

# Incident Routing

## University Discipline Route

- Crime is Reported
- Officer Submits Incident Report
- Evidence is gathered
- If needed, statements taken from victim, offender, and/or witnesses
- Investigator is assigned
- Compiles documents
- Follows up as needed
- Case is referred to the Code of Conduct Review Process
- Disposition upon request

## Criminal Court Route

- Crime is Reported
- Officer Submits Incident Report
- Evidence is gathered
- If needed, statements taken from victim, offender, and/or witnesses
- Investigator is assigned
- Compiles documents
- Follows up as needed
- Obtains a warrant
- Arrests offender
- Files charges with District Attorney
- Testifies at Grand Jury
- Criminal Trial

# Referral Numbers

### On Campus Resources:

- TWU Counseling Center: 940-898-3801
- TWU Academic Affairs: 940-898-3301
- TWU Student Life: 940-898-3601
- TWU Housing: 940-898-3676

### Off Campus Resources:

- Denton County Mental Health: 940-381-5000
- Report Abuse or Neglect of Children, Elderly, or Disabled Persons: 1-800-252-5400
- National Suicide Hotline: 1-800-273-8255
- Denton County MADD: 940-387-8814

### Off Campus Resources:

- Runaway Hotline: 1-800-392-3352
- Crime Victim's Compensation: 1-800-983-9933
- Denton County Sheriff Dept: 940-898-5600
- TX Board of Pardons & Paroles Victim Services: 1-800-84VICTIM
- TX Crime Victim's Clearing House: 1-800-252-3423
- National Domestic Violence Hotline: 1-800-799-SAFE
- Protective Orders (Denton County DA): 940-349-2600
- Friends of the Family (Shelter & Other Services): 940-382-7273

# TEXAS WOMAN'S UNIVERSITY

## FOR MORE INFORMATION:

### Contact Information

TWU DPS Denton Campus

Tel: (940) 898-2911

Fax: (940) 898-2999

Find us on the web!  
[www.twu.edu/dps](http://www.twu.edu/dps)



Texas Woman's University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master's and doctorate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Texas Woman's University.

Texas Woman's University strives to create and actively promote a welcoming and supportive environment in order to recruit, hire, retain and support a culturally diverse faculty and staff and student body. TWU provides an environment of nondiscrimination and affirmative action for everyone. As a part of the Texas Woman's University's program for equal opportunity, the policy statement on nondiscrimination is as follows.

In compliance with the Equal Pay Act of 1963, as amended; Title VI and VII of the Civil Rights Act of 1964, as amended; the Equal Employment Opportunity Act of 1972; the Age Discrimination in Employment Act of 1967, as amended; the Americans with Disabilities Act of 1990, as amended; Title IX of the Education Amendments Act of 1972, as amended; Sections 503 and 504 of the Rehabilitation Act of 1973; the Employee Retirement Income Security Act of 1974, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; the Civil Rights Act of 1991, as amended; the Worker Adjustment and Retraining Notification Act of 1988; Equal Rights under the Law, 42 U.S.C. §1981; State of Texas Anti-Discrimination Laws, and federal, state and local human rights, fair employment and other laws; the University does not discriminate against any person on the basis of race, age, color, religion, sex, sexual orientation, national or ethnic origin, veteran's status, or against qualified individuals with disabilities.

This Statement forms a baseline from which the TWU community works to assure fairness and equity to all who pursue their educational and professional goals at this University. Retaliation against individuals who in good faith, file a claim of discrimination or otherwise oppose discriminatory actions or practices will not be tolerated.

YOU ARE VERY IMPORTANT TO US!

# VICTIM'S INFORMATION PAMPHLET

DEPARTMENT OF PUBLIC SAFETY

OFFICER: \_\_\_\_\_

INCIDENT #: \_\_\_\_\_



## Victim's Bill of Rights

- The rights of protection from threats of harm arising from cooperation with prosecution efforts.
- The right to have your safety and that of your family taken into consideration when bail is being considered.
- If you request, the right to be informed about court proceedings, including whether or not they have been canceled or rescheduled.
- The right to receive information about Texas Crime Victim's Compensation Fund which provides financial assistance to victims of violent crimes and if you so request, referral to available social service agencies that may provide additional help.
- The right to provide information to a probation department conducting a pre-sentence investigation on the impact of the crime.
- If you so request, the right to be notified of parole proceedings by the Board of Pardons and Paroles, to participate in the process, and to be notified of the defendant's release.
- The right to be present at all public court proceedings, if the presiding judge permits.
- The right to be provided a safe waiting area before and during court proceedings.
- The right to the prompt return of property no longer required as evidence.
- If you so request, the right to have the prosecutor notify your employer of the necessity of your testimony that may involve your absence from work.
- The right to complete a Victim Impact Statement detailing the emotional, physical, and financial impact the crime has had on you and your family, and to have the statement considered before sentencing and before an inmate is released by on parole.
- The right to information about procedures in the criminal investigation and about general procedures in the criminal justice system from the prosecutor's office.

## University Procedures

If an offender is a member of the University Community then the victim may choose to have the case adjudicated within the University, in the criminal court system, or both.

## Code of Conduct Process

Those filing complaints under these standards should contact the Office of Student Life which is located in the Student Center. Incidents occurring in one of the residence halls involving resident students(s) will, upon the request of the Office of Student Life, follow the residence hall conduct review process.

When an incident complaint is filed, the student(s) named in the complaint will be asked to meet with the University administrator who is assigned to review violations of the University's Code of Conduct to discuss the alleged violation(s).

If allegation(s) is not contested, the Review Officer will determine the appropriate sanction(s) and communicate the decisions to the student. If the matter is contested, the student alleged to have violated the Code of Conduct will be notified, in writing, or the special section(s) of the Code of Conduct.

A hearing will be held by the Review Committee within 15 class days following the initial meeting with the Review Officer. The Review Committee will make a recommendation to the Assistant Vice President for Student Life who will make a post-hearing decision. Student(s) may appeal the decision to the Vice President for Student Life within 72 hours. The decision of the Vice President of Student Life is final.

## Disciplinary Sanctions

The following sanctions may be imposed by the University:

- A. Warning: written notice that the conduct in question violates University regulations.
- B. Loss of Privileges: appropriate to take away certain privileges.
- C. Imposition of Special Conditions: The student(s) may be required to participate in works of service on the University campus or in the community. Additionally, the student(s) may be asked to perform certain tasks, or make restitution.
- D. Disciplinary Probation: Probation is levied for a specific time, based on the seriousness of the circumstances of the case. This serves as a warning that any further violation of the University regulations may result in more serious consequences, including suspension or expulsion.

- E. Interim Suspension: Interim suspension is levied when the continued presence of the student(s) on campus constitutes a threat to the security or emotional safety and well-being of members of the University community.
- F. Suspension: separation of the student from the University for a definite or indefinite time period.
- G. Expulsion: permanent separation of the student from the University.

## Victim's Bill of Rights

- THE RIGHT to an environment in resident halls, academic buildings, and other areas on campus which will be conducive as possible to study and serious inquiry.
- THE RIGHT to inquire about and to recommend improvements in policies, regulations, and procedures affecting the welfare of students.
- THE RIGHT to a fair hearing where charged with a violation of University Regulations.

### Responsibilities:

- THE RESPONSIBILITY for being fully acquainted with published regulations and for complying with those regulations.
- THE RESPONSIBILITY for respecting the rights and property of others.

You may, at any time, call TWU DPS regarding the status of your case. When making an inquiry, please refer to the incident number that was provided to you.

## Victim's Compensation

The Texas Crime Compensation Act provides certain benefits for victims of violent crimes. The program is intended to assist with expenses that may not be covered by insurance or other resources.

