance, 309  
Cashier, 204

### RIGGS ADMINISTRATION (CONT)

Class Changes (Drop/Add), 104C  
CLEP Test Information, 104D  
Event & Conference Services, 304B  
Financial Aid, 202  
Graduation Papers, 104D  
Housing Office, 302C  
Human Resources, 309E  
ID/Prox Cards, 208  
IT Help Desk, 102  
Lost and Found, 208  
Mail & Print Services, 201  
Marketing & Public Relations, 106  
Prayer Chapel, 308  
President's Office, 314  
Provost/Academic Affairs, 313  
Public Safety, 208  
Records & Registration, 104  
Sign & Poster Approvals, 304B  
Student Development & Title IX, 304D  
Vehicle Registration, 208  
Withdrawals, 304D

### SPENCE CHAPEL

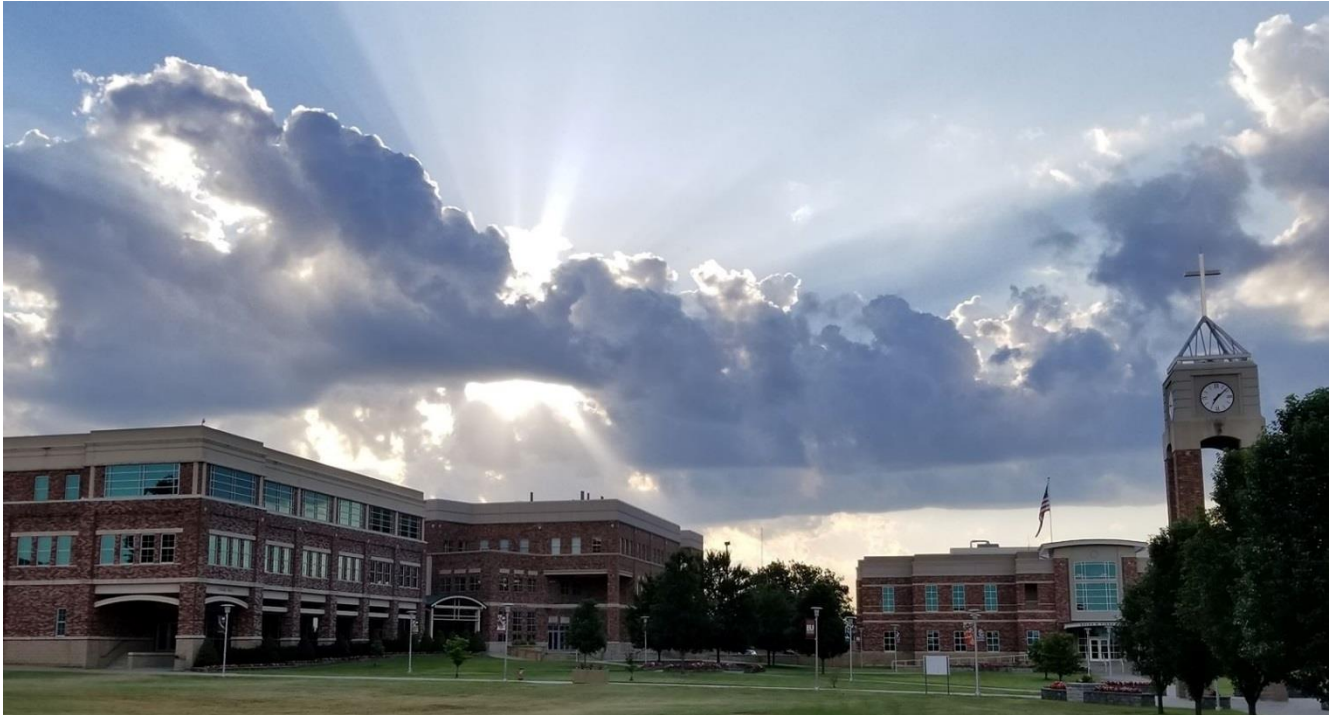
Campus Pastor, NE entrance  
Chapel Auditorium  
Spiritual Life Office, NE entrance

### TRASK HALL

Behavioral & Social Sciences Department, 303  
Communications Department, 105  
Education Department, 201B  
Global Connections, 208  
Humanities Department, 312  
KECC, Campus Radio Station, 103  
Theology & Church Ministries Department, 214  
The Write Place, 202

### ZIMMERMAN HALL

Academic Coaching, 208  
College of Adult & Graduate Studies, 201  
Business Department, 107  
Career Services, 208  
Center for Compassion, 208  
Center for Student Success, 208  
Disability Accommodations, 208  
Instructional Resource Center, 204  
Natural & Applied Science Department, 312  
Strengths & Leadership Program, 208



*The photo was taken at “Good Morning Springfield” breakfast,*

June 2018

## CAMPUS SERVICES AND HELPFUL INFORMATION

**Assistance or Service Animals:** Assistance Animals and Service Animals may be an effective accommodation for qualified students with disabilities. For detailed information, see [Assistance or Service Animal Policy](#). 417-865-2815, x8271.

**Athletic Fields:** Football, baseball, and softball fields are for athletic team use and not general use. The intramural field is for scheduled intramural games and, when not in use, may be used for impromptu games.

**ATM:** For cash (if you have money in your debit account—funny how that works), just go to the ATM, provided by the Assemblies of God Credit Union, at the southeast entrance to Cantrell Student Union. You can also use the ATM from Central Bank, inside the West entrance of Riggs Hall, for a free cash withdrawal from your work-study payroll debit card.

**Bookstore:** Although Achieve students are not required to purchase textbooks, one can find all things EU in the Evangel Bookstore. Location: Student Union. Regular hours: M-F: 8:30 am – 5 pm; Sat: 10 am – 2 pm. 865-2815, x7343

**Chapel services:** A unique value-add for Evangel students is the attention to spiritual growth, particularly through chapel services. Attendance is optional for Achieve students. Services are large and small: University chapels are generally Wednesday, Thursday, and Friday, at 9:45 AM in Spence Chapel; smaller chapels, led by ministry students, Academic Departments, or campus Clubs are Mondays, at 9:45 AM. Locations on campus will vary. Spiritual Emphasis services, along with other devotions and discipleship activities, are also available throughout the semester. Check [The Hub](#) for opportunities. See [Chapel Program](#).



**Class Cancellation Notification:** When the weather is terrible, we may cancel classes and typically notify via text through our emergency alert system. To verify cancellations, you can also check the [EU website](#), the [Public Safety Facebook page](#), or call (417) 865-2815.



**Computer Information:** WIFI is available throughout the campus using your student username and password.

**Email Communication System:** USE IT! Add your Evangel email to your mobile device for access to critical (and sometimes not-so-important) stuff. Check your email daily! Also, make sure to check the CLUTTER folder.

**Emergency Assistance on Campus:** If emergency medical or other services are needed, call Public Safety on the university line or **417-575-8911**, their direct line. They will direct EMS or other personnel to the exact location of the emergency.

**Food Services:** Students (& paying guests) may enjoy meals in the dining hall and Joust and snacks in The Barracks Coffee Shop. Food service is not available during Thanksgiving, Christmas, and Spring breaks.

Scan your ID card at the register to access your meal plan. ID cards and meal plans are not transferable to others. There is also a take-out option. Our Eco-To-Go program uses sustainable containers for a nominal one-time fee to participate. For more information on how to sign up for this program, contact Dining Director [Joey Roberts](#). Remember: only take ice cream you are eating out of the dining hall; wear shoes & shirts in all facilities; be respectful and courteous; throw trash in receptacles; clean up!

Students with specific dietary needs or allergies can meet with Mrs. Joey Roberts at 417-865-2815, x7252 for a consult. If food services are unable to accommodate a disabling dietary condition, see [Meal Plan Accommodation Guidelines](#).

\* *Bonus Bucks (BBs) and Crusader Bucks (CBs) are used like cash in any dining location at any time. BBs may not be used for bottle beverage purchases or the Eco-To-Go program and expire at the end of each semester. CBs have discounted dollars (with 10-15% extra) loaded onto your ID card, used for any food expense, and expire at the end of an academic year.*

Dining Hall Hours			
Meal	Monday-Friday	Saturday	Sunday
Breakfast	7:15 – 8:45 am (continental until 10 am)	Brunch hours below	8:00 - 9:30 am
Lunch	11 am - 1:30 pm.	10:30 a.m. – 12:00 pm	11:30 am - 1:30 pm
Dinner	4:30 – 6:30 pm	4:30 – 6:30 p.m.	4:30 – 6:30 pm
General Hours			
Location	Monday-Friday	Saturday	Sunday
The Joust	10:30 am – 9:00 pm	Closed	6 – 8:00 pm
The Barracks Coffee Shop	Mon-Thurs: 7:30 am - 9 pm; Fri: 7:30 - 5 pm	8 am – 12 pm	Closed

**ID Cards:** Issued by Public Safety staff after completion of initial registration and used for the duration as a student. You must have your card with you at all times when on campus. It provides access to campus buildings, athletic events, and computer labs. You will also use it to scan for food service. See also the section on *SAFETY STANDARDS*.

**Insurance:** We want you to be protected! There are two types of insurance you should have at Evangel:

- **Medical/Hospitalization** - All students should have medical insurance.
- **Personal Property Liability** - Personal property damage is not covered by Evangel University insurance.



**Libraries:** Kendrick Library (north of Zimmerman Hall) is available for study and research. Standard hours are (may be adjusted during breaks, holidays): Mon-Thurs (7:30 am to 11:45 pm); Fri (7:30 am to 4 pm); Sat. (closed); Sun. (4 pm to 11:45 pm)

**Mabee Fitness Center:** Research shows a correlation between fitness and well-being. So exercise and relieve stress using the basketball and racquetball courts, jogging track, aerobics room, and equipment (fixed/free weights), treadmills, and stationary bikes. Regular hours during school year: Mon-Thurs 6am-10pm; Fri 6am-8pm; Sat 9am-5pm; Sun 1pm-5pm.



**Public Safety:** Here to protect you and campus property, officers oversee access control and safety systems, vehicle registration, parking/local areas enforcement, self-defense training, investigations, and emergencies. If you need a parking decal or lose your prox card, see them. If you observe suspicious persons on campus or have concerns, contact Public Safety or use the free *Evangel University Safety* app. You can request an officer to accompany you across campus (safe-walk program), jump-start your vehicles, and open your locked cars. The office publishes the *Annual Security Report*, as required by federal law. Emergency calls requiring response by Springfield authorities (fire, police, or ambulance) should be made directly to Public Safety by calling 417-575-8911 (enter this number in your contacts for future use). They can also be reached at 417-865-2815, x7000, or stop by Riggs 208. The office is open 24/7.

**Reporting Assault or Other Crimes:** If you have witnessed or been subject to a crime, the Department of Public Safety can provide campus support personnel or local law enforcement responses, 24/7. Immediately report all thefts or burglaries to Public Safety. For [sex-based offenses](#), students may contact the Title IX Coordinator ([Dr. Sheri Phillips](#)) or Deputy Coordinator ([Gina Rentschler](#)) to initiate a report. To report a crime anonymously, click [here](#). We value all reporting; however, anonymous reports may limit the outcome of investigations. Our primary goal is to keep you safe!

**Vehicle Registration:** Students must register their vehicles annually with the Department of Public Safety and correctly display the registration decal. See the [Motor Vehicle Regulations](#) on your Student Portal for complete information.

**Voter Registration:** Students desiring to register to vote in the State of Missouri, Greene County, and the City of Springfield may register to vote online <https://www.sos.mo.gov/elections/goVoteMissouri/register>.

## STUDENT INVOLVEMENT & LEADERSHIP OPPORTUNITIES

You will find so many opportunities to get involved at Evangel. Check [the Hub](#) for information about weekly activities.



### EXTRACURRICULAR ACTIVITIES

**CROSSwalk Student Ministries:** A student-led organization with seven branches: activities/events, children's ministries, discipleship, impact teams, missions, outreach, and public relations. The CROSSwalk (SU 204A) advisor is Pastor Greg Johns. Each ministry has a team leader who would love to help you get involved. Follow @EUCrosswalk on Twitter.

**Intramural Sports:** Intramurals, open to all current EU students, offers voluntary sports competition. Contact Mr. Tyler Henry, Intramural Coordinator, 417-865-2815, x7287, or your Residence Hall/Commuter Sports Rep for information.

**Music:** Students may participate in various instrumental and vocal ensembles, including Marching Band, University Band, University Chorus, University Orchestra, University Chorale, Concert Orchestra, Concert Choir, Jazz Ensemble, worship teams, and other ensembles. Contact the Music Department or CROSSwalk office.

**Theatre:** The Humanities Department's Theatre Program provides opportunities for acting, directing, designing and constructing sets, etc. Contact Dr. Vickie Wisdom, 417-865-2815, x7965, and follow @eubreakaleg on Twitter.

### Departmental Clubs, Honorary Societies, and Interest Groups\*

#### Departmental Groups

Allied Health  
Apologia—Christian Faith  
Art Club  
Cinema Club  
Criminal Justice Association  
EU Assoc. of Computing Machinery

EU Nursing Society  
EU TESOL  
National Association for Music Educ.  
Non-Profit & Social Enterprise Club  
Psychology Club  
Pre-Law Society

Social Work Club  
Student Investment Group  
Student Mo State Teacher's Assoc.  
World Changers Mission Fellowship

#### Interest Groups

American Enterprise Institute  
Christians for Biblical Equality  
College Democrats  
CROSSwalk Student Ministries

ENACTUS  
Evangel Outdoor Club  
Evangel Student Veteran Association  
Island Crusaders

Evangel Student Gov't Assoc.  
Activities Board  
Class Councils  
Senate

#### Student Media

Crusadermedia.com  
EUTV—television station  
Epiphany—fine arts magazine

EU Films  
Excalibur - yearbook  
Intercollegiate Forensics

KECC - radio  
Lance - newspaper

\* Officially recognized student groups are listed if they meet the annual renewal criteria of the Student Activities Office. Only officially recognized student groups are eligible for ESGA Senate funding and/or to sponsor additional chapels. See: <https://www.evangel.edu/student-life/activities/>

Much like any community, Evangel supports particular policies, procedures, and actions to facilitate healthy living among its members. These boundaries are guided by our commitment to upholding biblical principles of conduct, our [Assemblies of God](#) denominational perspective, and practices that promote civil community interaction. As such, EU students are responsible for knowing and abiding by the standards; however, you will have missed the point if that is your only guide. We seek to nurture an environment where our lives reflect Christ in all that we do. The code of conduct guides in helping students avoid destructive behaviors and embrace positive behaviors within the context of our community.

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## COMMUNITY COVENANT

### Responsibilities of Membership in the Evangel Community:

1. **Demonstrate personal, social, academic, and professional integrity:** avoiding destructive behaviors such as lying, plagiarism, cheating, slander, profanity, intimidation, fighting, violence, abuse, gambling, hazing, violations of local, federal, and state law, etc.
2. **Maintain a healthy lifestyle:** abstaining from the possession or use of: alcoholic beverages, tobacco and/or smoking/vaping products, narcotic and/or hallucinogenic drugs (outside of a legal prescription), marijuana, paraphernalia, etc., as well as refraining from attendance at bars, clubs, and/or lounges.
3. **Uphold standards of sexual purity and humility:** maintaining modest appearance standards; not engaging in sexual activity before or outside of marriage—as recognized in the biblical covenant between a man and woman, including cohabitation, same-sex sexual relationships, genital contact, intercourse, sexting (chats or video), sexually explicit dancing, pornography, etc.
4. **Strive to grow in a personal relationship with Jesus Christ;** prioritizing a private prayer and devotional life, attending and participating in church, and involvement in ministry/service opportunities. For traditional undergraduate students, spiritual formation is also addressed through chapel attendance and biblical studies coursework.

These responsibilities are further defined in *Section Five, Part D* of the Student Handbook. We understand that our standards may be contrary to other worldviews, and we do not seek to antagonize or disrespect those whose views differ from our interpretation. Likewise, we expect that all members, voluntarily choosing to be a part of Evangel, will be able to live within these standards. Activism against or disregard these community standards is a violation of that commitment. Students who engage in behavior that conflicts with the community standards are subject to disciplinary sanctions.

We seek to care for all persons in ways that convey respect, concern, support, and accountability and pray that Evangel can be a place of healing, mentoring guidance, and restoration. We further expect this community of believers to extend grace and care as we strive to honor God in all that we do and say. Feel free to contact the Undergraduate Admissions Office or the Office of Student Development for any questions.

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## BEHAVIORAL STANDARDS AND COMMUNITY IDEALS:

This section provides details of the community covenant and responsibilities within the Evangel community:

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### DEMONSTRATE PERSONAL, SOCIAL, ACADEMIC, AND PROFESSIONAL INTEGRITY

- **Conduct Unbecoming of an Evangel Student:** We have high expectations for our students and believe that you have high expectations for yourselves. Students involved in behavior that reflects negatively on their Christian character or the university are subject to discipline that guides towards redemption whenever possible.

- **Courtesy Hours on Campus:** We want to be considerate of others. Evangel recognizes “courtesy hours” from 9 a.m.-11 p.m. “Quiet hours” affect the alternate hours.
- **Complying with Sanctions or a Directive:** Students are expected to immediately and fully comply with a legitimate directive from an EU official (including administrators, faculty, staff, and RAs), as well as community/state law enforcement personnel.
- **Gambling:** Students are not to participate in any activity in which money or other consideration is required for participation, with the prize is acquired mainly based on chance and risk to the gambler.
- **Harassment, Intimidation, or Bullying:** The University prohibits any gesture, image, written, verbal or physical activity (including electronic communications) that (a) is motivated by any actual/perceived characteristic such as race, color, ethnicity, religion, sex, or mental or physical disability; and that (b) is understood by a reasonable person to have the effect of mentally or physically harming a student, damaging the student’s property, or placing the student in reasonable fear of harm to his person or damage to his property; or that (c) has the effect of insulting or demeaning any student or group of students. See also [Sexual Misconduct Policy](#).
- **Hazing/Initiations:** Hazing and initiation are not tolerated at the University. Violators are subject to criminal prosecution in addition to university accountability. See also [Hazing and Initiation Policy](#)
- **Inappropriate Language, Pictures, or Media:** Inappropriate written, spoken or posted words (including pictures, photos, clothing, or language) are not acceptable. This includes, but is not limited to, possession or display of pornographic and/or sexually suggestive material, derogatory racial/ethnic material on university property. See also [Social Media and Internet Standards Policy](#).
- **Lying/Withholding Information/Fraud:** We expect students to be honest and truthful. Purposefully misrepresenting information, withholding requested information, and/or filing false information undermines your integrity and may result in suspension or dismissal, depending on the severity of the lie.
- **Nondiscrimination:** Evangel strives to maintain a God-honoring environment, which promotes care for the community, is committed to diversity, and respects the dignity and concerns of others. Violations include, but are not limited to: any conduct that discriminates based on race, ethnicity, national origin, sex, disability, age, veteran status, or any other protected legal status in matters of admissions, employment, housing, educational programs, or activities. See also [Nondiscrimination Policy](#)
- **Physical Aggression/Assault:** Pushing, striking, or physically assaulting another person is prohibited. The University reserves the right to review alleged incidents of self-defense in light of physical aggression.
- **Pranks:** Activities that could be interpreted as degrading to others or potentially endanger individuals, animals, or property are prohibited.
- **Respectful Behavior:** We expect all community members to show respect to each other. Conduct that is disrespectful or intentionally disruptive is unacceptable. When a student or guest exhibits behaviors that cause concern or could be considered a threat to others or University property, Evangel reserves the right to restrict access to the campus. Students have a right to ask questions, seek information and assistance, or express dissent in a respectful way that maintains the dignity and rights of others in the educational community.
- **Unauthorized Recording.** No student may make an audio or video recording of any person(s) on University premises in bathrooms, showers, bedrooms, or other premises where there is an expectation of privacy concerning nudity and/or sexual activity. Students are also expected to respect the reasonable expectations of privacy of other individuals within the University community. Accordingly, students are not permitted to make an audio or video recording of private, nonpublic conversations and/or meetings on University premises without the knowledge or consent of all persons in the recordings.

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#### MAINTAIN A HEALTHY LIFESTYLE

- **Alcohol and Other Drugs:** Maintaining our health and mental well-being is an essential part of our commitment at Evangel University to serve Christ. Students, while on or off University property, are not to manufacture, possess, use, or distribute: (a) illegal drugs, including marijuana; (b) synthetic drugs, including K2 and other synthetic cannabinoids, bath salts, or products used similarly; (c) alcoholic beverages; (d) cigarettes or tobacco

products; (e) hookah; and/or (f) e-cigarettes, inhaled handheld nicotine devices, and any object resembling vaping pen products. Providing or purchasing (as well as facilitating or attempting acquisition) of alcoholic beverages or attending house parties where alcohol/drugs are being used is likewise prohibited. Students are considered “in possession” and responsible for alcohol/drugs that have been determined to be on their person or in their residence or vehicle. Evangel supports students in recovery to live a drug and alcohol-free lifestyle. See also [Alcohol and Other Drugs Policy](#).

- **Bar/Lounge/Club (Attendance or Participation):** Attending a place, even for concerts, where alcohol or hookah is the primary purpose of the establishment is prohibited. A business may be a bar/lounge/club if it: (a) requires an ID for admission, (b) advertises alcohol prominently, and/or (c) provides social dancing and drinking.
- **Dancing:** We want you to have fun, and we want you to be safe (and yes, you really can do both)! Sexually-provocative dancing and dancing in settings in which alcohol is a primary influence of the overall atmosphere is prohibited. While co-ed dancing is not permitted on campus or at University events (unless it is a choreographed performance within an approved and supervised University program), you may participate in modest dancing at church, formal, cultural, family, and/or other off-campus celebratory events.
- **Movies and Music:** R-rated movies and explicit music is not permitted in public areas on campus. In determining appropriateness or inappropriateness of movies, music, video games, and the internet, consider appropriate content (no nudity, vulgar language, sexual content, and/or gratuitous violence). See also [Copyright Law and Network Use Policy](#) for federal guidelines regarding public and private showings.
- **Students struggling with lifestyle behaviors and want help:** Evangel seeks to be a redemptive community that assists students struggling with difficult issues or addictions in their personal lives and wants help. We encourage students to talk with a Community Life staff member (such as the Director of Community Life or Vice President for Student Development). Students who come to a professional staff member for help related to lifestyle behaviors before staff becoming aware of a conduct violation (except in situations where: the university is required by law to take appropriate disciplinary action, or behaviors could endanger others) may be offered support and help outside of the regular student conduct process.

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#### UPHOLD STANDARDS OF SEXUAL PURITY AND HUMILITY

- **Appearance standards:** As representatives of the university and future leaders, students are to wear age, gender, and setting appropriate clothing, evaluating what they wear in terms of modesty and neatness/hygiene. **Modesty** involves not bringing undue attention to the body, and **neatness/hygiene** includes daily grooming and cleanliness. Since this a subjective area, here are some guidelines: Wear appropriate tops, bottoms, and shoes in all public places, including athletic activities. Avoid wearing clothing that is too tight, too short, or provocative (e.g., tops to cover midriff/torso and have at least 1” straps; bottoms to cover mid-upper leg; clothing to not expose posterior and/or front cleavage, nor show undergarments—boxers, sports bras, etc.). If wearing form-fitting bottoms (e.g., fitness/activewear, leggings, etc.), shirts should be no shorter than fingertips. Display no large ear spacers/gauges, body mutilation, or visible body piercings (except for appropriate earrings; a tiny facial piercing). In addition, students are to avoid clothes and tattoos with slogans, logos, or pictures that contradict Evangel community values. Since we have no pool, swimsuits should not be worn on campus.

- Women: During formal occasions, modest strapless or spaghetti-strap gowns may be worn.
- Men: In the chapel, head coverings (hats, caps, etc.) should be removed during prayer times.

*Note: Individual departments, faculty, or sponsors may have additional standards that apply to students’ appearance while participating in class, practicums, internships, and/or representing the University. Faculty may require students to leave class and to return in appropriate attire. In such cases, a tardy or absence may be assessed at the sole discretion of the faculty.*

- **Displays of affection:** Displays of affection can intrude on the rights and sensitivities of others, even if you do not intend it. Think about modesty and the impression you leave with others.
- **Gender identity:** We regard sex at birth as the identification of a person’s biological sex and do not support attempts to alter one’s birth sex in favor of opposite psychological gender. This statement is not meant to reflect those rare situations concerning congenital disorders of sex development. See also [Sexuality and Gender Identity](#).

- **Overnight in mixed company:** To maintain the highest standards, students should not be overnight in mixed company in private settings (including but not limited to camping, tents, homes, apartments, cars, hotel rooms, residence hall rooms) without advisors (e.g., adult relatives, church leaders, EU faculty or staff, including a male and female RA—with prior RD approval).
- **Pornography:** Avoid possession, distribution, viewing, or use of material that encourages sexually immoral thoughts or presents the body in a degrading or compromising manner. Students struggling with pornography may access confidential University resources, including a campus pastor or counselor.
- **Pregnancy:** We believe in the sanctity of life and support a student’s decision to carry her unborn child to birth. We strongly oppose elective abortion as a means to terminate an unwanted pregnancy. If unmarried, a student is encouraged to talk with a Residence Director or trusted faculty/staff member to help navigate the complex emotional, physical, and environmental needs that pregnancy presents. Confidential counseling and health support are available through the campus Wellness Center and the Pregnancy Care Center (417-877-0800).
- **Sexual behavior:** We believe that God created sexual intimacy as an expression of love between a woman and a man in a life-long marriage commitment. Students are expected to abstain from premarital or extramarital sexual behavior, including, but not limited to cohabitation, same-sex sexual relationships, genital contact, oral sex, sexting (or sharing provocative electronic images via cell phones, computers, or webcams), and/or intercourse. Confidential University resources are available through a campus counselor or a campus pastor.
- **Sexual violence:** Evangel University does not tolerate [sexual violence](#) or retaliation (threatened, attempted, or actual) against any individual for making a complaint. Evangel encourages students who have experienced sexual violence to obtain emergency medical attention immediately if needed. Students are encouraged to talk with a campus [Title IX officer](#), Public Safety officer, counselor, nurse, or campus pastor for assistance.

## SAFETY STANDARDS AND INFORMATION

The Department of Public Safety, Riggs Hall, 208, Open 24/7  
Phone 417-865-575-8911 or 417-865-2815, x7000

**Access Control and Camera Systems:** Evangel's buildings are access-controlled, and we use camera surveillance to promote a safe community. The residence halls (students' access cards open their hall only) and Mabee Fitness Center are secured 24/7; Crusader Dining Hall, Cantrell Student Union, and academic buildings are secured after 5 pm. Do not tamper with prop doors or try to bypass the access system or cameras.



**Alcohol or other drugs on campus:** EU officers follow campus, local, and state regulations. An officer may administer a Personal Breathalyzer Test (PBT) to determine if alcohol is in the system in suspected alcohol use. Refusal to take a field sobriety test, Breathalyzer test, or drug test shall be considered to violate the University's *policy*. State law requires police to be notified for minors in possession or under the influence of alcohol or for any student in possession or under the influence of illegal drugs. The officer will document indicators of intoxication or usage in a report, confiscate evidence, notify police if needed, and contact Community Life staff for follow-up. See also *Room or Vehicle Search*.

**Access/Identification Cards:** Your ID card is kind of like the best friend you never want to be without! You are to wear it at all times on campus. The Department of Public Safety issues your ID card (also an access card to campus buildings, food services, check cashing, chapel attendance, athletic games, library books, activities, etc.). Damaged, lost, or stolen cards should be reported to Public Safety immediately. If you find a card belonging to someone else, please bring it to Public Safety Office. If you lose your card, you can get one free card per semester; additional replacement cards are \$25 each. Once you have a new card made, only that card is activated, so use the new one only.

**Bicycles, Skateboards, and Racks:** Be healthy, ride your bike or skateboards! Just remember, pedestrians have the right of way! Bicycle racks are behind each residence hall, on the east side of the Mabee Student Fitness Center, and between Zimmerman and Trask Halls. Make sure to lock them up. Skateboard racks are outside the Student Union. The University is not responsible for the security of bikes, skateboards, and/or scooters. Register your bicycle with Public Safety.

**Closed Campus/Curfew:** The campus closes at curfew (1:00 a.m. nightly; 2:00 a.m. on Friday nights and during student breaks and summer school). Any non-resident student or guest should leave campus by then. No loitering outside is permitted. After curfew, students may work on academic projects in campus buildings when prior approval from their faculty member is given to Public Safety.

**Drones:** Drones are banned from all campus property and airspace for safety concerns and to prevent privacy intrusion. Permission to use a drone for a specific project/event must be obtained in advance from the Public Safety Director.

**Emergency Procedures:** We will keep you informed using an emergency notification system (intercom, texts, emails, phone, and/or website). If you change phone numbers while you are a student, just go to your student portal (click on *My Info*) and follow the instructions to change your number. The system is updated each semester. Students and employees must follow all evacuation procedures from Public Safety and/or law enforcement officers.

- **Active Shooter or Bomb Threat:** Armed Public Safety officers will respond, and law enforcement is summoned. The emergency notification system is activated as soon as practical, alerting the community of a threat.
- **Tornado Warning/Watch:** A tornado watch means that conditions are favorable for a tornado. A tornado warning means that a tornado has been sighted in the area. The Springfield warning alarms will sound in a tornado warning, and Public Safety will send a notification alert. Students in campus buildings should follow the instructions of a faculty/staff member. See [designated shelter](#) areas.

**Fire Alarms and Fire Safety on Campus:** City code requires that the fire department be alert anytime a fire alarm sounds. A public safety officer will ensure a building has been evacuated and investigate the reason for the fire alarm if a fire is not

evident. All students MUST leave a campus building immediately when a fire alarm sounds. Students should gather at a site designated by Public Safety officers and remain there until further notice.

- **Fire Doors:** According to the City Fire Marshal stairwell, doors in a building must not be left open.
- **Fire Systems:** Misusing or committing pranks involving fire safety systems (e.g., building or floor fire/ smoke alarms, fire extinguishers, and electrical panels) is prohibited and typically results in suspension. In a violation of Springfield city ordinances, the penalty is up to six months in jail and/or a \$500 fine. The Fire Marshal states that pulling a fire alarm as a prank causing the evacuation of 10+ persons from a building can be considered a “terrorist threat,” Class “C” Felony.
- **Fireworks (Possession or Use) or Setting Fires:** Students may not possess, use, or store fireworks, snaps, poppers, and/or smoke bombs on Evangel’s property, including automobiles. It is illegal in the city to “store, offer for sale, expose for sale, sell, use or explode any fireworks, except as provided in the rules and regulations issued by the code official for the granting of permits for supervised public displays of fireworks by the City, fair associations, amusement parks, and other organizations.”

**Firearms/Explosive Devices (Possession or Use):** Evangel University has a zero-tolerance policy regarding the use or possession of firearms or other explosive devices on campus, including in automobiles. Carrying concealed weapons on campus is prohibited. Upon verification that an individual is storing or possessing a firearm or other explosive device, they will be removed immediately from campus and subject to interim suspension pending review.

**No Contact Directive:** A *no-contact* directive may be issued by Public Safety between two or more students in response to alleged disruptive, violent, aggressive, threatening, harassing, and/or discriminatory contact. This order prohibits any contact, whether in-person, electronically (e.g., e-mails, phone calls, text messages, social networking site messages, blog comments, etc.), indirectly (e.g., leaving a note), and/or others acting on behalf of the student to initiate contact.

**Restricted Areas on Campus (out of bounds):** Generally include all roofs and walls (no climbing, skateboarding, etc.), as well as opposite-sex residence hall stairwells, lobbies, basements, hallways, floors, and rooms (except for scheduled hall visitation times, see *Hall Visitation* in Section VI. A).

**Right to Enter:** The EU reserves the right for authorized personnel to enter any room/office at any time for inspection, repairs, or other official business. Personnel will knock and announce themselves before entering.

**Vehicle Search:** Vehicles on EU property may be searched with cause. Searches are typically conducted by a public safety officer when requested by an RD, with authorization from the Director of Community Life or VP for Student Development. Items in violation of university standards/policies may be confiscated. If the item is illegal, city law requires notifying Springfield Police to remove it. Subsequent police investigations are subject to city and state laws.

**See Something, Say Something: To keep** all Evangel community members safe, we rely on you to alert the Public Safety staff if there are any concerns or things that do not look right on campus. In addition to contacting officers at the above number, you may also make an [anonymous report](#), but the investigation may be limited.

**Theft/Vandalism:** Taking, assisting in removing, or willfully destructing tangible or intellectual property without permission of the owner is prohibited. This also includes Internet downloading of the copyrighted material (see Copyright Laws). Students should immediately report all thefts and/or vandalism to the Department of Public Safety.

**Vehicles and Parking:** All vehicles on campus must be registered during the first week of school or within three days of arriving on campus. Student overnight parking is limited to Lots A, C, and E. Restricted areas behind the residence halls should be clear at all times for emergency vehicles and Facilities staff.

**Weapons:** Students may not possess or store weapons on University property, including vehicles parked on campus. Anyone aware of weapons on campus should immediately report it to Public Safety. Weapons include all guns (also BB, pellet, stun, blow, paint ball, and soft air guns), knives with a blade of more than three inches, brass knuckles, crossbows, slingshots, and/or any object that is brandished or used as a weapon. Students violating this policy through possession, use or storage are subject to probation, up to and including dismissal [See also *Firearms* standards above].



## COMPUTER NETWORK USE

With the freedom of access provided by the Evangel University computing network (Crusader Net) comes the responsibility of good citizenship and good stewardship. In connecting with the Internet, all students must use the EU network and may not use modems. View the details of Evangel's [Computer Network Use Policy](#) on your student portal.

## DIVERSITY

At Evangel University, there is no place for racism, bias, or discrimination based on race. We boldly proclaim that all men and all women bear the image of God – the imago Dei – and thus are worthy of dignity, respect, and love. We stand as men and women who proclaim the Good News of Christ. The Bible says that Christ is the light of the world and, as His sons and daughters, we bear His image, His light, and the hope of salvation and life.

## EMERGENCY NOTIFICATIONS AND RESPONSE

Evangel University's [Emergency Response Plan](#) is available online or at the Public Safety Office. Students are notified of emergencies through our Emergency Management System and may receive texts, emails, and/or phone calls.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

- A. The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights concerning their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) A Student educational record is any record directly related to a student and maintained by the university, except personal records. Student rights include:
1. The right to **inspect and review** the student's education records within 45 days after the Evangel University receives an access request.
    - a. A student must submit to the registrar, head of the academic department, vice president, or another appropriate official a written, signed request that identifies the record(s) the student wishes to inspect.
    - b. The school official will make arrangements for access and notify the student of the time and place where records may be inspected. If records are not maintained by the school official to whom the request was submitted, the official shall advise the student of the correct official to whom the request should be addressed.
  2. The right to **request the amendment** of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
    - a. A student who wishes to ask the University to amend a record should write the appropriate official responsible for the record, clearly identify the part of the record the student wants changing, and specify why it should be changed.
    - b. If the University decides not to amend a record as requested, the University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
  3. The right to **provide written consent** before the University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. Students may provide written consent for a parent, guardian, spouse, or another person by notifying the university through their online student portal during registration or anytime throughout the semester (go to My Info, then Records Portal; click on Edit to update disclosure preferences). FERPA authorizes disclosure without consent for the following **general exceptions**:
    - a. **School officials with legitimate educational interests.** A school official is a person employed by Evangel University in an administrative, supervisory, academic, research, or support staff position (including, but not limited to, Public Safety and Wellness Center staff); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary committee or grievance committee. A school official also may include a volunteer or contractor outside of Evangel University who performs an institutional service or function for which the school would otherwise use its employees and who is under the direct control of the school concerning the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent; or a student employed or volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order for his or her professional responsibilities for Evangel University.
    - b. **Officials at another school where the student seeks to transfer.** Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.
    - c. **Financial aid.** The university may disclose personally identifiable information from education records without consent when the disclosure is in connection with financial aid for which the student has applied or which the student has received

if the information is necessary for such purposes as to determine the eligibility for the aid; determine the amount of the aid; determine the conditions for the aid; and/or enforce the terms and conditions of the aid.

- d. **To Parents: of a “dependent student” in an emergency and/or violation of laws concerning minors concerning alcohol or controlled substances.** Generally, if either parent identifies that the student is a dependent on the most recent year’s income tax statement, the university may disclose the eligible student’s education records. The university may also notify parents when there is a health or safety emergency, or when the student has committed a disciplinary violation with respect to use or possession of alcohol/controlled substance if the student is under 21 years old.
- e. **Directory information**, which is information generally not considered harmful or an invasion of privacy if released, can be disclosed to outside organizations, as permitted by law. The primary purpose of directory information is to allow the university to include this type of information from a student’s educational records in certain publications. The university may release the following information without authorization from the student unless the student specifically requests that directory information be withheld. However, FERPA does not require that directory information be released to third parties—it is at the discretion of the University if and when directory information is released.
  - i. Evangel University has designated the following information as directory information: student’s name; address; telephone number; university email address; electronic images/photographs; major field of study; enrollment status; participation in officially recognized activities; dates of attendance; degrees, honors and awards received; previous educational institution(s) attended; and press releases for various athletic (including hometown, weight and height of team members), music, theater, and/or similar public activities.
  - ii. Students have the right to withhold the disclosure of any or all of the categories of Directory Information. To withhold disclosure, students must notify the university through their online student portal during registration or anytime throughout the semester (On the *Student Portal*, go to *My Info*, then *Consent* and check the appropriate boxes to update disclosure preferences).
4. The right to **file a complaint** with the U.S. Department of Education concerning alleged failures by the University to comply with requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office; U.S. Department of Education; 400 Maryland Avenue, SW; Washington, DC 20202

B. FERPA also permits the disclosure of PII from students’ education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations:

- to authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the U.S. Secretary of Education, and State and local educational authorities for audit or evaluation of Federal or State supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs;
- to organizations conducting studies for or on behalf of the school making the disclosure for the purposes of administering predictive tests, administering student aid programs, or improving instruction;
- to comply with a judicial order or a lawfully issued subpoena;
- to a victim of an alleged perpetrator of a violent crime or non-forcible sex offense concerning final results of a disciplinary hearing with respect to the alleged crime; and
- to any third party the final results of a disciplinary proceeding related to a violent crime or non-forcible sex offense if the student who is the alleged perpetrator is found to have violated the school’s rules or policies. The disclosure of the final results only includes: the name of the alleged perpetrator, the violation committed, and any sanction imposed against the alleged perpetrator. The disclosure must not include the name of any other student, including a victim or witness, without the written consent of that other student.

As stated above, conditions specified in the FERPA regulations at 34 CFR § 99. 31 have to be met before a school may non-consensually disclose personally identifiable information from education records in connection with any of the exceptions mentioned above.

Information updated on February 15, 2018, from: <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

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## NONDISCRIMINATION

Evangel University does not discriminate based on race, ethnicity, national origin, sex, disability, age, veteran status, or any other protected legal status in matters of admissions, employment, housing, educational programs or activities. We operate in compliance with federal non-discrimination laws (Title IX of the Education Amendments of 1972, Title VI and Title IX of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975). As a religious institution, the university is exempted from certain provisions and retains the right to make legitimate employment, admission, and educational decisions on the basis of religious tenets, consistent with applicable laws (Title IX statute, 1st Amendment, and Religious Freedom Restoration Act).

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## SECTION 504 OF THE REHABILITATION ACT OF 1973

Evangel University does not discriminate on the basis of handicap, in the recruitment and admission of students, the recruitment and employment of faculty and staff and the operation of any of its programs and activities, as specified by federal laws and regulations. The act states that "no person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance". USC 1232g(i). See the [Disabilities Handbook/](#)

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## TITLE IX OF THE EDUCATION AMENDMENTS OF 1972

Evangel University operates in compliance with the Federal Regulation of TITLE IX of the Education amendments of 1972, which prohibits sex discrimination in federally assisted programs. The relevant language in Section 901 (a) reads as follows: "No person in the United States, on the basis of sex, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." Evangel University, as a religious institution, has received exemptions from compliance with certain TITLE IX regulations that are not consistent with its religious tenets. See also [Sexual Misconduct Policy](#).

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## THE AMERICANS WITH DISABILITIES ACT OF 1990 (PUBLIC LAW 101-336)

Evangel University is operating in compliance with this law, the purpose of which is to afford the disabled equal opportunity and full participation in life activities and to prohibit discrimination based on disability in employment, public service, public accommodations, telecommunications or transportation. The Center for Student Success provides services for students with documented disabilities. See the [Disabilities Handbook](#).

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## COMPLIANCE OFFICERS

The university's Title IX Coordinator oversees compliance of [the sexual misconduct policy](#). The Coordinator reports directly to the President of the University. Questions about this policy or anyone wishing to make a report relating to a sexual misconduct offense may do so by contacting the Title IX Coordinator (or deputy coordinator). The coordinator may designate other appropriately trained individuals to receive and investigate reports complaints, as is appropriate.

**Title IX Coordinator:** Dr. Sheri Phillips, VP for Student Development, Office: Riggs Hall, 304, 1111 N. Glenstone, Springfield, MO 65802, Phone: (417) 865-2815, ext. 7316, [phillipss@evangel.edu](mailto:phillipss@evangel.edu)

**Title IX Deputy Coordinator (for employees):** Ocki Haas, Director of Human Resources, Office: Riggs Hall, 309, Phone: (417) 865-2815, ext. 7311, [haaso@evangel.edu](mailto:haaso@evangel.edu)

**Title IX Deputy Coordinator (for students):** Gina Rentschler, Director of Community Life, Office: Cantrell Student Union 203, (417) 865-2815, ext. 7317, [rentschlerg@evangel.edu](mailto:rentschlerg@evangel.edu)

Two coordinators oversee gender equity in athletics and disability accommodations:

Athletic Compliance Coordinator: Steven Gause, Assistant Basketball Coach, Office: Ashcroft Center, Phone: (417) 865-2815, ext. 7409, [gauses@evangel.edu](mailto:gauses@evangel.edu)

Section 504 Compliance Coordinator: Stephen Houseknecht, Disabilities Services Coordinator, Office: Zimmerman 208, Phone: (417) 865-2815, ext. 8271, [houseknechts@evangel.edu](mailto:houseknechts@evangel.edu)

Immediate assistance is available 24/7 by calling the Evangel University Office of Public Safety at (417) 865-2815 ext. 7000, (on campus phone 911) or coming in person to Riggs Hall 208. An officer can assist in facilitating medical treatment, contacting a victim's advocate, support person, Title IX Coordinator, and/or campus pastor, as well as reporting the crime to local law enforcement (if requested).

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## SEXUAL HARASSMENT

The core purpose of this policy is the prohibition of sexual harassment and retaliation. Title IX applies to educational program and activities of the university, to conduct that takes place on the campus or on property owned or controlled by Evangel, at university-sponsored events, or in buildings owned or controlled by Evangel's recognized student organizations. This policy can also be applicable to off-campus misconduct that effectively deprives someone of access to Evangel's educational program. If the Respondent is a member of Evangel's community, this policy applies. In cases where Title IX does not apply, the university may adjudicate complaints based on established disciplinary procedures. This policy is applicable to all University employees, students, or visitors to the University, as well as anyone participating in a University sponsored activity.

Offenses under this policy include, but are not limited to sexual harassment, non-consensual sexual intercourse, non-consensual sexual contact, intimate partner violence, sexual exploitation, and stalking. In May 2020, the Department of Education updated Title IX Regulations (34 C.F.R. Part 106). The following policies and procedures are implemented on an interim basis for the 2020-2021 school year. The university reserves the right to make immediate modifications or revisions to the policies and procedures, based on guidance by federal courts, upon publication on our website

The university is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, free from sexual harassment and retaliation. To ensure compliance with federal and state civil rights laws and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the educational program or activity, Evangel has developed internal policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation sexual harassment or retaliation. The university values and upholds the equal dignity of all members of its community and strives to balance the rights of the parties in the grievance process during what is often a difficult time for all those involved. The [full policy](#) is housed on the [Student Portal](#) for easy access to our community members. Please review it so that we can help keep our community members safe.

To report a sexual misconduct offense, contact the [Title IX Coordinator](#), [Deputy Coordinator](#), or [Office of Public Safety](#).

Additionally, anonymous reports can be made by victims and/or third parties using online reporting posted at <https://www.evangel.edu/offices/student-development/public-safety/>. Anonymous reports may prompt a need for the institution to investigate; however, the university may be limited in investigation/outcome of such reports.

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## SEXUAL HARASSMENT OFFENSES

The Department of Education’s Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and State of Missouri regard Sexual Harassment as an unlawful discriminatory practice.

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### SEXUAL HARASSMENT

Sexual harassment is: unwelcome; sex-based; and verbal, written, online, and/or physical conduct. It is a form of sex discrimination covered by Title IX and takes three forms: *Hostile Environment*, *Quid Pro Quo*, and/or *Retaliatory*.

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### HOSTILE ENVIRONMENT HARASSMENT

Unwelcome conduct, determined by a reasonable person, to be so severe, and pervasive, and, objectively offensive, that it effectively denies a person equal access to university education program or activity. A hostile environment can be created by persistent/pervasive conduct or by a single severe episode. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment.

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### QUID PRO QUO HARASSEMENT

Unwelcome conduct of an employee of the university, who conditions the provision of an aid, benefit, or service of the university (implicitly or explicitly), on an individual’s participation in unwelcome sexual conduct. Examples: attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject person to egregious, unwelcome sexual attention; to punish a refusal to comply with a sexual request; to condition a benefit on submitting to sexual advances.

Often, sexual harassment involves relationships of unequal physical power or unequal power of authority, and, therefore, can contain elements of coercion and threat. Consequently, it is University policy to strongly discourage any consensual relationship involving a subordinate employee or student that could lead to alleged or actual sexual harassment.

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### SEXUAL ASSAULT

Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Title IX regulations have adopted the following types of sexual assault (consistent with Clery Act reporting):

- a. **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. The State of Missouri classifies the crime of rape under statutes Rape in the first degree and Rape in the second degree. (RSMO 566.030 and 566.031).
- b. **Fondling:** Touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her

age or because of his/her temporary or permanent mental incapacity. The state of Missouri classifies fondling under the Sexual Abuse statutes (RSMo 566.100 and 566.101)

- c. **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d. **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

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#### DATING VIOLENCE

Violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the complainant's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

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#### DOMESTIC VIOLENCE

A felony or misdemeanor crime of violence committed by:

- a. a current or former spouse or intimate partner of the complainant;
- b. a person with whom the complainant shares a child in common;
- c. a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner;
- d. a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- e. any other person against an adult or youth victim, protected from that person's acts under the jurisdiction's domestic or family violence laws in which the crime of violence occurred.

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#### STALKING

Engaging in the course of conduct directed at a specific person that would cause a reasonable person to (i) fear for the person's safety or the safety of others; or (ii) suffer substantial emotional distress.

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#### COMPLIANCE COORDINATORS

See [compliance coordinators](#), under *University Policies: Nondiscrimination*

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#### PROTECTIONS ASSOCIATED WITH TITLE IX

**Emergency Removal:** The university can act to remove a student Respondent entirely or partially from its education program or activities on an emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical health or safety of any student or other individual justifies removal. This risk analysis is performed by the Title IX Coordinator using its standard objective violence risk assessment procedures.

In all cases in which an emergency removal is imposed, the student will be given notice of the action and the option to request to meet with the Title IX Coordinator prior to such action/removal being imposed, or as soon thereafter as reasonably possible, to show cause why the action/removal should not be implemented or should be modified. This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal is appropriate. When this meeting is not requested, objections to the emergency removal will be deemed waived. A Complainant and their Advisor may be permitted to participate in this meeting if the Title IX Coordinator determines it is equitable to do so.

A Respondent may be accompanied by an Advisor of their choice when meeting with the Title IX Coordinator for the show cause meeting. The Respondent will be given access to a written summary of the basis for the emergency removal prior to the meeting to allow for adequate preparation.

**Promptness.** All allegations are acted upon promptly by the university once it has received notice or a formal complaint. Complaints can take 60-90 business days to resolve, typically. There are always exceptions and extenuating circumstances that can cause a resolution to take longer, but the university will avoid all undue delays within its control.

**Privacy and Exceptions.** Every effort is made by the university to preserve the privacy of reports. The university will not share the identity of any individual who has made a report of harassment or retaliation; any Complainant, any individual who has been reported to be the perpetrator of sexual harassment or retaliation, any Respondent, or any witness, except

as permitted by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g; FERPA regulations, 34 CFR part 99; or as required by law; or to carry out the purposes of 34 CFR Part 106, including the conducting of any investigation, hearing, or grievance proceeding arising under these policies and procedures. The university reserves the right to determine which officials have a legitimate educational interest in being informed about incidents that fall within this policy, pursuant to the Family Educational Rights and Privacy Act (FERPA), including Divisions of Student Development, Academic Affairs, and Office of the President. Information will be shared as necessary with Investigators, Hearing Panel members/Decision-makers, witnesses, and the parties. The circle of people with this knowledge will be kept as tight as possible to preserve the parties' rights and privacy. In some cases, the university may contact parents/guardians to inform them of situations in which there is a significant health and/or safety risk but will usually consult with the student first before doing so.

**Online Sexual Harassment and/or Retaliation.** Policies of Evangel are written and interpreted to include online behaviors prohibited in this policy, when those behaviors occur in or have an effect on the university's education program and activities or use university networks, technology, or equipment. Although we may not control websites, social media, and other venues in which harassing communications are made, when such communications are reported, we will engage in a variety of means to address and mitigate the effects.

**Amnesty for Complaints and Witnesses.** To encourage reporting and participation in the process, Evangel maintains a policy of offering parties and witnesses amnesty from minor policy violations related to the incident. Amnesty does not apply to allegations such as physical/sexual abuse of another or illicit drug distribution. The decision not to offer amnesty is based on neither sex nor gender, but on the fact that collateral misconduct is typically addressed for all students within a progressive discipline system, and the rationale for amnesty – the incentive to report serious misconduct – is rarely applicable to Respondent with respect to a Complainant. The university may provide educational and/or supportive options to those who offer their assistance to others in need.

**Attempted violations.** In most circumstances, university will treat attempts to commit any of the violations listed in the sexual harassment policy as if those attempts had been completed.

**False Allegations and Evidence.** Deliberately false and/or malicious accusations are a serious offense and will be subject to appropriate disciplinary action. This does not include allegations that are made in good faith but are ultimately shown to be erroneous or do not result in a policy violation determination. Additionally, witnesses and parties who knowingly provide false evidence, tamper with/destroy evidence, or deliberately misleading an official conducting an investigation can be subject to discipline under university policy.

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## OPTIONS FOR REPORTING

Generally, university employees who are told of sexual misconduct are expected to immediately report allegations of suspected sexual misconduct to appropriate officials, with some limited exceptions. On campus, some resources may maintain confidentiality – meaning they are not required to report to appropriate university officials - thereby offering options and advice without any obligation to inform an outside agency or individual unless a victim has requested information to be shared. Other resources exist for an individual to report violations and expect action taken. The following options are available:

**Mandated Reporters.** All university employees are expected to report actual or suspected sexual harassment or retaliation to appropriate officials immediately, unless they are confidential employees (see next section). If a Complainant expects formal action in response to their allegations, reporting to any Mandated Reporter can connect them with resources to report crimes and/or policy violations, and these employees will immediately pass reports to the Title IX Coordinator (and/or police, if desired by the Complainant), who will take action when an incident is reported to them.

At the request of a Complainant, notice may be given by a Mandated Reporter to the Title IX Coordinator anonymously, without identifying the Complainant. The Mandated Reporter cannot remain anonymous themselves. If a Complainant has requested that a Mandated Reporter maintain the Complainant's anonymity, the Mandated Reporter may do so unless it is reasonable to believe that a compelling threat to health or safety could exist. The Mandated Reporter can consult with the Title IX Coordinator on that assessment without revealing personally identifiable information. Anonymous notice will be investigated by the university to the extent possible, both to assess the underlying allegation(s) and to determine if supportive measures or remedies can be provided. However, anonymous notice typically limits the university's ability to investigate, respond, and provide remedies, depending on what information is shared.

**Confidential Reporting.** If an individual would like to talk with someone but wants details of an incident to be kept confidential and no report made, there are resources on-campus and off campus. On-campus resources are:

- a) Licensed professional counselors and staff (the Wellness Center, Student Union 108)
- b) Nurse practitioner and staff (the Wellness Center, Student Union 108)
- c) Support advocates (the Wellness Center, Student Union 108; during evening hours, contact a Public Safety Officer, who can immediately contact an advocate/counselor)
- d) Campus pastor (Spence Chapel; during evening hours, contact the Public Safety Office, 417-865-2815, ext. 7000, who can immediately contact the pastor)
- e) Athletic trainers (Mabee Fitness Center)

These employees will maintain confidentiality, according to their licensure, except in extreme cases of immediate threat or danger, or abuse of a minor. They may submit anonymous, aggregate statistical information for Clery Act purposes unless they believe it to be harmful to a specific person.

Off-campus (this list includes some, but not all) confidential resources available:

- **The Victim Center:** 819 N Boonville Ave, Springfield, 417-863-7273; 417-864-7233 (24/7 rape crisis line). The Center will provide a **victim's advocate** (and go to a hospital, at the request of the victim) and a number of additional resources.
- **Christian Counseling Clinics—**  
McGuire Counseling: 3101 S. Kimbrough, Suite C, Springfield, MO, 417-866-7773 (4.8 miles)  
Christian Counseling Services; 1525 E Republic Rd, Springfield, MO, 417-881-9800 (5.0 miles)  
The Relationship Center; 2131 S. Eastgate Ave, Springfield, MO, 855-593-4357 (5.2 miles)  
Eaglecrest Counseling: 636 W. Republic, Bldg. G 100, Springfield, MO, 417-862-8282 (7.7 miles)  
All Things New Counseling; 1851 N. Commerce Drive, Nixa, MO; 417-848-5574 (11.4 miles)
- **Community Counseling Clinics—**  
Ozarks Counseling; 614 South Avenue, Springfield, MO; 417-869-9011 (sliding fees) (2.1 miles)

**Emergency Reporting.** Immediate assistance is available 24/7 by calling the Evangel University Office of Public Safety at (417) 865-2815 ext. 7000, (on campus phone 911) or coming in person to Riggs Hall 208. An officer can assist in facilitating medical treatment, contacting a victim's advocate, support person, and/or Title IX Coordinator, as well as reporting to local law enforcement (if desired).

Off-campus emergency resources are:

- Police Department: Springfield PD--321 E Chestnut Expressway, Springfield, MO, 417-864-1810
- Hospitals—all provide sexual assault exams for victims (TO PRESERVE EVIDENCE: <https://www.rainn.org/get-information/aftermath-of-sexual-assault/preserving-and-collecting-forensic-evidence>)  
Cox South: 3801 S. National Ave., Springfield, MO, 417-269-6000  
Cox North: 1423 N. Jefferson, Springfield, MO, 417-269-3000  
Mercy: 1235 E Cherokee St, Springfield, MO, 417-820-2000

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## REPORTING A SEXUAL HARASSMENT OFFENSE

The university encourages individuals to report sexual harassment offenses to the [Title IX Coordinator and/or Deputy Coordinator](#) or appropriate law enforcement officials. The university will act on any formal or informal notice of a sexual harassment violation that is received by the Title IX Coordinator by applying the procedures outlined in the section. If it is determined that the complaint falls under Title IX authority, the coordinator will apply procedures outlined in this policy. If the alleged sexual harassment falls outside of university property or a university function, other disciplinary procedures can be implemented.

Upon receipt of a complaint or notice to the Title IX Coordinator will initiate the following:

- 1) Offer supportive measures whether or not the Complainant decides to file a formal complaint;
- 2) Engage an initial assessment to determine Title IX authority and complainant's wishes.
- 3) If appropriate to proceed, discuss Informal Resolution and/or Formal Grievance Process

**Supportive Measures:** A Title IX officer will offer and implement appropriate and reasonable supportive measures to the parties upon notice of alleged sexual harassment and/or retaliation. Supportive measures are non-disciplinary, non-punitive services offered as appropriate, reasonably available, and without fee or charge to the parties to restore or preserve access to Evangel's education program or activity and/or deter sexual harassment and/or retaliation. These measures, may include, but are not limited to:

- Referral to counseling and/or health services (students) or to HR (employee assistance program)
- Education for the campus community
- Altering housing situation (resident students)
- Altering work arrangements for students or employees (on campus)
- Providing campus escorts, increased security monitoring by the university's Public Safety Office
- Implementing contact limitations between the parties
- Offering adjustments to academic deadlines and schedules, chapel attendance, etc. (students)
- Timely Warnings, if required
- Interim suspension
  - The university may interim suspend an individual/s pending completion of the grievance process, particularly when, in the judgment of the Title IX officer, the safety/well-being of a member of the campus community may be jeopardized by the presence on-campus of the respondent or the ongoing activity of a student organization whose behavior is in question.
  - When imposed, the individual/s will be given opportunity to meet with a Title IX officer prior to imposition, or as soon after as reasonably possible, to show cause why suspension should not be implemented. The Title IX officer has sole discretion to implement or stay an interim suspension under this policy on and to determine its conditions and duration. Violation of an interim suspension is grounds for dismissal (students) or termination (employees).
  - During an interim suspension, an individual/s may be denied access to university housing, campus email, intranet, facilities, activities, and/or events for which the individual might otherwise be eligible. At the discretion of the Title IX officer, alternative coursework or other options may be pursued to ensure as minimal an impact as possible on the respondent.

The university will keep supportive measures as private as possible, provided it does not impair the institution's ability to provide those accommodations. We will implement measures in a way that does not reasonably burden the other party, unless an emergency removal is advised

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## INITIAL ASSESSMENT

Following receipt of notice or a complaint of an alleged violation of this Policy, the Title IX Coordinator engages in an initial assessment, typically within one to five business days. The steps in an initial assessment can include:

- The Title IX Coordinator seeks to determine if the person affected wishes to make a formal complaint, and will assist them to do so. If they do not wish to do so, the Title IX Coordinator determines whether to initiate a complaint based on whether a violence risk indicates a compelling threat to health and/or safety.
- If a formal complaint is received, the Title IX Coordinator assesses its sufficiency, works with the Complainant to make sure it is correctly completed, and to ensure they are aware of the right to have an Advisor.
- The Title IX Coordinator works with the Complainant to determine whether the Complainant prefers a supportive/remedial response, an informal resolution, or a formal investigation/grievance process.
  - If a supportive/remedial response is preferred, the Title IX Coordinator works with Complainant to identify their wishes, assesses the request, and implements accordingly. No Formal Grievance Process is initiated, though the Complainant can elect to initiate one later, if desired.
  - If an informal resolution option is preferred, the Title IX Coordinator assesses whether the complaint is suitable for informal resolution, and may seek to determine if the Respondent is also willing to engage in informal resolution (both parties must agree).
  - If a Formal Grievance Process is preferred, the Title IX Coordinator determines if the misconduct alleged falls within the scope of Title IX:
    - If it does, the Title IX Coordinator will initiate the formal investigation and grievance process, directing the investigation to address: an incident, pattern of alleged misconduct, and/or a culture/climate concern, based on the nature of the complaint.
    - If it does not, the Title IX Coordinator determines that Title IX does not apply (and must "dismiss" that aspect of the complaint, if any), assesses which university policies may apply, and refers the matter for resolution



under other disciplinary protocol. Dismissing a complaint under Title IX is solely a procedural requirement under Title IX and does not limit authority to address a complaint with an appropriate process and remedies.

**Violence Risk Assessment.** In many cases, the Title IX Coordinator may determine that a Violence Risk Assessment (VRA) should be conducted as part of the initial assessment. A VRA can aid in critical and/or required determination:

- Emergency removal of a Respondent on the basis of immediate threat to physical health/safety;
- Whether a Title IX Coordinator should pursue a formal complaint absent a willing Complainant;
- Whether to put the investigation on the footing of incident and/or pattern and/or climate;
- To help identify potential predatory conduct;
- To help assess/identify possible grooming behaviors;
- Whether it is reasonable to consider informal resolution, and what may be most successful;
- Whether to permit a voluntary withdrawal by the Respondent;
- Assessment of appropriate sanctions/remedies (to be applied post-hearing); and/or
- Whether a Clery Act Timely Warning/No Contact Directive is needed.

A VRA is used to assess any potential violence or danger, regardless of the presence of a vague, conditional, or direct threat. Where a VRA is required by the Title IX Coordinator, a Respondent refusing to cooperate may result in a charge of failure to comply within the appropriate student or employee conduct process.

**Dismissing a Complaint.** The university is required (2020 Title IX Regulations, 34 CFR §106.45) to dismiss a formal complaint or any allegations, at any time during the investigation or hearing, if it is determined that:

- 1) The conduct alleged in the formal complaint would not constitute sexual harassment as defined above, even if proved; and/or
- 2) The conduct did not occur in an educational program or activity controlled by the university, and/or the university does not have control of the Respondent; and/or
- 3) The conduct did not occur against a person in the United States; and/or
- 4) At the time of filing a formal complaint, a complainant is not participating in or attempting to participate in the education program or activity of the recipient.

The university may dismiss a formal complaint or allegations if:

- 1) A Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the formal complaint or any allegations therein; or
- 2) The Respondent is no longer enrolled in or employed by the recipient; or
- 3) Specific circumstances prevent the university from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal, the university will send written notice and the rationale for doing so simultaneously to the parties. A decision to dismiss/not dismiss is appealable by any party under procedures for appeal.

**Counterclaims.** The university is obligated to ensure that the grievance process is not abused for retaliatory purposes. It permits the filing of counterclaims but uses an initial assessment to assess whether the allegations in a counterclaim are made in good faith. Counterclaims by a Respondent may be made in good faith, but are, on occasion, also made for purposes of retaliation. Counterclaims made with retaliatory intent will not be permitted. Counterclaims determined to be reported in good faith will be processed using the grievance procedures below. Investigation of such claims may take place after resolution of the underlying initial allegation, in which case a delay may occur. Counterclaims may also be resolved through the same investigation as the underlying allegation, at the discretion of the Title IX Coordinator. When counterclaims are not made in good faith, they will be considered retaliatory and may constitute a violation of this policy.

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## RIGHT TO AN ADVISOR

Each party may have an Advisor of their choice present with them for all meetings, interviews, and hearings within the resolution process. Parties may select whomever they wish as their Advisor as long as the Advisor is eligible (no conflicting roles) and available (able to be present during scheduled times). The law permits one advisor for a complainant and one for the respondent only. The university cannot guarantee equal Advisory rights, meaning that if one party selects an Advisor who is an attorney, but the other party does not or cannot afford an attorney, the university is not obligated to provide an attorney.

**Who Can Serve as an Advisor?** The Advisor may be a friend, mentor, family member, attorney, or any other individual a party chooses to advise, support, and/or consult with them throughout the resolution process. The parties may choose Advisors from inside or outside of the Evangel community. If a party choose an Advisor from outside the pool of those

identified by the university, the Advisor may not have been trained by the university and may not be familiar with policies and procedures. The Title IX Coordinator can also offer to assign a trained Advisor for any party if the party so chooses. If the parties choose an Advisor from the pool available from the university, the Advisor will be trained by the university and be familiar with the resolution process. Parties also have the right to choose not to have an Advisor in the initial stages of the resolution process, prior to a hearing; however, during a hearing, they will need an advisor for the hearing.

**The Advisor's Role in Meetings and Interviews.** Parties may be accompanied by their Advisor in all meetings/interviews at which the party is entitled to be present, including intake and interviews. Advisors may not address university Title IX officials or answer questions in a meeting/interview unless invited to by the official. Advisors may not make a presentation or represent their advisee during any meeting or proceeding and may not speak on behalf of the advisee to the Investigator(s) or other Decision-maker(s) except during a hearing proceeding, during cross-examination. Advisors are expected to advise ethically, with integrity, and in good faith.

All Advisors are subject to the same university policies and procedures, whether they are attorneys or not. Advisors are expected to advise their advisees without disrupting proceedings. The parties are expected to ask and respond to questions on their own behalf throughout the investigation phase of the resolution process. Although the Advisor generally may not speak on behalf of their advisee, the Advisor may consult with their advisee, either privately as needed, or by conferring or passing notes during any resolution process meeting or interview. For longer or more involved discussions, the parties and their Advisors should ask for breaks to allow for private consultation.

**Advisors in Hearings.** Under US Department of Education Title IX regulations, a form of indirect questioning is required during the hearing, and must be conducted by the parties' Advisors, as parties are not permitted to directly question each other or witnesses. If a party does not have an Advisor for a hearing, the university will appoint a trained Advisor for the limited purpose of conducting any questioning of the other party and witnesses during the hearing. A party may reject this appointment and choose their own Advisor, but they may not proceed in the hearing without an Advisor. Extensive questioning of the parties and witnesses will also be conducted by the Decision-maker(s) during the hearing.

**Pre-Interview Meetings.** Advisors may request to meet with the administrative officials conducting interviews/meetings in advance of these interviews or meetings. This pre-meeting allows Advisors to clarify and understand their role and university policies and procedures.

**Advisor Violations of University Policy.** Any Advisor who oversteps their role as defined by this policy will be warned only once. If the Advisor continues to disrupt or otherwise fails to respect the limits of the Advisor role, the meeting will be ended, or other appropriate measures implemented. Subsequently, the Title IX Coordinator will determine how to address the Advisor's non-compliance and future role.

**Sharing Information with the Advisor.** Parties may wish to have the university share documentation and evidence directly related to the allegations with their Advisors. The parties must complete, sign, and submit the consent form to the Title IX Coordinator demonstrating consent to a release of information to the Advisor before university is able to share any records with an Advisor.

**Privacy of Records Shared with Advisor.** Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with third parties, disclosed publicly, or used for purposes not explicitly authorized by the university. Evangel may seek to restrict the role of any Advisor who does not respect the sensitive nature of the process or who fails to abide by the privacy expectations.

**Expectations of the Parties with Respect to Advisors.** A party may elect to change Advisors during the process and is not obligated to use the same Advisor throughout. The parties are expected to inform the Investigator(s) of the identity of their Advisor at least two (2) business days before the date of their first meeting with Investigators (or as soon as possible if a more expeditious meeting is necessary or desired).

The parties are expected to provide timely notice to the Title IX Coordinator if they change Advisors at any time. It is assumed that if a party changes Advisors, consent to share information with the previous Advisor is terminated, and a release for the new Advisor must be secured. Parties are expected to inform the Title IX Coordinator of the identity of their hearing Advisor at least two (2) business days before a hearing.

**Outside Assistance in Securing an Advisor.** The university can provide a pool of trained advisor or parties may seek outside assistance. Complainants may wish to contact organizations such as: The Victim Center (<http://www.thevictimcenter.org>); The Greene County Prosecuting Attorney's Office/ Victim Witness Program (<http://www.greencountymo.org>); The National Center for Victims of Crime (<http://www.victimsofcrime.org>), which maintains the Crime Victim's Bar Association. Respondents may wish to contact

organizations such as: FACE-Families Advocating for Campus Equality (<http://www.facecampusequality.org>); SAVE-Stop Abusive and Violent Environments (<http://www.saveservices.org>).

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## INFORMAL AND ALTERNATE RESOLUTION PROCESSES

Resolution proceedings are private. All persons present at any time during the resolution process are expected to maintain the privacy of the proceedings in accordance with this policy. Although there is an expectation of privacy around what Investigators share with parties during interviews, parties have discretion to share their own knowledge and evidence with others if they choose, with the exception of information the parties agree not to disclose related to Informal Resolution. Parties should discuss any sharing of information with their Advisors before doing so.

**Informal Resolution.** Informal Resolution can include three different approaches:

- When the Title IX Coordinator can resolve the matter informally by providing supportive measures (only) to remedy the situation.
- When the parties agree to resolve the matter through an alternate resolution mechanism as described below, [including mediation, restorative practices, etc.], usually before a formal investigation takes place.
- When the Respondent accepts responsibility for violating policy, and desires to accept a sanction and end the resolution process (similar to above, but usually occurs post-investigation); see below.

To initiate Informal Resolution, a Complainant needs to submit a formal complaint, as defined above. A Respondent who wishes to initiate Informal Resolution should contact the Title IX Coordinator. It is not necessary to pursue Informal Resolution first in order to pursue a Formal Grievance Process, and any party participating in Informal Resolution can stop the process at any time and begin or resume the Formal Grievance Process.

Prior to implementing Informal Resolution, the Title IX Coordinator, or designee, will provide the parties with written notice of the reported misconduct and any sanctions or measures that may result from participating in such a process, including information regarding any records that will be maintained or shared by the university. The Title IX Coordinator, or designee, will obtain voluntary, written confirmation that all parties wish to resolve the matter through Informal Resolution before proceeding and will not pressure the parties to participate in Informal Resolution.

**Alternate Resolution Mechanism.** Alternate Resolution is an informal mechanism [including mediation or restorative practices, etc.] by which the parties reach a mutually agreed upon resolution of an allegation. All parties must consent to the use of an Alternate Resolution mechanism.

The ultimate determination of whether Alternate Resolution is available or successful is to be made by the Title IX Coordinator. The Title IX Coordinator maintains records of any resolution that is reached, and failure to abide by the resolution agreement may result in appropriate responsive/disciplinary actions. Results of complaints resolved by Informal Resolution or Alternate Resolution are not appealable.

**Respondent Accepts Responsibility for Alleged Violations.** The Respondent may accept responsibility for all or part of the alleged policy violations at any point during the resolution process. If the Respondent indicates an intent to accept responsibility for all of the alleged misconduct, the formal process will be paused, and the Title IX Coordinator will determine whether Informal Resolution can be used according to the criteria above.

If Informal Resolution is applicable, the Title IX Coordinator will determine whether all parties and the university are able to agree on responsibility, sanctions, and/or remedies. If so, the Title IX Coordinator implements the accepted finding that the Respondent is in violation of university policy and implements agreed-upon sanctions and/or remedies.

This result is not subject to appeal once all parties indicate their written assent to all agreed upon terms of resolution. When the parties cannot agree on all terms of resolution, the Formal Grievance Process will resume at the same point where it was paused.

When a resolution is accomplished, the appropriate sanction or responsive actions are promptly implemented in order to effectively stop the sexual harassment or retaliation, prevent its recurrence, and remedy the effects of the discriminatory conduct, both on the Complainant and the community.

**Negotiated Resolution.** The Title IX Coordinator, with consent of parties, may negotiate and implement an agreement to resolve the allegations that satisfies all parties and the university. Negotiated Resolutions are not appealable.

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## FORMAL GRIEVANCE PROCESS

**Grievance Process Pool.** The Formal Grievance Process relies on a pool of Title IX administrators to carry out the process, including the Title IX Coordinators, Investigator/s, Advisors, and Hearing Panel members/Decision makers. The Title IX Coordinator, in consultation with the President's Cabinet, appoints the Pool, which acts with independence and impartiality. This process of role assignment may be the result of particular skills, aptitudes, or talents identified in members of the Pool that make them best suited to particular roles]. The Pool member receive annual training based on their roles. The pool includes representatives from Human Resources, Academics, Athletics, and Student Development.

The university will designate a three-member panel from the Pool, at the discretion of the Title IX Coordinator. One of the three members will be appointed as Chair by the Title IX Coordinator. The Decision-makers will not have had any previous involvement with the investigation. Those who are serving as Advisors for any party may not serve as Decision-makers in that matter. The Title IX Coordinator may not serve as a Decision-maker or Chair in the matter but may serve as an administrative facilitator of the hearing if their previous role(s) in the matter do not create a conflict of interest. Otherwise, a designee may fulfill this role. The hearing will convene at a time determined by the Chair or designee.

**Notice of Investigation and Allegations.** The Title IX Coordinator will provide written *Notice of the Investigation and Allegations* (the "NOIA") to the Respondent upon commencement of the Formal Grievance Process. This facilitates a Respondent's ability to prepare for the interview and to identify and choose an Advisor to accompany them. The complainant receives a copy of the NOIA and is given advance notice of delivery. The NOIA includes:

- A meaningful summary of all of allegations,
- The identity of the involved parties (if known),
- The precise misconduct being alleged,
- The date and location of the alleged incident(s) (if known),
- The specific policies implicated,
- A description of the applicable procedures,
- A statement of the potential sanctions/responsive actions that could result,
- A statement that the university presumes the Respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination,
- A statement that determinations of responsibility are made at the conclusion of the process and that the parties will be given an opportunity to inspect and review all directly related and/or relevant evidence obtained during the review and comment period,
- A statement about the university's policy on retaliation,
- Information about the privacy of the process,
- Information on the need for each party to have an Advisor of their choosing and suggestions for ways to identify an Advisor,
- A statement informing the parties that university Policy prohibits knowingly making false statements, including knowingly submitting false information during the resolution process,
- Detail on how the party may request disability accommodations during the interview process,
- A link to the university's VAWA Brochure,
- The name(s) of the Investigator(s), along with a process to identify, in advance of the interview process, to the Title IX Coordinator any conflict of interest that the Investigator(s) may have, &
- An instruction to preserve any evidence that is directly related to the allegations.

Amendments and updates to the NOIA may be made as the investigation progresses and more information becomes available regarding the addition or dismissal of various charges. Notice will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local addresses of the parties, or emailed to the parties' university-issued email. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

**Resolution Timeline.** The university will make a good faith effort to complete the resolution process within a 60-90 business day time period, including appeal. This may be extended as necessary for appropriate cause by the Title IX Coordinator, who will provide notice and rationale for any extensions or delays to the parties, as well as an estimate of how much additional time will be needed to complete the process.

**Ensuring Impartiality.** Any individual materially involved in the administration of the resolution process [including the Title IX Coordinator, Investigator(s), and Decision-maker(s)] may neither have nor demonstrate a conflict of interest or bias for a party generally, or for a specific Complainant or Respondent. The parties may, at any time during the resolution process, raise a concern regarding bias or conflict of interest, and the Title IX Coordinator will determine whether the concern is reasonable and respond accordingly. The university operates with the presumption that the Respondent is not responsible

for the reported misconduct unless and until the Respondent is determined to be responsible for a policy violation by the preponderance of evidence, standard of proof.

**Investigation Timeline and Process.** Investigations are completed normally within 30 business days, though some investigations may take longer, depending on the nature, extent, and complexity of the allegations, availability of witnesses, police involvement, etc. These include, but are not limited to: a request from law enforcement to temporarily delay the investigation, the need for language assistance, the absence of parties and/or witnesses, and/or accommodations for disabilities or health conditions. The university will communicate in writing the anticipated duration of the delay and reason to the parties and provide the parties with status updates if necessary. The university will promptly resume its investigation and resolution process as soon as feasible. University action(s) or processes are not typically altered or precluded when civil or criminal charges involving the underlying incident(s) have been filed or criminal charges have been dismissed or reduced.

All investigations are to be thorough, reliable, impartial, prompt, and fair. Investigations involve interviews with all relevant parties and witnesses; obtaining available, relevant evidence; and identifying sources of expert information, as necessary. All parties have a full and fair opportunity, through the investigation process, to suggest witnesses and questions, to provide evidence and expert witnesses, and to fully review and respond to all evidence on the record. The Investigator typically takes the following steps, if not already completed (not necessarily in this order):

- Determine the identity and contact information of the Complainant
- In coordination with the Title IX Coordinator, initiate/assist with any supportive measures
- Identify all policies implicated by the alleged misconduct and notify the Complainant and Respondent of all of the specific policies implicated
- Assist the Title IX Coordinator with conducting a prompt initial assessment to determine if the allegations indicate a potential policy violation
- Identify issues and develop a strategic investigation plan, includes a witness list, evidence list, intended investigation timeframe, and order of interviews for all parties and witnesses
- Meet with the Complainant to finalize their interview/statement, if necessary
- Prepare the initial Notice of Investigation and Allegation (NOIA). The NOIA may be amended with any additional or dismissed allegations
- Provide each interviewed party and witness an opportunity to review and verify the Investigator's summary notes of the relevant evidence/testimony from their respective interviews and meetings
- Make good faith efforts to notify the parties of any meeting or interview involving the other party, in advance when possible
- When participation of a party is expected, provide that party with written notice of the date, time, and location of the meeting, as well as the expected participants and purpose
- Interview all available, relevant witnesses and conduct follow-up interviews as necessary
- Allow each party the opportunity to suggest witnesses and questions they wish the Investigator(s) to ask of the other party and witnesses, and document in the report which questions were asked, with a rationale for any changes or omissions
- Complete the investigation promptly and without unreasonable deviation from the timeline
- Provide regular status updates to the parties throughout the investigation
- Prior the conclusion of the investigation, provide parties and respective Advisors (if desired by the parties) with a list of witnesses whose information will be used to render a finding
- Write a comprehensive investigation report to fully summarize the investigation, all witness interviews, and all relevant evidence. Appendices including relevant physical or documentary evidence will be included
- The Investigator will gather, assess, and synthesize evidence, but make no conclusions and render no recommendations as part of their report
- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if desired by the parties) a secured electronic or hard copy of the draft investigation report. They will have an opportunity to inspect and review all of the evidence obtained as part of the investigation directly related to the reported misconduct, for a ten (10) business day review and comment period so that each party may meaningfully respond to the evidence. The parties may elect to waive the full ten days. Each copy of the materials shared will be watermarked on each page with the role of the person receiving it (e.g., Complainant, Respondent, Complainant's Advisor, Respondent's Advisor).
- Investigator may elect to respond in writing to the parties' submitted responses and/or to share the responses between the parties for additional responses

- The Investigator will incorporate relevant elements of the parties’ written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report. The Investigator(s) should document all rationales for any changes made after the review and comment period
- The Investigator will incorporate any relevant feedback, and the final report is then shared with all parties, their Advisors, and appropriate Pool members, through secure electronic transmission or hard copy at least ten (10) business days prior to a hearing. The parties are also provided with a file of any directly related evidence that was not included in the report

**Role and Participation of Witnesses in the Investigation.** Witnesses in the Evangel community are expected to cooperate with and participate in the university’s investigation and resolution process. Although in-person interviews for parties and all potential witnesses are ideal, circumstances (e.g., study abroad, summer break) may require individuals to be interviewed remotely. Skype, Zoom, FaceTime, WebEx, or similar technologies may be used for interviews if the Investigator determines that timeliness or efficiency dictate a need for remote interviewing. The university will take appropriate steps to reasonably ensure the security/privacy of remote interviews. Witnesses may also provide written statements in lieu of interviews or choose to respond to written questions, if deemed appropriate by the Investigator. If a witness submits a written statement but does not intend to be and is not present for cross examination at a hearing, their written statement may not be used as evidence.

**Recording of Interviews.** No unauthorized audio or video recording of any kind is permitted during investigation meetings. If the Investigator elects to audio and/or video record interviews, all involved parties must be made aware of, and consent to, audio and/or video recording.

**Referral for Hearing.** Provided that the complaint is not resolved through Informal Resolution, once the final investigation report is shared with the parties, the Title IX Coordinator will refer the matter for a hearing. The hearing cannot be less than ten (10) business days from the conclusion of the investigation –when the final investigation report is transmitted to the parties and the Decision-makers–unless all parties and the Decision-maker agree to an expedited timeline. The Title IX Coordinator will select appropriate Decision-makers from the Pool depending on whether the Respondent is an employee or a student.

**Evidentiary Considerations in the Hearing.** Any evidence that the Decision-makers determine is relevant and credible may be considered. The hearing does not consider:

- 1) incidents not directly related to the possible violation, unless they evidence a pattern;
- 2) the character of the parties; or
- 3) questions and evidence about the Complainant’s sexual predisposition or prior sexual behavior; unless such questions and evidence about the Complainant’s prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant’s prior sexual behavior with respect to the Respondent and are offered to prove consent.

Previous disciplinary action of any kind involving the Respondent may be considered in determining an appropriate sanction upon a determination of responsibility; however, this information is only considered at the sanction stage of the process and is not shared until then.

The parties may each submit a written impact statement, prior to the hearing, for consideration by the Decision-makers at the sanction stage of the process when a determination of responsibility is reached.

After post-hearing deliberation, the Decision-makers render a determination based on the preponderance of the evidence; whether it is more likely than not that the Respondent violated the Policy as alleged.

**Notice of Hearing.** No less than ten (10) business days prior to the hearing, the Title IX Coordinator or the Chair will send notice of the hearing to the parties. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered. The notice will contain:

- A description of alleged violation(s), list of policies allegedly violated, description of applicable procedures, and a statement of the potential sanctions/responsive actions that could result.
- The time, date, and location of the hearing and a reminder that attendance is mandatory, superseding all other campus activities.
- Information about technology that will be used to facilitate the hearing and the option for the live hearing to occur with the parties located in separate rooms using technology that enables the Decision-makers and parties to see and hear a party or witness answering questions. Request by either the Chair or one of the parties must be made

at least 5 days prior to hearing

- A list of all those who will attend the hearing, along with an invitation to object to any Decision-maker on the basis of demonstrated bias. Objections must be raised with the Title IX Coordinator at least 5 business days prior to hearing.
- Information how hearing will be recorded and access to recording for parties after the hearing.
- A statement that if a party or witness does not appear at the scheduled hearing, the hearing may be held in their absence. The party's or witness's testimony and any statements given prior to the hearing will not be considered by the Decision-makers. For compelling reasons, the Chair may reschedule the hearing.
- Notification that the parties may have the assistance of an Advisor of their choosing at the hearing and will be required to have one present for any questions they may desire to ask. The party must notify the Title IX Coordinator if they do not have an Advisor, and the university will appoint one. Each party must have an Advisor present. There are no exceptions.
- A copy of all materials provided to Decision-makers about the matter, unless they have been provided already.
- An invitation to each party to submit to the Chair an impact statement pre-hearing that the Decision-makers will review during any sanction determination.
- An invitation to contact Title IX Coordinator to arrange any disability accommodations, language assistance, and/or interpretation services that may be needed at hearing, at least seven (7) business days prior to hearing.
- Notice that parties cannot bring mobile phones/devices into the hearing.

Hearings for alleged violations that occur near or after the end of an academic term, but are unable to be resolved prior to the end of term, will typically be held immediately after the end of the term or during the summer, as needed, to meet the resolution timeline followed by the university and remain within the 60-90 business day goal for resolution. In these cases, if Respondent is a graduating student, a hold may be placed on graduation and/or official transcripts until matter is fully resolved (including any appeal). A student facing charges under this Policy is not in good standing to graduate.

**Alternate Hearing Participation Options.** If a party or parties prefer not to attend or cannot attend the hearing in person, the party should request alternative arrangements from the Title IX Coordinator at least five (5) business days prior to the hearing. The Title IX Coordinator can arrange to use technology to allow remote testimony without compromising the fairness of the hearing. Remote options may also be needed for witnesses who cannot appear in person. Any witness who cannot attend in person should let the Title IX Coordinator know at least five (5) business days prior to the hearing so that appropriate arrangements can be made.

**Pre-Hearing Preparation.** The Chair or hearing facilitator, after any necessary consultation with the parties, Investigator(s) and/or Title IX Coordinator, will provide the names of persons who will be participating in the hearing, all pertinent documentary evidence, and the final investigation report to the parties at least ten (10) business days prior to the hearing. Any witness scheduled to participate in the hearing must have been first interviewed by the Investigator (either personally or in writing), unless all parties and the Chair assent to the witness's participation in the hearing. The same holds for any evidence that is first offered at the hearing. If the parties and Chair do not assent to the admission of evidence newly offered at the hearing, the Chair may delay the hearing and instruct that the investigation needs to be re-opened to consider that evidence.

The parties will be given a list of the names of the Decision-maker(s) at least five (5) business days in advance of the hearing. All objections to any Decision-maker must be raised in writing, detailing the rationale for the objection, and must be submitted to the Title IX Coordinator as soon as possible and no later than two days prior to the hearing. Decision-makers will only be removed if the Title IX Coordinator concludes that their bias or conflict of interest precludes an impartial hearing of the allegation(s). The Title IX Coordinator will give Decision-maker(s) a list of the names of all parties, witnesses, and Advisors at least five (5) business days in advance of the hearing. Any Decision-maker who cannot make an objective determination must recuse themselves from the proceedings when notified of the identity of the parties, witnesses, and Advisors in advance of the hearing. If a Decision-maker is unsure of whether a bias or conflict of interest exists, they must raise the concern to the Title IX Coordinator.

During the ten (10) business day period prior to the hearing, the parties have the opportunity for continued review and comment on the final investigation report and available evidence. That review and comment can be shared with the Chair at the pre-hearing meeting or at the hearing and will be exchanged between each party by the Chair.

## HEARING PROCEDURES

At the hearing, the Decision-makers have the authority to hear and make determinations on all allegations of sexual harassment and/or retaliation and may also hear and make determinations on any additional alleged policy violations that have occurred in concert with the sexual harassment and/or retaliation, even though those collateral allegations may not

specifically fall within the Policy.

Participants at the hearing will include the Chair, any additional panelists, the hearing facilitator, the Investigator(s) who conducted the investigation, the parties, Advisors to the parties, any called witnesses, the Title IX Coordinator, and anyone providing authorized accommodations or assistive services. The Chair will answer all questions of procedure. Anyone appearing at the hearing to provide information will respond to questions on their own behalf. The Chair will allow witnesses who have relevant information to appear at a portion of the hearing in order to respond to specific questions from the Decision-makers and the parties and will then be excused.

In hearings involving more than one Respondent, or in which two (2) or more Complainants, have accused the same individual of substantially similar conduct, the default procedure will be to hear the allegations jointly. However, the Title IX Coordinator may permit the investigation and/or hearings pertinent to each Respondent to be conducted separately if there is a compelling reason to do so. In joint hearings, separate determinations of responsibility will be made for each Respondent with respect to each alleged policy violation.

**Recording Hearings.** Hearings (not deliberations) are recorded by the university for purposes of review in the event of an appeal. Parties may not record the proceedings and no unauthorized recordings are permitted. The Decision-makers, parties, Advisors, and appropriate university administrators will be permitted to listen to the recording in a controlled environment determined by the Title IX Coordinator. No person will be given or be allowed to make a copy of the recording without permission of the Title IX Coordinator.

### **Order of the Hearing**

**Introductions and Explanation of Procedure.** The Chair explains the procedures and introduces the participants. The Chair then conducts the hearing according to the hearing script. At the hearing, recording, witness logistics, party logistics, curation of documents, separation of the parties, and other administrative elements of the hearing process may be managed by a non-voting hearing facilitator appointed by the Title IX Coordinator. The hearing facilitator may attend to: logistics of rooms for various parties/witnesses as they wait; flow of parties/witnesses in and out of the hearing space; ensuring recording and/or virtual conferencing technology is working as intended; copying and distributing materials to participants, as appropriate, etc.

**Investigator Presents the Final Investigation Report.** The Investigator presents a summary of the final investigation report, including items that are contested and those that are not, and will be subject to questioning by the Decision-makers and the parties (through their Advisors). The Investigator will be present during the entire hearing process, but not during deliberations. Neither the parties nor Decision-makers should ask the Investigator their opinions on credibility, recommended findings, or determinations, and the Investigators, Advisors, and parties will refrain from discussion of or questions about these assessments. If such information is introduced, the Chair will direct that it be disregarded.

**Testimony and Questioning.** Once the Investigator presents the report and is questioned, the parties and witnesses provide relevant information in turn, beginning with the Complainant, and then in the order determined by the Chair. The parties/witnesses will submit to questioning by the Decision-makers and then by the parties through their Advisors (“cross-examination”).

All questions are subject to a relevance determination by the Chair. The Advisor, who will remain seated during questioning, will pose the proposed question orally, electronically, or in writing (orally is the default, but other means of submission may be permitted by the Chair upon request if agreed to by all parties and the Chair), the proceeding will pause to allow the Chair to consider it (and state it if it has not been stated aloud), and the Chair will determine whether the question will be permitted, disallowed, or rephrased. The Chair may invite explanations or persuasive statements regarding relevance with the Advisors, if the Chair so chooses. The Chair will then state their decision on the question for the record and advise the party/witness to whom the question was directed, accordingly. The Chair will explain any decision to exclude a question as not relevant, or to reframe it for relevance. The Chair will limit or disallow questions on the basis that they are irrelevant, unduly repetitious (and thus irrelevant), or abusive. The Chair has final say on all questions and determinations of relevance. The Chair may consult with legal counsel on any questions of admissibility. The Chair may ask Advisors to frame why a question is or is not relevant from their perspective but will not entertain argument from the Advisors on relevance once the Chair has ruled on a question. If the parties raise an issue of bias or conflict of interest of an Investigator or Decision-maker at the hearing, the Chair may elect to address those issues, consult with legal counsel, and/or refer them to the Title IX Coordinator, and/or preserve them for appeal. If bias is not in issue at the hearing, the Chair should not permit irrelevant questions that probe for bias.



**Deliberation, Decision-making, and Standard of Proof.** The Decision-makers will deliberate in closed session to determine whether the Respondent is responsible or not responsible for the policy violation(s) in question. A simple majority vote is required to determine the finding. The preponderance of the evidence standard of proof is used. The hearing facilitator may be invited to attend the deliberation by the Chair, but is there only to facilitate procedurally, not to address the substance of the allegations.

When there is a finding of responsibility on one or more of the allegations, the Decision-makers may then consider the previously submitted party impact statements in determining appropriate sanction(s). The Chair will ensure that each of the parties has an opportunity to review any impact statement submitted by the other party(ies). The Decision-makers may, at their discretion, consider the statements, but they are not binding.

The Decision-makers will review the statements and any pertinent conduct history provided by the university and will determine appropriate sanction(s). The Chair will then prepare a written deliberation statement and deliver it to the Title IX Coordinator, detailing the determination, rationale, evidence used in support of its determination, evidence not relied upon in its determination, credibility assessments, and any sanctions. This report is typically three (3) to five (5) pages and must be submitted to the Title IX Coordinator within two (2) business days of the end of deliberations, unless the Title IX Coordinator grants an extension. If extension is granted, the Title IX Coordinator will notify the parties.

**Notice of Outcome.** Using the deliberation statement, the Title IX Coordinator will work with the Chair to prepare a Notice of Outcome. The Notice of Outcome will be reviewed by appropriate administrators. The Title IX Coordinator will then share the letter, including the final determination, rationale, and any applicable sanction(s) with the parties and their Advisors within 5 business days of receiving the Decision-makers' deliberation statement. The Notice of Outcome will then be shared with the parties simultaneously. Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local address of the parties as indicated in official university records, or emailed to the parties' university-issued email account. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

The Notice of Outcome will articulate:

- the specific policy(ies) reported to have been violated, including the relevant policy section;
- a description of the procedural steps taken by the university from the receipt of the misconduct report to the determination, including any and all notifications to the parties, interviews with parties and witnesses, site visits, methods used to obtain evidence, and hearings held;
- the finding on each alleged policy violation;
- the findings of fact that support the determination;
- conclusions regarding the application of the relevant policy to the facts at issue;
- a statement of, and rationale for, the result of each allegation to the extent the Recipient is permitted to share such information under state or federal law;
- any sanctions issued which the university is permitted to share according to state or federal law;
- any remedies provided to the Complainant designed to ensure access to the university's educational or employment program or activity, to the extent the university is permitted to share such information under state or federal law (this detail is not typically shared with the Respondent unless the remedy directly relates to the Respondent);
- information on when results are considered by the university to be final, any changes that occur prior to finalization; and
- the relevant procedures and bases for any available appeal options.

**Sanctions.** Factors considered when determining a sanction/responsive action may include, but are not limited to:

- Nature, severity of, and circumstances surrounding the violation(s)
- Respondent's disciplinary history
- Previous allegations or allegations involving similar conduct
- Sanctions/responsive actions to bring an end to sexual harassment and/or retaliation
- Sanctions/responsive actions to prevent future recurrence of sexual harassment/retaliation
- Remedy effects of sexual harassment/retaliation on Complainant and the community
- Impact on the parties
- Any other information deemed relevant by the Decision-maker(s)

The sanctions will be implemented as soon as is feasible, either at outcome of any appeal or expiration of the window to

appeal when appeal is not requested. The sanctions described in this policy are not exclusive of, and may be in addition to, other actions taken or sanctions imposed by external authorities. The following are the usual sanctions that may be imposed upon students singly or in combination:

- *Warning:* A formal statement that the conduct was unacceptable and a warning that further violation of any university policy, procedure, or directive will result in more severe actions.
- *Probation:* A written reprimand for violation of institutional policy, providing for more severe disciplinary sanctions in the event that the student is found in violation of any institutional policy, procedure, or directive within a specified time. Terms of the probation may include denial of specified social privileges, exclusion from co-curricular activities, exclusion from designated areas of campus, no-contact orders, and/or other measures deemed appropriate.
- *Suspension:* Termination of student status for a definite period of time not to exceed two years and/or until specific criteria are met. During a suspension, respondent is not authorized to attend university-sponsored events.
- *Dismissal:* Permanent termination of student status and revocation of rights to be on campus for any reason or to attend university-sponsored events. This status may be noted permanently as a Conduct Dismissal on the student's official transcript.
- *Withholding Diploma:* The University may withhold a student's diploma for a specified period of time and/or deny a student participation in commencement activities if the student has an allegation pending or as a sanction if the student is found responsible for an alleged violation.
- *Revocation of Degree:* The University reserves the right to revoke a degree previously awarded for fraud, misrepresentation, and/or other violation of Evangel's policies, procedures, or directives in obtaining the degree, or for other serious violations committed prior to graduation.
- *Other Actions:* In addition to or in place of the above sanctions, other actions may be assigned.

In addition to any sanctions implemented, the Title IX Coordinator or Decision-Makers may implement additional long-term remedies or actions with respect to the parties and/or the campus community that are intended to stop the sexual harassment and/or retaliation, remedy the effects, and prevent reoccurrence. These remedies/actions may include, but are not limited to:

- Referral to counseling and health services
- Referral to the Employee Assistance Program
- Education to the individual and/or the community
- Permanent alteration of housing assignments
- Permanent alteration of work arrangements for employees
- Provision of campus safety escorts
- Climate surveys
- Policy modification and/or training
- Provision of transportation accommodations
- Implementation of long-term contact limitations between the parties
- Implementation of adjustments to academic deadlines, course schedules, etc.

At the discretion of the Title IX Coordinator, certain long-term support or measures may also be provided to the parties even if no policy violation is found. When no policy violation is found, the Title IX Coordinator will address any remedies owed by the Recipient to the Respondent to ensure no effective denial of educational access. The university will maintain the privacy of any long-term remedies, actions, or measures, provided privacy does not impair the university ability to provide these services.

**Failure to Comply.** All Respondents are expected to comply with the assigned sanctions, responsive actions, and/or corrective actions within the timeframe specified by the final Decision-makers, including the Appeal Chair/Panel. Failure to abide by the sanction(s)/action(s) imposed by the date specified, whether by refusal, neglect, or any other reason, may result in additional sanction(s)/action(s), including suspension, expulsion, and/or termination from the university and may be noted on a student's official transcript or an employee's file.

**Withdrawal While Charges Pending.** If a student has an allegation pending for violation of the Policy, the university may

place a hold on a student's ability to graduate and/or to receive an official transcript/diploma. Should a student decide to not participate in the resolution process, the process proceeds absent their participation to a reasonable resolution. Should a student Respondent permanently withdraw from Evangel, the resolution process ends, as the university no longer has disciplinary jurisdiction over a withdrawn student. However, the university will continue to address and remedy any systemic issues, variables that may have contributed to the alleged violation(s), and any ongoing effects of the alleged sexual harassment and/or retaliation. The student who withdraws or leaves while the process is pending may not return to Evangel. Such exclusion applies to all campuses of the university. A hold will be placed on their ability to be readmitted. They may also be barred from Recipient property and/or events.

If the student Respondent only withdraws or takes a leave for a specified period of time (e.g., one semester or term), the resolution process may continue remotely and that student is not permitted to return to the university unless and until all sanctions have been satisfied.

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## J. REQUESTING AN APPEAL

Any party may file a *Request for Appeal* but it must be submitted in writing to the Title IX Coordinator within 5 business days of the delivery of the *Notice of Outcome*. The Request for Appeal will be forwarded to the Appeal Chair for consideration to determine if the request meets the grounds for appeal (a Review for Standing). This review is not a review of the merits of the appeal, but solely a determination as to whether the request meets the grounds and is timely filed.

**Grounds for Appeal.** Appeals are limited to the following grounds:

- (A) Procedural irregularity that affected the outcome of the matter;
- (B) New evidence that was not reasonably available at the time of determination regarding responsibility that could affect the outcome of the matter; and
- (C) The Title IX Coordinator, Investigator(s), or Decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

If any of the grounds in the *Request for Appeal* do not meet the grounds in this Policy, that request will be denied by the Appeal Chair and the parties and their Advisors will be notified in writing of the denial and the rationale.

If any of the grounds in the Request for Appeal meet the grounds in this Policy, then the Appeal Chair will notify the other party(ies) and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigators and/or the original Decision-maker(s).

The other party(ies) and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigators and/or the original Decision-maker(s) will be mailed, emailed, and/or provided a hard copy of the request with the approved grounds and then be given 5 business days to submit a response to the portion of the appeal that was approved and involves them. All responses will be forwarded by the Chair to all parties for review and comment.

The non-appealing party (if any) may also choose to raise a new ground for appeal at this time. If so, that will be reviewed to determine if it meets the grounds in this Policy by the Appeal Chair and either denied or approved. If approved, it will be forwarded to the party who initially requested an appeal, the Investigator(s) and/or original Decision-maker(s), as necessary, who will submit their responses in 5 business days, which will be circulated for review and comment by all parties.

Neither party may submit any new requests for appeal after this time period. The Appeal Chair will collect any additional information needed and all documentation regarding the approved grounds and the subsequent responses will be shared with the Appeal Panel, and the [Chair/Panel] will render a decision in no more than 5 business days, barring exigent circumstances.

A *Notice of Appeal Outcome* will be sent to all parties simultaneously including the decision on each approved ground and rationale for each decision. The Notice of Appeal Outcome will specify the finding on each ground for appeal, any specific instructions for remand or reconsideration, any sanctions that may result which the university is permitted to share according to state or federal law, and the rationale supporting essential findings to the extent the university is permitted to share under state/federal law. Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local address of the parties as indicated in official institutional records, or emailed to the parties' university-issued email account. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

**Sanctions Status During the Appeal.** Any sanctions imposed as a result of the hearing are stayed during the appeal process. Supportive measures may be reinstated, subject to the same supportive measure procedures above. If any of the sanctions are to be implemented immediately post-hearing, but pre-appeal, then emergency removal procedures (detailed above) for a hearing on the justification for doing so must be permitted within 48 hours of implementation. Evangel may still place holds on official transcripts, diplomas, graduations, and course registration pending the outcome of an appeal when the original sanctions included separation.

### **Appeal Considerations**

- Decisions on appeal are to be deferential to the original decision, making changes to the finding only when there is clear error and to the sanction(s)/responsive action(s) only if there is a compelling justification to do so.
- Appeals are not intended to provide for a full re-hearing (de novo) of the allegation(s). In most cases, appeals are confined to a review of the written documentation or record of the original hearing and pertinent documentation regarding the specific grounds for appeal.
- Appeals are not an opportunity for Appeal Decision-makers to substitute their judgment for that of the original Decision-makers merely because they disagree with a finding and/or sanction(s).
- The Appeal Chair/Decision-makers may consult with the Title IX Coordinator on questions of procedure/rationale, for clarification. Documentation of all such consults will be maintained.
- Appeals granted based on new evidence should normally be remanded to the original Investigator(s) and/or Decision-maker(s) for reconsideration. Other appeals may be remanded at the discretion of the Title IX Coordinator or, in limited circumstances, decided on appeal.
- Once an appeal is decided, the outcome is final: further appeals are not permitted, even if a decision or sanction is changed on remand (except in the case of a new hearing).
- In rare cases where a procedural or substantive error cannot be cured by the original Decision-makers (as in cases of bias), the appeal may order a new hearing with a new Decision-maker(s).
- Results of a new hearing can be appealed, once, on any of the three available appeal grounds.
- In cases in which the appeal results in reinstatement to the university or resumption of privileges, all reasonable attempts will be made to restore the Respondent to their prior status, recognizing that some opportunities lost may be irreparable in the short term.

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## **RIGHTS OF THE PARTIES**

Each party has the right to:

- An equitable investigation and resolution of all credible allegations of prohibited harassment or retaliation made in good faith to Title IX officials.
- Timely written notice of all alleged violations (including the identity of the parties involved (if known), the precise misconduct being alleged, the date and location of the alleged misconduct (if known), the implicated policies and procedures, and possible sanctions.
- Timely written notice of any material adjustments to the allegations (e.g., additional incidents or allegations, additional Complainants, unsubstantiated allegations) and any attendant adjustments needed to clarify potentially implicated policy violations.
- Be informed in advance of any public release of information regarding the allegation(s) or underlying incident(s), whenever possible.
- Not have any personally identifiable information released to the public without consent provided, except to the extent permitted by law.
- Be treated with respect by university officials.
- Have university policies and procedures followed without material deviation.
- Not be pressured to mediate or otherwise informally resolve any reported misconduct involving violence, including sexual violence.
- Not be discouraged by university officials from reporting sexual harassment and/or retaliation to both on-campus and off-campus authorities.
- Be informed by university officials of options to notify law enforcement, including on-campus and local police, and the option(s) to be assisted by university authorities in notifying such authorities, if the party so chooses. This also includes the right not to be pressured to report, as well.
- Be informed of available interim actions and supportive measures, such as counseling; advocacy; health care; etc. both on campus and in the community.

- A university-implemented No-Contact Directive when a person has engaged in or threatens to engage in stalking, threatening, harassing, or other improper conduct.
- Be informed of available assistance in changing academic, campus living/working situations after an alleged incident of sexual harassment and/or retaliation, if such changes are reasonably available.
- Have the university maintain supportive measures actions for as long as necessary, and to remain private, provided it does not impair the university's ability to provide the supportive measures.
- Receive advanced, written notice of any meeting/interview involving the other party, when possible.
- Ask the Investigator and Decision-makers to identify/question relevant witnesses.
- Provide the Investigator/Decision-maker(s) with a list of questions that, if deemed relevant by the Investigator/Chair, may be asked of any party or witness.
- Not have irrelevant prior sexual history or character admitted as evidence.
- Know the relevant and directly related evidence obtained and to respond to that evidence.
- Fair opportunity to provide the Investigator with their account of the alleged misconduct and have that account be on the record.
- Receive a copy of the investigation report, including all factual, policy, and/or credibility analyses performed, and all relevant and directly related evidence available and used to produce the investigation report, subject to privacy limitations imposed by state and federal law, prior to the hearing, with at least ten (10) business days to review the report prior to the hearing.
- Respond to the investigation report, including comments providing any additional relevant evidence after the opportunity to review the investigation report, and to have that response on the record.
- Be informed of the names of all witnesses whose information will be used to make a finding, in advance of that finding, when relevant.
- Regular updates on the status of the investigation and/or resolution.
- Have reports of alleged Policy violations addressed by Investigators, Title IX Coordinators, and Decision-maker(s) who have received relevant annual training.
- A Hearing Panel that is not single-sex in its composition, if a panel is used.
- Preservation of privacy, to the extent possible and permitted by law.
- Meetings, interviews, and/or hearings that are closed to the public.
- Petition that any university representative in the process be recused on the basis of a disqualifying bias and/or conflict of interest.
- Have an Advisor of their choice to accompany and assist the party in all meetings and/or interviews associated with the resolution process.
- Use of the appropriate standard of evidence, preponderance of the evidence, to make a finding after an objective evaluation of all relevant evidence.
- Be present, including presence via remote technology, during all testimony given and evidence presented during any formal grievance hearing.
- Have an impact statement considered by the Decision-maker(s) following a determination of responsibility for any allegation, but prior to sanctioning.
- Be promptly informed in a written Notice of Outcome letter of the finding(s) and sanction(s) of the resolution process and a detailed rationale of the decision (including an explanation of how credibility was assessed), delivered simultaneously (without undue delay) to the parties.
- Be informed in writing when a decision by the university is considered final, with any changes to the sanction(s) that occur before the decision is finalized.
- Be informed of the opportunity to appeal the finding(s) and sanction(s) of the resolution process, and the procedures for doing so, with the standards for appeal established by the university.
- A fundamentally fair resolution as defined in these procedures.

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## SEXUAL VIOLENCE PREVENTION EDUCATION

The university takes measures to provide a safe campus environment for its students and employees. We offer prevention and awareness programs to promote awareness of sexual violence (including rape, acquaintance rape, domestic violence, dating violence, sexual assault, sexual harassment, and stalking). Ongoing annual training is also presented and monitored to encourage participation. The programs include:

- Annual review of the Evangel University Sexual Misconduct Policy which prohibits all forms of sexual violence and harassment, as stated in the student and employee handbooks;

- Title IX compliance training
- Green Dot bystander intervention training
- Sexual Harassment and Rape Prevention (SHARP) training
- One Love program--Understanding healthy relationships and relationship violence
- Alcohol and drug abuse prevention program

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## SOCIAL MEDIA POLICY AND INTERNET STANDARDS

As followers of Christ, the Evangel community sets a higher standard when it comes to interactions online. We seek to present ourselves in a Christ-like manner, act and speak decently, listen and consider other views respectfully, and treat all interactions with common courtesy:

**Harassment:** The use of social media or any technological tool for stalking, bullying, trolling, or any other similar use is not permitted. Any instance of harassment deemed “Sexual Harassment” will be specifically acted upon according to the Sex-Based Offenses Policy.

**Identity Theft:** The act of identity theft (wrongful gathering or use of another person’s personal information, typically for profit) is prohibited. Additionally, false portrayal of oneself, particularly for the intent to mislead, harm, or profit from another, is not permitted.

**Inappropriate Material:** Students should abide by standards outlined in the Community Covenant and refrain from using technology for the purpose of creating, viewing, or distributing obscene, pornographic, vulgar, violent, or otherwise morally disturbing material.

**Protection of Privacy:** Members of the Evangel community shall not distribute personal or sensitive information (credit card numbers, financial information, intellectual property, confidential information, etc.) of other students, faculty, the university, or an employer without permission and proper procedure. Additionally, the use of technology to capture photos, videos, recordings, or any other media of people without their consent, especially if in compromising positions, is not allowed.

**Verbal Attacks:** Online discourse should be that which is polite, life-affirming, and considerate of the character and opinions of others. Any statements, messages, posts, comments, or other forms of online communication in which another person’s character or reputation is maligned, misrepresented, or attacked are not permitted.

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## SUICIDE THREAT/ATTEMPT

Evangel wants to assist students who are struggling with thoughts or behaviors that may lead to a suicide attempt. If you know of a student, or are a student who is struggling and/or in danger, contact the University counseling center (or Public Safety, after business hours) for assistance. If the University knows of a student in danger, we will take steps to care for the student’s health and life. This may include contacting a local medical center for professional mental health evaluation and/or treatment and notifying the parents (or designated contact) as soon as possible. Students who are a danger to themselves or others may need to consider withdrawing from the University in order to focus on their health and treatment. See also *Withdrawal* (below).

Evangel University participates in the [Ask Listen Refer](#) Suicide Prevention Training Program, designed to help faculty, staff, and students prevent suicide by teaching you to: 1) identify people at risk for suicide; 2) recognize the risk factors, protective factors, and warning signs of suicide; and 3) respond to and get help for people at risk. Suicide threats or attempts should always be taken seriously. Do not leave suicidal person unattended or allow him or her to leave the building. Call Campus Public Safety (417-865-2815, ext. 7000) who will notify appropriate emergency personnel to assist.