



2025 Annual Security & Fire Safety Report



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Table of Contents

I.	Procedures for Reporting Crimes and Other Emergencies	2
II.	Policies Concerning the Security of Campus Facilities	3
III.	Law Enforcement Policies	3
IV.	Emergency Response and Evacuation Procedures	4
V.	Policies Concerning Pastoral and Professional Counselors	5
VI.	Campus Safety Programs and Procedures	6
VII.	Programs to Inform Students and Employees about Crime Prevention	6
VIII.	Policy Concerning Monitoring and Recording Off-campus Criminal Activity	7
IX.	College Alcohol Policies	7
X.	College Drug Policies	14
XI.	Description of Drug or Alcohol Abuse Education Programs	17
XII.	Victim Notification	17
XIII.	Missing Student Policy	18
XIV.	Sexual Assault Programs to Prevent Sexual Offenses and Sexual Assault Reporting	18
XV.	Policies and Procedures for Gender-Based Misconduct Violations	19
XVI.	Contact Person for Title IX Inquiries	19
XVII.	Information on Student's Option to Notify Law Enforcement Authorities	21
XVIII.	Notification to Students of On- and Off-Campus Gender Offense Victim Services	21
XIX.	Notification that Institution Will Assist Victim with Changes in Academic and Living	22
XX.	Procedures for Disciplinary Action for Alleged Sex Offenses	23
XXI.	Sanctions for Gender Misconduct Offenses	35
XXII.	Where to Obtain information about Registered Sex Offenders	37
XXIII.	Fire Safety Policies	37
XXIV.	Hendrix Fire Safety Report 2025	40
XXV.	Hendrix Clery Geography	47
XXVI.	Hendrix Clery Crime Statistics 2025	48

I: Procedures for Reporting Crimes and Other Emergencies:

The College encourages anyone who is the victim or witness to any crime, or who witnesses suspicious behavior, to promptly report the incident to Hendrix Public Safety by calling 501-450-7711 or visiting the Public Safety office. These methods should also be used to promptly report other types of emergencies to Public Safety for inquiry and investigation.

Members of the community are also encouraged to promptly report crimes to the Conway Police Department when the victim of a crime elects to or is unable to make a report. This can be done by calling 911 or 501-450-6120 for non-emergencies. Tips can be called in anonymously at 501-450-4135, or tips can be texted anonymously by sending a text to CRIMES (274637) using Keyword "CONWAY" at the beginning of the message.

Students who are victims of a crime and do not want to pursue action within the College Conduct system or the Criminal Justice system are encouraged to make a confidential report to a counselor in Hendrix College Counseling Services (501-450-1448). Students who choose this confidential option maintain the right to report the incident to Hendrix Public Safety or Conway Police in the future. If and when they deem appropriate, Hendrix counselors remind students they are counseling of procedures to report crimes on a voluntary, confidential basis for inclusion in the Clery report.

Timely Warning Notice: If a situation arises, either on or off campus, that, in the judgment of the Department of Public Safety, Title IX, and/or Dean of Students Office, constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued. The warning will be issued through the Hendrix College email system to students, faculty, and staff, and if circumstances warrant, through the H-Alert system. Victims of crimes – including sexual misconduct – should be aware that college administrators must issue timely warnings for incidents reported to them that pose a substantial threat of bodily harm or danger to members of the campus community. Hendrix College will make every effort to ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

Preparing of the Annual Security Report: Each year Hendrix College will publish an annual security report in accordance with guidelines of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (1998). The Dean of Students Office and the Department of Public Safety prepare this report.

Report Crimes to:

Department of Public Safety, 1600 Washington Ave, (501) 450-7711

David R. Bugh, Director of Public Safety

Dean of Students Office, 1600 Washington Ave, (501) 450-1222

Donna Eddleman, Asst VP for Student Affairs & Dean of Students

II: Policies Concerning the Security of Campus Facilities:

Hendrix College is private property, and the use of the campus facilities is designated for Hendrix College students, faculty, administration, and staff. The campus is open for guests and persons conducting business with Hendrix College if those guests comply with college policies and expectations. Residence Hall facilities are open only to members of the Hendrix College community and their guests (in accordance with policies outlined in the Student Handbook). The residential facilities are locked and accessible only by campus ID cards or issued keys.

III: Law Enforcement Policies

Enforcement Authority of Security Personnel: Campus Public Safety officers are non-sworn security officers. All Hendrix College employees have the authority to ask persons for identification and to determine whether individuals have business at Hendrix College.

Working Relationship with Local Police: Hendrix College shares information about crimes with the Conway City Police Department. Hendrix College also requests information about crimes that are reported directly to the Police Department for the campus and adjoining properties.

Arrest Authority of Security Personnel: Hendrix College Public Safety Officers do not have arrest authority.

Policies and Procedures Encouraging Accurate and Prompt Reporting of all Crimes. Hendrix College encourages all community members to report crimes promptly to either the Public Safety Office or the Conway Police Department.

IV: Emergency Response and Evacuation Procedures**a. Notification**

In the event of the confirmation of a significant emergency or dangerous threat to the health or safety of our campus community, Hendrix College will contact the campus community through our H-Alert text message system. All students, faculty, and staff members are automatically enrolled in H-Alert as long as they have provided the institution with a cell phone number. Campus members can contact IT HelpDesk if they have any questions about their enrollment in the system. Community members can “opt out” of the program but are discouraged from doing this because of the emergency notification system. Because the H-Alert has limited character capability, an email may follow the initial text message with additional details, as necessary. Community members who encounter an emergency or dangerous situation are encouraged to contact Public Safety (501-450-7711) immediately.

b. The Institutional Emergency Process

- Hendrix College will work swiftly to confirm that there is a significant emergency. The Public Safety office will investigate the report to confirm the situation and activate the notification system and

the Crisis Communications Team. In the event of a weather emergency, the Public Safety office will be notified by state weather officials that an emergency exists and will send the alert to the campus. All campus members should contact Public Safety if they encounter a dangerous situation.

- Once confirmed, the Crisis Communications Team will determine which portion of the campus community is affected by the emergency and alert that segment of the population. In most cases, the alert will be sent to the entire community.
- The crisis communication team will work with the Public Safety office to determine what information will be contained in the text message. The alert may just provide information but may also provide specific directions to shelter or to stay away from a particular space on campus.
- After confirmation of a significant emergency or dangerous situation, Hendrix College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

c. Campus Emergency Response Team

The Department of Public Safety: David R. Bugh

Dean of Students Office: Donna Eddleman

The Crisis Communications Team: Rhonda Brooks

Facilities Management:

Sharron Russell (until April 2025)

Nate Cowden (from April 2025)

In the event of a specific emergency related to the following areas:

Medical: Position Vacant (Necie Reed of Conway Regional Health System until filled)

Technology: Jay Burling

Food Services: Marc Young

Shelter and Evacuation: Donna Eddleman

Hazardous Materials: Shelly Parma

Trauma Support: Mary Anne Seibert/Ellen Alston

Legal: Outside Consultant

Engineering:

Sharron Russell (until April 2025)

Nate Cowden (from April 2025)

d. Providing Emergency Information to the Larger Community

Parents and guardians are welcome to sign up for H-Alert information through the campus web portal. The Hendrix Public Safety office will work with other law enforcement agencies in the City and State as appropriate. The Crisis Communications Team will work with local information agencies to disseminate information that is appropriate for the larger community.

e. Testing the Emergency Response and Evacuation Procedures

- Hendrix College conducts tests of the H-Alert system on an annual basis during the first

month of classes. At the discretion of Hendrix College, subsequent tests may be conducted as needed. Evacuation drills of the residence halls are scheduled and conducted each semester by the Department of Public Safety in cooperation with the Residential Life Staff. Evacuation routes are posted in each facility. The Emergency Response Team will also conduct exercises each year and participate in community emergency response exercises. The Emergency Response Team will meet regularly to review testing, materials, and drills.

- Hendrix College will publicize emergency response procedures and testing processes to the campus community each year through the email system and in Hendrix Today.
- Hendrix College will track each all-emergency test which will include a description of the exercise, date of the test, timing of test (start to finish), category of the test (announced or unannounced) and will keep this information on file for seven years. H-Alert testing will be tracked by the Communications Office and other evacuation drills will be tracked by Public Safety.

V: Policies Concerning Pastoral and Professional Counselors

If a student elects to report a crime to a college chaplain or counselor, those persons will act following their obligations set forth by their professional confidentiality agreements.

Counselors and Chaplains will be asked to report any confidential crime information to the Dean of Students or the Department of Public Safety for inclusion in annual crime statistics; however, they are not obligated to provide such information.

Confidential Resources

Confidential Resources are employees who are statutorily prohibited from disclosing such information including Counseling Services, Campus Chaplain, and support staff such as frontline dining services and facilities staff, are exempt from Title IX reporting requirements.

If a Complainant would like the details of an incident to be kept confidential, the Complainant may speak with:

- On-campus licensed professional counselors and staff
- On-campus health service providers and staff
- On-campus members of the clergy/chaplains working within the scope of their licensure or ordination
- Community-based (non-employees):
 - Licensed professional counselors and other medical providers
 - Local rape crisis counselors
 - Domestic violence resources
 - Local or state assistance agencies
 - Clergy/Chaplains
 - Attorneys

All of the above-listed individuals will maintain confidentiality when acting under the scope of their licensure, professional ethics, professional credentials, or official designation, except in extreme cases of immediacy of threat or danger or abuse of a minor/elder/individual with a disability, or when required to disclose by law or court order.

Hendrix College employees who have confidentiality as described above, and who receive reports within the scope of their confidential roles will timely submit anonymous statistical information for Clery Act purposes unless they believe it would be harmful to their client, patient, or parishioner as described in the Student Code of Conduct or Employee Handbook.

VI: Campus Safety Programs and Procedures

Types of Programs

Floor meetings to review safety expectations, emergency weather drills, Emergency Response Team tabletop exercises, Fire Evacuation Drills, Safe Spring Break programs, and safe ride programs. Each year members of the campus community are invited to participate in a lighting/safety review of campus. This program is held in November. Community members are encouraged to notify Public Safety, Facilities, or the Dean's Office if they encounter a public safety concern with our campus grounds. The Dean of Students meets monthly with Student Senate to discuss any safety concerns. The text alert system (H-Alert) is tested within the first month of the academic year. New emergency procedures posters are distributed and posted across campus.

Frequency of Programs

Floor meetings are held at the beginning of each semester and periodically throughout the year as needed. Weather and Fire drills are completed each semester in each residential building. Break Safety programs are held during the days before a specific break.

VII: Programs to Inform Students and Employees about Crime Prevention

Residential Life staff, Public Safety, Student Activities, and the Title IX Office staff work together on crime prevention programming for students and employees. Students are informed about basic crime prevention information during their orientation process. Crime prevention information is included in the student and employee handbooks. The Director of Public Safety also sends out email advisory notifications to the community members when crimes are committed near the proximity of the campus.

The Department of Public Safety will send out periodic reminders to the community about basic safety procedures, especially reminding students to lock doors and to use the buddy system when walking on campus. The Department of Public Safety also provides a free program to help students with basic car safety before major college breaks.

When time is of the essence, information is released to Hendrix College community through text alerts (H-Alert System at Hendrix) and followed with additional information via the campus email system. All students, faculty, and staff are automatically enrolled in the text alert.

Sexual Assault Prevention Programs:

Information on sexual assault prevention programs can be found in section **XIV: Sexual Assault Programs to Prevent Sexual Offenses and Programs on Sexual Assault Reporting Procedures.**

VIII: Policy Concerning Monitoring and Recording Off-campus Criminal Activity through Local Police

The Director of Campus Public Safety can reach out to the Patrol Division Commander as our liaison contact with the Conway Police Department, to share information and to gather additional

information about relevant crimes. Hendrix will collaborate with the local police when concerns are brought to our attention that affect the campus or our community.

IX: College Alcohol and Drug Policies

Note: The information presented in this section of the Handbook is intended to meet the provisions of the Student Right to Know and Campus Security Act (1990), the Drug-Free Schools and Communities Act (1989), and the Higher Education Amendments (1992).

Through its programs and procedures, the Hendrix Alcohol and Other Drug Policy seeks to accomplish the following objectives:

1. To promote a campus climate that encourages individuals to cultivate and exhibit mature, responsible, and lawful conduct relative to the possession and use of alcohol.
2. To encourage compliance with the laws of Faulkner County and the State of Arkansas regarding the possession, use, and sale of alcohol and other drugs.
3. To influence the social climate and expectations of the campus in ways that promote a positive, safe, and balanced social environment.
4. To provide educational programming that informs students of the potential dangers of alcohol and other drug abuse and promote responsibility and moderation relative to alcohol use.
5. To implement appropriate conduct mechanisms and sanctions for individuals who violate the standards set forth by the Policy.

The educational mission and the exacting standards of Hendrix require that the campus be free of all illegal drugs. Further, Hendrix College prohibits the unlawful possession, use of, or distribution of drugs, including alcohol, by students and employees on Hendrix property or at any College-sponsored activity.

Where it may be effective, Hendrix College prefers a policy of developmental discipline and rehabilitative education, as opposed to mandatory punishment. The developmental nature of the Hendrix College community raises the expectation that assistance will be offered to any member who is suffering from the abuse of any substance. This help may be in the form of educational programs, on-campus counseling, or off-campus counseling referrals. Hendrix College will terminate its relationship with students or employees who persist in their use of illegal drugs or their unlawful possession of any substance, including alcohol. Violators of federal, state, and local laws related to illegal alcohol and drug use will be referred to the proper authorities for prosecution.

Hendrix College does not encourage the use of alcoholic beverages. The display or consumption of alcohol is prohibited in all areas except apartments in Hendrix College- contracted housing, and in other campus locations where events are approved, on a case- by-case basis, by the Department of Student Affairs. Student events are alcohol-free unless otherwise designated. (Guidelines for such events are available at www.hendrix.edu/studentlife.)

Hendrix College students and their on- and off-campus guests who choose to possess and/or consume alcoholic beverages are expected to abide by the laws regarding alcohol in Faulkner County and the State of Arkansas. In matters relating to alcohol, Hendrix students will be held accountable for their actions and those of their guests. Irresponsible behavior resulting from the consumption of alcohol is not tolerated. Being under the influence of alcohol may affect sanctions for violating any College policy. Students not in compliance with the Hendrix College alcohol policy will be required to dispose of all alcoholic beverages in their possession, or the alcohol will be confiscated and disposed of by a professional staff member or a Public Safety officer.

AMNESTY POLICY

The Hendrix College community discourages abuse or overconsumption of alcohol and the use of other illegal drugs. Abuse of these substances can create health emergencies for consumers. Sometimes, friends or bystanders are hesitant to report the health concern to college officials because they fear that they could be accused of policy violations, such as underage drinking at the time of the incident. It is in the best interests of this community that health emergencies always be reported promptly to college officials. To encourage reporting, Hendrix College pursues a policy of offering those who report health emergencies immunity from minor policy violations related to the incident.

ALCOHOL AND DRUG ABUSE EDUCATION PROGRAMS

Assistance for Students

Hendrix College is committed to providing students with factual information about alcohol and other drugs, as well as confidential referrals to qualified counseling and treatment professionals in Central Arkansas. Students who have a history of alcohol or other drug abuse or problems with drinking or who are concerned about their consumption of alcohol and/or other drugs should contact a professional staff member in the Office of Student Affairs for further information and assistance.

Residence Hall Council Programming

As part of their application process, students applying for candidacy in Residence Hall Council elections are required to attend an informational meeting dealing with the alcohol and other drug education programming requirements for which they will be responsible as members of their Residence Hall Council. Student Affairs staff and current Residence Hall Council members from each hall will conduct this meeting. Within two weeks of their election in the spring, the President and one other selected member from each newly elected Residence Hall Council will meet as a group with the Dean of Students or his or her designee(s) to plan the Hall Council alcohol education and other drug programs to be presented to hall residents in the upcoming fall semester. During the spring semester, these Hall Council members will complete an alcohol and other drugs education-training program provided by Student Affairs staff members. In the fall semester, within two weeks of their arrival on campus, members of each Hall Council will be responsible for conducting alcohol and other drug education and awareness programs for new students in their residence hall. The first program is to be completed prior to the first weekend after the first day of classes; the second program is to be presented within the following week. A third session will be conducted for new students near the end of the fall semester. Hall Councils will be encouraged to work

in collaboration with each other and the residence hall staff in planning these three programs for new students. The programs will focus on issues pertaining to alcohol and other drug use and its consequences, specifically addressing negative effects on grades, health risks, the law, and personal liability issues. It is expected that upper-class students, as peers having faced similar challenges as new students, will be effective in communicating information about alcohol use to new students.

Upper-class students will be educated about the Alcohol and Other Drugs Policy, laws regarding alcohol and other drug policy enforcement, and resources for assistance at the first residence hall meeting to be scheduled within the first three weeks of the fall semester. Hall Councils will inform upper-class students about the purpose of the educational programs for new students. Upper-class students will be encouraged to cooperate in this program by supporting these efforts.

Other Education and Awareness Programs

Other alcohol and drug education and awareness programs sponsored by residence halls, student organizations, and Student Affairs offices will be conducted during New Student Orientation and each semester for students living in residence halls. Specific training programs regarding alcohol and other drug and substance abuse will be incorporated into workshops for Orientation Leaders and Resident Assistants. Substance-free programs and activities developed by students and staff will be implemented throughout the academic year. Each Residence Hall government is responsible for presenting one alcohol education program.

Assistance for Students

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ALCOHOL POLICIES

Alcohol Policy Violations

Alcohol violations are designated as either minor or major based on the criteria stated in the Handbook. Though the designation assigned to each complaint involving a Policy violation is based on the particulars of the complaint, some general categories of major and minor alcohol violations may be identified. These categories would include, but not be limited to, the following:

- possession of alcohol in traditional residence halls (Martin, Hardin, Couch, Galloway, Veasey, Raney, Arkansas, and Conway Corp Halls, and Market Square South)
- public consumption
- public intoxication
- possession by a minor
- serving to minors
- over possession as defined by Hendrix College. Per person, this includes but is not limited to

quantities over one case (30 – 12 oz. containers) of beer/malted beverage, OR two (1L) bottles of wine OR one (1L) bottle of spirits/hard liquor, OR a reasonable combination of these types, kegs (whether full or empty,) and other common serving containers, etc.

- serving to individuals already intoxicated
- driving under the influence and driving while intoxicated either on or off campus
- intoxication leading to harm to self or others
- intoxication leading to property damage, disruption to the community, or other violations of Hendrix College Policy
- manufacturing alcohol (without prior written permission for academic purposes)

In the absence of clear mitigating circumstances (resident away for the evening, etc.), all residents of the Hendrix room or apartment in which a major Alcohol Policy violation occurs will be charged with the violation.

Alcohol Policy Review

An Alcohol Policy Review Committee will meet at least once a year to assess the effectiveness of the Policy, enforcement, and educational programs associated with alcohol use at Hendrix. The Student Senate, Student Life Committee, and the Vice President for Student Affairs will determine the composition of this committee.

Alcohol and the Law

The information that follows is provided to promote increased awareness among Hendrix students of state and county laws governing alcohol use. It is intended to be neither a restatement of law nor a summary of all the laws relating to alcoholic beverages. For a full listing of Arkansas laws and penalties, please see www.arkansas.gov.

In Conway and Arkansas, it is illegal:

- To knowingly or unknowingly sell, give, procure, or otherwise furnish alcoholic beverages to any person under twenty-one (21) years of age:

Penalties for unknowingly providing:

1st offense: Fine - \$200 to \$500

2nd or subsequent offense: Jail Time - No less than one (1) year; Fine - \$500 to \$1000

Penalties for knowingly providing:

1st offense: Misdemeanor; Jail Time - No more than ten (10) days; Fine - No more than \$500

2nd or subsequent offense: Felony; Jail Time – one (1) to five (5) years; Fine - No more than \$500

- For a person under the age of twenty-one (21) years of age to purchase or have in his or her possession any intoxicating liquor, wine, or beer (alcohol inside the body is deemed possession):

Penalties

1st offense: Misdemeanor; Fine - \$100 to \$500; Theme or essay on liquors, wine, or beer;

Probation

2nd or subsequent offense: Same as 1st offense

- To be publicly intoxicated by either appearing in a public place under the influence of alcohol or a

controlled substance to the degree that the person annoys others in the vicinity or is likely to cause injury to self, others, or property or by consuming an alcoholic beverage in a public place.

- To sell, give away, or dispose of intoxicating liquor to an intoxicated person.

For those arrested for possessing or purchasing alcohol as a minor, the following applies: In addition to the fine, at the time of arrest of a person eighteen (18) years of age or older for violation of the provisions of subsection of this section, the arrested person shall immediately surrender his or her license, permit, or other evidence of driving privilege to the arresting law enforcement officer as provided in § 5-65-402. The Office of Driver Services or its designated official shall suspend or revoke the driving privilege of the arrested person or shall suspend any nonresident driving privilege of the arrested person, as provided in § 5-65-402.

The period of suspension or revocation shall be based on the offense that caused the surrender of the arrested person's license, permit, or other evidence of driving privilege as described in this section and the number of any previous offenses as follows:

- I. Suspension for sixty (60) days for a first offense
- II. Suspension for one hundred twenty (120) days for a second offense
- III. Suspension for one (1) year for a third or subsequent offense

Health Risks Related to Alcohol

Short-term effects of alcohol use include:

- Distorted vision, hearing, and coordination
- Altered perceptions and emotions
- Impaired judgment
- Bad breath
- Hangovers

Long-term effects of heavy alcohol use include:

- Loss of appetite
- Skin problems
- Sexual impotence
- Malnutrition (food substitution; digestion interference)
- Delirium, tremors, disorientation, hallucinations, memory loss
- Brain damage and possible permanent psychosis
- Cancer of the mouth, esophagus, or stomach due to alcohol irritation
- Heart disease, enlarged heart, or congestive heart failure.
- Liver damage, including cirrhosis, liver cancer, and alcohol hepatitis.
- Irritation of the stomach lining causing ulcers and/or gastritis
- Damage to the adrenal/pituitary glands
- Fatal bleeding from the esophagus
- Birth defects or injury to the fetus during pregnancy.
- Respiratory depression

- Increased aggressiveness, possible abuse of others
- Impairment of coordination and judgment

DRUG POLICIES

Controlled Substances

The use, possession, or distribution of narcotics or illegal non-prescribed drugs such as marijuana, LSD, cocaine, etc., and related drug paraphernalia is strictly prohibited on the campus and in college residences. The unauthorized use, possession, or sale of drugs sometimes prescribed for medicinal purposes (i.e., amphetamines, barbiturates, and tranquilizers) will not be tolerated at any time. In matters relating to the Controlled Substances Policy, students at Hendrix College will be responsible for their own actions and the actions of their on-campus and off-campus guests.

Controlled Substances and the Law

It is unlawful for any person to manufacture, deliver, or possess with intent to manufacture and deliver a controlled substance. For a full listing of Arkansas laws and penalties, please see the following: www.arkansas.gov

Substance Use Health Risks

The general health risks associated with the use of illegal drugs can be divided into two categories: drug use that can destroy a healthy mind and body by outright organic damage, mental illness, malnutrition, and failure to get treatment of injuries or diseases; and drug use that generally reduces the body's natural immune system and increases the chances for infectious diseases such as hepatitis and AIDS. Drug overdose may cause psychosis, convulsions, coma, or death.

Specific health problems associated with the following drugs:

- **Amphetamines:** heart problems, malnutrition, death, psychological and physical dependence, hallucinations.
- **Cocaine:** convulsions, coma, death, destruction of nasal membranes, physical dependence, depression, hallucinations, confusion, lesions on the lungs.
- **Depressants** (Barbiturates, Tranquilizers, Methaqualone): confusion and loss of coordination, physical and psychological intolerance, coma or death, problems when taken with alcohol.
- **Marijuana and Hashish:** confusion and loss of coordination, psychological dependence, lung damage.
- **Hallucinogens** (LSD, PCP, DMT, STP, MDA, Designer Drugs): hallucinations and panic, birth defects, convulsions, coma, death.
- **Narcotics** (Heroin, Morphine, Codeine, Opium): lethargy and loss of judgment, physical and psychological dependence, convulsions, coma, death, malnutrition, infection, hepatitis.

SANCTIONS FOR ALCOHOL POLICY AND CONTROLLED SUBSTANCE VIOLATIONS (1/1/2025 – 8/19/2025)

It is the intention of the College to create a policy that is effective in addressing drug and alcohol violations. The policy also should be consistent and clear to students. For the policy to be most effective, it should include elements that help to deter future violations but also support the educational goals of our

institution. Additionally, the policy should allow students to come forward to assist their friends in need without penalty.

Points Based Sanction System for Controlled Substance and Alcohol Violations (in effect until August 2025)

The Points Based Sanction System (PBSS) establishes a 10-point system for alcohol and controlled substance sanctions. Points are assigned to each type of violation and are set in a standardized format. This change does not alter the process for student rights. Students still have a right to be charged in writing for policy violations and they have the right to a hearing to address such charges. The points are applied only when a student accepts responsibility or is found responsible for their actions.

In addition to holding students accountable for their actions, the system is also set to reward positive behavior and offers students three potential ways to reduce their point totals through action.

The system also offers points of amnesty from the controlled substance or alcohol-related violations to students who step forward to get medical assistance for themselves or others. While students who have consumed alcohol or controlled substances receive zero (0) points because they sought help for themselves, or others sought help for them, they still receive a conduct charge.

There are additional sanctions for students who continue to accumulate points. Students who have repeated violations in the same semester receive an extra point for subsequent violations.

Students who are at six (6) points or more are placed on conduct probation and are not permitted to apply for, or to study abroad or live off campus.

Any student who reaches ten (10) points will be required to take a medical leave of absence to address their alcohol/drug issues.

Point Distribution based on Violation		
Points	Description of violation	Fine*
0	Medical Amnesty: Student who has consumed alcohol or drugs in violation of our policies but seeks help for self or another in need of emergency care	
1	Consumption/possession of drugs or alcohol by an underage guest of a student	
1	Possession of open container of alcohol for student 21+	\$25.00
2	Public intoxication for students 21+	\$50.00
2	Possession of alcohol in traditional residence halls for students 21+	\$50.00
2	Underage consumption or possession of alcohol (2 points and \$75 fine if in a traditional residence hall)	\$50.00
3	Underage consumption or possession of hard alcohol ** (3 points and \$100 fine if in a traditional residence hall)	\$75.00
3	Providing alcohol to an underage student	\$100.00
3	Use or possession of marijuana or paraphernalia	\$100.00
4	Providing hard alcohol to underage student	\$125.00
5	Possession of a large common source of alcohol (e.g., keg, punches with alcohol)	\$200.00
5	Possession of an amount of marijuana that exceeds personal use	\$250.00
7	Possession of illegal drugs (including prescription drugs) other than marijuana	\$250.00
7	Drinking and driving with BAC above .08	\$250.00
	* Students may request to complete service hours in lieu of a fine.	
	** Hard alcohol refers to distilled spirits with an alcohol content greater than 15%.	

Additional Points

The following points may be assigned in association with alcohol/drug use as part of the conduct process if the student is found responsible for the charge. If these violations are not associated with a drug/alcohol violation, they will be assessed through the regular hearing process. Only one (1) additional point may be assessed for a single incident.

Points	Violation	Other Actions
1	Failure to cooperate with college officials or local law enforcement officer	
1	Possession or use of false identification	
1	Repeated sanction within the same semester	\$50 fine
1	Any alcohol/or Controlled Substance violation that places an approved service animal or emotional support animal (ESA) in danger	Referred to ESA Board
1	Vandalism of property	Restitution

Actions Taken for Accumulation of Points

Once a student reaches the total points listed below, they will be subject to the following restrictions based on those levels:

Points

4	*Parental/*Coach/Office of Academic Success notification
6	Placed on Conduct Probation - not permitted to apply for or to study abroad, live outside of campus housing, or access funding from college programs (Murphy, Odyssey,
8	Placed on Social Probation - not permitted to participate in college activities outside of classroom requirements
10	Required leave of absence to address alcohol/drug issues

**Coaches may be notified for drug violations before four (4) points. Parents may be notified before four (4) points in cases with extenuating circumstances.*

Point Forgiveness

Students can reduce their point total with the following actions. All reductions will be applied at the completion of the semester.

A	For each complete semester where a student is not responsible for a violation of these policies, the student's cumulative points will be reduced by ONE POINT. Any sanctions due that semester would have to be completed before the point reduction is applied.
B	Students have a one-time opportunity to complete an alcohol/controlled substance education course through the North American Learning Institute or Safe Colleges and reduce their points by ONE POINT.
C	Students who successfully engage in counseling by completing an alcohol/drug assessment and recommended treatment plan will have their cumulative points reduced by ONE

Students are eligible to reduce their points by a maximum of two (2) points per semester. Students may only use options B and C one time each during their time at Hendrix.

Students are not permitted to "bank" points. zero (0) points is the lowest level of points.

Students who successfully return from a required leave under this policy will receive forgiveness of five (5) points for that action.

X: Victim Notification

In the student conduct process, the complainant has the right to be informed of the conduct outcome immediately following the decision of the hearing board if the complainant is the victim of a violent crime or non-forcible sex offense.

In the Title IX process, once the college receives actual knowledge of a potential Title IX policy violation, the Title IX Coordinator emails any identified victims or Complainants to schedule an initial assessment. Any outcomes or results from involvement in any Title IX process are shared with victims and/or Complainants.

XI: Missing Student Policy

If you are concerned about a potential missing student, please contact the Hendrix Public Safety Office immediately at (501) 450-7711. If a student is reported potentially missing to you, then you must report this information to Hendrix Public Safety immediately. The Public Safety Office will work with Student Affairs to contact the missing student and to identify his/her most recent contact points on campus (card access, meals, class attendance, etc.).

If we are unable to contact the missing student within a reasonable period (up to 24 hours from notification), Hendrix College will notify the designated emergency contact and Conway Police Department within 24 hours of the determination that the student is missing.

All students may designate an emergency contact person. On-campus students complete an emergency contact form when they check into their housing assignment. Off-campus students are encouraged to contact the Residential Life Office to complete an emergency contact form. Students residing on campus have the option to designate a confidential emergency contact person for missing person investigations only. A student's confidential contact information will be accessible only to authorized campus officials and law enforcement during the missing person investigation. If the student did not designate a confidential emergency contact for missing person cases, then the general emergency contact persons will be contacted. If the student is under eighteen (18) and not emancipated, then the custodial parent or guardian will be contacted in addition to any other emergency contacts listed.

XII: Sexual Assault Programs to Prevent Sexual Offenses and Programs on Sexual Assault Reporting Procedures

Sexual Assault Prevention Programs:

- Employees completed an online training course "Building Supportive Communities: Clery Act and Title IX (Full Course) through Vector Solutions.
- Students completed an online training course "Sexual Assault Prevention for Undergraduates" (Full Course) through Vector Solutions.
- Title IX Education Training by Title IX Coordinator during 1st-year orientation. Topics include consent, sexual assault prevention as well as bystander intervention.
- Prevention education posters and flyers were displayed and distributed during Domestic Violence and Sexual Assault awareness months.
- Denim Day 2025 sexual assault awareness campaign and campus photo (April 2025).
- Relationship Red Flags program presented by Counseling Services (April 2025).
- Title IX Insights with Fulbright (January 2025-April 2025).
- Title IX Education Training by Title IX Coordinator presented to all Residential Life Staff, 1st-year Orientation Leaders, and Peer Mentors (August 2025).

- Title IX Education Training by Title IX Coordinator presented to athletic teams and coaches separately (August 2025- October 2025).
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XIII: Policies and Procedures for Gender-Based Misconduct Violations

The complete Hendrix College Title IX Policy (2024) and procedures for sex and gender-based misconduct violations can be found at:

[https://www.hendrix.edu/uploadedFiles/Campus_Resources/Title_IX/Hendrix%20College%20Title%20IX%20August%202025\(1\).pdf](https://www.hendrix.edu/uploadedFiles/Campus_Resources/Title_IX/Hendrix%20College%20Title%20IX%20August%202025(1).pdf)

XIV: Contact Person for Title IX Inquiries

Administrative Contact Information

Any member of the community who believes they have experienced gender or sex-based discrimination or misconduct that violates Hendrix College Title IX Policy should report that conduct in person, via email, telephone to:

Name: Dr. Jennifer Fulbright (until June 2025)
 Role: Director of Title IX & Title IX Coordinator
 Office: Title IX Office, Student Life & Technology Center #150
 Phone: 501-505-2901
 Email: fulbright@hendrix.edu

Name: Danielle Crowell (effective June 2025)
 Role: Director of Student Accountability & Title IX Coordinator
 Office: Student Life & Technology Center, 2nd floor, #210
 Phone: 501-450-1296
 Email: crowelld@hendrix.edu

In addition to the Title IX Coordinator, the following individuals have been designated by Hendrix College as Officials with Authority (OWA) to institute corrective measures on behalf of Hendrix College and may receive reports alleging possible policy violations. Once an OWA receives a report or notice of an alleged violation of the Hendrix College Title IX policy, that OWA shall immediately forward the information to the Title IX Coordinator for review. The OWA shall not initiate the investigation process or contact any other involved party.

Reports made to the Title IX Coordinator or any of the OWAs listed below constitute actual knowledge on behalf of Hendrix College of an allegation of a violation of the Title IX Sexual Harassment Policy.

Role: Chief Human Resources Officer
 Name: Britni Rush
 Office: 1545 Washington Avenue
 Phone: 501-450-3882
 Email: rushb@hendrix.edu

Name: Teresa Garrett
 Role: Executive Vice President for Academic Affairs & Provost
 Office: Fausett Hall, 2nd floor
 Phone: 501-450-1254

Email: tgarrett@hendrix.edu

Name: Donna Eddleman

Role: Assistant Vice President for Student Affairs & Dean of Students

Office: Student Life & Technology Center, 2nd floor, #211

Phone: 501-450-1222

Email: eddeleman@hendrix.edu

Name: Amy Weaver

Role: Director of Athletics

Office: Wellness and Athletics Center, #213

Phone: 501-450-3899

Email: weaver@hendrix.edu

Name: David R. Bugh

Role: Director of Public Safety

Office: 1553 Washington Avenue

Phone: 501-450-1467

Email: bugh@hendrix.edu

Inquiries may be made externally to:

Office for Civil Rights (OCR)

U.S. Department of Education

400 Maryland Avenue, SW

Washington, D.C. 20202-1100

Customer Service Hotline #: (800) 421-3481

Facsimile: (202) 453-6012

TDD#: (877) 521-2172

Email: OCR@ed.gov

Web: <http://www.ed.gov/ocr>

Office for Civil Rights,

Kansas City Office

U.S. Department of Education

One Petticoat Lane

1010 Walnut Street, Suite 320

Kansas City, MO 64106

Telephone: (816) 268-0550

Facsimile: (816) 268-0559

Email: OCR.KansasCity@ed.gov

For complaints involving employee-on-employee conduct: Equal Employment Opportunity Commission

XV: Information on a Student's Option to Notify Law Enforcement Authorities

If the Respondent is unknown or is not a member of the Hendrix College community, the Title IX Coordinator will assist the Complainant in identifying appropriate institutional and local resources and support options. If criminal conduct is alleged, Hendrix College can assist in contacting local or institutional law enforcement if

the individual would like to file a police report.

XVI: Notification to Students of On- and Off-Campus Gender Offense Victim Services

On and off campus victim services and resources are available online [by clicking here](#) and published in the Hendrix College Violence Against Women Act Brochure made available to all students, employees, and visitors by request through the Title IX Office.

Emergency 911

Conway Police Department www.conwaypd.org/ 501.450.6120

Faulkner County Sheriff Office <https://www.fcso.ar.gov/> 501.450.4914

Conway Fire Department www.conwayarkansas.gov/fire/ 501.450.6147

Pafford Medical Services (Ambulance) www.paffordems.com/ 870.777.7480

Arkansas Poison Control Hotline <https://arpoisoncenter.org/> 800.222.1222

Hendrix College Public Safety www.hendrix.edu/publicsafety/ 501.450.7711

Conway Regional Medical Center (Hospital) www.conwayregional.org 501.932.3500

Baptist Health Medical Center (Hospital) www.baptist.health.com/baptist.health.conway.ar 501.585.2000

Conway Regional Health System www.conwayregional.org 501.329.3831

MedExpress Urgent Care www.medexpress.com/location/ar/conway/cwa 501.504.2329 PrimeCARE (walk in clinic) www.pcmc.ar.com/ 501.327.7100

Conway Regional Women's Center www.conwayregional.org 501.329.3831

1 in 6 (Live 24/7 helpline chat) www.1in6.org 877.628.1466

Arkansas Coalition Against Domestic Violence www.domesticpeace.com 800.799.7233

Arkansas Coalition Against Sexual Assault www.arkcasa.org 800.656.4673

Arkansas Crisis Center www.arcrisis.org 888.274.7472

Center for Arkansas Legal Services www.arkansaslegal.org 501.376.3423

Centre SAFE www.centresafe.org/services/services.for.male.survivors 877.234.5050

Conway Police Department Victim Assistance www.conwaypd.org/images/docs/cpd.lauras.card.pdf 501.450.6120

Faulkner County Prosecuting Attorney Victim Assistance

www.faulknercounty.org/government/departments.2/prosecuting.attorney/victim.services 501.450.3051

Hendrix College Chaplin www.hendrix.edu/life/religiouslife 501.450.1263

Hendrix College Counseling www.hendrix.edu/counseling 501.450.1448

Hendrix College Employee Assistance Program www.guidanceresources.com 888.327.9573

Male Survivor www.malesurvivor.org email/ chat only

National Center for Victims of Crime www.victimsofcrime.org 202.467.8700

National Coalition of Anti-Violence Programs www.apv.org 212.714.1141

National Human Trafficking Hotline www.humantraffickinghotline.org/state/arkansas 888.373.7888

National Sexual Violence Resource Center www.nsvrc.org 877.739.3895

National Suicide Prevention Lifeline www.suicidepreventionlifeline.org 800.273.8255

Partners Against Trafficking Humans (PATH) www.pathsaves.org 501.301.4357

Rape, Abuse & Incest National Network www.rainn.org 800.656.4673

Rise House www.risehouseconway.org 501.329.7405

Safe Horizon www.safehorizon.org 800.621.4673

Stop DV www.wecanstopdv.org 866.358.2265

Survivors Network of those Abused by Priests (SNAP) www.snapnetwork.org 877.762.7432

Victim Connect Resource Center www.victimconnect.org 855.484.2846

Womankind www.iamwomankind.org/our.work 888.888.7702

XVII: Notification that Institution will Assist Victim with Changes in Academic and Living Arrangements

Title IX Supportive Measures

Hendrix College will offer and implement appropriate and reasonable supportive measures to the parties upon notice of alleged harassment, discrimination, and/or retaliation. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available. They are offered, without fee or charge to the parties, to restore or preserve access to Hendrix's education program or activity, including measures designed to protect the safety of all parties and/or Hendrix College's educational environment and/or to deter harassment, discrimination, and/or retaliation.

The Title IX Coordinator promptly makes supportive measures available to the parties upon receiving notice or a complaint. At the time that supportive measures are offered, the Title IX Coordinator or Deputy Title IX Coordinator will inform the Complainant, in writing, that they may file a Formal Complaint with the Title IX Coordinator either at that time or in the future, if they have not done so already. The Title IX Coordinator works with the Complainant to ensure that their wishes are considered with respect to any planned and implemented supportive measures.

Hendrix College will maintain the confidentiality of the supportive measures, provided that does not impair Hendrix's ability to provide those supportive measures. Hendrix College will act to ensure as minimal an academic/occupational impact on the parties as possible. The Title IX Coordinator (student Respondents) or Deputy Title IX Coordinator (employee Respondents) will implement measures in a way that does not unreasonably burden the other party.

These actions may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services
- Referral to the Employee Assistance Program
- Referral to community-based service providers
- Visa and immigration assistance
- Student financial aid counseling
- Education to the institutional community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Safety planning
- Providing campus safety escorts
- Providing transportation assistance
- Implementing contact limitations (no contact orders) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustments
- Trespass, Persona Non Grata (PNG), or Be-On-the-Lookout (BOLO) orders
- Timely warnings
- Class schedule modifications, withdrawals, or leaves of absence
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator

Violations of no contact orders or other restrictions may be referred to appropriate student or employee conduct processes for enforcement or added as collateral misconduct allegations to an ongoing complaint under this Policy.

Any person who believes supportive measures are being violated should report the alleged violation in the same manner for reporting discrimination. Alleged violations of supportive measures may be investigated along with the underlying complaint of sexual misconduct, or separately, at the discretion of the Title IX Coordinator.

XVIII: Procedures for Disciplinary Action for Alleged Sex Offenses

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 Hendrix College Policy.

Although there is an expectation of privacy around what Investigators share with parties during interviews, the parties have discretion to share their own knowledge and evidence with others if they so choose, except for information the parties agree not to disclose as part of an Informal Resolution. Hendrix College encourages parties to discuss any sharing of information with their Advisors before doing so.

The Formal Grievance Process is Hendrix College's primary resolution approach unless Informal Resolution is elected by all parties and Hendrix College.

Informal Resolution

Three options for Informal Resolution:

- 1) **Supportive Resolution.** When the Title IX Coordinator can resolve the matter informally by providing supportive measures (only) to remedy the situation
- 2) **Alternative Resolution.** When the parties agree to resolve the matter through an alternative resolution mechanism including mediation, restorative practices, facilitated dialogue, etc., as described below, often before a formal investigation takes place.
- 3) **Accepted Responsibility.** When the Respondent accepts responsibility for violating policy, and desires to accept the recommended sanction(s) and end the Resolution Process.

To initiate an Informal Resolution, a Complainant must submit a Formal Complaint, as defined above. A Respondent who wishes to initiate Informal Resolution should contact the Title IX Coordinator. The parties may agree, as a condition of engaging in Informal Resolution, that statements made, or evidence shared, during the Informal Resolution process will not be considered in the Formal Grievance Process unless all parties' consent.

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. The parties may not enter into an agreement that requires Hendrix College to impose specific sanctions, though the parties can agree to certain restrictions or other courses of action. For example, the parties cannot require a student be suspended, but the parties can agree that the Respondent will temporarily or permanently withdraw. The only Informal Resolution Process that can result in sanctions levied by the institution is "Accepted Responsibility." The Title IX Coordinator has discretion to determine if an investigation will be paused during Informal Resolution, or if it will be limited, or will continue during the Informal Resolution process.

Prior to implementing Informal Resolution, Hendrix College will provide the parties with written notice of the reported misconduct and any sanctions (only in the case of Accepted Responsibility) or measures that may result from participating in such a process, including information regarding any records that will be maintained or shared by Hendrix College.

Hendrix College 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.

Alternative Resolution Approaches

Alternative Resolution is an informal approach, including mediation, restorative practices, facilitated dialogue, etc. by which the parties reach a mutually agreed upon resolution of a complaint. All parties must consent to the use of an Alternative Resolution approach.

The Title IX Coordinator may consider the following factors to assess whether Alternative Resolution is appropriate, or which form of Alternative Resolution may be most successful for the parties:

- The parties' amenability to Alternative Resolution
- Likelihood of potential resolution, considering any power dynamics between the parties
- The nature and severity of the alleged misconduct
- The parties' motivation to participate
- Civility of the parties
- Results of a violence risk assessment/ongoing risk analysis
- Disciplinary history of the Respondent
- Whether an emergency removal is needed
- Skill of the Alternative Resolution facilitator with this type of complaint
- Complaint complexity
- Emotional investment/capability of the parties
- Rationality of the parties
- Goals of the parties
- Adequate resources to invest in Alternative Resolution (time, staff, etc.)

The ultimate determination of whether Alternative Resolution is available or successful is made by the Title IX Coordinator. The Title IX Coordinator is authorized to facilitate a resolution that is acceptable to all parties, and/or to accept a resolution that is proposed by the parties, usually through their Advisors, including terms of confidentiality, release, and non-disparagement.

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 (e.g., referral for formal resolution, referral to the conduct process for failure to comply). The results of complaints resolved by Alternative 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 Hendrix College are able to agree on responsibility, restrictions and/or remedies. If so, the Title IX Coordinator implements the accepted finding that the Respondent is in violation of Hendrix College policy and implements agreed-upon restrictions and remedies and determines the appropriate sanction(s) in coordination with other appropriate administrator(s), as necessary.

This result is not subject to appeal once all parties indicate their written assent to all agreed upon resolution terms. 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(s) or responsive actions are promptly implemented to effectively stop the harassment or discrimination, prevent its recurrence, and remedy the effects of the discriminatory conduct, both on the Complainant and the community.

Formal Grievance Process

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 the Respondent’s ability to prepare for the interview and to identify and choose an Advisor to accompany them. The NOIA is also copied to the Complainant, who will be given advance notice of when the NOIA will be delivered to the Respondent.

Notice of Investigation and Allegations

The NOIA will include:

- A meaningful summary of all 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 Hendrix College 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 during the review and comment period to inspect and review all directly related and/or relevant evidence obtained
- A statement about Hendrix College’s policy on retaliation
- Information about the confidentiality 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 Hendrix College’s 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 Resolution Process
- An attachment of or link to the Hendrix College’s VAWA Brochure
- The name(s) of the Investigator(s), along with a process to identify to the Title IX Coordinator, in advance of the interview process, 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 allegations.

Notice will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address(es) of the parties as indicated in official Hendrix College records, or emailed to the parties’ Hendrix College-issued email or designated accounts. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

Resolution Timeline

Hendrix College will make a good faith effort to complete the Resolution Process within a sixty to ninety (60-90) business-day time period, including appeal if any, which can 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 appropriate, as well as an estimate of how much additional time will be needed to complete the process.

Appointment of Investigators

Once the decision to commence a formal investigation is made, the Title IX Coordinator or Deputy Title IX Coordinator will begin the investigation usually within two (2) business days of determining that an investigation should proceed.

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 Formal Grievance Process involves an objective evaluation of all relevant evidence obtained, including evidence that supports that the Respondent engaged in a policy violation and evidence that supports that the Respondent did not engage in a policy violation. Credibility determinations may not be based solely on an individual's status or participation as a Complainant, Respondent, or witness.

Hendrix College 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 applicable standard of proof, preponderance of evidence.

Investigation Timeline

Investigations are completed expeditiously, normally within sixty (60) business days, though some investigations may take many weeks or even months, depending on the nature, extent, and complexity of the allegations, availability of witnesses, law enforcement involvement, etc.

Hendrix College will make a good faith effort to complete investigations as promptly as circumstances permit and will communicate regularly with the parties to update them on the progress and timing of the investigation.

Investigation Process Delays and Interactions with Law Enforcement

Hendrix College may undertake a short delay in its investigation if circumstances require. Such circumstances 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 health conditions.

Hendrix College will communicate the anticipated duration of the delay and reason to the parties in writing and provide the parties with status updates if necessary. Hendrix College will promptly resume its investigation and Resolution Process as soon as feasible. During such a delay, Hendrix College will implement supportive measures as deemed appropriate.

Hendrix College action(s) or processes are not typically altered or precluded on the grounds that civil or criminal charges involving the underlying incident(s) have been filed or that criminal charges have been dismissed or reduced.

Investigation Process Steps

All investigations are thorough, reliable, impartial, prompt, and fair. Investigations involve interviews with all available 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. Recordings of interviews are not provided to the parties, but the parties will have the ability to review the transcript of the interview once the investigation report is compiled.

At the discretion of the Title IX Coordinator, investigations can be combined when complaints implicate a pattern, collusion, and/or other shared or similar actions.

The Investigator(s) typically take(s) the following steps, if not already completed (not necessarily in this order):

- Determine the identity and contact information of the Complainant
- 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, if needed, with conducting a prompt initial assessment to determine if the allegations indicate a potential policy violation
- Commence a thorough, reliable, and impartial investigation by identifying issues and developing a strategic investigation plan, including a witness list, evidence list, intended investigation timeframe, and order of interviews for the parties and witnesses
- Meet with the involved parties to finalize their interview/statement, if necessary
- Work with the Title IX Coordinator, as necessary, to prepare the initial Notice of Investigation and Allegations (NOIA). The NOIA may be amended with any additional or dismissed allegations
- Notice should inform the parties of their right to have the assistance of an Advisor, who could be a member of the Advisor Pool or an Advisor of their choosing present for all meetings attended by the party
- Provide each interviewed party and witness an opportunity to review and verify the transcript of the relevant evidence/testimony from their respective interviews and meetings
- Make good faith efforts to notify each party of any meeting or interview involving another 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 another party and/or 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 intended timeline
- Provide regular status updates to the parties throughout the investigation
- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if so desired by the parties) with a list of witnesses whose information will be used to render a finding
- Write a comprehensive investigation report fully summarizing the investigation, all witness interviews, and addressing all relevant evidence. Appendices including relevant physical or documentary evidence will be included
- Gather, assess, and synthesize evidence, but make no conclusions, engage in no policy analysis, and render no recommendations as part of their report

- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if so desired by the parties) a secured electronic or hard copy of the draft investigation report as well as an opportunity to inspect and review all of the evidence obtained as part of the investigation that is directly related to the reported misconduct, including evidence upon which Hendrix College does not intend to rely in reaching a determination, 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 (10) 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).
- Elect to respond in writing in the investigation report to the parties' submitted responses and/or to share the responses between the parties for additional responses
- 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.
- Share the report with the Title IX Coordinator and/or legal counsel for their review and feedback
- Incorporate any relevant feedback and share the final report with all parties and their Advisors through secure electronic transmission or hard copy at least ten (10) business days prior to a hearing. The parties and Advisors are also provided an opportunity to review the file of any directly related evidence that was not included in the report.

Witness Role and Participation in the Investigation

Witnesses (as distinguished from the parties) who are employees of Hendrix College are strongly encouraged to cooperate with and participate in the investigation and Resolution Process. Student witnesses and witnesses from outside the Hendrix College community are encouraged to cooperate with Hendrix College investigations and to share what they know about a complaint.

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. Zoom, Microsoft Teams, or similar technologies may be used for interviews if the Investigator(s) determine that timeliness, efficiency, or other reasons dictate a need for remote interviewing. Hendrix College 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(s), though not preferred.

Interview Recording

No unauthorized audio or video recording of any kind is permitted during investigation meetings by any involved party, Advisor, or witness.

Evidentiary Considerations

Neither the investigation nor the hearing will consider: (1) incidents not relevant or not directly related to the possible violation(s), unless they evidence a pattern; or (2) questions and evidence about the Complainant's sexual predisposition; or (3) questions and evidence about the Complainant's 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.

Within the boundaries stated above, the investigation and the hearing panel can consider character evidence

generally, if offered, but that evidence is unlikely to be relevant unless it is fact evidence or relates to a pattern of conduct.

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 held 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-maker(s)—unless all parties and the Decision-maker(s) agree to an expedited timeline.

The Title IX Coordinator will select appropriate Decision-makers from the Pool and provide a copy of the investigation report and the file of directly related evidence. Allegations involving student-employees in the context of their employment will be directed to the appropriate Decision-maker(s) depending on the context and nature of the alleged misconduct.

Hearing Decision-maker Composition

Hendrix College will designate 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-maker(s) will not have had any previous involvement with the complaint. The Title IX Coordinator may elect to have an alternate from the Pool sit in throughout the hearing process in the event that a substitute is needed for any reason.

Those who have served as Investigators will be witnesses in the hearing and therefore may not serve as Decision-makers. Those who are serving as Witnesses or 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 the facilitator role. The hearing will convene at a time and venue determined by the Title IX Coordinator or designee.

Additional Evidentiary Considerations in the Hearing

Previous disciplinary action of any kind involving the Respondent may not be used unless there is an allegation of a pattern of misconduct. Such information may also be considered in determining an appropriate sanction upon a determination of responsibility, assuming Hendrix College uses a progressive discipline system. 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 and/or mitigation statement prior to the hearing for the consideration of the Decision-maker(s) at the sanction stage of the process when a determination of responsibility is reached.

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

Hearing Notice

No less than ten (10) business days prior to the hearing, the Title IX Coordinator or designee 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 the alleged violation(s), a list of all policies allegedly violated, a description of the applicable hearing procedures, and a statement of the potential sanctions/responsive actions that could result.
- The time, date, and location of the hearing.
- Description of any technology that will be used to facilitate the hearing.
- Information about the option for the live hearing to occur with the parties located in separate rooms using technology that enables the Decision-maker(s) and parties to see and hear a party or witness answering questions. Such a request must be raised with the Title IX Coordinator as soon as possible, preferably at least 10 college business days prior to the hearing.
- A list of all those who will attend the hearing, along with an invitation to object to any Decision-maker(s) based on demonstrated bias or conflict of interest. This must be raised with the Title IX Coordinator at least 5 college business days prior to the hearing.
- Information on how the hearing will be recorded and how the parties can access the recording after the hearing.
- A statement that if any party or witness does not appear at the scheduled hearing, the hearing may be held in their absence. For compelling reasons, the Chair may reschedule the hearing with approval from the Title IX Coordinator.
- 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 wish to conduct cross-examination and do not have an Advisor, and Hendrix College will appoint one. Each party must have an Advisor present if they intend to cross-examine others. There are no exceptions.
- A copy of all the materials provided to the Decision-maker(s) about the complaint unless they have already been provided.
- An invitation to each party to submit to the Chair an impact statement pre-hearing that the Decision-maker(s) will review during any sanction determination.
- An invitation to contact the Director of Academic Success and ADA/504 Coordinator to arrange any disability accommodations, language assistance, and/or interpretation services that may be needed at the hearing, at least seven (7) business days prior to the hearing.
 - Julie Brown, at 501- 505-2954 or brownj@hendrix.edu (until June 2025)
 - Lauren Wilson, at (effective June 2025) 501-450-1482 or WilsonL@hendrix.edu
- Parties can bring mobile phones/devices into the hearing but cannot record at any time.

Hearings for possible violations that occur near or after the end of an academic term (assuming the Respondent is still subject to this Policy) and 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 Hendrix College and remain within the 60-90 business-day goal for resolution. Employees who do not have 12-month contracts are still expected to participate in Resolution Proceedings that occur during months between contracts.

Alternative 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 as soon as possible, preferably 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 as soon as possible, preferably at least five (5) business days prior to the hearing so that appropriate arrangements can be made.

Pre-Hearing Preparation

After any necessary consultation with the parties, the Title IX Coordinator will provide the names of persons who have been asked to participate 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(s) or have proffered a written statement or answered written questions, unless all parties assent to the witness's participation in the hearing. The same holds for any relevant 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/or 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 (2) business days prior to the hearing. Decision-makers will only be removed if the Title IX Coordinator concludes that their actual or perceived bias or conflict of interest precludes an impartial hearing of the complaint.

The Title IX Coordinator will give the 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 as soon as possible.

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 a pre-hearing meeting or at the hearing and will be exchanged between each party by the Chair.

Pre-Hearing Meetings

The Chair may convene a pre-hearing meeting(s) with the parties and/or their Advisors and invite them to submit the questions or topics they (the parties and/or their Advisors) wish to ask or discuss at the hearing, so that the Chair can rule on their relevance ahead of time to avoid any improper evidentiary introduction in the hearing or to provide recommendations for more appropriate phrasing.

However, this advance review opportunity does not preclude the Advisors from asking a question for the first time at the hearing or from asking for a reconsideration on a pre-hearing ruling by the Chair based on any new information or testimony offered at the hearing. The Chair must document and share with each party their rationale for any exclusion or inclusion at a pre-hearing meeting.

The Chair, only with full agreement of the parties, may decide in advance of the hearing that certain witnesses do not need to be present if their testimony can be adequately summarized by the Investigator(s) in the investigation report or during the hearing.

At the pre-hearing meeting with a party and/or their Advisor, the Chair will consider arguments that evidence identified in the final investigation report as relevant is, in fact, not relevant. Similarly, evidence identified as directly related but not relevant by the Investigator(s) may be argued to be relevant. The Chair

may rule on these arguments pre-hearing and will exchange those rulings between the parties prior to the hearing to assist in preparation for the hearing. The Chair may consult with Hendrix College legal counsel and/or the Title IX Coordinator or ask either or both to attend pre-hearing meetings.

The pre-hearing meeting may be recorded at the discretion of the Title IX Coordinator. The pre-hearing meetings may be conducted as separate meetings with each party/Advisor, with all parties/Advisors present at the same time, remotely, or as a written-only exchange. The Chair or Title IX Coordinator will work with the parties to establish the format.

Hearing Procedures

At the hearing, the Decision-maker(s) have the authority to hear and make determinations on all allegations of discrimination, harassment, and/or retaliation and may also hear and make determinations on any additional alleged policy violations that occurred in concert with the discrimination, harassment, and/or retaliation, even though those collateral allegations may not specifically fall within the Equal Opportunity, Harassment, and Nondiscrimination Policy.

Participants at the hearing will include the Chair, any additional panelists, the hearing facilitator, the Investigator who conducted the investigation, the parties (or three (3) organizational representatives when an organization is the Respondent), Advisors to the parties, any called witnesses, the Title IX Coordinator, and anyone providing authorized accommodations, interpretation, and/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 to respond to specific questions from the Decision-maker(s) and the parties, and the witnesses will then be excused. The Investigator will remain present for the duration of the hearing.

Joint Hearings

In hearings involving more than one Respondent and/or involving more than one Complainant who has 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 or complaint 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 and/or for each complaint with respect to each alleged policy violation.

The Order of the Hearing – Introductions and Explanation of Procedure

The Chair explains the procedures and introduces the participants. This may include a final opportunity for challenge or recusal of the Decision-maker(s) based on bias or conflict of interest. The Chair will rule on any such challenge unless the Chair is the individual who is the subject of the challenge, in which case the Title IX Coordinator will review the challenge and decide.

The Chair and/or hearing facilitator 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 are 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 Presentation of Final Investigation Report

The Investigator will present 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-maker(s) and the parties through their Advisors. The Investigator will be present during the entire hearing process, but not during deliberations.

Neither the parties nor the Decision-maker(s) should ask the Investigator(s) their opinions on credibility, recommended findings, or determinations, and Advisors and parties will refrain from discussion of or questions for Investigators about these assessments. If such information is introduced, the Chair will direct that it be disregarded.

Testimony and Questioning

Once the Investigator(s) present(s) the report and respond(s) to questions, the parties and witnesses may provide relevant information in turn, beginning with the Complainant, and then in the order determined by the Chair. The hearing will facilitate questioning of parties and witnesses by the Decision-maker(s) and then by the parties through their Advisors.

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 prior to the hearing), the proceeding will pause to allow the Chair to consider the question (and state it if it has not already been stated aloud), and the Chair will determine whether the question will be permitted, disallowed, or rephrased.

Refusal to Submit to Questioning, Inferences

Any party or witness may choose not to offer evidence and/or answer questions at the hearing, either because they do not attend the hearing, or because they attend but refuse to participate in some or all questioning. The Decision-maker(s) can only rely on whatever relevant evidence is available through the investigation and hearing in making the ultimate determination of responsibility. The Decision-maker(s) may not draw any inference solely from a party's or witness's absence from the hearing or refusal to submit to cross-examination or answer other questions.

An Advisor may not be called as a witness at a hearing to testify to what their advisee has told them during their role as an Advisor unless the party being advised consents to that information being shared. It is otherwise considered off-limits, and an Advisor who is an institutional employee is temporarily alleviated from mandated reporter responsibilities related to their interaction with their advisee during the Resolution Process.

Hearing Recordings

Hearings (but not deliberations) are recorded by Hendrix College for purposes of review in the event of an appeal. The parties may not record the proceedings and no other unauthorized recordings are permitted.

The Decision-maker(s), the parties, their Advisors, and appropriate administrators of Hendrix College will be permitted to review the recording or review a transcript of the recording, upon request to 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.

Deliberation, Decision-making, and Standard of Proof

The Decision-maker(s) will deliberate in closed session to determine whether the Respondent is responsible for the policy violation(s) in question. Since a panel is used, 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-maker(s) may then consider the previously submitted party impact and/or mitigation statement(s) in determining appropriate sanction(s). The Chair will ensure that each of the parties has an opportunity to review any submitted impact and/or mitigation statement(s) once they are submitted.

The Decision-maker(s) will also review any pertinent conduct history and will determine the appropriate sanction(s) in consultation with other appropriate administrators, as required. The Chair will then prepare a written statement detailing all findings and final determinations, the rationale(s) explaining the decision(s), the evidence used in support of the determination(s), the evidence not relied upon in the determination(s), any credibility assessments, and any sanction(s) and rationales explaining the sanction(s) and will deliver the statement to the Title IX Coordinator.

This statement is typically three pages in length 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 an 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 letter. The Title IX Coordinator will then share the letter, which includes the final determination, rationale, and any applicable sanction(s), with the parties and their Advisors within 5 college business days of receiving the deliberation statement.

The Notice of Outcome will 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 or permanent address of the parties as indicated in official Hendrix College records, or emailed to the parties' Hendrix College-issued email or otherwise approved account. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

The Notice of Outcome will also include information on when the results are considered final by Hendrix College, will note any changes to the outcome and/or sanction(s) that occur prior to finalization, and the relevant procedures and bases for appeal.

XIX: Sanctions for Gender Misconduct Offenses

Sanctions

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

- The nature, severity of, and circumstances surrounding the violation(s)
- The Respondent's disciplinary history
- The need for sanctions/responsive actions to bring an end to the discrimination, harassment, and/or retaliation
- The need for sanctions/responsive actions to prevent the future recurrence of discrimination, harassment, and/or retaliation
- The need to remedy the effects of the discrimination, harassment, and/or retaliation on the Complainant and the community
- The 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 upon the outcome of any appeal or the

expiration of the window to appeal without an appeal being 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.

If it is later determined that a party or witness intentionally provided false or misleading information, that action could be grounds for re-opening a grievance process at any time, and/or referring that information to another process for resolution.

Student Sanctions

The following are the common 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 Hendrix College policy, procedure, or directive will result in more severe sanctions/responsive actions.
- *Required Counseling*: A mandate to meet with and engage in either Hendrix College -sponsored or external counseling to better comprehend the misconduct and its effects.
- *Probation*: A written reprimand for violation of institutional policy, providing for more severe disciplinary sanctions in the event that the student or organization is found in violation of any institutional policy, procedure, or directive within a specified period of time. Terms of the probation will be articulated and 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. Students who return from suspension are automatically placed on probation through the remainder of their tenure as a student at Hendrix College. Transcript notation of “suspension due to an issue other than scholastic or financial” will be used.
- *Expulsion*: Permanent termination of student status and revocation of rights to be on campus for any reason or to attend Hendrix College -sponsored events. This sanction will be noted permanently as a Conduct Expulsion on the student’s official transcript, subject to any applicable expungement policies.
- *Withholding Diploma*: Hendrix College may withhold a student’s diploma for a specified period of time and/or deny a student participation in commencement activities as a sanction if the student is found responsible for violating policy.
- *Revocation of Degree*: Hendrix College reserves the right to revoke a degree previously awarded from Hendrix College for fraud, misrepresentation, and/or other violation of Hendrix College policies, procedures, or directives in obtaining the degree, or for other serious violations committed by a student prior to graduation.
- *Other Actions*: In addition to or in place of the above sanctions, Hendrix College may assign any other sanctions as deemed appropriate.

Student Organization Sanctions

The following are the common sanctions that may be imposed upon student organizations singly or in combination:

- *Warning*: A formal statement that the conduct was unacceptable and a warning that further violation of any Hendrix College policy, procedure, or directive will result in more severe sanctions/responsive actions.

- *Probation*: A written reprimand for violation of institutional policy, providing for more severe disciplinary sanctions in the event that the organization is found in violation of any institutional policy, procedure, or directive within a specified period of time. Terms of the probation will be articulated and may include denial of specified social and event privileges, denial of Hendrix College funds, ineligibility for honors and awards, restrictions on new member recruitment, no-contact orders, and/or other measures deemed appropriate.
- *Suspension*: Termination of student organization recognition for a definite period of time not to exceed two years and/or until specific criteria are met. During the suspension period, a student organization may not conduct any formal or informal business or participate in Hendrix College - related activities, whether they occur on or off campus. Re-recognition is possible but not guaranteed and will only be considered after the end of the suspension period and based on meeting all re-recognition criteria and obtaining clearance from Hendrix College.
- *Expulsion*: Permanent termination of student organization recognition and revocation of the privilege to congregate and conduct business on campus as an organization for any reason.
- *Loss of Privileges*: Restricted from accessing specific Hendrix College privileges for a specified period of time.
- *Other Actions*: In addition to or in place of the above sanctions, Hendrix College may assign any other sanctions as deemed appropriate.

Employee Sanctions/Responsive/Corrective Actions

Responsive actions for an employee who has engaged in harassment, discrimination, and/or retaliation include:

- Verbal or Written Warning
- Performance Improvement Plan/Management Process
- Enhanced Supervision, Observation, or Review
- Required Counseling
- Required Training or Education
- Probation
- Denial of Pay Increase/Pay Grade
- Loss of Oversight or Supervisory Responsibility
- Demotion
- Transfer
- Reassignment
- Delay of (or referral for delay of) Tenure Track Progress
- Assignment to New Supervisor
- Restriction of Stipends, Research, and/or Professional Development Resources
- Suspension/Administrative Leave with Pay
- Suspension/Administrative Leave without Pay
- Termination
- Other Actions: In addition to or in place of the above sanctions/responsive actions, Hendrix College may assign any other responsive actions as deemed appropriate.

XX: Where to Obtain Information about Registered Sex Offenders

The campus community should contact the Conway Police Department (501-450-6120) for listings and information regarding registered sex offenders or visit the Arkansas Crime Information Center at <https://www.fcso.ar.gov/offenders>

XXI: Fire Safety Policies

The policies in this section are specifically designed to increase safety and outline safe procedures for our students. Safety is always our first priority. Students who ignore safety guidelines or place other students in harm's way with their actions will be subject to strong disciplinary action.

Students who have concerns about their safety should contact our Public Safety office immediately. Students must understand that some individual actions have an impact on safety for the entire community. We need students to work with each other and with the extended Hendrix community to create a safe home for all. All crimes should be reported to Hendrix Public Safety at 501.450.7711.

Building Security

Security is primarily the responsibility of the student. Hendrix Public Safety Officers make regular rounds checking residential facilities' exterior doors. Tampering or disabling exterior door security/access systems will result in conduct action. For your safety and the safety of others, please follow these guidelines:

- Do not prop or block exit doors or doors leading to fire exits and/or fire escapes.
- Close any door that you find propped open. (After doors have been propped for a certain amount of time, a loud alarm will sound.)
- Do not allow strangers to enter the residential facilities.
- Escort guests at all times while in the residential facilities.
- Report any unescorted nonresidents to Public Safety.
- Report any security issues to the Residential Life staff and Public Safety.
- Close and lock all doors when leaving your room/apartment and residential facility.

Fire Equipment Tampering Policy

Any misuse of or tampering with fire extinguishers, alarms, or equipment jeopardizes residents' safety and should be reported immediately to Public Safety or a Residential Life staff member if the event occurred in Hendrix College-owned housing. Fire equipment includes, but is not limited to, room and hallway smoke detectors, exit signs, fire alarms, breaker panels, fire extinguishers, etc. Students are reminded that removing batteries from smoke detectors is a violation. Report any problems with fire equipment in Hendrix College-owned housing to Public Safety or a Residential Life staff member.

Fire Safety Equipment, Procedures, Prevention Equipment

It is a serious offense to tamper with fire safety equipment. Individuals who are found tampering with the fire alarms, extinguishers, smoke detectors, or other fire prevention equipment, or pulling the fire alarm under false pretenses will be subject to swift and decisive disciplinary action with eviction from College-owned housing being the most viable sanction. Do not tamper with the fire/life safety equipment.

Fire extinguishers are located throughout the residence halls and apartment buildings. They are to be used only in the event of a fire. They are considered fire equipment and are not to be disturbed. Do not tamper with the fire extinguishers or use them for anything other than to extinguish a fire.

Exit signs are located strategically throughout the buildings. Their purpose is to indicate exit routes,

particularly in emergencies. Do not remove or tamper with any of these signs.

Prevention

The best fire safety starts with prevention. To prevent fires and accidents, residents must use common sense and follow these simple guidelines:

1. Smoking is prohibited in college owned buildings and on campus. (See Hendrix Smoking Policy)
2. Completely extinguish matches before discarding them.
3. Use only UL approved electrical appliances. Use caution when using these appliances. Do not leave electrical appliances unattended.
4. Halogen lamps are not permitted in college owned housing facilities.
5. Make certain that materials used for decorating purposes are fireproof or fire retardant.

Open flames of any type, including candles, the burning of incense, coals, possession of combustible chemicals including propane and other fuels, and the use of multiple (“octopus”) electrical adapters, appliances with frayed wires, and ungrounded electrical appliances are not permitted inside residential facilities.

Prohibited practices involving fire safety include any modification of existing electrical equipment such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting; running electrical cords through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging or placing items such as tapestries, flags, or posters on the ceiling or in a way which covers vents on appliances or electronic equipment; overloading an electrical outlet; any practice which constitutes a fire hazard (i.e., careless use of smoking materials, etc.). Residents are not permitted to leave belongings in the hallways, stairwells, and/or common areas as this creates an obstacle to safe access to and from the building.

A fire drill is conducted at least once per semester for each residence hall and house. All persons in the building must participate in the drill and evacuate the building. The purpose of the fire drill is to acquaint residents with a rapid and orderly means of exit during an emergency. Participation in fire drills is mandatory. Residents who do not comply with this procedure are subject to conduct action. Residents are to follow evacuation procedures as listed above.

Fire Safety policies will be enforced through casual observation and announced periodic fire safety inspections of residential facilities by Residential Life staff. Materials and items prohibited from campus that are found in residence hall rooms will be confiscated, receipted, and held in a secure place until the owner safely removes them from campus at the time of check-out. Violations of this policy will be addressed through the Hendrix College conduct process.

XXII: Hendrix College Fire Safety Report 2025

The Campus Fire Safety Right to Know Act (S.354) was passed in the United States Senate (July 2007). This act requires all college/university campuses nationwide to make public their fire safety information, statistics, and all fire related events to students and their families. This public disclosure is intended to inform current and prospective students of the fire safety programs and policies in place at Hendrix College,

and the institution's state of readiness to detect and respond appropriately to fire related emergencies. Fire drills were conducted in mid-February and mid-October with satisfactory results.

FIRE PROTECTIVE FEATURES IN CAMPUS RESIDENCE FACILITIES

Facility Name	Fire Detection System (Smoke, Heat, Ion)	Fire Suppression Residential System	Fire Extinguishers Present	Redundant Monitoring System	Fire Drills Each Year
Brown House	Yes	Yes	Yes	Yes	2
Browne House	Yes	Yes	Yes	Yes	2
Clifton Street Apartments	Yes	No	Yes	No	0
Cook House	Yes	Yes	Yes	Yes	2
Couch Hall	Yes	No	Yes	Yes	2
Dickinson House	Yes	Yes	Yes	Yes	2
Front Street Apartments	Yes	No	Yes	No	0
Galloway Hall (Closed for renovations May 2005 - August 2006)	Yes	No	Yes	Yes	1
Hardin Hall	Yes	No	Yes	Yes	2
Hendrix Corner Apartments	Yes	No	Yes	No	0
Huntington Apartments	Yes	No	Yes	No	0
Market Square East (formerly Village D) Apartments	Yes	Yes	Yes	Yes	2
Market Square North (formerly Village C) Apartments	Yes	Yes	Yes	Yes	2
Market Square South	Yes	Yes	Yes	Yes	2
Martin Hall	Yes	No	Yes	Yes	2
McCreight House	Yes	Yes	Yes	Yes	2
Miller Creative Quad (Arkansas & Conway Corporation Halls)	Yes	Yes	Yes	Yes	2
Raney Hall	Yes	No	Yes	Yes	2
Smith House	Yes	Yes	Yes	Yes	2
SOAR House (formerly Language House)	Yes	No	Yes	Yes	2
Veasey Hall	Yes	No	Yes	Yes	2

Note: Traditional residence halls that do not have a fire suppression system will be upgraded with those systems when the buildings are remodeled.

Fire drills are conducted once per Fall and Spring terms per residence facility as applicable.

Prohibited Items and Practices

In compliance with fire and safety codes, the following appliances are not approved for use in any residential facility:

- Halogen lamps
- Cooking appliances with an exposed heating surface (*College-provided stoves in apartments are the only exceptions*).
- Space heaters
- Refrigerators larger than 4.6 cubic feet
(*a fridge with a very low electrical draw and a high Energy Star rating is recommended. College-provided refrigerators in apartments are the only exception.*)
- Microwave ovens larger than 1.5 cubic feet

Other materials that are prohibited from use in residential facilities include:

- Flammable liquids and chemicals
- Cut Christmas trees or boughs
- Candles or other items with a wick, lit or unlit
- Incense, lit or unlit
- Halogen or quartz light bulbs and lamps
- Extension cords without circuit breakers
- Firearms, hunting knives, and fireworks
- Propane tanks – all sizes

Prohibited practices involving fire safety include any modification of existing electrical equipment such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting; running electrical cords through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging or placing items such as tapestries, flags, or posters on the ceiling or in a way which covers vents on appliances or electronic equipment; overloading an electrical outlet; any practice which constitutes a fire hazard (i.e., careless use of smoking materials, etc.).

Evacuation

Specific evacuation procedures for each building will be explained by the Residential Life Staff at the first floor meeting and are posted in the building. When the fire alarm sounds, the building must be thoroughly and immediately evacuated with no exceptions. Failure to do so may result in Conduct Action. After the fire alarm sounds, Public Safety is automatically notified. Do not panic. Please familiarize yourself with the emergency procedures for your building as soon as you move in. Follow these simple instructions:

1. Turn off room lights except for ceiling lights. Leave blinds (and curtains) open.
2. Close windows and lock doors.
3. Grab a coat, shoes, and a towel to cover your face and head and leave in an orderly fashion as instructed in the evacuation procedures.
4. Walk quickly and quietly and use the closest exits.

5. Stand away from the building at the designated area. The Residential Life Staff will inform students when they may return to the building. Deliberately remaining in a building during an evacuation is a danger to yourself and to others who will enter the building to find you. This policy also applies to fire drills. Students found in buildings when a fire alarm is active may be subject to Conduct Action.
6. The Residential Life Staff will check each room to make certain that everyone has evacuated (as the nature of the emergency permits).

If a fire is outside your room/apartment and it is unsafe to exit:

1. Crack a window and remain near the opened window.
2. Hang a bed sheet or any large light-colored cloth out the window. This will signal your location to emergency personnel.
3. Keep close to the floor and near the outside wall. Remember, smoke rises.
4. Do not panic. Remain calm and cooperate with the staff and emergency personnel during emergencies.

2025 CAMPUS FIRE STATISTICS

*Galloway Hall was offline May 2025 – December 2025 for renovations.

BUILDING	NUMBER OF FIRES	CAUSE OF FIRE	INJURIES REPORTED	DEATHS REPORTED	VALUE OF PROPERTY DAMAGED
Brown House 1600 Washington Ave.	0	N/A	0	0	\$0
Browne House 1600 Washington Ave.	0	N/A	0	0	\$0
Clifton Street Apts 1619 Clifton Street	0	N/A	0	0	\$0
Cooke House 1600 Washington Ave.	0	N/A	0	0	\$0
Couch Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Creative Quad 1600 Washington Ave	0	N/A	0	0	\$0
Dickinson House 1600 Washington Ave.	0	N/A	0	0	\$0
Front Street Apartments 1302 Front Street	0	N/A	0	0	\$0
*Galloway Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Hardin Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Hendrix Corner Apts 1210 Front Street	0	N/A	0	0	\$0
Huntington Apts 1605 Clifton Street	0	N/A	0	0	\$0
Language House 1600 Washington Ave.	0	N/A	0	0	\$0
Martin Hall 1600 Washington Ave.	0	N/A	0	0	\$0

McCreight House 1600 Washington Ave.	0	N/A	0	0	\$0
Raney Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Smith House 1600 Washington Ave.	0	N/A	0	0	\$0
Veasey Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Market Square North Apts 1050 Ellis Ave.	0	N/A	0	0	\$0
Market Square East Apts 1700 Altus Street	0	N/A	0	0	\$0
Market Square South 1055 Steel Ave.	0	N/A	0	0	\$0

2024 CAMPUS FIRE STATISTICS

BUILDING	NUMBER OF FIRES	CAUSE OF FIRE	INJURIES REPORTED	DEATHS REPORTED	VALUE OF PROPERTY DAMAGED
Brown House 1600 Washington Ave.	0	N/A	0	0	\$0
Browne House 1600 Washington Ave.	0	N/A	0	0	\$0
Clifton Street Apts 1619 Clifton Street	0	N/A	0	0	\$0
Cooke House 1600 Washington Ave.	0	N/A	0	0	\$0
Couch Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Creative Quad 1600 Washington Ave	0	N/A	0	0	\$0
Dickinson House 1600 Washington Ave.	0	N/A	0	0	\$0
Front Street Apts 1302 Front Street	0	N/A	0	0	\$0
Galloway Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Hardin Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Hendrix Corner Apts 1210 Front Street	0	N/A	0	0	\$0
Huntington Apts 1605 Clifton Street	0	N/A	0	0	\$0
Language House 1600 Washington Ave.	0	N/A	0	0	\$0
Martin Hall 1600 Washington Ave.	0	N/A	0	0	\$0
McCreight House 1600 Washington Ave.	0	N/A	0	0	\$0
Raney Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Smith House 1600 Washington Ave.	0	N/A	0	0	\$0
Veasey Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Market Square North Apts 1050 Ellis Ave.	0	N/A	0	0	\$0
Market Square East Apts 1700 Altus Street	0	N/A	0	0	\$0
Market Square South 1055 Steel Ave.	0	N/A	0	0	\$0

2023 CAMPUS FIRE STATISTICS

*Raney Hall was offline January 2023 – December 2023 for repairs.

BUILDING	NUMBER OF FIRES	CAUSE OF FIRE	INJURIES REPORTED	DEATHS REPORTED	VALUE OF PROPERTY DAMAGED
Brown House 1600 Washington Ave.	0	N/A	0	0	\$0
Browne House 1600 Washington Ave.	0	N/A	0	0	\$0
Clifton Street Apts 1619 Clifton Street	0	N/A	0	0	\$0
Cooke House 1600 Washington Ave.	0	N/A	0	0	\$0
Couch Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Creative Quad 1600 Washington Ave	0	N/A	0	0	\$0
Dickinson House 1600 Washington Ave.	0	N/A	0	0	\$0
Front Street Apts 1302 Front Street	0	N/A	0	0	\$0
Galloway Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Hardin Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Hendrix Corner Apts 1210 Front Street	0	N/A	0	0	\$0
Huntington Apts 1605 Clifton Street	0	N/A	0	0	\$0
Language House 1600 Washington Ave.	0	N/A	0	0	\$0
Martin Hall 1600 Washington Ave.	0	N/A	0	0	\$0
McCreight House 1600 Washington Ave.	0	N/A	0	0	\$0
*Raney Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Smith House 1600 Washington Ave.	0	N/A	0	0	\$0
Veasey Hall 1600 Washington Ave.	0	N/A	0	0	\$0
Market Square North Apts 1050 Ellis Ave.	0	N/A	0	0	\$0
Market Square East Apts 1700 Altus Street	0	N/A	0	0	\$0
Market Square South 1055 Steel Ave.	0	N/A	0	0	\$0

TRAINING

Resident Assistants and other college staff receive fire extinguisher and safety training annually by the Conway Fire Marshal's office. Campus housing residents are informed of fire safety rules and practices by Residential Life staff at the beginning of each academic year.

DEFINITIONS

The following definitions are applicable to this section:

- **Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.
- **Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **Fire Drill:** A supervised practice of a mandatory evacuation of a building for a fire.
- **Fire-Related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of a fire. The term "person" may include students, faculty, staff, visitors, firefighters, or any other individuals.
- **Fire-Related Death:** Any instance in which a person (1) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of a fire.
- **Fire-Safety System:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems; fire detection devices; stand-alone smoke alarms; devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.
- **Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

XXV: Hendrix College Clery Geography



XXVI: Hendrix Clery Statistics 2025

HENDRIX COLLEGE CRIME STATISTICS

Reported in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.							
OFFENSE	YEAR	ON CAMPUS	NON-CAMPUS	** RESIDENTIAL FACILITIES	PUBLIC PROPERTY	TOTAL	UNFOUNDED CRIMES
MURDER/NON-NEGLIGENT MANSLAUGHTER	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
RAPE	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	1	0	1	0	1	0
FONDLING	2025	0	0	0	0	0	0
	2024	2	0	1	0	2	0
	2023	2	0	2	0	2	0
INCEST	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
STATUTORY RAPE	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
ROBBERY	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
AGGRAVATED ASSAULT	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
BURGLARY	2025	1	0	0	0	1	0
	2024	2	0	2	0	2	0
	2023	5	0	3	0	5	0
MOTOR VEHICLE THEFT	2025	1	0	0	0	1	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
LIQUOR LAW ARRESTS	2025	1	0	0	0	1	0
	2024	0	0	0	0	0	0
	2023	0	0	0	6	6	0
DRUG LAW ARRESTS	2025	3	0	0	0	3	0
	2024	2	0	0	0	2	0
	2023	0	0	0	0	0	0
WEAPONS LAW ARRESTS	2025	1	0	0	0	1	0
	2024	0	0	0	0	0	0
	2023	0	0	0	1	1	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2025	19	1	19	0	20	0
	2024	26	2	14	0	28	0
	2023	36	4	33	0	40	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2025	9	0	9	0	9	0
	2024	8	0	4	0	8	0
	2023	23	0	20	0	23	0
WEAPONS LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2025	1	0	1	0	1	0
	2024	1	0	1	0	1	0
	2023	1	0	1	0	1	0
ARSON	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	0	0	0	0	0	0
DOMESTIC VIOLENCE	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	1	0	1	0	1	0
DATING VIOLENCE	2025	0	0	0	0	0	0
	2024	0	0	0	0	0	0
	2023	6	0	6	0	6	0
STALKING	2025	0	2	0	0	2	0
	2024	0	0	0	0	0	0
	2023	4	0	4	0	4	0
** CRIMES REPORTED IN THE "RESIDENTIAL FACILITIES" COLUMN ARE INCLUDED IN THE "ON CAMPUS" COLUMN.							
Liquor Law, Drug Law, and Weapons Law Violations include violations of Hendrix College policies in addition to violations of law.							
According to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, a crime is "reported" when the incident is brought to the attention of the local police or campus officials. Numbers do not necessarily reflect a finding of guilt or criminal responsibility.							