

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Lake Charles Police Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the City of Lake Charles through the Lake Charles Police Department, known collectively as the CITY.

**I. Purpose**

A. To enhance safety for students, employees and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. This MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence, to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

**B. Responsibilities**

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (SOWELA) to facilitate the issuance of Campus Accountability and Safety Act required timely warnings and emergency notifications.
2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported Power Based Violence on or near campus or as

experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.

3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated **annually**.

## **II. Working Agreement**

### **A. City Responsibilities**

1. The CITY will designate a liaison from the Lake Charles Police Department to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. **Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.**
9. **Maintain evidence as necessary and according to policy and procedures set forth by the CITY.**

B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the CITY contact person. **The designated SOWELA personnel is the Chief Title IX Officer.**
2. Maintain communication and contact with the CITY, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the CITY, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. **The SOWELA Technical Community College Chief Title IX Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the CITY for statistics via email or phone request.**



Dr. Neil Aspinwall  
Chancellor of SOWELA

11-24-21

Date



Stephen C. Dwight  
Calcasieu Parish District Attorney

12-10-21

Date



Shawn Caldwell  
Lake Charles Chief of Police

11-30-21

Date

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Calcasieu Parish Sheriff's Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the Calcasieu Parish Sheriff's Department (CPSD).

I. **Purpose**

A. To enhance safety for students, employees and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. This MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence, to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

B. Responsibilities

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (STCC) to facilitate the issuance of Clery Act required timely warnings and emergency notifications.

2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported sexual assaults on or near campus or as experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.
3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated annually.

## II. Working Agreement

### A. CPSD Responsibilities

1. The CPSD will designate a liaison to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.
9. Maintain evidence as necessary and according to policy and procedures set forth by CPSD.

B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the CPSD contact person. **The designated SOWELA personnel is the Chief Title IX Officer.**
2. Maintain communication and contact with the CPSD, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the CPSD, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. **The SOWELA Technical Community College Chief Title IX Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the CPSD for statistics via email or phone request.**



Dr. Neil Aspinwall  
Chancellor of SOWELA

11-28-21

Date



Stephen C. Dwight  
Calcasieu Parish District Attorney

12-20-21

Date



Tony Mancuso  
Calcasieu Parish Sheriff

11-30-21

Date

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Jennings Police Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the City of Jennings through the Jennings Police Department, known collectively as the CITY.

**I. Purpose**

A. To enhance safety for students, employees and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. This MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence. to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

**B. Responsibilities**

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (SOWELA) to facilitate the issuance of Campus Accountability and Safety Act required timely warnings and emergency notifications.
2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported Power Based Violence on or near campus or as

experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.

3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated annually.

## **II. Working Agreement**

### **A. City Responsibilities**

1. The CITY will designate a liaison from the Jennings Police Department to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.
9. Maintain evidence as necessary and according to policy and procedures set forth by the CITY.



B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the CITY contact person. **The designated SOWELA personnel is the Chief Title IX Officer.**
2. Maintain communication and contact with the CITY, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the CITY, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. **The SOWELA Technical Community College Chief Title IX Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the CITY for statistics via email or phone request.**



Dr. Neil Aspinwall  
Chancellor of SOWELA

11-24-21

Date



Elliot C. Cassidy  
Jefferson Davis Parish District Attorney

12-13-21

Date



Danny Semmes  
Jennings Chief of Police

12-02-21

Date

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Jefferson Davis Parish Sheriff's Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the Jefferson Davis Parish Sheriff's Department (JDPSD).

I. **Purpose**

A. To enhance safety for students, employees and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. this MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence, to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

B. Responsibilities

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (STCC) to facilitate the issuance of Clery Act required timely warnings and emergency notifications.

2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported Power Based Violence on or near campus or as experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.
3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated annually.

## II. Working Agreement

### A. JDPSD Responsibilities

1. The JDSD will designate a liaison to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.
9. Maintain evidence as necessary and according to policy and procedures set forth by JDPSD

B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the JDPSD contact person. **The designated SOWELA personnel is the Chief Title IX Officer.**
2. Maintain communication and contact with the JDPSD, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the JDPSD, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. **The SOWELA Technical Community College Chief Title XI Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the JDPSD for statistics via email or phone request.**



11-24-21

Dr. Neil Aspinwall

Date

Chancellor of SOWELA



12-02-21

Elliot C. Cassidy

Date

Jefferson Davis Parish District Attorney



12-02-2021

Ivy J. Woods

Date

Jefferson Davis Parish Sheriff

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Oakdale Police Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the City of Oakdale through the Oakdale Police Department, known collectively as the CITY.

I. **Purpose**

A. To enhance safety for students, employees and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. This MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence, to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

B. Responsibilities

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (SOWELA) to facilitate the issuance of Campus Accountability and Safety Act required timely warnings and emergency notifications.
2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported Power Based Violence on or near campus or as

experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.

3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated **annually**.

## **II. Working Agreement**

### **A. City Responsibilities**

1. The CITY will designate a liaison from the Oakdale Police Department to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. **Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.**
9. **Maintain evidence as necessary and according to policy and procedures set forth by the CITY.**

B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the CITY contact person. **The designated SOWELA personnel is the Chief Title IX Officer.**
2. Maintain communication and contact with the CITY, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the CITY, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. **The SOWELA Technical Community College Chief Title IX Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the CITY for statistics via email or phone request.**



Dr. Neil Aspinwall  
Chancellor of SOWELA

11-24-21

Date



Joe Green  
Allen Parish District Attorney

12-14-21

Date



Chad Doyle  
Oakdale Police Chief of Police

12-07-21

Date

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Allen Parish Sheriff's Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the Allen Parish Sheriff's Department (APSD).

I. **Purpose**

A. To enhance safety for students, employees, and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. This MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence, to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

B. Responsibilities

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (STCC) to facilitate the issuance of Clery Act required timely warnings and emergency notifications.



2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported sexual assaults on or near campus or as experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.
3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated annually.

## II. Working Agreement


### A. APSD Responsibilities

1. The APSD will designate a liaison to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.
9. Maintain evidence as necessary and according to policy and procedures set forth by APSD.

### B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the APSD contact person. The designated SOWELA personnel is the Chief Title IX officer.

2. Maintain communication and contact with the APSD, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the APSD, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. The SOWELA Technical Community College Chief Title IX Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the APSD for statistics via email or phone request.



Dr. Neil Aspinwall  
Chancellor of SOWELA

11-24-21

Date



Joe Green  
Allen Parish District Attorney

12-14-21

Date



Douglas L. Hebert III  
Allen Parish Sheriff

12-02-21

Date

Memorandum of Understanding

Between

SOWELA Technical Community College

And

Vernon Parish Sheriff's Department

For Application to

Public Law 101542, Title II, the Student Right to Know and Campus Security Act of 1990

Introduction

Reference: 2015 Regular Session; ACT No. 172; SENATE BILL NO. 255, pursuant to Article II, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

Reference: 2021 Regular Session; ACT No. 439; Senate Bill No. 230, pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of the State of Louisiana.

This Memorandum of Understanding (MOU) establishes a partnership between SOWELA Technical Community College (SOWELA) and the Vernon Parish Sheriff's Department (VPSD).

I. Purpose

A. To enhance safety for students, employees and visitors, and better serve the residents and students of this community, ensure that investigations are comprehensive, aid in disciplinary proceedings, facilitate the prosecution of offenders, respect the legal rights of those accused of Power Based Violence, provide appropriate support of victims of Power Based Violence, and training individuals as needed. this MOU sets forth the respective roles and responsibilities of the Parties related to the prevention of a response to Power Based Violence, to involve communication, sharing information, reporting requirements, and maintaining confidentiality for all parties involved. The Parties acknowledge that the unique circumstances of individual cases may give rise to issues not addressed by this MOU, which may necessitate further discussion and agreement.

B. Responsibilities

1. The parties agree to work together regarding Power Based Violence awareness and reporting on and near the campus of SOWELA Technical Community College (STCC) to facilitate the issuance of Clery Act required timely warnings and emergency notifications.

2. The parties agree to share relevant documentation, as allowable by federal and state law, regarding reported Power Based Violence on or near campus or as experienced by students or employees of SOWELA Technical Community College as to assure delivery of appropriate services, to facilitate full and fair disciplinary investigations, to prevent acts of retaliation against the victim or witnesses, and to assess special threats posed by offenders, within the respective jurisdictions as part of an overall effort to prevent the occurrence of similar crimes.
3. The parties agree to meet at least twice a year to address the effectiveness of their prevention and response policies, procedures, and efforts. This MOU shall be updated annually.

## II. Working Agreement

### A. VPSD Responsibilities

1. The VPSD will designate a liaison to serve and work with SOWELA to serve as the agency's contact person.
2. Maintain communication and contact with SOWELA, to the extent that they are able without hampering or jeopardizing their own investigation, including meeting with SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of presentation of evidence.
3. Notify SOWELA, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offense that may have occurred on their campus or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share general information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Include in all reports whether the victim was a student at an institution.
7. Develop and support the policies and procedures to establish and maintain the communication.
8. Maintain and, upon request provide, statistics on Power Based Violence incidents up to ¼ mile from the boundaries of SOWELA Technical Community College Campus.
9. Maintain evidence as necessary and according to policy and procedures set forth by VPSD

B. SOWELA Responsibilities

1. Designate a liaison to serve as SOWELA's contact and work with the VPSD contact person. **The designated SOWELA personnel is the Chief Title IX Officer.**
2. Maintain communication and contact with the JDPSD, to the extent that they are able without hampering or jeopardizing their own investigation including meeting with the SOWELA liaison to assist that institution in resolving Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused and to promote the proper methods of preservation of evidence.
3. Notify the VPSD, to the extent they are able with respect to any confidentiality requirements, of any report of Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused.
4. Coordinate investigations, to the extent that they are able without hampering or jeopardizing their own investigation but ensure that any reported incident involving Power Based Violence criminal offense that may have occurred on their campuses or involved a student as a victim or an accused is fully investigated.
5. Share General information about Power Based Violence criminal offenses that may have occurred on their campuses or involved a student as a victim or an accused to improve campus safety.
6. Develop and support the policies and procedures to establish and maintain the communication between all signatories to the MOU.
7. **The SOWELA Technical Community College Chief Title XI Officer, Deputy-Title IX Officer/Investigator, or Assistant-Title IX Officer/Investigator will contact the liaison at the VPSD for statistics via email or phone request.**



09-29-22

Dr. Neil Aspinwall  
Chancellor of SOWELA

Date



09-27-22

Terry Lambricht  
Vernon Parish District Attorney

Date



09-20-22

Sam Craft  
Vernon Parish Sheriff

Date