



Consumer Information and Other Notifications

2022-2023

OLLU is required by federal law to distribute or make available certain consumer information to current students, current employees, prospective students, and prospective employees. This notice provides you with a brief summary of the OLLU consumer information disclosures and other notifications required by law.

- 1. Higher Education Act General Disclosures**
- 2. Annual Security and Fire Safety Report**
- 3. Equity in Athletics Disclosure Act (EADA)**
- 4. Student Rights Related to Educational Records (FERPA)**
- 5. Drug Free Schools and Communities Act (DFSCA)**
- 6. Penalties for Copyright Infringement**
- 7. Notification of Penalty for Making a False Alarm or Report**
- 8. Criminal History and Occupational License Notice**
- 9. Campus Carry Policy Notice**
- 10. Nondiscrimination and Title IX**

1. Higher Education Act General Disclosures

The Higher Education Opportunity Act of 2008 (HEOA) requires that OLLU make specific information available to students and the public. The complete consumer information disclosure list and links can be accessed at <https://www.ollusa.edu/consumer-information/index.html>.

General University Information

Contains information about 1) academic programs offered, accreditation, applying, transfer equivalency guides, specific data for college comparison including college navigator tool, price of attendance, net price calculator, faculty and staff, instructional facilities; 2) price of textbooks; 3) student diversity; 4) student activities and career placement; and 5) ADA accommodations.

Financial Aid Information, Policies and Regulations

Contains basic financial aid information including 1) types of aid available; 2) applying for financial aid; 3) dependency status for FAFSA; 4) entrance and exit counseling for federal loans; 5) requirements for withdrawal; 6) code of conduct for student loans; 7) rights and responsibilities for financial aid recipients; 8) financial aid penalties for drug law violations; and 9) designated official and/or departments and operating hours for obtaining more detailed financial aid information.

Health and Safety

Contains information to ensure the health and safety of the campus community and includes 1) drug and alcohol abuse prevention program; 2) reporting required by the campus police department; 3) counseling and health services; 4) vaccination policy; 5) hazing report; and 6) campus student code of conduct.

Information/Technology Policies

Contains information about copyright law compliance and sanctions for violations including 1) acceptable use policy; 2) sources to avoid copyright violations; and 3) HEOA P2P Compliance Plan.

Other Disclosures

Other required information includes 1) graduation and retention rates; 2) Teacher Preparation Program Report; and 3) voter registration information.

2. Annual Security and Fire Safety Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal law that requires all institutions of higher education that participate in the federal student financial aid program to disclose information about crime on their campuses and in the surrounding communities and produce an annual report available to the public on Oct. 1.

The Annual Security and Fire Safety Report for San Antonio, Houston and Rio Grande Valley campuses is available online at <https://www.ollusa.edu/university-police/security-reports-and-crime-logs.html>.

For any questions or concerns related to the information contained in the report, please call 210-433-4022 or email police@ollusa.edu.

3. Equity in Athletics Disclosure Act (EADA)

The Equity in Athletics Disclosure Act (EADA) requires co-educational institutions of post-secondary education that participate in a Title IV, federal student financial assistance program, and have an intercollegiate athletic program, to prepare an annual report to the Department of Education on athletic participation, staffing, and revenues and expenses, by men's and women's teams by Oct. 15. As part of the EADA, OLLU is required to produce an annual report with enrollment and completion rates and disclose this information to students, prospective students and the public in easily accessible places.

The current EADA Report is available online at www.ollusa.edu/EADAreport.

4. Student Rights Related to Educational Records (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of students' education records. The term "education records" means those records that are 1) directly related to a student; and 2) maintained by an education agency or postsecondary institution or by a party acting for the agency or institution. OLLU is required to provide an annual FERPA notice to eligible students. More information about FERPA is available at <https://www.ollusa.edu/registrars-office/ferpa/index.html>.

5. Drug Free Schools and Communities Act (DFSCA)

The Drug Free Schools and Communities Act (DFSCA) requires that OLLU notify each student and employee annually of its programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

OLLU has adopted and implemented such standards and has provided clear information to students and employees on possible sanctions (legal and university based) and available support services. See additional information at <https://www.ollusa.edu/consumer-information/resources/statement-on-compliance-with-the-drug-free-schools.pdf>.

6. Penalties for Copyright Infringement

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the filesharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the website of the U.S. Copyright Office at <https://copyright.gov>.

OLLU strives to comply with copyright law and encourages all members of the OLLU community, including students, faculty and staff, to obey the stipulations of copyright law including digital resources. Copyright law compliance and sanctions for violations for members of the OLLU community are noted in the documents below:

- [Acceptable Use Policy](#)
- [Acceptable Use Policy Compliance](#) (best practices, definitions and sanctions)

- [Educause Legal Sources of Online Content](#) (sources to avoid copyright violations)
- [Computer Use and File Sharing - OLLU HEOA P2P Compliance Plan](#)
- [Information Privacy and Cookie Policy](#)

7. Notification of Penalty for Making a False Alarm or Report

In accordance with Texas Education Code Section 51.219, OLLU is required to notify all incoming students, as soon as practicable, of the penalty for the offense under Section 42.06, Texas Penal Code, of making a false alarm or report involving a public or private institution of higher education. A state jail felony is punishable by a fine of up to \$10,000 and a jail term from 180 days to two years.

8. Criminal History and Occupational License Notice

Texas law requires OLLU to notify students enrolled in or applying for admission to a program that may prepare an individual for an occupational license under Texas Occupations Code 58.001 and/or if a student later decides to change to a program that prepares for an occupational license as defined under Texas Occupations Code 58.001, that an individual who has been convicted of an offense may be ineligible for issuance of an occupational license upon completion of the educational program:

- Each licensing authority may issue an occupational license to an individual who completes an education program must establish guidelines which state the reasons a particular crime is considered to relate to a particular license and any other criterion that affects the decisions of the licensing authority (note: a "licensing authority" is a state agency or political subdivision that issues an occupational license such as the Texas Education Agency).
- Local or county licensing authorities may issue additional guidelines that relate to criminal history. Applicants should contact their respective local or county licensing authority for more details.
- A person may request a criminal history evaluation letter regarding the personal eligibility for a license issued by a licensing authority under Texas Occupation Code 53.102.

9. Campus Carry Policy Notice

The Board of Trustees of Our Lady of the Lake University has set forth a policy which prohibits weapons on all OLLU campuses. This policy applies to all, even individuals who hold a License to Carry (LTC) or Concealed Handgun License (CHL) or who carry a handgun without a license under the new Texas law that went into effect on Sept. 1, 2021.

In the summer of 2015, Senate Bill 11 was passed in the Texas Legislature's 84th Session, allowing holders to License to Carry (LTC) or Concealed Handgun License (CHL) to carry weapons on the campuses of colleges and universities in the state. The bill, commonly known as Campus Carry, included a provision for private universities to decide "after consultation with campus

constituents" whether to follow the decision, create special "carry spaces" on campus or to "opt out."

The Board of Trustees received input from students, faculty, staff, alumni and Sisters of the Congregation of Divine Providence to aid in making the decision and voted to "opt out" of Campus Carry. This decision by the Board means OLLU will continue with its longstanding policy of not allowing weapons on campus, even if concealed.

The university employs a full-time police department of law enforcement officers licensed by the state.

As required by state law, signs have been placed throughout the San Antonio, Houston and Rio Grande Valley campuses to notify everyone of the policy.

On Sept. 1, 2021, a new Texas law went into effect allowing individuals to carry handguns without a license. This new law does not impact OLLU's policy. Weapons are still not allowed on OLLU campuses.

10. Nondiscrimination and Title IX

Our Lady of the Lake University (OLLU) is an equal opportunity institution and is committed to fostering a diverse environment that is free from discrimination. The school fully subscribes to all federal and state laws banning discrimination in institutions of higher education. Our Lady of the Lake University will not discriminate against any employee, applicant for employment, student in our educational programs or activities or applicant for admission on the basis of race, color, sex, pregnancy, religion, national origin, citizenship status, disability, age, marital status, gender, gender identity or expression, sexual orientation, veteran or military status (including disabled veterans, Vietnam-era veterans or recently separated veterans), predisposing genetic characteristics, domestic violence victims status, or any other protected category under applicable local, state and federal laws, including protections for those opposing discrimination or participating in any allegation process on campus or within the Equal Employment Opportunity Commission or other human rights agencies. These types of discrimination are prohibited by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable laws as well as university policies.

This policy covers discrimination both in employment and in access to educational opportunities. Therefore, any member of the university community who acts to deny, deprive or limit the educational or employment access, benefits or opportunities of any member of the university community on the basis of their actual or perceived membership in the protected classes listed above are in violation of this policy.

The following person has been designated to coordinate compliance regarding the non-discrimination policies set forth by the university:

Nicole Monsibais, JD
Compliance Officer
Phone: 210-431-6552
Email: compliance@ollusa.edu

The following persons or procedures have been designated to handle complaints related to the nondiscrimination policies set forth by the university:

Discrimination Complaints

Faculty and Staff

Inquiries concerning all discrimination complaints including the Age Discrimination Act as designated by 34 CFR 110.25, Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and related issues regarding accommodations for all campuses (that fall outside of sexual discrimination including Title IX) should follow the Employee Complaints and Grievances Policy outlined in the Employee Handbook. Inquiries may be directed to:

Assistant Director of Human Resources
Phone: 210-431-3970
Email: Hrteam@ollusa.edu
Fax: 210-431-4073

Human Resources Manager
Phone: 210-431-3970
Email: Hrteam@ollusa.edu
Fax: 210-431-4073

Students

Inquiries concerning all discrimination complaints including the Age Discrimination Act as designated by 34 CFR 110.25, Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and related issues regarding accommodations for all campuses (that fall outside of sexual discrimination including Title IX) should follow the Student Non-Academic Complaint and Grievance Procedures outlined in the Student Handbook. Inquiries may be directed to:

Vice President of Student Affairs
Phone: 210-431-5521
Email: studentaffairs@ollusa.edu

Inquiries may also be directed to the U.S. Department of Education Office for Civil Rights by visiting <https://ocrcas.ed.gov/contact-ocr> or calling 1-800-421-3481.

For more information on the Nondiscrimination Policy, visit www.ollusa.edu/nondiscrimination

Title IX Complaints

All inquiries concerning Title IX and related issues of sex discrimination may be directed to the OLLU Title IX Coordinator:

Nicole Monsibais, JD
Compliance Officer
Our Lady of the Lake University
411 S.W. 24th Street
Moye Hall, Room 107
San Antonio, Texas 78207
Phone: 210-431-6552
Email: titleix@ollusa.edu

The Title IX Deputy Coordinators for OLLU serve as the main contacts to individuals during the investigation of complaints and act as impartial sources of assistance in the resolution of disputes. [View the list of Title IX Deputy Coordinators.](#)

The university complies with Title IX of the Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in the university's programs and activities, including in admissions and employment. OLLU prohibits sexual misconduct, which includes sex and gender-based discrimination, sexual harassment, and violence, including acts of sexual assault, dating violence, domestic violence, and stalking, which may also constitute crimes.

Note, all OLLU employees are considered mandatory reporters by law, and are required to report all incidents of sexual misconduct, including sexual harassment, sexual assault, dating violence, or stalking, committed by or against a person who was a student enrolled at or an employee of the institution at the time of the incident, with full detail to the Title IX Coordinator within 72 hours of learning of the event.

File an [online Title IX Incident Report](#), or give verbal notice to, the Title IX Coordinator at any time (including during non-business hours) by using the telephone number or email address, or by mail to the office address, listed for the Title IX Coordinator. Reports can also be made to OLLU Police Department at 210-431-0911. For more information on the Title IX Policy and Grievance Procedures, including reporting options, visit www.ollusa.edu/titleix.

OLLU encourages anyone impacted by or experiencing sexual misconduct to talk to someone about what happened, so they can get the support they need and OLLU can respond appropriately. Individuals can seek confidential resources by contacting the OLLUCares Confidential Advisors at ollucares@ollusa.edu or Counseling Services at wellnesscenter@ollusa.edu.

Inquiries about Title IX may be directed to OLLU's Title IX Coordinator, to the U.S. Department of Education Assistant Secretary, or both. The Assistant Secretary can be contacted at U.S. Department of Education, Office of Postsecondary Education, 400 Maryland Avenue S.W., Washington, D.C. 20202, or 1-800-421-3481.

Our Lady of the Lake University is fully committed to compliance with the applicable regulations and to providing disclosure and student consumer information. For any questions or to obtain a paper copy of the information contained in this notice you may contact OLLU Compliance Officer at compliance@ollusa.edu.