Message from Chief Barrera

The University of Texas at San Antonio Police Department is committed to ensuring the safety of our students, faculty, staff and visitors at any of the UTSA campuses. This 2012 Annual Security Report contains important information regarding campus safety and security. The report describes our law enforcement arrest authority, crime reporting policies, procedures and responses. The report also provides information about prompt reporting of crimes and our working relationships with state and local police agencies. Additionally, there is information concerning drug and alcohol abuse, sexual assault prevention and weapons on campus as well as information concerning fire incidents occurring on campus including policies and procedures regarding fire safety.

Encompassing three calendar years, the 2012 Annual Security Report contains crime statistics for reported crimes that occurred at the UTSA Main and Downtown Campuses. Also included are statistics for reported crimes on all properties owned or controlled by The University of Texas at San Antonio and on public property immediately adjacent to and accessible from the campuses. This information is required by the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and is provided by The UTSA Police Department. The 2012 Annual Security Report is available on the web at:


Please browse our web site at www.utsa.edu/utsapd.

We also post information on the Police Department’s Facebook page at http://www.facebook.com/UTSAPoliceDepartment and Twitter at http://twitter.com/#!/UTSA_Police.

We welcome your questions and comments so that we may provide you with the best police service possible. I invite you to visit the UTSA Police headquarters located on the Main campus, at Bosque Street Building, 1.400. Remember, your safety is our number one priority!

Sincerely,
Steve Barrera
Chief of Police / Director of Public Safety
1. INTRODUCTION

The Annual Security Report is prepared by The University of Texas at San Antonio Police Department in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the Office of Student Affairs, University Housing, Student Conduct and Community Standards, Counseling Services and other campus departments. Each entity provides updated information on their educational efforts and programs to comply with the Act. Crime statistics are also provided by police agencies surrounding each of our campuses. Except where noted, policies indicated in this Annual Security Report apply to all campuses that comprise The University of Texas at San Antonio. This report lists statistics for three previous years of reported crimes that occurred on campus. Included are crimes that occurred in off campus buildings owned or controlled by UTSA as required by the Clery Act. Also included are crimes that occurred on any public property within or immediately adjacent to, or accessible from the campuses. The report describes institutional policies concerning campus security, alcohol and drug use, crime prevention, crime reporting, sexual assault, and crime related issues. You can obtain a copy of this report by contacting the Crime Prevention Unit at 210.458.6250 or by accessing our web site at: http://www.utsa.edu/utsapd/.

UTSA At A Glance

UTSA is a state supported institution of higher education with three academic campuses and several support facilities within the San Antonio metropolitan area. The Main Campus is comprised of 94 buildings on 600 acres and is the center of the University’s schools and colleges. On-campus housing consists of four residence complexes with a combined resident population of approximately 3700 students. Approximately 16 miles from the Main Campus is the UTSA Downtown Campus at 501 César E. Chávez Boulevard with five buildings on approximately 18 acres. Hemisfair Park, also known as the Institute of Texan Cultures, is located at 801 César E. Chávez Boulevard and is the museum component of The University of Texas at San Antonio. The ITC is an educational center dedicated to enhancing the understanding of the history and diverse cultures of Texas. In early 2010, the institute formalized an affiliation agreement with the Smithsonian Institution in Washington, D.C. Other off campus facilities include: University Heights Tech Center, 5723 University Heights Blvd. (administrative support offices); the Bluestar Contemporary Art Center at 116 Blue Star (community art exhibition space); Park West property at 8000 N. 1604 West (125 acres for future athletics and mixed use purposes); Dub Ferris Stadium (Northside School District facility used for practice by the UTSA football team); and the Institute for Cyber Security -Center for Infrastructure Assurance and Security located at 4350 Lockhill Selma Rd., Suite 100 (for research, preparedness exercises, training and competitions in partnership with academia, government and industry on cyber security issues).

2. REPORTING CRIMES AND OTHER EMERGENCIES

POLICE - FIRE - EMS

Dial: 911 (from any on-campus phone)

210.458.4911 (when calling from a cell phone or off-campus phone)

UTSA Police Non-Emergency: 210.458.4242

The UTSA Police Department is responsible for law enforcement, security and emergency response at the UTSA Main Campus, Downtown Campus, Park West, Hemisfair Park (ITC) and University Heights Tech Center. The primary office of The UTSA Police Department is located on the Main Campus in the Bosque Street Building, 1,400. A satellite police office at the Downtown Campus is located at Buena Vista Building 1,303. The UTSA Police Department is open 24 hours a day, 365 days a year, and is staffed by commissioned Texas peace officers and supported by civilian personnel and non-commissioned Public Safety Officers. A number of well-marked outdoor emergency telephones are located throughout the campuses in parking lots and elevators to report crimes, emergencies or to request police services. Walk-in reports will be taken at either the Main Campus or Downtown Campus offices; however, for faster service please call the numbers listed. UTSA’s Silent Witness Program is a way for people who have witnessed a crime on campus, want to report it, but also want to remain anonymous or have seen suspicious activity, but not sure who to contact at the police department. NOTE: The Silent Witness Program is NOT intended to report crimes in progress. The program can be accessed at: http://www.utsa.edu/utsapd/forms/witness.cfm

Encouragement of Prompt Reporting of Crimes

Please promptly report all criminal incidents and medical emergences to the University Police Department using the telephone num-
bers listed in this report. Upon receipt of the call, university police officers are dispatched immediately to the site of the incident and have the authority to make arrests if necessary. The UTSA Police Department provides notification to the campus community on a timely basis about campus crime and crime related issues. These notifications include the following:

**Annual Security Report:** By October 1st of each year, the Annual Campus Security Report must be distributed to all enrolled students and current employees. Distribution may be by direct mailing, campus mail, or electronic mail. The Annual Security Report is posted on the UTSA Police Department web site at: [http://www.utsa.edu/utsapd/](http://www.utsa.edu/utsapd/)

The Annual Campus Security Report is also available to prospective students or employees at the same website listed above. The Crime Prevention Unit is responsible for gathering the crime statistics from the department’s database as well as from area law enforcement agencies. Data for the report is also obtained from other campus offices that receive reports about crimes. The Crime Prevention Unit is also responsible for the publication and dissemination of the Annual Campus Security Report.

**Timely Warnings:** When a reported offense occurs, and is subject to disclosure in the Annual Security Report, the Chief of Police or his/her designee conducts a timely review of the circumstances surrounding the offense as soon as pertinent information is available. This is done to determine if the offense constitutes a continuing threat to students, faculty and staff. If the offense presents a continuing threat to the students, faculty and staff, then a crime bulletin is prepared and posted on the department’s web site (www.utsa.edu/utsapd) and the Campus Alerts website (http://alerts.utsa.edu). The crime bulletin can also be distributed to students, faculty and staff in a variety of methods to include social media outlets, mass e-mail distribution, printed flyers on public or office bulletin boards, and/or the UTSA Emergency Notification System (ENS). UTSA will withhold the information required above if there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual; cause a suspect to flee or evade detection; or result in the destruction of evidence. UTSA will disclose any information withheld for these reasons once the adverse effect is no longer likely to occur.

**Other Campus Security Officials**

UTSA acknowledges that some individuals may be hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus officials designated as Other Campus Security Officials. Reports of campus crimes can be made to the following Other Campus Security Officials: Vice President for Student Affairs (210.458.4136), Dean of Students (210.458.4720), Director of Housing and Residence Life (210.458.6200), Director of Campus Living Villages (210.877.4000), Student Conduct and Community Standards (210.458.4720), the Athletic Director (210.458.4161) or Associate Vice President for Human Resources (210.458.4250). These reports may be made by phone, walk-in or by appointment. Other Campus Security Officials may contact the UTSA Police Department for further assistance to refer reports to Student Conduct and Community Standards for possible disciplinary action. Information disclosed is for the purpose of collecting data to be included in the annual crime statistics and/or for creating timely warnings.

A complaint may request to make a confidential statement to an Other Campus Security Official concerning crimes. The statements made to Other Campus Security Officials are confidential unless they pose a continued threat to the safety of the campus community. When no threat is posed, the only information disclosed is for the purpose of collecting data to be included in the annual crime statistics. If a complainant insists that his or her name or other identifiable information not be disclosed, the complainant will be informed that the ability of UTSA to respond may be limited.

A complainant may also make a confidential statement to The Director of Student Counseling (210.458.4140) and/or the Director of Student Health Services (210.458.4142). These officials are exempt from disclosing information to the UTSA Police Department (except by law in cases where there is an immediate threat to the safety of an individual, other persons, children or the elderly) because of their function within the scope of his/her professional license or certification as a counselor.

**Crimes Occurring Off Campus**

Reports of crimes that occur off campus can be made to the San Antonio Police Department at 210.207.7273 or the Bexar County Sheriff’s Office at 210.335.6000.

**3. Security Of And Access To Campus Facilities**

The University Police Access Services Office is responsible for keys, UTSA Card access programming and all associated records related to key or UTSA Card access. Keys and UTSA Card access...
to UTSA buildings, offices and other facilities are strictly controlled
to ensure that only authorized UTSA affiliates have keys or UTSA
Card access to facilities. Keys and UTSA Card access to UTSA
buildings, offices and other facilities are issued to UTSA affiliates
upon authorization by the appropriate administrative official, per
chapter 9.04 of the UTSA Handbook of Operating Procedures. A
computer based electronic monitoring system located at the UTSA
Police Department monitors a network of intrusion alarms, panic
alarms and access controlled doors. More information on access to
campus facilities can be found in chapter 8.04 of the UTSA Hand-

Access To Academic Buildings
Academic campus buildings and support facilities are accessible to
members of the campus community, guests and visitors during
normal business hours. Academic buildings have a card access
equipped late hour door for access to buildings that are locked after
normal business hours. Access to classrooms and office buildings
for special events after normal business hours, weekends and
holidays is coordinated with the various campus departments over-
seeing that particular area or event. Many buildings, offices, labs,
computer rooms and other areas of campus are equipped with card
key access and door alarms that are monitored by the UTSA Police
Department Dispatch Office.

Access To Apartments And Residence Halls
Chisholm Hall: Chisholm Hall is operated by Campus Living Villag-
es. The exterior doors remain locked 24 hours a day. Unlimited
access is available to residents via an electronic access control
system. Each unit has a front door equipped with a mechanical
lock. Guests and visitors to the student residence halls may gain
admission at a centralized desk and must be escorted when in the
residence halls.

University Oaks Apartments: The University Oaks Apartments are
operated by Campus Living Villages. Access to the University Oaks
Apartment complex is through access gates for vehicles to the
parking lot as well as access gates for pedestrians to the side-
walks. Each apartment has a front door equipped with a mechani-
cal lock.

Chaparral Village: Chaparral Village is operated by UTSA Housing
and Residence Life. Access to the Chaparral Village complex is
through various pedestrian gates or the City Center. Each unit has
a front door equipped with an electronic lock. Each bedroom door
within each unit is equipped with an electronic lock.

Laurel Village: Laurel Village is operated by UTSA Housing and
Residence Life. Access to the Laurel Village complex is through
various pedestrian gates or the City Center. Each unit has a front
door equipped with an electronic lock and pin code. Each bedroom
door within each unit is equipped with an electronic lock and pin code.

Residents should immediately report lost access cards and keys,
malfunctioning locks and gates to their respective Director for On-
Campus Housing.

Security Considerations Used In Maintenance
UTSA Police Department staff regularly test the emergency tele-
phones and submit work orders for repairs of phone unit or lights
when needed. Officers also report physical hazards discovered
during routine patrols. The Crime Prevention Unit staff periodically
conducts lighting surveys of the campus grounds and recommends
additional lighting to eliminate areas of darkness. Members of the
Operations & Maintenance Team from the Office of Facilities Ser-
dives conduct a monthly lighting survey of campus parking lot lights
and building exterior lights in order to schedule lamp and ballast
replacements. The Crime Prevention Unit also recommends the
trimming of shrubbery, trees and other vegetation to prevent the
obstruction of ample lighting of pedestrian walkways. Lighting up-
grade recommendations are routinely evaluated by the Office of
Facilities Services and the Crime Prevention Unit. Improvements
can include the placement of high intensity sodium vapor lights in
buildings, parking lots, in areas with heavy landscaping and along
official pedestrian pathways. Periodic security assessments are
conducted when repeated crimes occur within a short time frame or
when a crime trend at a particular location occurs.

A total of 128 outdoor emergency telephones are located on the
Main Campus and 8 are at the Downtown Campus. Additionally,
elevators and parking garages on campuses have emergency
phones. All emergency telephones connect directly to the Universi-
ty Police Department. There are security cameras installed at des-
ignated locations on campus based on security needs. These loca-
tions include the pedestrian areas of Chaparral Village and Laurel
Village, restricted access operations work areas, research laborato-
ries and designated parking lots and parking garages. The security
camera monitors are located in the Communications Center of the
Police Department. We encourage students, faculty and staff to
report any safety concerns, exterior lighting and emergency tele-
phone malfunctions to the UTSA Police Department at 210.458.4242.
4. Campus Law Enforcement Policy

The UTSA Police Department is located in the Bosque Street Building, BOS 1.400. UTSA Police Department is responsible for law enforcement, police services, safety and security at all UTSA campuses. The department has an authorized strength of 52 commissioned police officers with full arrest authority and 37 Public Safety Officers.

Commissioned Peace Officers

University police officers receive their police authority via Article 2.12 of the Texas Code of Criminal Procedure and Article 51.203 of the Texas Education Code. UTSA police officers must meet specific employment qualifications and training requirements in order to be licensed peace officers by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE). UTSA police officers receive their commission as peace officers upon graduation from the University of Texas System Basic Peace Officer Academy or other regional police academy. All officers have been trained in first aid and CPR and are authorized to enforce state and federal laws on the university campuses. UTSA police officers carry firearms and conduct foot, bicycle and vehicular patrols on all UTSA properties including the on campus housing facilities 24-hours a day.

The primary jurisdiction of peace officers commissioned by The University of Texas System Police includes all counties in which property is owned, leased, rented, or otherwise under the control of The University of Texas System. Additionally, University of Texas System peace officers are authorized by law to function as peace officers outside their primary jurisdiction to assist another law enforcement agency in Texas or to otherwise perform duties as a peace officer on official university business. For UTSA, normal police operations are conducted within the boundaries of property owned, leased or otherwise under the control of UTSA. These properties include Main Campus, Downtown Campus, Hemisfair Park (ITC), University Heights Tech Center, Park West property and the contiguous areas around each UTSA campus.

University Public Safety Officers & Dispatchers

Public Safety Officers of the UTSA Police Department are civilian employees who have the same level of arrest authority as a citizen as authorized by the Texas Code of Criminal Procedure. Public Safety Officers serve as support staff for the police department by providing a visible uniform presence in buildings and on university property to deter crime. Public Safety Officers report criminal incidents to police officers who are designated first responders. The police communications center is staffed by 11 certified police telecommunicators who are also certified 911 operators.

Working Relationships With State And Local Police

The UTSA Police Department maintains close working relationships with the San Antonio Police Department, Bexar County Sheriff's Office, federal, state, and other law enforcement agencies. The UTSA Police Department routinely shares investigative information with these agencies and also works closely with the San Antonio Fire Department and EMS. UTSA Police Department has a mutual aid law enforcement agreement with the San Antonio Police Department to provide law enforcement services, to investigate crimes and to protect life and property within the geographical areas common to the City of San Antonio and UTSA. A number of recognized student organizations maintain meeting and living facilities off campus. These facilities are not owned or controlled by UTSA. UTSA is routinely informed by other local law enforcement agencies of any criminal activities involving UTSA student organizations. The information in these reports is subsequently shared with the Office of Student Affairs.

5. Emergency Management, Response & Evacuation Procedures

Introduction

The UTSA Office of Emergency Management (OEM) is committed to openly engaging the University community to prepare for, respond to, and recover from local emergencies through an all-hazards approach. Our highest priority is to help provide a safe and secure academic environment for the UTSA community of students, faculty, staff, and visitors. The Office of Emergency Management works cooperatively with all members of the UTSA community, the University of Texas System, City of San Antonio, and the State of Texas to achieve this objective. Our mission is accomplished by coordinating and sharing essential elements of information with students and staff, as well as providing business continuity guidance within the four phases of emergency management: mitigation, preparedness, response, and recovery. The Office of Emergency Management will identify critical and key resources to allow UTSA faculty, staff, and students the opportunity to recover from emergencies and disasters affecting our campuses. Each member of the UTSA community is encouraged to be responsible for their own preparedness, including the safety of others.

UTSA Emergency Response Team

The UTSA Emergency Response Team (ERT) is activated as needed to manage the University’s response to an emergency

The UTSA Police Department and the San Antonio Police Department as well as other area university police departments conducted an emergency training exercise Aug. 1, 2011. This event was planned and conducted in cooperation with the City of San Antonio and is important to help achieve our goal of maintaining a safer environment for UTSA students, faculty, staff and visitors. Elements of the response included UTSA Police Department assets as well as the SAPD Hostage Negotiation Team and the SWAT Team.
incident. It is comprised of members from Student Affairs, Academic Affairs, Information Technology, Facilities Services, Human Resources, Police Department and other supporting departments. During an actual emergency, the ERT evaluates information from various sources and provides feedback and support to the emergency Incident Commander. Every ERT member receives specialized training to prepare them for the challenges presented by a critical incident. The ERT's significant support role during an emergency incident is carried out in the university's state of the art Emergency Operations Center (EOC). The EOC is equipped with a number of media sources including news feeds, video feeds from campus security cameras, and multiple communications phone and data lines. The UTSA Director of Emergency Management is responsible for overall management of EOC operations. More information can be found at http://alerts.utsa.edu/

Emergency Response & Evacuations
The UTSA Police Department is the primary first responder to any emergency situation on all campuses. Campus and community emergency responders such as UTSA’s Environmental Health, Safety & Risk Management and/or the San Antonio Fire Department may also respond to the emergency scene depending on the scope of the emergency.

However, preparedness is everyone’s responsibility! The UTSA Office of Emergency Management has developed a Community Emergency Response Guide (CERG), that has been placed throughout all UTSA campuses in classrooms, hallways, meeting spaces, and areas where large crowds gather indoors. The guide provides information regarding protective actions to be taken during emergencies, such as an active shooter incident, suspicious mail discovery, tornadoes and severe weather, hazardous materials, medical emergencies, and also provides emergency contact phone numbers.

Additionally, all university facilities have evacuation maps next to the elevators for each major building at all UTSA campuses. To help facilitate evacuations, UTSA Office of Emergency Management coordinates the Floor Captain Safety Liaison (FCSL) program, which trains faculty and staff of evacuation procedures, shelter-in-place procedures, utilizing evac-chairs (mobility/disability assistance chairs), fire safety, incident command system, crime prevention, and active shooter response.

Confirmation of Emergency/Dangerous Situation
In order to confirm a significant emergency or dangerous situation is occurring on campus, UTSA police officers are dispatched to the location where the incident has been reported. If responding officers confirm that a significant emergency or dangerous situation is occurring, the police field supervisor will ensure that appropriate university response stakeholders will be notified through the UTSA police dispatch center. The field supervisor can also activate initial emergency notifications to appropriate segments of the campus community that are affected by the emergency or dangerous situation in consultation with the UTSA Director of Emergency Management and Chief of Police. Department and university administrators will be promptly notified of major incidents via the Chief of Police or designee.

Emergency Notifications
Upon the confirmation of a significant emergency or dangerous situation involving an immediate life safety threat to students, faculty or staff occurring on all campuses, UTSA officials will, without delay, notify the campus community. UTSA officials will take into account the safety of the university community when determining the content of the notification and will initiate appropriate mass notification systems, unless in the professional judgment of UTSA officials, the notifications will compromise efforts to assist victims or to contain, respond to or otherwise mitigate the emergency.

UTSA provides various methods to notify students, faculty, and staff of a developing situation or emergency. The UTSA Office of Emergency Management coordinates the UTSA Emergency Notification System (ENS) and the Giant Voice outdoor/indoor mass notification system. These robust technologies allow UTSA students, faculty, and staff to receive life safety and security messages anywhere on campus or via their mobile/landline devices. Providing multiple alerting methodologies ensures UTSA is prepared for all types of emergencies situations.

All UTSA mass notification systems are designed to utilize prescribed messages, as well as customized emergency communication with students, faculty, and staff. Dispatch, Emergency Management, and UTSA PD leadership are trained to initiate the mass notification systems, including how to develop messages and alerts. All trained administrators regularly test the system as a means of ongoing training, troubleshooting, and developing regular familiarity with the system. Messages and alerts, either initiated by dispatch or PD/Emergency Management leadership, have the ability to quickly alert the UTSA community via text, landline phone, cell phone, email, or through the outdoor/indoor mass notification system. Persons authorized for making notification decisions in-
include the Chief of Police or his designee, Director of Emergency Management, and/or the UTSAPD Patrol Supervisor.

External partners, families, and agencies also have access to emergency information through the UTSA Campus Alerts website. The Campus Alerts webpage is routinely updated during an emergency, and provides an outlet for internal and external stakeholders to quickly review updates during a rapidly developing situation or emergency. This webpage also serves as a clearinghouse of campus emergency preparedness information, as well as road closures, class cancellations, general alerts, and other areas of interest to the UTSA community. For more information, visit the Campus Alerts webpage at http://alerts.utsa.edu/.

The UTSA Police Department also posts information on Facebook and Twitter sites to reach external partners. Facebook - www.facebook.com/UTSAPoliceDepartment and Twitter - twitter.com/#!/UTSAPolice.

Below are examples of notification systems used at UTSA:

**UTSA Emergency Notification System (ENS):** In the event of a campus-wide incident threatening life safety, the university can utilize the UTSA Emergency Notification System. ENS is an enhanced emergency telephone, text and email notification system for students, faculty and staff. When activated, the system will send emergency information and protective actions to registered recipients.

**Giant Voice Mass Notification System:** UTSA also has an indoor and outdoor mass notification system called “Giant Voice” at the Main Campus. The system features five outdoor siren towers that optimally can be heard within 1,600 feet of each tower. In an emergency, the high-power sirens will broadcast alerts via a live or recorded voice message tailored to the emergency situation. The system has the capability to alert the entire Main Campus or smaller areas, depending upon the scope of the emergency. Most facilities feature the indoor system, which utilizes the fire alarm control panels and speakers to send emergency messages.

**Campus Alerts:** UTSA has a website called Campus Alerts. The site was developed to keep students, faculty, staff and the general public informed on the status of the university during emergency situations. Managed by the UTSA Office of Emergency Management and the UTSA Office of Communications, the site is a single source for information on preparedness measures, university resources, UTSA closures prompted by inclement weather, health and other emergencies. The website also is accessible from a link at the footer of all UTSA Web pages. The goal of the one-stop site is to help reduce confusion by eliminating duplicate messages on multiple UTSA websites. Campus Alerts can be found at http://alerts.utsa.edu/

**National Weather Service Accreditation:** UTSA is accredited as a StormReady University. StormReady is a National Weather Service program created to ensure American communities have advance warning systems and methodologies to alert their residents of hazardous weather.

**Social Media (Facebook, Twitter):** The use of social media sites provides a valuable means of interacting with the community. UTSA utilizes social media websites to enhance communication and can disseminate information related to campus emergencies, crime alerts or issues concerning public safety.

**Digital Signage - UTSA TV:** The Office of Information Technology manages a number of televisions across the university campuses that regularly posts information and bulletins. Emergency notifications can also be displayed on these televisions when warranted.

**Annual Exercises and Drills**
UTSAPD, the Office of Emergency Management, and campus leadership regularly participate in planned exercises, drills, and coordination activities to test emergency plans and capabilities. These preparedness and mitigation exercises provide the campus emergency response team and university departments the opportunity to learn their roles, responsibilities, and procedures before an actual emergency. All exercises with the emergency response team are designed following federal and state guidelines to ensure consistency with the National Incident Management System (NIMS) and Incident Command System (ICS). Emergency exercises are followed through with after action reports, meetings, and evaluations to identify lessons learned and explore new or improved means of coordination before, during, and after an emergency on campus.
All exercises, drills, and activities are announced and published on the UTSA Campus Alerts webpage, as well as via email to students, staff, and faculty. Communication to the community is important before testing emergency systems or exercises so as to not alarm building occupants and ensure external partners are aware of the activities. All exercise/drill reports and documentation is housed internally with UTSAPD and within the Office of Emergency Management. When warranted, external agencies participate in these exercise drills including the San Antonio Fire Department, San Antonio Police Department and other county, state and federal emergency management agencies.

6. SECURITY AWARENESS PROGRAMS

The University of Texas at San Antonio encourages all students and employees to be responsible for their own security and the security of others. UTSA has a number of campus-wide educational programs such as orientation for new students, faculty and staff, international student orientation, Roadrunner Camp, Rowdy Bash, Rowdy Wing Fling, Health Services Information Fairs, annual Compliance training and Human Resources training classes to name a few. These programs are offered throughout the calendar year and all university community members are encouraged to attend. The programs are designed to inform students, faculty and staff about campus security procedures.

7. CRIME PREVENTION PROGRAMS

General Information

The UTSA Police Department has a comprehensive crime prevention program that assists community members to reduce their risk of becoming a victim of crime. The Crime Prevention Unit has certified crime prevention officers on staff that have received specialized training in crime prevention and physical security. Programming and presentations offered include self-defense, alcohol awareness and sexual assault prevention. Other duties include security surveys of resident areas or office areas and threat assessments.

Safety Escort Program: Safety escorts are provided at all campuses at any time from one campus destination to another campus destination. By calling 210.458.4242, a uniformed police officer or Public Safety Officer will respond to provide the free service.

Whistle Defense Program: The UTSA Police Department offers free key chain safety whistles for UTSA students, faculty and staff as a personal defense system for our Tri-Campus community. The Whistle Defense Program is a campus safety program based on the use of whistles to alert patrol officers, students, faculty and staff that an offense or incident has occurred or is about to occur.

Crime Prevention Presentations: Crime prevention presentations pertaining to personal safety, sexual assault prevention, acquaintance rape, women's self-defense, alcohol and drug awareness, burglary and theft prevention and office safety are conducted as needed for students, faculty and staff. The Crime Prevention Unit works closely with campus housing departments and UTSA student groups to develop and schedule presentations. Contact the Crime Prevention Unit at 210.458.6250 for more information. Classes are also scheduled through the UTSA PD web site. Customized crime prevention presentations are also available upon request.

Hazing Prevention: Fraternities, sororities and other registered student organizations can request hazing prevention programs from the UTSA Police Department and Student Activities. These programs address the legal and university consequences of engaging in this behavior as well as providing appropriate guidelines.

Printed Crime Prevention Literature: Crime prevention literature related to personal safety, identity theft, auto theft prevention and residential security is available at designated locations throughout the campus. Specialized crime prevention literature is available upon request.

Operation Identification: Operation Identification is an on-going program which involves the engraving of a state driver's license number on valuable items of personal property such as laptops and bicycles. Engravers are available at the UTSA Police Department or contact the Crime Prevention Unit to make an appointment.

Operation Bookmark: Operation Bookmark is an on-going program, which involves the marking of state driver's license number onto student's textbooks.

National Night Out: Annual event where the police and the UTSA community come together to raise community awareness and involvement in the area of crime prevention.

Runner Beat newsletter: The Runner Beat is a monthly campus safety newsletter that is distributed to all students, faculty and staff.

Crime Statistics Reports: In addition to the annual crime statistics report required by the Clery Act, the UTSA Police Department
posts periodic crime analysis report on the department’s website at http://www.utsa.edu/utsapd/Crime_Statistics/index.html. Additionally, a public crime log of offenses that occurred within the past 60 days can be found at http://www.utsa.edu/utsapd/blotter/index.html.

Environmental Health, Safety and Risk Management: EHSRM’s goal is to work with the university community in making The University of Texas at San Antonio a safer and healthier place to work and study through a variety of training classes.

UTSA Training & Development Department: Training & Development provides high quality training programs on safety and security to UTSA staff and faculty. Courses are offered through classroom participation or on-line courses.

For additional crime prevention information or to schedule a crime prevention presentation, please call the Crime Prevention Unit at 210.458.6250 during normal business hours.

8. DRUG AND ALCOHOL POLICY

General Information
UTSA is a drug free school and complies with the Drug Free Workplace Act of 1990. The Drug Free School and Communities Act of 1989 requires institutions of higher education to adopt and implement programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol. Information concerning these programs must be distributed to students annually. For information regarding these policies, please refer to the following: Drug-Free Schools and Communities Act of 1989. The possession, transportation, and/or consumption of alcohol or illegal drugs.

Drugs
The unlawful manufacture, distribution, dispensing, possession, or use of illegal drugs on any UTSA campus or at any UTSA sponsored event held off campus is prohibited. No one may use illegal substances, or abuse legal substances, including alcohol, in a manner that impairs performance of assigned tasks. State law prohibits the medically unsupervised use, possession, sale, manufacture, or distribution of drugs classified as illegal; or the use, possession, sale, manufacture, or distribution of prescription medication used in an illegal manner or used in a manner other than that prescribed. Students determined to be in violation are subject to arrest, criminal prosecution, and referral to the Office of Student Conduct and Community Standards for disciplinary action. Additional policies on drugs regulated by campus housing may apply at campus housing facilities. The UTSA Student Code of Conduct prohibits the use, manufacture, possession, sale, or distribution on campus of the substances defined and regulated under Chapters 481, 484, and 485 of the Texas Health and Safety Code, except as may be allowed by the provisions of such articles. If a student is found responsible for the illegal use, possession, or sale of a drug or narcotic on campus, the minimum sanction shall be suspension from the institution for a specified period of time, and/or suspension of rights and privileges.

Alcohol
The use of alcoholic beverages must be in compliance with Texas State Law and is strictly limited to persons 21 years of age or older. The possession, transportation, and/or consumption of alcohol by individuals less than 21 years of age is strictly prohibited. UTSA police officers enforce laws regulating the use of alcoholic beverages and under age drinking. Officers may issue court appearance citations or affect an arrest if required by law. Student violators are also referred to the offices of Student Conduct and Community Standards and Housing and Residence Life as appropriate. Alcoholic beverages may not be consumed or possessed in public areas of the university, except for approved catered events and the Chili’s restaurant in the University Center or at authorized off-campus facilities. Additional policies on alcohol regulated by Housing and Residence Life apply at campus housing facilities. According to the UTSA Student Code of Conduct, the use or possession of any intoxicating beverage is prohibited in classroom buildings, laboratories, auditoriums, library buildings, museums, faculty and
administrative offices, intercollegiate and intramural facilities, housing facilities (except at University Oaks Apartments with specific restrictions) and all other public areas. Regarding the possession and consumption of alcoholic beverages, state law will be strictly enforced on the campuses at all times.

Drug and Alcohol Counseling Services on Campus
Counseling Services (210.458.4140) provides short-term counseling for students. The office is located in the Recreation and Wellness Center, room 1.810. Counseling Services provides individual alcohol and drug related consultations, and substance abuse assessments and feedback. Referrals for education and other support services to students dealing with alcohol and drug issues are provided, to include maintaining recovery. Students can also seek support and guidance on starting 12-step recovery groups on campus. Counseling Center uses on-line, anonymous assessments using E-Chug for alcohol and E-Toke for marijuana to give students feedback on alcohol and drug use, including how it compares to other college students, potential risks of substance use, and ways to reduce harm associated with misuse of substances.

Student Health Services (210.458.4142) is located in the Recreation and Wellness Center, room 1.500 and no appointment is required. Health Education provides individual alcohol and drug related consultations, substance abuse assessments, and feedback utilizing evidence-based interventions such as Brief Alcohol Screening and Intervention for College Students (BASICS). BASICS is a one-on-one harm reduction approach utilized by UTSA and is available as a sanctioning option by UTSA staff and on a self-referral basis by students. Also provided are referrals for education and other support services to students dealing with alcohol and drug issues. Referrals for education and other support services are also provided to students dealing with alcohol and drug issues. The Health Advocate model is an overarching umbrella that encompasses five (5) student organizations that are sponsored by Student Health Services. They include:

• SHADES - Sexual Health, Alcohol and Drug Education

for Students.
• SHO - Student Health Organization - general wellness.
• The CURE - Campus United for Respect and Education - healthy relationships, sexual violence, and mental health.
• CAMassadors – Cancer Advocacy Movement Ambassadors - promote cancer education and awareness.
• Baby STEPS – Striving to Educate Parenting Students - improving the lives of adolescent and young adult parents and their children through education.

All of the above are registered student organizations that utilize the peer-to-peer education model, focusing on a variety of topics.

The Office of Student Activities (210.458.4160) located in the University Center, room 1.210 provides a variety of programming opportunities and events for students. Trainings provided through the area of Risk Education facilitate discussions with representatives of our 256 student organizations regarding drug and alcohol use and misuse among student organizations. Campus-wide programs with intentional educational messages regarding alcohol and drugs are offered throughout the year. Educational programs include Rowdy Wing Fling, Alcohol Awareness Week, Safe Spring Break, Party on the Paseo, and Roadrunners Late Night. The student organization and peer education program, Be A Responsible Roadrunner, offers members the opportunity to develop and produce events with risk reduction messages to promote positive and responsible choices for a safer and healthier campus community. Classroom and student organization presentations are also offered.

Office of Student Conduct and Community Standards (210.458.4720) located in the University Center, room 2.02.18 administers the disciplinary process using the E.F.I.C. Journey Sanctioning Model. This developmental approach to conduct includes combining consistently applied inactive sanctions such as probation and deferred suspension, with active experiences, in order to engage the student in risk education and learning. This combination of sanctions provides a journey intended to transform the student’s decision-making patterns.

Human Resources offers employees the Employee Assistance Program through the Human Resources website at http://www.utsa.edu/hr/EmployeeRelations/eapinfo.cfm. The Employee Assistance Program is a confidential service that includes short term assessments, counseling, prevention/education, crisis intervention, and referrals for a wide range of issues including substance abuse.

9. Sexual Offense Policy

Introduction
It is the policy of The University of Texas at San Antonio to maintain an environment that is free from intimidation and one in which students may be educated to their fullest potential. UTSA fosters
an understanding of difference and cultivates the ethical and moral issues that are the basis of a humane social order. Therefore, UTSA will not tolerate physical abuse, threats of violence, physical assault, or any form of sexual assault, including but not limited to acquaintance or date rape. In addition, all such acts of sexual violence are considered forms of Sexual Harassment covered under Title IX of the Education Amendments of 1972 (Title IX).

Description of Educational Programs
There are many campus resources that can help campus community members reduce their risk of becoming a victim of sexual assault:

Whistle Defense Program: The UTSA Police Department offers free key chain safety whistles for UTSA students, faculty and staff as a personal defense system for our Tri-Campus Community. The Whistle Defense Program is a campus safety program to alert patrol officers, students, faculty and staff that an offense or incident has occurred or is about to occur.

Self Defense Program: The UTSA Police Department has a one hour introductory self-defense class where physical, non-physical and avoidance techniques are covered as well as resources to continue self-defense education.

Intimate Partner Violence: Programs are offered through the Counseling Center as part of their programming for sexual assault awareness. A Sexual Assault Advocate is part of the Counseling Center.

Women’s Resource Center: The Women’s Resource Center (Rec Wellness Center - Room 1.812) aims to provide the men and women of the UTSA community with resources, services, and knowledge of women’s issues. More information is available at: www.utsa.edu/wrc/wrc.

Sexual Assault Awareness: Through the Tomás Rivera Center for Student Success, Learning Communities’ Freshman Seminar class assists students in the development of strategies and attitudes to maximize academic success. In the Sexual Assault Awareness presentation, students gain an understanding of the definition of sexual assault, how it occurs and ways to avoid sexual assault through active class participation and respect of others.

Procedures to Follow
Anyone who is a victim of any form of sexual assault should immediately call the UTSA Police Department by dialing 4911 on campus or by calling 210.458.4911. Reporting an assault does not mean that the victim must press charges or take the case to criminal trial or a university disciplinary hearing. Even if a victim is undecided about filing criminal charges, calling the police, preserving evidence and going to the hospital will provide for their emotional and medical needs and preserve the option to file criminal charges at a later time. Victims may also report in a confidential manner to the University Counseling Services (210.458.4140) or the Student Health Services (210.458.4142).

The Non-Reported Sexual Assault Evidence Program allows survivors of a sexual assault to obtain a forensic medical exam and have evidence collected, without cost to the victim, even if they do not wish to involve law enforcement personnel at the time of its collection. This will secure the evidence while giving the survivor time to consider if they want to report the assault. The Methodist Specialty and Transplant Hospital located at 8026 Floyd Curl Drive (210.575.8168) employs trained Sexual Assault Nurse Examiners. Sexual assault victims enter through the emergency room, but have a separate waiting area and exam room. A victim may bring a friend to the hospital for support. A Rape Crisis Center Advocate can be present to offer emotional support. If the assault occurred weeks or months before, medical attention is still important. Victims can contact UTSAPD’s Crime Prevention Unit at 210.458.6250 or the Student Health Services’ Women’s Resource Center at 210.458.8829 for more information or assistance. Student victims of sexual violence can also contact the Title IX Coordinator in the Office of Equal Opportunity Services at 210.458.4120.

Notification of Law Enforcement
Victims of sexual assault or persons who have information regarding a sexual assault are strongly encouraged to report the incident to the UTSA Police Department immediately. It is the UTSAPD’s policy to conduct investigations of all sexual assault complaints with sensitivity, compassion, patience and respect for the victim. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure and the Bexar County District Attorney’s Office. The UTSAPD will report all acts of sexual violence to the Title IX Coordinator on campus.

University police officers attend the Sexual Assault Family Violence Investigators Course (SAFVIC). This course is specifically designed to provide law enforcement officers with the tools they need to effectively investigate and prevent sexual assault and family
violence. The curriculum covers crucial aspects for law enforcement’s response to these crimes, as well as the creation and use of community-based resources to assist law enforcement’s efforts. All information and reports of sexual assault are kept strictly confidential. In accordance with the Texas Code of Criminal Procedures Art. 57, victims may use a pseudonym to protect their identity. A pseudonym is a set of initials or a fictitious name chosen by the victim to be used in all public files and records concerning the sexual assault. The victims of sexual assault are not required to file criminal charges or seek judicial actions through the university disciplinary process. However, victims are encouraged to report the assault in order to provide the victim with physical and emotional assistance.

Title IX Requirements
Title IX prohibits discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. Title IX requires UTSA to take immediate action to eliminate harassment, prevent its recurrence, and address its effects. The Title IX Coordinator is responsible for administratively investigating claims of sexual harassment and sexual violence, and ensuring there are appropriate grievance procedures for prompt and equitable resolution of student sex discrimination complaints. The university’s Title IX investigation is different from a law enforcement investigation, and a law enforcement investigation does not relieve UTSA of its independent Title IX obligation to investigate conduct.

Sanctions That May Be Imposed
The disciplinary actions assessed in a particular case will be dependent upon the nature of the conduct involved, the circumstances, and conditions which existed at the time the student engaged in the conduct and the results which followed as a natural consequence of the conduct. Sanctions can include:
1. Disciplinary warning
2. Disciplinary probation
3. Withholding of grades, official transcript or degree
4. Bar against readmission or drop from current enrollment and bar against readmission
5. Restitution
6. Suspension of rights and privileges
7. Failing grade
8. Suspension
9. Expulsion
10. Educational programs
11. Revocation of degree, denial of degree and/or withdrawal of diploma
12. Deferral of penalty
13. Other penalty as deemed appropriate under the circumstances

UTSA will, upon written request, disclose to the alleged victim of any crime of violence, or a nonforcible sex offense, the results of any disciplinary proceedings conducted against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased as a result of the crime/offense, the victim’s next
According to the UTSA Student Code of Conduct, possession or the direct control of a prohibited weapon (with or without a concealed handgun permit) is prohibited. In accordance with Texas Penal Code Ch. 46, it is a felony to intentionally, knowingly or recklessly possess a firearm, illegal knife or any other prohibited weapon. Convicted sex offenders are required to register with local law enforcement in the jurisdiction where they live. Information concerning Sex Offender Registration is found at the Texas Department of Public Safety website for Sex Offender Registration at https://records.txdps.state.tx.us/SexOffender/index.aspx.

Campus Sexual Assault Victims’ Bill of Rights
The United States Congress enacted the “Campus Sexual Assault Victims’ Bill of Rights” as a part of the Higher Education Amendments of 1992. This law requires that all universities afford sexual assault victims certain basic rights such as:
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be informed of their options to notify law enforcement.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

10. SEXUAL OFFENDER REGISTRATION
Convicted sex offenders are required to register with local law enforcement in the jurisdiction where they live. That information also is provided to the Texas Department of Public Safety, which maintains a public database of names, crimes and addresses. Information concerning Sex Offender Registration information and registered sex offenders is found at the Texas Department of Public Safety website for Sex Offender Registration at https://records.txdps.state.tx.us/SexOffender/index.aspx.

11. WEAPONS ON CAMPUS
In accordance with Texas Penal Code Ch. 46, it is a felony to intentionally, knowingly or recklessly possess a firearm, illegal knife or prohibited weapon (with or without a concealed handgun permit) on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles under the direct control of the educational institution.

According to the UTSA Student Code of Conduct, possession or use of firearms, imitation firearms, explosives, ammunition, hazardous chemicals, or weapons as defined by state or federal law on University premises or on any property or in any building or facility owned or controlled by The University of Texas System is strictly prohibited by federal, state, or local laws. The possession or use of imitation firearms, BB guns, air-soft guns, or similar simulated firearms is prohibited in all campus housing areas.

12. MISSING STUDENTS WHO RESIDE IN ON-CAMPUS HOUSING
If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the UTSA Police Department at 210.458.4911. UTSAPD will generate a missing person report and initiate an investigation. Contact information for UTSA Housing and Residence Life (Director and Assistant Director) is 210.458.8200 and Campus Living Villages (University Oaks Apartments (6685 UTSA Blvd) or Chisom Hall (6960 North Loop 1604 West); (Residence Life Coordinator and Director of Operations) is 210.877.4000 or 210.697.4400.

Each residential student has the option of identifying an emergency contact person or persons whom UTSA shall notify within 24 hours of the determination that the student is missing. The emergency contact information is confidential and will only be used by authorized campus officials and/or law enforcement in the furtherance of a missing person investigation as well as appropriate campus officials and/or law enforcement as necessary in compliance with all applicable privacy laws. After investigating the missing person report, should UTSAPD determine that the student is missing and has been missing for more than 24 hours, UTSA will notify the student’s emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, UTSAPD will notify the student’s parent or legal guardian immediately after UTSAPD has determined that the student has been missing for more than 24 hours in addition to notifying the additional emergency contact person(s) designated by the student.

In addition to registering an emergency contact, students residing in on-campus housing have the option to select a confidential contact person to be contacted by UTSA in the event the student is determined to be missing for more than 24 hours. If a student has selected a confidential contact person, UTSA will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify and select a confidential contact can do so through their respective on-campus housing management.

Depending on jurisdictional issues, the UTSA Police Department will lead missing person investigations and/or assist outside law enforcement agencies in the furtherance of a missing person investigation and share relevant investigative information.
The use of social media sites such as Facebook and Twitter provides a valuable means of interacting with the community. UTSA utilizes social media websites to enhance communication and can disseminate information related to campus emergencies, crime alerts or issues concerning public safety.

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UTSA has an indoor and outdoor mass notification system called “Giant Voice” at the Main Campus. The system features five outdoor siren towers that optimally can be heard within 1,600 feet of each tower. In an emergency, the high-power sirens will broadcast alerts via a live or recorded voice message tailored to the emergency situation.

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<td>No hate crimes reported.</td>
<td>No hate crimes reported.</td>
<td>No hate crimes reported.</td>
</tr>
</tbody>
</table>

**NOTES:**
1. Statistics of Public Property also include statistics from the San Antonio Police Department for areas directly adjacent to the campus.
August 31, 2012

TO: UTSA Campus Community

FROM: John DeLaHunt, MBA, ARM
Risk & Life Safety Manager
University Fire Marshal

J. Brian Moroney, Director
University Authority Having Jurisdiction
Environmental Health, Safety & Risk Management

RE: Annual Campus Fire Safety Report, Calendar Year 2011

The University of Texas at San Antonio (UTSA) Environmental Health, Safety and Risk Management (EHSRM) department has summarized the following information, reported by calendar year:

(1) Statistics relating to fires in on-campus student housing, including
   a. The number of fires and the cause of each fire;
   b. The number of persons who received fire-related injuries that resulted in treatment
      at a medical facility, including at an on-campus health center;
   c. The number of deaths related to a fire; and
   d. The value of property damage caused by a fire.

(2) A description of each on-campus student housing facility fire safety system.

(3) The number of fire drills held during the previous calendar year.

(4) The institution’s policies or rules on portable electrical appliances, smoking, and open
    flames in a student housing facility.

(5) The institution’s procedures for student housing evacuation in the case of a fire.

(6) Fire safety education and training programs provided to the students and employees.

(7) Titles of each person or organization to which students and employees should report that
    a fire occurred.

(8) Plans for future improvements in fire safety, if determined necessary by the institution.

For the purposes of this report:

- “On-campus student housing” refers only to structures containing residential occupancy
  for students. It does not include neighborhood centers within student housing developments, campus facilities (administrative, academic, library, student life, or support) where students may overnight on a transient basis, vehicles, locations off UTSA property, or outdoor locations of any kind.

- “On-campus student housing” consists of four developments. The UTSA Housing and
  Residential Life department (HRL, http://www.utsa.edu/housing/) operates two of these,
  Chaparral Village and Laurel Village. Campus Living Villages (CLV,
"Fire" is "any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner." "Fire" does not include controlled burning, even when that event is contrary to policy, such as candles, smoking, or other open flames, when that open flame does not result in property damage.

### Statistics, presented by development and calendar year

<table>
<thead>
<tr>
<th>Chaparral Village</th>
<th>Number and Causes of Fires</th>
<th>Fire Losses</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>Property Damage ($)</td>
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<table>
<thead>
<tr>
<th>Chisholm Hall</th>
<th>Number and Causes of Fires</th>
<th>Fire Losses (count)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Property Damage ($)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Facility</td>
</tr>
<tr>
<td>2011</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2010</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<table>
<thead>
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<th>Laurel Village</th>
<th>Number and Causes of Fires</th>
<th>Fire Losses (count)</th>
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<td></td>
<td>Property Damage ($)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Facility</td>
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<table>
<thead>
<tr>
<th>University Oaks</th>
<th>Number and Causes of Fires</th>
<th>Fire Losses (count)</th>
</tr>
</thead>
<tbody>
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<td></td>
<td>Property Damage ($)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Facility</td>
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<tr>
<td>2009</td>
<td>1 (cooking)</td>
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Fire Safety Systems

Chaparral Village, built in 2004 with type V-A (protected wood frame) construction, consists of a multi-building development. Student housing structures within the development have local and building fire alarms with manual and automatic initiation. The fire alarm system reports to the UTSA central monitoring station at the Police Department Dispatch Center. All buildings in the development have full sprinkler coverage. Portable fire extinguishers are provided outside the buildings.
Chisholm Hall, built in 1982 of type II-B (unprotected non-combustible) construction, is a single four-story residential building. Chisholm has local and building fire alarms with manual and automatic initiation. The fire alarm system reports to the UTSA central monitoring station at the Police Department Dispatch Center. The building has a fire pump serving a standpipe system with hoses. Portable fire extinguishers are provided in the building. In 2011, Campus Living Villages made plans to install a full sprinkler system in the building, and completed the installation in August of 2012.

Laurel Village, built in two phases in 2007 and 2008 with type V-A (protected wood frame) construction, consists of a multi-building development. Student housing structures within the development have local and building fire alarms with manual and automatic initiation. The fire alarm system reports to the UTSA central monitoring station at the Police Department Dispatch Center. All buildings in the development have full sprinkler coverage. Portable fire extinguishers are provided outside the buildings.

University Oaks, built in three phases in 1992, 1993, and 1994 with type V-A (protected wood frame) construction, consists of three multi-building developments. Student housing structures within the development have local alarms with automatic initiation. Portable fire extinguishers are provided in the buildings. In 2011, Campus Living Villages upgraded the fire alarm systems to provide manual initiation and improved audible alarm coverage in all three phases of the development.

Fire Drills

Occupants of on-campus student housing facilities with centrally monitored fire alarm systems (Chaparral Village and Laurel Village) are drilled on fire evacuation at least once per year per building. CLV performs one fire drill per semester at Chisholm Hall. To create and sustain a culture of preparedness, fire drills are unannounced to residents and occur at times of high expected occupancy.

<table>
<thead>
<tr>
<th>Development</th>
<th>On-Campus Student Housing buildings</th>
<th>Drills per building per year</th>
<th>Drills per year</th>
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<td>Chaparral Village</td>
<td>12</td>
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<tr>
<td>Chisholm Hall</td>
<td>1</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Laurel Village</td>
<td>8</td>
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</tr>
<tr>
<td>Total</td>
<td>21</td>
<td>2</td>
<td>22</td>
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</table>

Fire Prevention Policies

UTSA HRL and CLV policies prohibit open flames, candles, smoking indoors, modification of fire safety devices (sprinklers, smoke detectors, extinguishers, etc), and initiating false alarms. Further, campus policies prohibit storage and use of propane cylinders.

Procedures for Evacuation

Fire safety education programs
Members of the UTSA Housing and Residential Life staff, including Residential Assistants, receive training in fire prevention, emergency response, and emergency management.

Members of the CLV staff, including Residential Assistants, receive training in emergency management protocols, including fire alarm activation.

Some UTSA students and employees receive fire safety training as part of organized safety, health, and environmental protection training programs. Exposure to this training content depends on the roles and responsibilities of the student or employee.

UTSA’s Environmental Health, Safety, and Risk Management department makes fire safety and prevention training available to UTSA employees and on-campus student residents upon request.

Reporting Fires in On-campus Student Housing

Fire reporting in UTSA on-campus student housing varies by housing development:

**Chaparral Village, Laurel Village**
- The University of Texas at San Antonio Police Department (458-4911)
- Associate Director Housing Operations, Housing and Residential Life
- Associate Director Education and Residence Life, Housing and Residential Life

**Chisholm Hall, University Oaks**
- The University of Texas at San Antonio Police Department (458-4911)
- Residential Advisor
- CLV professional staff
- Residential Life Coordinator
- Director of Operations
- General Manager

Plans for Future Improvements

UTSA and CLV intend to expand and develop fire protection and fire drills in on-campus student housing facilities, and fire prevention policies, as necessary. CLV is evaluating processes for fire drills in the University Oaks development.

UTSA is constructing San Saba Hall, a 618-bed four-story residence hall. The building plans call for steel stud construction, with full sprinkler and alarm coverage. The construction schedule calls for the facility to be available for occupancy in August of 2013.

UTSA Campus Safety and Security Report

Appendix 1: Text of Evacuation Procedures (as of August 30, 2012):

| Fire: | Pull the nearest fire alarm and leave via the preplanned evacuation route if safe to do so.
Dial 4911 or 911 (UTSA Phone) and give your name and location of the fire. (If necessary, dial 911 from another building) |

| When a fire alarm sounds, occupants should: | Proceed immediately to an exit according the posted evacuation plan and move a safe distance away from the building. If the primary exit is blocked, choose the best alternate route. If time permits, close doors and windows behind you.
Do not use an elevator. |

| If there is smoke in the area, remain close to the floor. | Before passing through any door, feel the metal door knob. If it is hot, do not open the door. Before opening a door, brace yourself against it slightly; if heat or heavy smoke are present, close the door and stay in the room.
If you cannot leave the room:
Open the windows.
Seal the cracks around doors with clothing or other material, soaked with water if possible.
Hang an object (bed sheet, jacket, shirt, etc.) out the window to gain attention.
Shout for help.
If possible, call 458-4911 or 911 (UTSA phone) and report that you are trapped.
If all exits are found to be blocked, go to a room as far as possible from the fire, close the door, and follow the above procedures.
As with any emergency, the best advice is to be prepared by familiarizing yourself with evacuation route plans. |