

TRAINING SEXUAL ASSAULT  
DOMESTIC VIOLENCE DATING VIOLENCE  
INFORMATION EXPLOITATION TREATMENT  
OFFENSE DISTRESS ACCOUNTABILITY STALKING  
CONDUCT AWARENESS

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# Title IX

Sexual Harassment  
for Employees and Students

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SUPPORT PREVENTION  
INTERVENTION  
ASSISTANCE HARASSMENT  
SAFETY UNDERSTANDING CONFIDENTIALITY  
APPEALS COUNSELING  
EMOTIONAL PERSONAL SPACE  
EVIDENCE TAKE ACTION



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## INTRODUCTION

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### **What is Title IX and Sex Discrimination?**

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states that: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance."

### **What is Title IX Sexual Harassment?**

Defined by the U.S. Department of Education's Office for Civil Rights in the 2020 regulations, sexual harassment replaces sexual misconduct. Sexual harassment includes any of three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect:

- (1) Any instance of quid pro quo harassment by a school's employee;
- (2) Any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access;
- (3) Any instance of sexual assault, dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA)

### **What is a Title IX Coordinator?**

The Title IX Coordinator's primary responsibility is coordinating the College's efforts to comply with and carry out the responsibilities under Title IX. The Title IX Coordinator is responsible for receiving and reviewing complaints of sexual harassment.

The Title IX Coordinator's, designees include the Lead Deputy Title IX Coordinator and Deputy Title IX Coordinators on each campus. Title IX Coordinators are also referred to as the recipient when submitting a complaint.

#### **Lead Deputy Title IX Coordinator**

A designee of the Title IX Coordinator, who assists with overseeing the Title IX Sexual Harassment process.

#### **Deputy Title IX Coordinators**

Each campus has trained employees to receive sex discrimination and sexual harassment complaint(s).

### **Title IX Coordinator**

**DeAndre House**

Associate Vice President of Student Services/Dean of Students

& Title IX Coordinator

Denton Hall 209 - Raymond Campus

P.O. Box 1100 Raymond, MS

Phone: 601-857-3353

Email: DeAndre.House@hindsc.edu

Or

TitleIX@hindsc.edu

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## TITLE IX & SEXUAL HARASSMENT POLICY BOOKLET

(Including Sexual Discrimination, Sexual Assault, Sexual Harassment, Domestic Violence, Dating Violence and Stalking)

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The purpose of this Policy Booklet is to provide information and guidance to students and employees for reporting, filing formal complaints, providing information on sex discrimination, and sexual harassment.

Hinds Community College is committed to providing an educational environment free of sex discrimination, including sexual harassment.

Title IX applies to all on-campus Hinds education programs or activities.

Hinds has the right to address sexual harassment affecting its students and employees that fall outside Title IX's jurisdiction in the manner that the College chooses, including providing supportive measures or pursuing corrective action.

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### POLICY STATEMENT

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The college is committed to providing an environment in which the rights of students and employees of the campus community are protected while they pursue their education and activities. The College prohibits any form of sex discrimination, including sexual harassment.

**Title IX /Sexual Harassment** is a broad term encompassing any non-consensual behavior of a sexual nature that is committed by force or intimidation or that is otherwise unwelcome. Sexual harassment may include behaviors such as sexual assault, domestic violence, dating violence, stalking, and any other behavior that is non-consensual or that has the purpose or effect of threatening, intimidating, or coercing a person(s). Such actions occurring through the use of social media are also covered under this policy. The policy covers misconduct occurring between members of the same sex or members of the opposite sex.

The Sexual Harassment Policy provides guidance for individuals who want to file a complaint, respond to a complaint procedure, supportive measures, investigative procedures, grievance process, live hearing and sanctions, and appeal procedures. The policy applies regardless of the complainant or respondent's race, gender, disability, age, marital status, religion, color, national origin, sexual orientation or other personal characteristics.

Title IX will address formal complaints about students currently enrolled or employees who are currently employed.

All trained Title IX Team Members will serve impartially, without conflict of interest and bias, including avoiding prejudgment of facts.

The College is required under the Clery Act to issue a timely warning to the college community if a situation poses a serious or ongoing threat to students and employees. The college is required to report sexual assaults, dating violence, domestic violence, and stalking incidents in the annual Clery Act report.

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## REPORTING TO TITLE IX

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A student or employee who believes they have been a victim of Title IX Sexual Harassment, is encouraged to contact the Title IX Coordinator at 601-857-3353 or Campus Deputy Title IX Coordinator by emailing TitleIX@hindsc.edu as well as, the Campus Police/Security department on their local campus. Any person may report sex discrimination, including sexual harassment, even if they are not the alleged victim of conduct that could constitute sex discrimination or sexual harassment. Reports can be made any time of day by emailing TitleIX@hindsc.edu.

Students or employees needing immediate medical attention off-campus are encouraged to contact local law enforcement by calling 911 or crisis centers (see resource page 15) for assistance.

The Title IX Coordinator/Lead Deputy Title IX Coordinator will oversee the process of all reports of sexual harassment.

Campus Police or other appropriate law enforcement authorities will conduct any criminal investigation.

**Employees involved in allegations of sexual harassment will follow the process outlined in this policy booklet.**

Individuals who feel they are a survivor of sexual assault are encouraged to seek medical attention even if they do not wish to file criminal or student conduct action against the respondent. Medical attention will ensure the survivor the opportunity to seek treatment for injuries, and secure preventive treatment for sexually transmitted diseases, and other health services. Hospitals are often staffed with a Sexual Assault Nurse Examiner (SANE) who will complete a rape kit at the victim's request and handle the medical treatment.

The SANE will assist with preserving evidence.

The College encourages anyone who feels they have been the victim of sexual harassment to seek assistance to care for themselves emotionally and physically through confidential counseling and healthcare services. Medical examinations are critical in preserving evidence of sexual assault so that options can be considered at a later date. It is important that employees and students report in a timely manner. Due to confidentiality, the College will not disclose any information to the agency and the agency will not disclose any information to the College without written consent from the student or employee.

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## SUPPORTIVE MEASURES PROCESS

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The Title IX Coordinator or Lead Deputy Title IX Coordinator will work in coordination with other necessary college officials to make immediate supportive actions to enable students or employees with complaints and witnesses to continue studies or duties of employment, and to ensure the integrity of an investigation.

These actions may include, but are not limited, to the following:

- Referral to Counseling services;
- Modifying housing, classes, or work schedules as necessary;
- Addressing other academic or workplace concerns (e.g., assignments, grades, and withdrawal) without penalty;
- No-contact notices to all parties involved;
- Provide resources (see resources listed on page 15);
- Involving law enforcement to assist in maintaining order or safety; and
- Any other appropriate actions warranted by the circumstances.

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## **STUDENT RESPONDENT INTERIM-SUSPENDED**

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The Title IX Coordinator has the responsibility to recommend to the Dean of Students that a respondent be removed from the College if considered an immediate threat to the physical health or safety of others. Violations of these protective actions will be considered as related offenses which may lead to additional student conduct action(s) and possible arrest.

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## **EMPLOYEE ADMINISTRATIVE LEAVE**

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Title IX & Sexual Harassment policies apply to employees of Hinds Community College. The Title IX Coordinator has the responsibility to recommend to the Human Resource Department/appropriate vice-president, that an employee be placed on administrative leave during the pendency of a grievance process. This determination should be made when an employee is the respondent to an allegation of sex discrimination, including sexual harassment, and their presence creates a hostile or unsafe environment.

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## **REQUIREMENTS FOR EMPLOYEES**

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**Hinds employees (Administration, Faculty, and Staff) are mandatory reporters.**

- Hinds employees are required to immediately report incidents of Title IX Sexual Harassment.
- Hinds employees must convey to students and other employees that they are required to report any information of this nature, to the campus Title IX Coordinator, Deputy Title IX Coordinator, or Campus Police.
- Hinds employees are required to report, not investigate, any witnessed or reported sex discrimination, including sexual harassment.

### **Title IX Governs Employee's Conduct**

When a complaint involves an employee, the recipient (Title IX) will oversee that the process is fair and due process is taken. Employees will follow a standard grievance process outlined in this policy. Title IX will make a referral to the appropriate college official, based on the findings from the investigation.

### **Supportive Measures:**

- Leave of Absence
- Adjustment to work schedule/location
- Counseling
- No Contact Orders
- Specific Area Trespass Notices
- Provide resources (see resources listed page on 15)

If found responsible during a hearing, an employee sanctions could include:

- Performance improvement plans
- Mandatory counseling
- Loss of supervisory authority
- Demotion
- Leave/suspension with or without pay
- Termination

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## **TITLE IX INVESTIGATION TEAM**

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The Investigation Team is comprised of trained employees from various sectors of the College. The investigators are trained on investigations, and the Title IX and Sexual Harassment Policy.

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## **FALSE INFORMATION**

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Anyone who knowingly provides false information pursuant to filing a sexual harassment complaint or gives false information during the investigation will be subject to appropriate corrective action including academic dismissal, termination, and/or criminal charges.

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## **FORMAL COMPLAINT PROCESS & GRIEVANCE PROCEDURES**

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- The formal complaint process begins when the recipient (Title IX Coordinator/Lead Deputy Title IX Coordinator or Deputy Title IX Coordinator) receives a formal complaint or submitted written document of an alleged sexual harassment.
- At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the College where the formal complaint is filed.
- The recipient will promptly contact the complainant to discuss the complaint and offer supportive measures.
- The recipient will explain the grievance procedures for filing a formal complaint and provide a copy of the Title IX/Sexual Harassment Policy Booklet.
- The recipient will contact the respondent in writing to schedule a meeting, to discuss the allegation of sexual harassment, within 48 hours if applicable. The respondent will be given time to provide a response on their behalf.
- The recipient will explain the grievance procedures, offer supportive measures and provide a copy of the Title IX/Sexual Harassment Policy Booklet.
- During the grievance procedures the College will treat the complainant(s) and respondent(s) equitably.
- Based on the nature of the complaint, an informal resolution process may be requested by either party and agreed upon by both parties prior to an investigation. Both parties have the right to withdraw from the informal process at any time before the mediation. The Title IX Coordinator/Lead Deputy Coordinator will then resume the grievance process with respect to the formal complaint.
- The Title IX Coordinator or Lead Deputy Title IX Coordinator will review all content.
- Under the formal complaint module, the Title IX Coordinator/Lead Deputy Title IX Coordinator will refer all content to the Investigation Team. The complainant and respondent will receive a letter via Hinds email notifying them that an investigation process has begun.



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## INVESTIGATION

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- The complainant and the respondent will be scheduled separate times to meet with the investigation team to discuss their statements.
- The complainant and the respondent will be allowed to have their advisor present during the investigation meeting.
- The complainant and the respondent will have an equal opportunity to present fact witness(es), and other inculpatory and exculpatory evidence.
- Prior to the completion of the investigative report, the investigation team will send a copy to the complainant and the respondent as well to their advisors, if any, all evidence obtained that is directly related to the complaint to review.
- The complainant and the respondent has ten days to submit a meaningful written response, which the investigator will consider prior to completion of the investigative report.
- The Title IX Coordinator/Lead Deputy Title IX Coordinator will review the investigation report and make a determination whether dismissal is appropriate.

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## DISMISSAL OF COMPLAINT

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- The Title IX Coordinator must dismiss allegations of conduct that do not meet the definition of sexual harassment or did not occur in a the College's education programs or activities against a person in the United States. Such dismissal is only for Title IX purposes and does not prevent the school from addressing the conduct in any manner the College deems appropriate.
- The Title IX Coordinator in their discretion, may dismiss a formal complaint or allegations therein if the complainant informs the Title IX Coordinator in writing that the complainant desires to withdraw the formal complaint or allegations therein, if the respondent is no longer enrolled or employed by the College, or if specific circumstances prevent the College from gathering sufficient evidence to reach a determination.
- The Title IX Coordinator must give the complainant and the respondent written notice of a dismissal and the reasons for the dismissal.
- Dismissal is appealable.



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## ADJUDICATION PROCEDURES

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When an investigation is completed and Title IX Coordinator determines a Live Hearing with cross-examination is deemed appropriate.

- Both parties will receive a 10-day written notice of the hearing to their Hinds email.
- Both parties are required to have one advisor of choice, the name and contact information of whom must be submitted 5-days before the hearing.
- Both parties are allowed to review all material prior to the hearing.
- Both parties are required to provide a written statement and questions for the other party regarding any material reviewed, 48-hours before the hearing.
- Both parties are allowed to have fact witness(es) at the hearing.
- The fact witness(es) should have already been interviewed in the investigation process and statements recorded and reviewed by both parties.
- The Live Hearing will include audio or audiovisual recording or transcripts of the hearing.
- The Live Hearing is conducted by a trained Decision Maker(s).
- In the Live Hearing, the advisor will conduct the cross-examination. The advisor is permitted to ask the other party and any witness(es) all relevant questions and follow-up questions.
- The cross-examination at the Live Hearing must be conducted directly, orally, and in real-time by the party's advisor of choice and never by a party personally.
- The Decision Maker(s) will use "Rape Shield Protection" deeming irrelevant questions and evidence about a complainant's prior sexual behavior, unless offered to prove that someone other than the respondent committed the alleged misconduct or offered to prove consent.
- In the Live Hearing, if the party or witness does not submit to cross-examination, the decision-maker(s) must rely on previous written statements of that party or witness in reaching a determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.
- At the request of either party, the recipient must provide for the entire Live Hearing (including cross-examination) to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other. The request must be made 48 hours prior to the hearing.
- Live Hearings may be conducted with all parties physically present in the same geographic location or, at the College's discretion, any or all parties, witnesses, and other participants may appear at the Live Hearing virtually.
- The Decision-Maker(s) will make their determination on the preponderance of the evidence standard.
- The final decision of the hearing will be sent via email or given to both parties within 2-business days after the hearing.
- All information is confidential, and any disclosure to persons other than the parties deemed necessary shall be handled in accordance with all applicable federal and state laws, including FERPA.

## SANCTIONS

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For a plea or found responsible for violations:

**Student Conduct Probation:** Student conduct probation occurs when a student is no longer considered in good standing in terms of conduct. Further violation of regulations during a probationary period may result in suspension, dismissal, or expulsion. Certain student privileges are suspended during a probationary period. Student Conduct probation shall be combined with one of the following: restitution, restrictions, community service, mandatory counseling/educational sessions, residence hall dismissal, and/or fine.

**Modified Suspension:** Modified suspension mean of all privileges except attending class and using learning resources for a designated period. The student is allowed on campus only to attend class and use learning resources and must leave campus at the specified time. The student must observe all other stipulations specified under his/her suspension. The student must complete all requirements before being allowed to return on probation.

**Suspension: (one or more semesters)** A student who is placed on suspension is separated from Hinds Community College for a specific time. The student is not allowed on college premises without specific permission from the Vice President of the campus or Dean of students or their designees. The student must complete all requirements before being allowed to return on probation.

**Expulsion: (never able to return)** Permanent separation from the College with no right to participate in any College activity. The expelled student is never allowed to visit any College property.

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## TITLE IX & SEXUAL HARASSMENT APPEAL

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After a final decision or dismissal of a formal complaint is made both parties have a right to an appeal within (5) business days. The appeal process is a written submission to the Title IX Appellant, located in Denton Hall-office 209, on the Raymond Campus, any additional questions contact the Title IX Office at 601-857-3232. The appeal must include the appeal form, the appropriate box marked under grounds for appeal, and all supporting documentation when submitted.

### Grounds for an Appeal

- Procedural irregularity that affected the outcome of the matter
- New evidence that was not reasonably available at the time the determination regarding responsibility was made could affect the outcome of the matter.
- Conflict of interest or bias on the part of the Title IX Coordinator, Decision Marker, or Investigator.

### Procedure

When an appeal is submitted, the Appellant/ Appeal Committee will respond within 10 business days, by Hinds email.

The other party will receive a written notification via their Hinds email of the appeal request and the final decision. The other party has the right to appeal if he/she disagrees with the final decision..

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## RETALIATION IS PROHIBITED

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Title IX will keep confidential the identity of complainants, respondents and witnesses, except as may be permitted by FERPA, as required by law, or as necessary to carry out a Title IX proceeding.

**Retaliation** is defined as conduct intended to interfere, stop or intimidate any person involved with the resolution and investigation of a report. Retaliation against an employee, student or non-student for filing a sexual harassment complaint, or participation in the investigation of a report, is a violation of

the law and is strictly prohibited.. The College will take appropriate student conduct action, may file criminal charges, and may invoke academic dismissal if retaliation occurs.

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## TITLE IX RIGHTS AND RESOURCES FOR PREGNANT AND PARENTING INDIVIDUALS

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**Introduction:** Title IX of the Education Amendments of 1972 prohibits discrimination based on sex, including pregnancy, childbirth, and related conditions. Hinds Community College is committed to fostering a supportive and inclusive environment for all students and employees.

**Your Rights Under Title IX:** Title IX ensures that pregnant and parenting individuals are not discriminated against and are entitled to the same educational opportunities as their peers. Title IX includes protection from discrimination based on:

- Pregnancy
- Childbirth
- False Pregnancy
- Termination of pregnancy
- Recovery from any of these conditions

**Accommodations and Adjustments:** Hinds Community College provides reasonable accommodations to support pregnant individuals. Accommodations may include:

- Larger Desks
- Breaks during class
- Access to elevators
- Excused absences for medical appointments
- Flexibility with deadlines and exams

**How to Request Accommodations:** Contact the Title IX Coordinator or the Disability Support Services Office to request accommodations. Provide the necessary medical documentation to support your request.

**Medical Leave:** Pregnant students and employees are entitled to medical leave for pregnancy, childbirth, and related conditions.

### Requesting Medical Leave:

- Students: Contact the Title IX Coordinator and provide a note from your healthcare provider.
- Employees: Contact Human Resources to discuss leave options under the Family and Medical Leave Act (FMLA) and other relevant policies.

**Lactation Support:** Hinds Community College supports breastfeeding individuals by providing dedicated lactation rooms.

**Accessing Lactation Facilities:** Contact the Title IX Coordinator or Dean of Students Office for information on lactation room locations and access procedures.

**Academic Adjustments:** Academic flexibility is available for pregnant students to ensure they can continue their education without penalty. Adjustments May Include:

- Rescheduling exams
- Extending deadlines
- Providing alternative assignments
- Excused absences

**How to Arrange Academic Adjustments:** Contact the Title IX Coordinator or your academic advisor to discuss your needs and arrange necessary adjustments.

**Support Services:** Hinds Community College offers a variety of support services to assist pregnant and parenting individuals, including:

- Counseling Services: Confidential counseling and support.
- Childcare Services: Information on available childcare resources.

**Contact Information:**

- Counseling Services: 601-857-3611, [Kelly.white@hindsgcc.edu](mailto:Kelly.white@hindsgcc.edu)
- Childcare Services on the Rankin Campus, Utica Campus, and the Jackson Campus: Tangle Myles, 601-936-5548, [tlmyles@hindsgcc.edu](mailto:tlmyles@hindsgcc.edu)

**Complaint and Grievance Procedures:** If you experience discrimination or harassment related to pregnancy, you have the right to file a complaint.

**How to File a Complaint:**

- Contact the Title IX Coordinator: DeAndre House, (601)857-3353, [deandre.house@hindsgcc.edu](mailto:deandre.house@hindsgcc.edu), Denton Hall Raymond Campus
- Complete a complaint form available on the Hinds Community College Title IX webpage.

**Confidentiality and Privacy:** Hinds Community College is committed to maintaining the confidentiality and privacy of all individuals seeking support and accommodations for pregnancy-related issues.

**Privacy Measures:**

- Information shared will be kept confidential and only disclosed to necessary personnel.
- You will be informed about who will have access to your information.

**Retaliation Protections:** Retaliation against individuals who are pregnant or who request accommodations is strictly prohibited.

**Reporting Retaliation:** Contact the Title IX Coordinator immediately if you experience retaliation.

**Training and Awareness:** Hinds Community College provides ongoing training to faculty, staff, and students to ensure awareness and understanding of Title IX rights and responsibilities.

**Frequently Asked Questions (FAQs):**

Q: Can I be excused from class for medical appointments?

A: Yes, you are entitled to excused absences for medical appointments related to pregnancy.

Q: What if I need to take a leave of absence?

A: You can request a medical leave of absence by contacting the Title IX Coordinator or Human Resources.

Q: Are there support services available for parenting students?

A: Yes, we offer a range of support services, including counseling, health services, and childcare resources: Title IX Coordinator, Counseling Services, and Childcare Services

For more information or to request assistance, please visit the Title IX Office or contact us at [titleix@hindsgcc.edu](mailto:titleix@hindsgcc.edu).

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## FERPA

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Hinds Community College maintains certain policies and practices to assure compliance with the Family Educational Rights and Privacy Act (FERPA). While students are enrolled in high school, their parents typically “own” their educational records. However, once students reach the age of eighteen and are enrolled in college, the student becomes the owner of their personal educational records. FERPA affords students certain rights with the respect of these records. (reference Family Educational Rights and Privacy Act of 1974 in the current student Handbook)

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## PREVENTION

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The College will provide educational and preventive awareness programs to all new students and employees. These educational and preventive programs will include sexual assault, sexual harassment, dating violence, domestic violence, stalking and the College Sexual Harassment Policy. These programs will be offered through the new student and new employee orientation.

**Programs to prevent dating violence, domestic violence, sexual assault, and stalking** will be comprehensive, intentional, and integrated. They will include initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. Programs will be culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, supported by research or assessed for value, effectiveness, or outcome. Programs will consider environmental risks and protective factors as they occur on the individual, relationship, institutional, community, and societal level. Programs to prevent dating violence, domestic violence, sexual assault, and stalking will include both primary prevention and awareness programs directed at incoming students and ongoing prevention and awareness campaigns directed at all students.

**Primary prevention programs** will address areas of sexual harassment with the goal of preventing their occurrence. They will highlight positive and healthy behaviors that foster healthy and mutually respectful relationships. They will outline and encourage safe bystander intervention and seek to change behaviors and social norms in healthy and safe directions.

**Awareness programs** will be community-wide and audience-specific. They will include specific programming, initiatives, and strategies to increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce the occurrence.

**Ongoing prevention and awareness campaigns** will include programming, initiatives, and strategies that are sustained over time and focus on increasing an understanding of topics relevant to the development of skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution. Additional preventive programs will include Bystander Intervention and Human Trafficking.

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## BYSTANDER INTERVENTION

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Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm to others or to intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes:

- Recognizing situations of potential harm, and
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

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## TRAINING

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Title IX will require annual training for each campus's Deputy Title IX Coordinators, Title IX Investigation Team, Decision Makers, Appellants, Campus Police/Security Departments, and Counseling Departments.

The training will include how to recognize and properly respond to incidents of sexual assault, sexual harassment, dating violence, domestic violence, and stalking.

The training will include the College's policy and procedures.

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## KEY TERMS

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**Complainant** – An individual who is alleged to be the victim of conduct that could constitute sexual harassment.

**Respondent** – An individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

**Recipient** – The Title IX official who receives the formal complaint.

**Formal Complaint** – A document filed by a complainant or signed by the Title IX Coordinator, alleging sexual harassment against a respondent and requesting that the recipient investigate the allegation of sexual harassment.

**Supportive Measures** – Non-punitive individualized services offered as appropriate, reasonably available, and without fee or charge to the complainant or the respondent, before or after the filing of a formal complaint or where no formal complaint has been filed.

**Advisor** – A person selected by the complainant or respondent to advise them during the grievance process along with the live hearing.

**Fact Witness** – A person(s) who witnesses alleged violation(s) and can provide facts.

**Preponderance of Evidence** – The standard of proof the College uses to investigate reports of sexual misconduct. Preponderance of the evidence means, "more likely than not." Where a person is alleged to have committed a particular act of sexual misconduct, the allegation is established by a preponderance of evidence when the evidence is such that is more likely than not true that the person committed the act.



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## DEFINITIONS

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**Sexual Harassment** is defined as conduct on the basis of sex that satisfies one or more of the following:

- A person in authority conditioning the provision of aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct.
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity.

**Sexual Assault** is any attempted or actual sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.

Any attempted or actual sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

- Fondling is the touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

**Consent** is a voluntary (freely given) informed agreement through mutually understandable words or actions indicating a willingness to engage in sexual activity.

- Consent cannot be given by someone who is incapacitated.
- Past consent does not imply current or future consent.
- Silence or absence of resistance does not imply consent.
- Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another person.
- Consent can be withdrawn at any time.
- Coercion, force, or threat of either invalidates consent.

**Incapacitation** is when a physically helpless person is considered to be asleep, unconscious or for any other reason unable to communicate unwillingness to engage in any act. A mentally incapacitated person may be under the influence of alcohol or a drug or someone who is mentally incapable of understanding the implications and consequences of any act.

**Hostile Environment** is created when a person in authority requests sex in exchange for favors and through the presence of demeaning or sexual photographs, jokes, or threats that create an intimidating offensive environment.

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

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence** is violence committed:

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

**Stalking** is engaging in a course of conduct directed at a specific person that causes a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress. For the purpose of this definition:
  - (1) Course of conduct means two or more acts, including, but limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, or observes a person, or interferes with their property.
  - (2) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - (3) Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling,

**Sexual exploitation** involves a person profiting from the use of another person's body in a sexual manner in order to benefit (financially or otherwise).

**Sexual intimidation** is defined as an implied or actual threat to commit a sex act against another person, or behavior used to coerce participation in a sex act.

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## **TO SUBMIT A REPORT/FORMAL COMPLAINT**

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Anyone wanting to report or file a formal complaint against another individual for a behavior they consider to be sex discrimination, including sexual harassment, should contact any of the following:

### **TITLE IX COORDINATOR**

#### **DeAndre House**

Associate Vice President of Student Services/Dean of Students  
& Title IX Coordinator

Denton Hall 209 – Raymond Campus

PO Box 1100 Raymond, MS 39154

Phone: 601-857-3353

Email: DeAndre.House@hindsc.edu

or

TitleIX@hindsc.edu

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## CAMPUS DEPUTY COORDINATORS

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### Jackson Campus

#### **Joycelyn Washington**

Dean of Student Services,  
Deputy Title IX Coordinator Alexander Hall,  
Suite 202 C  
Office: 601-987-8160  
Email: jswashington@hindsgcc.edu

#### **Tameka Levy**

Advisor,  
Deputy Title IX Coordinator  
Bivins Suite 100  
Office: 601-987-8761  
Email: tlevy@hindsgcc.edu

### Nursing Allied Health Center

#### **Joycelyn Washington**

Dean of Student Services,  
Deputy Title IX Coordinator  
Anderson Hall Student Services, Suite 2  
Office: 601-376-4802  
Email: jswashington@hindsgcc.edu

#### **Tiffany Moore**

Advisor/Disability Support Services  
Coordinator  
Deputy Title IX Coordinator  
Anderson Hall, Student Services, Office 4  
Office: 601-376-4803  
Email: tiffany.moore2@hindsgcc.edu

### Rankin Campus

#### **Carol T. McLaurin**

Dean of Student Services,  
Deputy Title IX Coordinator Administration  
Building, Office 114 Office: 601-936-5552  
Email: ctmclaurin@hindsgcc.edu

#### **Donnie Lindsey**

Advisor,  
Deputy Title IX Coordinator Administration  
Building, Office 109 Office: 601-936-5547  
Email: donald.lindsey@hindsgcc.edu

### Raymond Campus

#### **Jack Hite, Jr.**

Advisor,  
Deputy Title IX Coordinator  
Denton Hall, Office 226  
Office: 601-857-3468  
Email: jlHITE@hindsgcc.edu

### Raymond Campus

Rodrick Jones  
Physical Education Instructor  
Deputy Title IX Coordinator  
Brooks Hall 109  
Office: 601-857-3329/3279  
Email: rodrick.jones@hindsgcc.edu

### Utica Campus

#### **Jarius Smith**

Assistant Director of Student Recreation  
Deputy Title IX Coordinator  
J. Lewis Stokes Student Union Office 102  
Office: 601-885-7048  
Email: Jarius.Smith@hindsgcc.edu

#### **Melva Burks**

Budget Analyst/Office Manager Deputy  
Title IX Coordinator  
George E. Barnes Office 101  
Office: 601-885-7082  
Email: melva.burks@hindsgcc.edu

#### **Donny Epting**

Dean of Students  
Deputy Title IX Coordinator  
J. Lewis Stokes Student Union Office 208  
Office: 601-885-7005  
Email: Jarius.Smith@hindsgcc.edu

### Vicksburg-Warren Campus

#### **Elmira Ratliff**

Academic Dean,  
Deputy Title IX Coordinator  
Banks Building, Dean's Office D-3 Office:  
601-629-6840  
Email: elmira.ratliff@hindsgcc.edu

#### **Raina Deer Jones**

Dean of Student Services,  
Disability Support Services Coordinator,  
Deputy Title IX Coordinator  
Banks Building, Office E  
Office: 601-629-6807  
Email: raina.deer@hindsgcc.edu

## RESOURCES & SERVICES - ON AND OFF CAMPUS

**Hinds CC  
Campus Police Department  
Raymond Campus**  
P.O. Box 1100 Raymond, MS  
39154  
601-857-3270  
601-708-3331

**Raymond Police Department 114**  
East Main Street  
Raymond, MS 39154  
601-857-0515

**Hinds County Sheriff  
Department/Raymond Jail 1450**  
County Farm Road Raymond, MS  
39154  
601-857-4800

**Hinds CC  
Campus Police Department  
Jackson Campus**  
3925 Sunset Drive  
Jackson, MS 39213  
601-668-3933

**Hinds CC  
Campus Police Department  
Nursing Allied Health Center**  
1750 Chadwick Drive  
Jackson, MS 39204  
601-376-4912

**Jackson Police Department**  
327 East Pascagoula Street  
Jackson, MS 39205  
601-960-1234

**Hinds CC  
Campus Police Department Utica  
Campus**  
34175 Hwy. 18  
Utica, MS 39175  
601-500-1432

**Utica Police Department**  
108 White Oak Street  
Utica, MS 39175  
601-885-8752

**Copiah County Sheriff  
Department**  
20030 Hwy. 51  
Gallman, MS  
601-894-3011

**Hinds CC  
Campus Police Department  
Rankin Campus**  
3805 Hwy. 80  
Pearl, MS 39208  
601-936-1800

**Pearl Police Department**  
2422 Old Brandon Rd.  
Pearl, MS 39208  
601-932-4568

**Hinds CC  
Campus Security Department  
Vicksburg Campus**  
755 Hwy. 27  
Vicksburg, MS 39180  
601-629-6804  
601-629-6881

**Warren County Sheriff  
Department**  
1000 Grove Street  
Vicksburg, MS 39183  
601-636-1761

**University of Mississippi  
Medical Center**  
2500 N State St.  
Jackson, MS 601-984-1000

**St- Dominic Hospital**  
969 Lakeland Dr.  
Jackson, MS  
601-200-2000

**Baptist Health Systems**  
12256 N State St.  
Jackson, MS  
601-968-1000

**Merit Health Central**  
1850 Chadwick Dr.  
Jackson, MS  
601-376-1000

**Merit Health River Oaks**  
1030 River Oaks Dr.  
Flowood, MS  
601-932-1030

**Merit Health Rankin**  
350 Crossgates Blvd.  
Brandon, MS  
601-825-2811

**Merit Health River Region**  
2100 US 61  
Vicksburg, MS  
601-883-5000

**Pathways Counseling**  
601-502-7984

**Catholic Charities, Inc.**  
601-982-7273 or 800-273-9012

**The Center for Violence  
Prevention**  
601-932-4198 or 800-266-4198

**Mississippi Coalition  
against Domestic Violence**  
800-898-3234

**Mississippi Coalition  
against Sexual Assault**  
888-987-9011

**National Domestic Violence  
Crisis Line**  
800-799-SAFE

ON CAMPUS SPECIFIC	Advising	Dean of Students	Residence Life/ Housing
Raymond/Online	601-857-3216	601-857-3232	601-857-3222
Utica	601-885-7022	601-885-7006	601-885-7088
Jackson Campus	601-987-8758	601-987-8160	N/A
NAHC	601-376-4807	601-376-4802	N/A
Rankin	601-936-5547/5546	601-936-5552	N/A
Vicksburg	601-629-6803/6830	601-629-6807	N/A

## • NOTICE OF NON-DISCRIMINATION STATEMENT •

In compliance with Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, Hinds Community College offers equal education and employment opportunities and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or veteran status in its educational programs and activities. We recognize our responsibility to provide an open and welcoming environment that fosters a culture of diversity, equity, and inclusion for employees and students to collaboratively learn, work and serve our communities. The following have been designated to handle inquiries regarding these policies:

EEOC Compliance: Coordinator of Campus Culture and Diversity, PO Box 1100 Raymond MS 39154;  
Phone: 601-857-3569 or Email: [EEOC@hindscc.edu](mailto:EEOC@hindscc.edu)

Title IX: Associate Vice President Student Services, Title IX Coordinator Box 1100 Raymond MS 39154;  
Phone: 601-857-3353 or Email: [TitleIX@hindscc.edu](mailto:TitleIX@hindscc.edu).

## • DISABILITY SUPPORT SERVICES STATEMENT •

Hinds Community College provides reasonable and appropriate accommodations for students with disabilities. Disability Services staff members verify eligibility for accommodations and work with eligible students who have self-identified and provided current documentation. Students with disabilities should schedule an appointment with the designated Disability Services staff member on their respective campus to establish a plan for reasonable, appropriate classroom accommodations.

Jackson Campus	601-987-8158
Raymond Campus and fully online	601-857-3646
Nursing Allied Health Center	601-376-4803
Utica Campus Academic	601-885-7022
Rankin Campus	601-936-5544
Utica Campus Career-technical	601-885-7128
District Coordinator	601-857-3386
Vicksburg-Warren Campus	601-629-6807

Individuals with a hearing impairment may call 601-526-4918 (video phone)  
Email [SMO-disabilitysupportservices@hindscc.edu](mailto:SMO-disabilitysupportservices@hindscc.edu)

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### Title IX – Sexual Harassment

*Hinds Community College adopted this policy to prohibit any sexual misconduct. Additionally, federal law prohibits all forms of sexual harassment under the Title IV, Title VII and Title IX, to comply with the March 2013 reenactment of the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (Save Act) and the May 2020 Office of Civil Rights (OCR). The Family Educational Rights and Privacy act of 1974, and the Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act and any federal, state, and local laws.*

### SEXUAL HARRASSMENT POLICY & PROCEDURES

Produced by the Office Title IX Coordinator/Hinds Community College • M&C/TD 09-11-24

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