



# **Annual Safety Report + Crime Statistics 2021**

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## Safety and Security

The following 2018, 2019, and 2020 Safety and Security Report documents crime statistics from calendar years 2018, 2019, and 2020 and institutional policy statements regarding safety and security, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act for Nossi College of Art.

## Contact Information

Any questions related to the content of this report should be directed to:

Cyrus Vatandoost

Executive Vice President

Nossi College of Art

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[cyrus@nossi.edu](mailto:cyrus@nossi.edu)

## Crime Statistics 2018-2020

The following statistics reflect data collected during calendar years 2018-2020 for all on campus property and public property within or immediately adjacent to campus for the following. The statistics are requested from Metropolitan Police Department of Nashville and Davidson County, Central Records 615-862-7631:

- Criminal Offenses: Criminal Homicide, including Murder & Non-negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.
- Hate Crimes: Any of the above-mentioned offenses, and any incidents of Larceny/Theft, Simple Assault, Intimidation, or Destruction/Damage/ Vandalism of Property that were motivated by bias.
- VAWA Offenses: Any incidents of Domestic Violence, Dating Violence and Stalking.
- Arrests and Referrals for Disciplinary Action for Weapons—Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations and Liquor Law Violations.

### Disclosures:

- 1) Nossi College of Art does not own or control any non-campus property.
- 2) Statistics for public property adjacent to campus – based on data provided by local law enforcement. The request was made on 09/24/2021 and received on 09/27/2021.

Criminal Offenses - On Campus		2018	2019	2020
1.	Murder/Non-negligent manslaughter	0	0	0
2.	Negligent manslaughter	0	0	0
3.	Rape	0	0	0
4.	Fondling	0	0	0
5.	Incest	0	0	0
6.	Statutory Rape	0	0	0
7.	Robbery	0	0	0
8.	Aggravated Assault	0	0	0
9.	Burglary	0	0	0
10.	Motor vehicle theft	0	0	0
11.	Arson	0	0	0

<b>Criminal Offenses - Public Property</b>		2018	2019	2020
1.	Murder/Non-negligent manslaughter	0	0	0
2.	Negligent manslaughter	0	0	0
3.	Rape	0	0	0
4.	Fondling	0	0	0
5.	Incest	0	0	0
6.	Statutory Rape	0	0	0
7.	Robbery	0	0	0
8.	Aggravated Assault	0	0	0
9.	Burglary	0	0	0
10.	Motor vehicle theft	0	0	0
11.	Arson	0	0	0
<b>VAWA Offenses - On Campus</b>		2018	2019	2020
1.	Domestic violence	0	0	0
2.	Dating violence	0	0	0
3.	Stalking	0	0	0
<b>VAWA Offenses - Public Property</b>		2018	2019	2020
4.	Domestic violence	0	0	0
5.	Dating violence	0	0	0
6.	Stalking	0	0	0
<b>Arrests - On Campus</b>		2018	2019	2020
1.	Weapons - carrying, possessing, etc.	0	0	0
2.	Drug abuse violations	0	0	0
3.	Liquor law violations	0	0	0

<b>Arrests - Public property</b>	2018	2019	2020
1. Weapons - carrying, possessing, etc.	0	0	0
2. Drug abuse violations	0	0	0
3. Liquor law violations	0	0	0
<b>Disciplinary Actions - On campus</b>	2018	2019	2020
1. Weapons - carrying, possessing, etc.	0	0	0
2. Drug abuse violations	0	0	0
3. Liquor law violations	0	0	0
<b>Disciplinary Actions - Public property</b>	2018	2019	2020
1. Weapons - carrying, possessing, etc.	0	0	0
2. Drug abuse violations	0	0	0
3. Liquor law violations	0	0	0
<b>Unfounded Crimes</b>	2018	2019	2020
1. Total unfounded crimes	0	0	0
<b>Hate Crimes - On campus</b>	2018	2019	2020
1. Murder/Non-negligent manslaughter	0	0	0
2. Rape	0	0	0
3. Fondling	0	0	0
4. Incest	0	0	0
5. Statutory Rape	0	0	0
6. Robbery	0	0	0
7. Aggravated Assault	0	0	0
8. Burglary	0	0	0
9. Motor vehicle theft	0	0	0
10. Arson	0	0	0

11.	Simple Assault	0	0	0
12.	Larceny - theft	0	0	0
13.	Intimidation	0	0	0
14.	Destruction/damage/vandalism of property	0	0	0
<b>Hate Crimes - Public property</b>		2018	2019	2020
1.	Murder/Non-negligent manslaughter	0	0	0
2.	Rape	0	0	0
3.	Arson	0	0	0
4.	Incest	0	0	0
5.	Statutory Rape	0	0	0
6.	Robbery	0	0	0
7.	Aggravated Assault	0	0	0
8.	Burglary	0	0	0
9.	Motor vehicle theft	0	0	0
10.	Arson	0	0	0
11.	Simple Assault	0	0	0
12.	Larceny - theft	0	0	0
13.	Intimidation	0	0	0
14.	Destruction/damage/vandalism of property	0	0	0

## 2020 Fire Statistics

The following statistics reflect data collected during calendar years 2018 - 2020 for Nossi College of Art located at 590 Creative Way, Nashville, Tennessee, 37115.

<b>Fires - Summary</b>	2018	2019	2020
1. Fires	0	0	0
2. Injury	0	0	0
3. Death	0	0	0



## Policies & Procedures

The following content provides Nossi College of Art's policy statements regarding:

***Security information, How to report a crime, Fire Policy, Explosion/bomb threat Policy, Terrorist Policy, Alcohol and Drug Abuse Policy, Student Complaint/Grievance Procedure, Title IX Policy, VAMA – Violence and Women Ace, and Mental Health Resources***

### Security Information

At Nossi College of Art, all students, faculty and staff are issued security cards that will unlock the front and rear doors. If a student, faculty member, or staff member leaves the college and is no longer connected with the college, their personal security card will immediately be deactivated. If it is deemed necessary, contractor cards may be issued. All visitors to the college campus must enter through the front door. The receptionist must buzz them in by unlocking the door from her desk. The security system is tied to a Central Station. Security cameras operate outside and inside the campus. Entrance to the campus is through metal gates. After dark, the security cards can be used to open the gate. The gates are closed during off hours.

Nossi College of Art hours are Monday - Thursday 8:00 am to 10:00 pm, Friday 8:00 am to 4:00pm and closed on Saturdays and Sundays. The receptionist arrives at 7:30 am to help ensure the building is open and ready for the students. At night, one faculty member is tasked with arming the alarm, which also locks the building. That faculty member ensures that no students are still inside the building prior to locking up. The parking lot is well lit at night; however, during orientation sessions, the administration advises students to watch out for one another and walk in pairs to their vehicles if they have any concerns.

It is the responsibility of administrators, faculty, staff, and students to immediately report any incident that occurs on the campus that is disruptive, causes harm, loss, or damage to a person or to personal or real property. Any unacceptable or offensive behavior, criminal act, medical emergency, injury to persons, theft, auto accident, fire, vandalism, damage to buildings, or equipment, should be reported immediately. Any Student, Faculty, or Staff should report any crimes to the Executive Vice President. The Executive Vice President can be reached via phone 615-514-2787 and email [Cyrus@nossi.edu](mailto:Cyrus@nossi.edu). This can be done in person, via phone, or via email. The person may choose to remain anonymous if preferred. Depending on the crime, the Executive Vice President will determine next action steps. Any crimes on campus are reported to the Metro Nashville Police Department (615-862-8600).

In the event that a situation arises in our school building or in the surrounding neighborhood that, in the judgment of the Executive Vice President and/or Vice President for Academic Affairs, constitutes an ongoing or continuing threat, a "Timely Warning" will be issued through the campus email and text system. Since all classes are under one roof, if notifications can safely be made verbally to each classroom, staff will go door to door alerting students and faculty of any threat.

Students who wish to get information on Registered Sex Offenders may do by going to the following web site: [http://www.tbi.stste.tn.us/sex\\_ofender\\_reg/sex\\_ofender\\_reg.shtml](http://www.tbi.stste.tn.us/sex_ofender_reg/sex_ofender_reg.shtml). At this site, one may search by name or by area. There is also a link to the National Sex Offender web site. For questions about Tennessee's Sex Offender Registry, one may call the Sex Offender Registry Hotline at 1-888-837-4170.

Nossi College of Art is in full compliance and full agreement with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, better known as the Clery Act. This is a federal statute that requires colleges to release annual crime statistics for their campuses and to publish their security policies. New faculty and staff members are given the latest annual Clery Act Report at their orientation session. New students are given the latest annual Clery Act Report at their orientation session. A copy of the annual Clery Act Report is available on the student portal (currently under construction, new URL will be available April 19, 2021) and Nossi web site [nossi.edu](http://nossi.edu) and is sent out to all current students via email.

## How to Report a Crime

Any Student, Faculty or Staff should report any crimes to the Executive Vice President. The Executive Vice President can be reached via phone 615-514-2787 and email [cyrus@nossi.edu](mailto:cyrus@nossi.edu). This can be done in person, via phone or via email. The person may choose to remain anonymous if preferred. An immediate report may be given to 911.

## Fire Policy

Each classroom has an evacuation route plan posted. On the first day of class, every instructor will explain evacuation procedures, including the route to take for that classroom, to each of his/her classes. However, if there were an actual fire, common sense should dictate which door would be most appropriate to use to evacuate the building.

At the campus, an Emergency Coordinator and an Alternate Emergency Coordinator will be assigned. They will be responsible for the implementation of this plan on campus. All Coordinators and staff personnel will be trained in safe evacuation procedures.

Fire, since the college is all under one roof, anywhere on campus, requires that there be a total evacuation of all students, faculty and staff from the building. Indeed, no one is permitted to re-enter the building until advised by fire department personnel that it is safe to do so. All personnel will exit to either the front or rear parking lots, whichever is closest.

In all emergency situations, the safety of all students, faculty, and staff is of paramount importance. The first person who detects the presence of fire (This may be actual flames but also it may be smoke or even the odor of something burning) should immediately alert others. If it is a student, he/she/they should tell an instructor. If it is an instructor, he/she/they should tell another instructor to begin evacuation procedures. He/She/They should then alert the fire department by pulling a fire alarm (located throughout the building) and/or calling 911.

He/She/They should inform the Emergency Coordinator. The first priority in all emergencies is safety. Students should be evacuated into the parking lots or, depending upon the intensity of the fire, even farther away (to the open grassy area beyond the back parking lot or to the area around the front pond from the front parking lot).

One point: if an instructor smells smoke in his classroom, he/she/they does not need to wait until they hear the alarm. He/she/they may evacuate class at any time a perceived possible danger to his/her/their students and himself/herself/themself. It is the policy of this College that it is always best to err on the side of safety.

If it is reasonable to do so (the fire is not yet intense nor has it spread to the outside of the building), the Emergency Coordinator may give students, faculty, and staff permission to move their vehicles away from the building. This would get their personal vehicles out of the way from being damaged by the fire (if it were to spread and intensify) and it would also allow fire department vehicles close access to the building.

Students and faculty should gather at the designated meeting site (located on the evacuation route plan in each classroom). Faculty should account for all their students.

Depending upon the nature of the fire and the time remaining for the class, instructors may dismiss their classes for the rest of the scheduled time. If the fire was minor and easily extinguished by the fire department or a fire extinguisher and if the fire department says that it is safe to return, the instructor may continue with his class.

Fire drills will be conducted at least once a year on the campus. Observations of the results of the fire drills will be used to improve the evacuation plans.

During fire drills or during actual fire evacuations, instructors should remain calm and guide their students in an orderly exit of the building. There should be no running, no pushing nor any screaming or yelling that may incite panic. Students and instructors should gather their personal belongings only *if it is safe to do so*. This would include cameras, laptops, handbags, car keys, and prescription medications (it may be hours before anyone is allowed back in the building). If safe to do so, the last person out should close the door (but not lock it). Once in the designated safe meeting area, the instructor should account for all his students. Everyone should wait on directions from the Emergency Coordinator.

Making sure that he/she/they has an exit route available, if there is someone trained in the use of fire extinguishers available and the fire is in its early stages, that person may try to extinguish the fire with a portable fire extinguisher. If one extinguisher does not put out the fire, he/she/they should evacuate the building and tell the professional firefighters what they tried to do and exactly where the fire is located. Once the fire alarm sounds, everyone in the building is required by law to evacuate the building. This should, of course, be done in the orderly manner prescribed by the evacuation procedures.

Remember, once an actual fire has been detected, no one may re-enter a building until the fire department has said that it is safe to do so.

## **Explosion/Bomb Threat Policy**

If anyone sees a suspicious looking (and this is often determined by its location rather than its appearance, i.e., a backpack in the middle of a parking lot) box, package, object, container, backpack, or article of clothing in or near the college, it should not be handled or touched in any way. Do not operate a cell phone anywhere near the unidentified object. Some explosives are triggered by a cell phone. Instead, go to a safe place and call 911 from a landline phone. The college administration should also be called at 615-514-2787.

If there is an explosion, take cover under heavy furniture. Usually there is only one explosion but the possibility of another is always there. Stay away from windows. Do not light any matches. Move away from the area of the explosion to a safe location. Call 911 from a landline and then call the college administration at 615-514-2787.

If you receive a bomb threat, stay calm. Do not laugh at the caller. Immediately begin taking notes. Pay close attention to details. Talk to the caller as long as possible to get as much information as possible. Ask a series of questions. When asked, some callers have even given their names. Ask: When will the bomb explode? Where is it now? What does it look like? What kind of bomb is it? Where did you leave it? Did you place the bomb yourself? Who is the target of the bomb? Why did you plant the bomb? What is your address? What is your name? While talking with the caller, observe the speech patterns (accent, tone, are they hiding their real voice?). While asking your questions, try to determine the caller's emotional state (angry, agitated, calm, arrogant, etc.). While communicating with the caller, listen for background noises (traffic, people talking, music, train, construction work). Try to determine the age and gender of the caller. After hanging up, write down the time of the call.

Do not call 911 with a cell phone. Call on the same phone that the bomb threat call came in on previously. You know it is safe to use that phone. Inform college administrators. Check your work area for any unfamiliar items. Do not touch any suspicious or unfamiliar items. Remember them so that you can inform the police. Take your personal belongings with you when you leave. Leave doors and windows open. Do not turn light switches either on or off. The Executive Vice President will consult with the police department regarding evacuation of the campus. The alarm system, depending upon the advice of the police, may or may not be used. Instead, an individual may proceed to each classroom and each office. The same evacuation procedures that are used for fire should be used for bomb threats. The exception would be that students, faculty and staff may need to move farther away from the building than with a fire. Do not return to a building until the police have said that it is safe to do so.

In all bomb threat situations, it should be remembered that it is the policy of this college to err on the side of safety.

## Terrorist Policy

An active shooter is a person who appears to be engaged in killing or attempting to kill people in a heavily populated place, such as a college classroom. In most cases, an active shooter uses firearms to kill his/her/their victims. However, a knife or throwing weapon may be used. There appears to be no pattern or method to the selection of victims. These situations are extremely dynamic and evolve rapidly. This requires immediate action to get law enforcement resources deployed to stop the shooting and mitigate any possible harm to innocent victims.

In general, how one responds to an active shooter will be dictated by the specific circumstances of the encounter. Historically, while some of the tragedies have involved only one shooter, several have included two or three shooters. That must be kept in mind when confronting any active shooter. Remaining calm is of primary importance to such a situation.

If an active shooter is outside your classroom, immediately lock the door. Get your students down on the floor against a wall where they cannot be seen from the door window. Turn off all the lights. While doing this, someone else should be told to call 911 and report that an active shooter is in the building. Secondly, that person should call 615-514-2787 and make sure college administrators are aware of the situation. Everyone in the room should remain in place and quiet until the police or a college administrator gives the "all clear." Caution should be used. Active shooters may attempt to lure victims from places of safety by pretending to be police officers. Do not respond to any voice commands until you can verify with certainty that they are being issued by a college administrator or by a law enforcement officer.

If an active shooter enters your classroom or office, remain calm. Someone should dial 911. If no one can speak to inform the police of your location, leave the line open so that the dispatcher can listen to what is taking place. Frequently, an active shooter will desire an audience. Allow him/her/them to speak their reasons for killing people. If there is no opportunity for escape or hiding, it may be possible to negotiate with the shooter. Attempting to overpower the shooter with force should be considered a very last resort after all other options have been exhausted. He/She/They is armed and wants to kill. You are not. If the shooter leaves your area, proceed immediately to a safer place and do not touch anything that was in the vicinity of the shooter.

No matter what the circumstances, if you decide to flee during an active shooting situation, make sure that you have an escape route and plan in mind. Do not attempt to carry anything while fleeing. Move as quickly as possible, keep your hands visible and follow any instructions of any law enforcement officers that you encounter. Do not attempt to remove injured people. Instead, leave wounded victims where they are and notify authorities of their location. Do not drive away from a building until you have been told by police or college administrators that it is safe to do so.

Police officers who are responding to an active shooter are trained in a procedure known as Rapid Deployment. They will proceed to the area in which shots were last heard. Their purpose is to stop the shooting as quickly as possible. The first responding officers will normally be in teams of four. They may be dressed in regular patrol uniforms or they may be wearing external bulletproof vests, Kevlar helmets and other tactical equipment. The law enforcement officers may be armed with rifles, shotguns and handguns. They may also be using pepper spray or tear gas, depending upon the situation. Regardless of how the officers appear, remain calm and do as the officers instruct. They have been trained for such situations. Put down any bags or packages you may be carrying and keep your hands visible at all times. You do not want to be mistaken for a shooter. If you know where the shooter is, tell the officers. The first officers who arrive will not stop to aid injured people. Their priority is to stop the shooting. Rescue teams and medical personnel will follow the first officers into secured areas to treat and remove injured people. Keep in mind that even once you have escaped to a safer area, the entire location is a crime scene. Police will usually not let anyone leave until the situation is fully under control and all witnesses have been identified and questioned. Until you are released, remain at whatever assembly area authorities have designated for you.

Because Nossi College of Art is located on a campus under one roof, a shooter at one location in the building poses a threat to everyone on campus. In several previous school/college shootings, more than one person has been involved. It is possible that two or three individuals could devise a plan of killings that would include a simultaneous schedule of shootings in different wings of the building. Once a report of a shooting anywhere on campus has occurred, the college will close for the remainder of the day and will immediately send students home. This will be done only after law enforcement officers have determined that it is safe for students to return to their cars and drive off campus.

## **Drug and Alcohol Abuse Policy**

The purpose of this policy is to bring Nossi College of Art in full compliance of the Drug-Free Schools and Communities Act (DFSCA) and Part 86 of the General Administrative Regulations in order to certify that Nossi College of Art has designed, developed and implemented a Drug and Alcohol Abuse Prevention Program (DAAPP) for all of its students, instructors and staff personnel.

Since September 1991, it has been the stated policy of Nossi College of Art that “No employee or student of this school shall have in his or her possession any alcoholic beverage or controlled substance (illicit drugs) on school property or in any school activity, whether for personal consumption or distribution to any other person. Any infraction of this policy will be grounds for immediate dismissal.” Every employee and student have been required to sign a document, with this stated policy included, upon becoming a part of Nossi College of Art. That document also included possible criminal sanctions for violating local, state and federal laws regulating alcohol and illegal drug use. This new policy (January 2021) expands greatly on this original

statement and includes prevention and treatment procedures that were not part of that document.

### **Standards of Conduct**

The policy of Nossi College of Art forbids the use, possession, distribution, or sale of illegal drugs, alcohol, or marijuana (in any form) by students, faculty, or staff anywhere within the college facilities or on campus grounds. Anyone in violation of state, federal, or other local regulations with respect to illegal drugs, alcohol, or marijuana may be subject to both college disciplinary action and criminal prosecution, up to and including school expulsion for students or termination of employment for employees. Having stated that, we do want to provide help for those persons in need of help with alcohol abuse or illegal drug addictions.

### **Legal and Disciplinary Sanctions**

Violators of this policy will be subject to disciplinary action. Depending upon the nature of the violation, the student or employee may first be provided with a written warning along with an opportunity for the student or employee to seek treatment to overcome the problem. A further offense may result in a probationary period. If a student's or employee's problem with drugs or alcohol interferes with classroom and academic performance or job performance, presents a risk to the safety of the student or employee, other employees or students, or harms the organization's reputation, such a student or employee may be subject to additional discipline, up to and including expulsion from school or discharge from employment. In some cases, the college may require an employee to participate in a treatment program or else lose employment.

Since illegal use, possession, or distribution of drugs is subject to criminal legal sanctions under local, state, and federal laws, violators may, depending upon the nature of the violation, be subject to law enforcement prosecution. This also, of course, applies to the misuse of alcohol. Illegal use of drugs and alcohol may result in everything from financial fines to a removal of driving licenses to being placed on court ordered probation to actual imprisonment. However, if possible, we prefer to offer a rehabilitation process rather than a punishment procedure.

### **Counseling, Treatment and Rehabilitation**

Due to the small size of the student body of Nossi College of Art and due to our being a commuter college, we do not have dorms, fraternities, sororities or athletic teams. These are places and organizations in which, traditionally, many alcohol and drug abuses take place.

Being a small private art college puts Nossi College of Art in a different category than large universities. We have not encountered many of the traditional issues with illegal drugs and alcohol abuses. Nonetheless, we are not naïve enough to think that some of our students are not using illegal drugs or getting drunk away from campus. We will do our best to present good preventive information and provide anonymous help to those people who request it.

We do have a college relationship with a professional counselor who does provide on-campus and virtual private counseling services for our students and staff. Additionally, there are

numerous services provided by the City of Nashville at prorated rates for which our students have access. There are also several non-profit organizations and numerous church affiliated groups who provide assistance for those people suffering from abuse and addictions. We prefer that a student, faculty member, or staff member take advantage of these rehabilitation opportunities rather than take a punishment route. We encourage students, faculty and staff members to obtain the earliest possible treatment for drug or alcohol abuse. Nossi College of Art will assist students, faculty, and staff members in overcoming drug or alcohol abuse. However, of course, the decision to seek diagnosis and accept treatment for drug or alcohol abuse is the responsibility of the individual persons themselves.

Nossi College of Art is proud of our commitment to maintain full compliance with all local, state, and federal laws and regulations. We want to keep a safe, healthful, and efficient campus environment that enhances the welfare of all students, instructors, staff, and visitors. It is most certainly the policy of Nossi College of Art to maintain an environment that is free of impairment from substance abuse by any of our students or employees. We expect to have a complete drug-free learning environment and workplace at our campus.

Nossi College of Art encourages students, faculty, and staff to seek assistance in dealing with a substance abuse problem by contacting the available counseling service or any of the treatment programs listed in this policy (below). No student, faculty member, or staff member will be dismissed from the college solely as a result of seeking counseling, treatment or rehabilitation. Nossi College of Art supports all efforts to prevent the misuse and abuse of drugs and alcohol. We will publicly display that commitment. This can even take the simple form of displaying anti-drug and anti-alcohol posters around campus. All students, faculty and staff will be given a copy of this policy. Then, on an annual basis, the College will inform all students, faculty, and staff of this Drug and Alcohol Abuse Prevention Policy by emailing them a copy of it. This will include our standards, penalties for violating those standards, possible legal penalties, health risks, and updates on all available treatment avenues for those with alcohol and/or drug abuse issues. Every two years, Nossi College of Art will conduct a survey and analysis of its prevention policies and procedures. It will issue a report on the results. As needed, efforts to improve will be made.

Drug and alcohol abuse costs US taxpayers billions of dollars in *preventable* health care, law enforcement, crime, and other costs, not to mention the emotional costs to the abusers and their families. However, it is preventable. Addiction is a developmental disease, usually starting during adolescence when the brain is still going through critical developmental phases. Studies have shown that prevention and early intervention work best.

Please see the following links for details of the laws regarding drug and alcohol use on both a State and Federal Level:

<https://www.responsibility.org/alcohol-statistics/state-map/state/tennessee>

<https://statelaws.findlaw.com/criminal-laws/drug-possession.html>



The results of alcohol and drug abuse can be devastating, but students and employees can find help. Please see the links below, which provide resources to assist those that have alcohol and drug abuse problems:

A national organization that helps those that are struggling with alcohol abuse is Alcoholics Anonymous: [aa.org](http://aa.org)

For assistance with drug addictions or drug abuse of any type, this link can provide anonymous help: <https://drughelpline.org/resources/>

Both of these resources can provide help for anyone trying to recover from drug abuse (including alcohol). The Tennessee State Government Health Department (615-741-5901) is available to assist anyone who might be in need of confidential drug and alcohol counseling, treatment or rehabilitation.

**Additionally, the following toll-free numbers may be of assistance:**

Alcohol and Drug Referral 1-800-252-6465

Alcoholics Anonymous 1-800-344-2666

National Council on Alcoholism 1-800-NCA-CALL

National Institute on Drug Abuse 1-800-662-HELP

Parents' Resource Institute for Drug Information 1-800-241-9746

## **Student Complaint/Grievance Procedure**

Students should be aware that Nossi College has a complaint procedure to address all concerns or complaints regarding their program of study, financial aid, instructors, staff, or fellow students (Section VI (a), Rules of Process and Procedure, Standards of Accreditation).

To the extent possible, students should seek a resolution of such matters through the institution's complaint procedure before involving others. Disagreements, misunderstandings, grievances, and/or complaints may occur between students and/or college personnel. It is expected most of these differences will be resolved at an early stage. Should the institution's Executive Vice President or Vice President for Academic Affairs not be able to resolve the problem, the student should contact President Nossi Vatandoost. If a complaint is not settled at the institutional level, the student may contact The Tennessee Higher Education Commission, Nashville, Tennessee, 37243-0830; (615) 741-5293.

1. Individuals involved in the dispute will exhaust every effort to resolve the problem on a person-to-person basis.
2. If no agreement is reached in Step 1, either party may request the matter be referred formally to a member of the college administration. This request must be in writing and include all pertinent information regarding the disagreement (and must be submitted within 45 days of the date the incident happened). Once the written request is made to

a member of the administration, that person will review both sides of the situation and make a decision in writing.

3. If an agreement is not reached after Step 2, either party may appeal the decision to the College Board. The College Board consists of the President of the College, the Executive Vice President, and the Vice President for Academic Affairs. If one of them were involved (or not available for step 2), that person would be excused from proceeding to Step 3. Instead, a third person (Registrar or Admissions Director) would be asked to join the Board. This Board will interview both parties to the dispute, gather info, and issue a decision in writing.
4. The Board's decision is the final step in settling controversies. If the student does not think the college has given adequate concern, that student may take his/her/their complaint to the Accrediting Commission. All complaints reviewed by the Commission must be in written form and should grant permission for the Commission to forward a copy of the complaint to the school for a response. This can be accomplished by filing the ACCSC Complaint Form. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission.

**Please direct all inquiries to:**

Accrediting Commission of Career Schools & Colleges  
2101 Wilson Boulevard, Suite 302  
Arlington, VA 22201  
(703) 247-4212  
[www.accsc.org](http://www.accsc.org)

The ACCSC Complaint Form is available online at [www.accsc.org](http://www.accsc.org) or by contacting Cyrus Vatandoost, Executive VP via email: [cyrus@nossi.edu](mailto:cyrus@nossi.edu).

Complaint Resolution Policies and Procedures for Non-Tennessee Resident Students in State Authorization Reciprocity Agreement States, commonly known as SARA Student complaints relating to consumer protection laws that involve distance-learning education offered under the terms and conditions of the State Authorization Reciprocity Agreement (SARA) must first be filed with the institution to seek resolution.

## **Title IX Policy**

Title IX of the Education Amendments of 1972 prohibits sexual discrimination in any form; to include any form of sexual harassment and gender discrimination.

Federal law states: "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 educational program or activity receiving Federal financial assistance."

In keeping with Nossi College of Art's desire to provide a safe and welcoming campus, Nossi College promotes an environment of concern, respect, and caring. Nossi College provides a

learning environment that is free of violence, discrimination, harassment, and other barriers to students learning. All students, staff, and faculty are expected to conduct themselves in a manner that does not infringe upon the rights of others.

In alignment with federal Title IX regulations, Nossi College has procedures to receive, investigate, respond to, and resolves complaints of discrimination, including harassment based on gender. Title IX violations include discrimination on the basis of sex or gender, gender identity, gender expression, and sexual orientation, and include sexual harassment, sexual exploitation, nonconsensual sexual acts, and sexual misconduct.

The Title IX Coordinator is Mindy Gilbert, Nossi's Registrar. She can be reached via email [mgilbert@nossi.edu](mailto:mgilbert@nossi.edu) or by phone 615-514-2787. If you need to report an incident, please contact Mrs. Gilbert.

## **VAWA - Violence Against Women Act**

Nossi College of Art values all who work and learn on this campus. Nossi College will take all necessary precautions to protect everyone on campus. The college takes this obligation seriously and will promote and exercise reasonable efforts to reduce the likelihood of accident or serious injuries through communication, media, flyers, training, and education.

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act (VAWA), which amended the Higher Education Act (HEA), also known as the Jean Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act. Notably, the VAWA amended the Clery Act to now require institutions (colleges) to compile statistics for incidents of dating violence, domestic violence, sexual assault and stalking.

In response to this requirement, Nossi College of Art prohibits all criminal offenses, including domestic violence, dating violence, sexual assault, and stalking.

This requirement is for all of our campus locations, leased property, or on academic trips away from Nossi property.

## **Mental Health Resources**

The mental health of Nossi students is a top priority. Nossi College of Art has partnered with Horn Counseling Services to provide on campus counseling sessions twice a week or online counseling services as scheduled by the student. Through this partnership, Nossi can provide services for their students at a discounted rate. All faculty and staff have been instructed to inform the Director of Student Services if any student who may be exhibiting signs of mental distress or who have confided in them about mental distress. The Student Services Director will contact the student and work with the student. The Student Services Director will also provide

the student with the contact information for Horn Counseling and will contact Reid Horn on the student's behalf if allowed to do so by the student.

**Horn Counseling**

horncounseling.org

(615) 892-1788

**Other Resources | Crisis (Emergency) Services**

TN Dept. of Mental Health 24 Hour Crisis Line/Mobile Crisis

(855) 274-7471

Vanderbilt Behavioral Health

(615) 327-7000

Veterans Crisis Line

(800) 273-8255

National Suicide Prevention Lifeline

1(800) 273-TALK (8255)

## Crime Definitions

Crime Definitions from the National Incident-Based Reporting System (NIBRS)

### **Dating Violence:**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. (i) The existence of such a relationship shall be determined based on the reporting party'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. (ii) For the purposes 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. For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### **Domestic Violence:**

A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with, or has cohabitated with, 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; or by any other person 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. For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### **Sexual Assault/Rape**

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.

### **Sex Offenses:**

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

### **Fondling:**

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his or her age or because of his or her temporary or permanent mental incapacity.

### **Incest:**

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:**

Tennessee state law defines statutory rape as sexual penetration with a child who is between the ages of 13 and 18-years-old by someone who is at least four years older. This is the case even if both people are willing participants in the interaction as the legal age for consent in the state is 18 years old.

**Consent:**

Consent means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent under the provisions of this part four. Submission under the influence of fear shall not constitute consent. Nothing in this definition shall be construed to affect the admissibility of evidence or the burden of proof in regard to the issue of consent under this part four.

Consent is a voluntary, sober, imaginative, enthusiastic, creative, wanted, informed, mutual, honest and verbal agreement. An active agreement means consent cannot be coerced, never implied and cannot be assumed, even in the context of a relationship. Just because you are in a relationship does not mean that you have permission to have sex with your partner.

**Stalking:**

Stalking means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his or others' safety, or to suffer substantial emotional distress.

Some things stalkers do (Source: The National Center for Victims of Crime):

- Follow you and show up wherever you are.
- Send unwanted gifts, letters, cards or emails.
- Damage your home, car or other property.
- Monitor your phone calls or computer use.
- Use technology, like hidden cameras or global positioning systems (GPS), to track where you go.
- Drive by or hang out at your home, school or work.
- Threaten to hurt you, your family, friends or pets.
- Find out about you by using public records or online search services, hiring investigators, going through your garbage, or contacting friends, family, neighbors or co-workers.
- Posting information or spreading rumors about you on the internet, in a public place or by word of mouth.
- Other actions that control, track or frighten you.

## Resources

1. <http://tncoalition.org/> - State Coalition Against Rape and Domestic Violence
2. <http://www.thehotline.org/> - Website for LGBTQ survivors of sexual or domestic violence and minority women survivors of sexual or domestic violence
3. <https://pandys.org/about-sexual-assault/> -Website for survivors
4. <http://www.rainn.org> – Rape, Abuse and Incest National Network
5. <https://www.justice.gov/ovw/grant-programs> - United States Department of Justice Office on Violence Against Women
6. <http://www2.ed.gov/about/offices/list/ocr/index.html> - Department of Education, Office of Civil Rights
7. <http://www.ncadv.org> - National Coalition Against Domestic Violence
8. <https://www.drugrehab.com/guides/domestic-abuse/> - Domestic Abuse and Addiction

## National Resources

1. National Sexual Assault Hotline - Rape, Abuse & Incest National Network (RAINN) - Phone: 1-800-656- (HOPE) 4673
2. National Domestic Violence Hotline - Phone: 1-800-799-7233
3. National Coalition Against Domestic Violence - Phone: 1-303-839-1852
4. National Resource Center on Domestic Violence - Phone: 1-800-537-2238