2014 Annual Security Report

Message from Chief Barrera

The University of Texas at San Antonio Police Department (UTSAPD) is committed to ensuring the safety of students, faculty, staff and visitors at the UTSA campuses. This 2014 Annual Security Report contains important information regarding campus safety and security. The report describes UTSAPD’s law enforcement arrest authority, crime reporting policies, and response procedures. The report provides information about reporting crimes and UTSAPD’s working relationships with state and local law enforcement agencies. The report contains information on drug and alcohol abuse, sexual assault prevention, weapons on campus, fire incidents on campus, and procedures regarding fire safety.

Encompassing three calendar years, the 2014 Annual Security Report contains crime statistics for reported crimes that occurred at the UTSA Main and Downtown campuses. Included are statistics for reported crimes on all properties owned or controlled by The University of Texas System in 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 2014 Annual Security Report is available on the web at: http://www.utsa.edu/utsapd/ Crime_Statistics/2013SecurityReport.pdf

Please browse our website at www.utsa.edu/utsapd for additional information on services provided by the UTSA Police Department. UTSAPD regularly posts information on Facebook at: http://www.facebook.com/ UTSAPoliceDepartment and Twitter at: http://twitter.com/#!/UTSA Police.

Your questions or comments are welcomed so that UTSAPD can provide the best police service possible. I invite you to visit the UTSA Police Department located on the Main Campus in the Bosque Street Building, suite 1.400. Remember, your safety is our number one priority!

Sincerely,
Steve Barrera
Chief of Police / Director of Public Safety

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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 university departments. Each entity provides updated information on their educational efforts and programs to comply with the Act. Crime statistics are provided by police agencies surrounding each of the UTSA 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 the Main and Downtown campuses. Also included are crimes that occurred in off-campus buildings owned or controlled by UTSA and 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. A copy of this report is available by contacting the Crime Prevention Unit at 210-458-6250 or by accessing our website at: http://www.utsa.edu/utsapd/Crime_Statistics/2013SecurityReport.pdf.

All prospective employees may obtain a copy of the report from Human Resources at 5723 University Heights Blvd., Suite 500. A summary version is located in the Student Information Bulletin with directions to locate the full report on the UTSA Police website.

UTSA At A Glance

UTSA is a public institution of higher education with three academic campuses and several support facilities in the San Antonio metropolitan area. The Main Campus, located at One UTSA Circle, San Antonio, Texas, is comprised of 94 buildings on 600 acres and is the center of the university’s schools and colleges. On-campus housing consists of five residence complexes with a combined resident population of approximately 4,300 students. Approximately 16 miles from the Main Campus is the UTSA Downtown Campus at 501 César E. Chávez Blvd. With five buildings on approximately 18 acres. At Hemisfair Park, the Institute of Texan Cultures (ITC), is located at 801 César E. Chávez Blvd. and is the museum component of the university. 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); Park West property at 8000 N. 1604 West (125 acres for athletics and proposed mixed use purposes); the Alamodome at 100 Montana St (used for home UTSA football games); Sunset Station at 1174 E. Commerce St (game day activities during football season), and the Institute for Cyber Security Center for Infrastructure Assurance and Security 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 (any on-campus phone)
210-458-4911 (cell phone or off-campus phone)
210-458-4242 UTSA Police Non-Emergency

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 the Buena Vista Building 1.303. The UTSA Police Department is operational 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, parking garages, 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 Police's Silent Witness Program is a way for people who have witnessed a crime or suspicious activity at any UTSA campus and want to report it, but want to remain anonymous and are not sure who to contact at the police department.
The Jeanne Clery Act

The Jeanne Clery Disclosure Of Campus Security Policy And Campus Crime Statistics Act is the landmark federal law that requires universities across the United States to disclose information about crime on and around their campuses. The Clery Act is named in memory of 19 year old freshman Jeanne Ann Clery who was raped and murdered in her residence hall room on April 5, 1986. Jeanne’s parents discovered that students hadn’t been told about violent crimes on her college campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact the Jeanne Clery Act.

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 emergencies to the UTSA Police Department using the telephone numbers 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 university community on a timely basis about crimes and crime related issues. These notifications include the following:

Annual Security Report: By October 1st of each year, the Annual Campus Security Report is distributed to all enrolled students and current employees. Distribution is made by direct mail, campus mail, or electronic mail. The Annual Security Report is posted on the UTSA Police Department website at: http://www.utsa.edu/utsapd/ Crime_Statistics/2013SecurityReport.pdf

The Annual Campus Security Report is 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, from area law enforcement agencies, and from other campus offices that receive reports about crimes. The Crime Prevention Unit is responsible for the publication and dissemination of the Annual Security Report.

Timely Warnings: When a reported offense occurs, and is subject to disclosure in the Annual Security Report, the Chief of Police conducts a timely review of the circumstances surrounding the offense as soon as pertinent information is available. This is performed 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 timely warning is prepared and posted on the department’s website, www.utsa.edu/utsapd, and the Campus Alerts website, http://alerts.utsa.edu/. Victim’s names are withheld as confidential. Timely warnings include as much specific information as available about the crimes and information that will help students, faculty, and staff to protect themselves from similar crimes. The timely warning may be distributed to students, faculty, and staff through social media outlets, mass email distribution, printed flyers on public, or office bulletin boards, and the UTSA Emergency Notification System (ENS). UTSA may withhold the information required above if there is clear and convincing evidence that the release of the information would jeopardize the safety of an individual or an ongoing criminal investigation, 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 safety or the criminal investigation is no longer jeopardized. If the decision is made to disseminate a timely warning, coordination with other university departments is considered. However, the Chief of Police shall not be bound to consult with other departments if doing so would cause a delay that could put members of the community at risk. The key factor is the safety of the community, and UTSA’s procedures ensure that emergency notifications will be issued immediately without delay.

Campus Security Authorities

UTSA acknowledges that some individuals may be hesitant about reporting crimes to the police, but may be more inclined to report crimes to other university officials designated by the Clery Act as Campus Security Authorities. Reports of university crimes can be made to the following Campus Security Authorities: 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). Crimes can be reported by phone, walk-in meeting, or by appointment. Campus Security Authorities may contact the UTSA Police Department for assistance with referrals of student behavioral incidents to Office of Student Conduct and Community Standards for possible disciplinary action. Information is disclosed for the purpose of collecting data to be included in the annual crime statistics or for creating timely warnings.

A complainant (victim) may request to make a confidential statement to a Campus Security Authority concerning crimes. The statements made to Campus Security Authorities are confidential unless they pose a continued threat to the safety of the university 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 UTSA Police Department is committed to ensuring that our students, faculty, staff, and guests have a safe and crime free experience when visiting any of the UTSA campuses. The safety and security of our community is our number one priority.

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) 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 their professional license or certification as a counselor. For a complete listing of all Campus Security Authorities, please contact the UTSAPD Crime Prevention Unit at 210-458-6250.

Crimes Occurring Off Campus
Crimes occurring off-campus should be reported 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, and all associated records. 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 upon authorization by the appropriate administrative official per chapter 8.04 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 Handbook of Operating Procedures.

Access To Academic Buildings
Academic campus buildings and support facilities are accessible by members of the campus community, guests, and visitors during normal business hours. Academic buildings have a card access equipped 24 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 overseeing 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 Communications Center.

Access To Apartments And Residence Halls
Chisholm Hall: Chisholm Hall is operated by Campus Living Villages, a third party provider. 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 check-in desk and must be escorted when in the residence hall.

University Oaks Apartments: The University Oaks Apartments are also 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 grounds. Each apartment has a front door equipped with a mechanical 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.

San Saba Hall: San Saba Hall is operated by UTSA Housing and Residence Life. The main entrance doors to the lobby are accessed through an electronic access control system. Access to San Saba Hall is through pedestrian gates or the main entrance doors to the lobby. Each unit has a front door equipped with an electronic lock and PIN code. Each bedroom door is equipped with an electronic lock and PIN code.

All 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 telephones and submit repair orders for emergency phones or lights when needed. Officers report physical
The UTSA Police Dept., the San Antonio Police & Fire Departments, as well as other first responder agencies regularly conduct emergency training exercises to evaluate emergency responses at the UTSA campuses. A simulated active shooter exercise was conducted October 2013 at the Institute of Texan Cultures. 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.

4. CAMPUS LAW ENFORCEMENT POLICY

The UTSA Police Department is located in the Bosque Street Building, suite 1.400. UTSAPD is responsible for law enforcement, police services, and 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 (TICLEOSE). 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 includes all counties in which property is owned, leased, rented, or otherwise under the control of The University of Texas System. The University of Texas at San Antonio 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, and the contiguous areas around each UTSA campus.

Emergency Exercises

The UTSA Police Dept., the San Antonio Police & Fire Departments, as well as other first responder agencies regularly conduct emergency training exercises to evaluate emergency responses at the UTSA campuses. A simulated active shooter exercise was conducted October 2013 at the Institute of Texan Cultures. 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.

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. The Facilities Services staff conduct a monthly lighting survey of campus parking lot lights and building exterior lights to schedule lamp replacements or repairs. The Crime Prevention Unit recommends the trimming of shrubbery, trees, and other vegetation to prevent the obstruction of ample lighting on pedestrian walkways. Lighting upgrade recommendations are routinely evaluated by Facilities Services and the Crime Prevention Unit. Improvements typically include the placement of additional or upgraded lighting in buildings, parking lots, in areas with heavy landscaping, and along pedestrian walkways. Periodic security assessments are conducted when repeated crimes occur within a short time frame or when a crime trend at a particular location identifies the need for security improvements.

A total of 135 outdoor emergency telephones are located on the Main Campus and eight are located at the Downtown Campus. Campus elevators and parking garages are equipped with emergency telephones. All emergency telephones connect directly to the UTSA Police Dispatcher. There are security video cameras installed at designated campus locations based on security needs. These locations include the pedestrian areas of Chaparral Village, Laurel Village, San Saba Hall, and restricted work areas, research laboratories, designated parking lots, and parking garages. Security camera monitors are located in the Police Communications Center. We encourage students, faculty, and staff to report safety concerns, exterior lighting, and emergency telephone malfunctions to the UTSA Police Department at 210-458-4242.
Emergency Response Guides

The UTSA Office of Emergency Management has placed a number of UTSA Community Emergency Response Guides throughout all UTSA campuses in classrooms, meeting rooms, and common areas. The brochure was developed as an informational tool for students, faculty, staff, and visitors in case of an emergency. The guide deals with protective actions that should be taken during emergencies such as active shooter, suspicious mail, tornadoes, hazardous materials, and medical emergencies and also provides emergency contact phone numbers.

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. OEM’s highest priority is to help provide a safe and secure 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. The 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 the UTSA 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 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 team and the San Antonio Fire Department may also respond to the emergency scene depending on the scope of the emergency.

Preparedness is everyone’s responsibility. The UTSA OEM has developed a Community Emergency Response Guide 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 package discovery, tornadoes and severe weather, hazardous materials, medical emergencies, and also provides emergency contact phone numbers.

All university facilities have evacuation maps next to the elevators in each building at all campuses. The UTSA OEM coordinates the Floor Captain Safety Liaison program, which trains faculty and staff on evacuation procedures, shelter-in-place procedures, utilizing evac-chairs (mobility impaired evacuation chairs), fire safety, incident command system, crime prevention, and active shooter response. Floor Captain Safety Liaisons provide assistance during building evacuations.

Confirmation of an Emergency or 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 officials are notified by the UTSA police dispatch center. The field supervisor has the capability to activate emer-
Secure It Keep It

The UTSA Police Department has an anti-theft awareness campaign called “Secure It, Keep It.” The purpose of the campaign is to create awareness about the importance of securing personal belongings to avoid potential theft. Studies reveal that the majority of thefts on university campuses are crimes of opportunity, which occur because belongings were left unattended in unsecured areas. By simply securing belongings and ensuring that they are not left unattended, limits the opportunity of being victimized.

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 any UTSA campus, 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 OEM coordinates the UTSA Emergency Notification System 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 at any of the UTSA campuses or via their mobile/landline devices. Providing multiple alerting methodologies ensures UTSA is prepared for all types of emergency situations.

All UTSA mass notification systems are designed to utilize pre-scripted messages, as well as customized emergency communication with students, faculty, and staff. Dispatch, Emergency Management, and UTSAPD leadership are trained to initiate the mass notifications 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 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 the notification systems used at UTSA:

UTSA Alerts System: In the event of a campus-wide incident threatening life safety, the university can utilize the UTSA Alerts System which 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 at the Main Campus. The system features eight 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 buildings feature an indoor emergency notification system, which utilizes the fire alarm system speakers to broadcast emergency messages.

Campus Alerts: UTSA utilizes a website called Campus Alerts that 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 the status of on-going emergencies, preparedness measures, university resources, UTSA closures prompted by inclement weather, health, and other
UTSAPD Accreditation

The UTSA Police Department received accreditation from the Commission on Accreditation for Law Enforcement Agencies on January 22, 2009. UTSAPD joins more than 746 accredited law enforcement agencies in the United States to be accredited. The International Association of Campus Law Enforcement Administrators (IACLEA) advances public safety for educational institutions by providing educational resources, advocacy, and professional development services. UTSAPD received IACLEA accreditation on September 2, 2010.

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.

Facebook - www.facebook.com/UTSAPoliceDepartment
Twitter - twitter.com/UTSAPD_Police

Digital Signage – UTSA TV: The Office of Information Technology manages a number of televisions across the university campuses that regularly post information and bulletins. Emergency notifications can be displayed on these television when needed.

Annual Exercises and Drills

UTSAPD, the OEM, 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 and Incident Command System. 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 at any UTSA 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 and drill reports are maintained internally with UTSAPD and within the OEM. 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 to include:

International Student Orientation: Usually held three times a year for international students to gain knowledge of UTSA student support services and academic life and reduce anxiety about the transition to U.S. college life.

Roadrunner Camp: Held once a year before the start of the fall semester with new freshman students to generate enthusiasm and excitement while encouraging UTSA spirit.

Roadrunner Days: A series of required events for all freshmen and transfer students that traditionally takes place on the two days prior to the first day of classes and held once a year that includes elements of safety and security from UTSAPD and the Office of Environmental Health, Safety, and Risk Management.

Rowdy Wing Fling: Held once a year in the fall semester to educate students on the issues of underage drinking.

Health Services Information Fairs: Held twice a year to give faculty, staff, and students information on various health issues to include HIV awareness, drug and alcohol dependency issues, and sexual assault awareness.

Annual Compliance Training and Human Resources: Compliance training conducted once a year for all faculty and staff with topics that include sexual harassment, public safety, and discrimination issues.

These programs are offered at scheduled times during the calendar year and all university community members
are encouraged to attend. The programs are designed to inform students, faculty, and staff about campus safety and 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 conducting residence and office security surveys, and threat assessments.

Safety Escort Program: Safety escorts are provided at all campuses at any time from one campus destination to another. By calling 210-458-4242, a uniformed police officer or Public Safety Officer will respond to provide this 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 university 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 crime or emergency 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 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 scheduled through the UTSA PD website. Customized crime prevention presentations are available upon request. For the 2013 calendar year, UTSAPD provided over 213 crime prevention presentations.

Hazing Prevention: Fraternities, sororities, and other registered student organizations can request hazing prevention presentations from the UTSA Police Department and Student Activities. These presentations address the legal and student conduct consequences of engaging in this behavior as well as providing appropriate behavior 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. The UTSAPD website also has crime prevention brochures in PDF format.

Operation Identification: Operation Identification is an ongoing program, which involves 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 at 210-458-6974 to make an appointment to have a personal item engraved by a Crime Prevention staff member. This program is offered seven times a year, usually in the fall semester.

National Night Out: National Night Out is an annual event where the police and the UTSA community come together to raise community awareness and involvement in preventing crime.

Runner Beat Newsletter: The Runner Beat is a UTSA monthly campus safety newsletter that is distributed to all students as well as posted on UTSA Today for faculty and staff.

Crime Statistics Reports: In addition to the annual crime statistics report required by the Clery Act, the UTSA Police Department posts a public crime log of offenses that occurred within the past 60 days. The crime log can be found at http://www.utsa.edu/utasp/blotter/index.html A paper copy is available at the UTSA Police Department located in the Bosque Building, suite 1400, during normal business hours.

Environmental Health, Safety and Risk Management (EHSRM): 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 offered through Human Resources Training. About 45 different classes are offered throughout the year.

UTSA Training and Development Department: Training and Development provides high quality training programs on safety and security to UTSA staff and faculty. Classroom and online courses are offered.
Student Health Services - Alcohol and Drugs Presentation:
This is a peer-led discussion on the risks of alcohol and drug use that is presented to student organizations, a classroom or a conference, and offered several times during the year.

Student Health Services - Healthy Relationships:
This program provides information about the realities of personal relationships in a university environment. The program also provides guidance on how to communicate more effectively within a personal relationship. Healthy Relationships is presented to student organizations, a classroom, or a conference and offered several times during the year.

State Mandated Risk Management Training for Student Organizations:
In September 2007, the State of Texas passed a law requiring student organization leaders and advisors to attend a training course that covers seven risk management topics that include alcohol, drugs, hazing, sexual harassment, firearms, weapons, travel, and behavior issues at organization events. It is the hope of both the State of Texas and UTSA that students will practice risk management techniques in order to have safe student organizations. UTSA Student Organizations are required to send two students leaders each academic year to a state mandated risk management training provided by the Office of Student Activities. Advisors of student organizations are required to attend only one time. Once the organization has had two leaders attend a training session, it is the duty of those representatives to ensure the members of their organization are aware of the information presented.

For additional crime prevention information or to schedule a crime prevention presentation, please call the Crime Prevention Unit at 210-458-6250 during business hours.

8. DRUG AND ALCOHOL POLICY

General Information
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. UTSA is a drug-free school and complies with the Drug Free Workplace Act of 1990. 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 provided by the Office of the Vice President for Student Affairs; Office of Student Conduct and Community Standards, Subsection 3.21 of Chapter VI, Part One of the Rules and Regulations of the Board of Regents of the University of Texas System located at:

In addition, the Education Department General Administrative Regulations - Part 86, Complying with the Drug Free Schools and Campuses Regulations: A Guide for University and College Administrators. UTSA’s Human Resources department annually documents the UTSA’s efforts regarding compliance to the act in December. A memo is then generated certifying UTSA’s compliance with the regulation, along with documentation of all UTSA compliance actions.

UTSA is committed to maintaining a safe and healthy environment for the campus community. Alcohol and other drugs should not interfere with the university’s educational mission. All UTSA students, faculty, staff, administrators, and visitors are subject to local, state, and federal laws regarding the unlawful possession, distribution, or use 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. Texas 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 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 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 underage drinking. Officers may issue court appearance citations or affect an arrest if required by law. In addition, student violators are referred to the Student Conduct and Community Standards office 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 Chill’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 the University Oaks Apartments with specific restrictions), and all other public areas. Regarding the possession and consumption of alcoholic beverages, Texas 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, 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. The Counseling Center uses online, 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. Student Health Services provides referrals for education and other support services to students dealing with alcohol and drug issues. Student Health Services sponsors two student organizations that raise awareness and educate students on various health and wellness issues. The two organizations are registered student organizations and utilize a peer-to-peer education model.
- SHO - Student Health Organization - general wellness.
- CAMbassadors – Cancer Advocacy Movement Ambassadors - promote cancer education and awareness.

**The Office of Student Activities** (210-458-4160) located in the University Center, room 1.210 and provides a variety of programming opportunities and events for students. Training provided the Student Activities Risk Education staff facilitate discussions with representatives of UTSA’s 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 university 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.P.I.C. (Engagement, Personal development, Interpersonal development, and Community membership) 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](http://www.utsa.edu/hr/EmployeeRelations/eapinfo.cfm).
**UTSA Police Department Guiding Principles**

**H.E.A.R.T.**

Honor — our commitment to being fair, truthful and ethical at all times.

Excellence — our commitment to provide the highest quality service in everything we do.

Accountability — our commitment to take responsibility for all of our actions.

Respect — our commitment to value others and treat them equally regardless of their race, ethnicity, gender and beliefs.

Teamwork — our commitment to work hand and hand with the entire University with a spirit of innovation and cooperation.

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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 ASSAULT, DOMESTIC & DATING VIOLENCE AND STALKING 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, domestic & dating violence, and/or stalking. 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).

**Definitions**

In Texas, the Family Code defines “Family Violence” (domestic violence) to mean an act, other than a defensive measure to protect oneself, by a member of a family against another member of the family that is intended to result in physical harm, bodily injury, or sexual assault or that is a threat that reasonably places the family member in fear of imminent physical harm, bodily injury, or sexual assault. (Texas Family Code 71.004)

“Dating Violence” is defined in Texas as an act, other than a defensive measure to protect oneself, that is committed against a victim with whom the actor has or has had a dating relationship; or because of the victim’s dating relationship with an individual with whom the actor is or has been in a dating relationship. The act is intended to result in physical harm, bodily injury, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, or sexual assault. A “Dating Relationship” means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature which is determined based on consideration of the length, nature, frequency and type of interaction between the persons involved in the relationship. (Texas Family Code 71.0021)

The Texas Penal Code defines “Sexual Assault” as an offense if committed by a person that intentionally or knowingly causes the penetration of the anus or sexual organ of another person by any means, without that person’s consent; or causes the penetration of the mouth of another person by the sexual organ of the actor, without that person’s consent; or causes the sexual organ of another person, without that person’s consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor. (Texas Penal Code Sec. 22.011)

“Without Consent” in regards to sexual assault is defined in Texas Penal Code as:

1. the actor compels the other person to submit by the use of violence;
2. the actor compels the other person to submit by threatening to use violence against the victim or against any other person;
3. the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
4. the actor knows that as a result of mental disease the other person is at the time of the sexual assault incapable of appraising the nature of the act;
5. the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
6. the actor has intentionally impaired the other person’s power to appraise the victim’s conduct by administering any substance without the victim’s knowledge. (Texas Penal Code Sec. 22.011)

Further, it would cause a reasonable person to fear bodily injury or death for themselves; bodily injury or death...
Storm Ready University

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

2014 Annual Security Report

for a member of the person’s family or for an individual with whom the person has a dating relationship; or that an offense will be committed against the person’s property. (Texas Penal Code Sec. 42.072)

Procedures to Follow
Anyone who is a victim of any form of sexual assault, domestic & dating violence, and stalking should immediately call the UTSA Police Department by dialing 4911 on campus or by calling 210-458-4911. Reporting these crimes does not mean that the victim must press charges, take the case to criminal trial and/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 Student Health Services (210-458-4142).

Notification of Law Enforcement
Victims of sexual assault, domestic & dating violence and stalking or persons who have information regarding these crimes are strongly encouraged to report the incident to the UTSA Police Department immediately. It is the UTSA’s policy to conduct investigations of all sexual assault, domestic & dating violence, and stalking 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 UTSA will report all acts of sexual violence to the Title IX Coordinator on campus.

Pseudonym/Criminal Charges
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 and domestic & dating violence. The victims of sexual assault, domestic & dating violence, and stalking 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, academic and emotional assistance.

Police Training
UTSA 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.

On/Off Campus Services
Information and assistance is available through the UTSA Counseling Services (210-458-4140), Student Health Services (210-458-4142), Rape Crisis Hotline (210-349-7273), Rape Crisis Center (210-521-7273), The Bexar County Family Justice Center (210-208-6800), and the Office of Student Life (210-458-4720). If requested, these departments will assist the victim in contacting the UTSA Police Department. The UTSA Police Department Crime Prevention Unit is available to all victims to provide information about personal safety, Texas Crime Victims’ Rights, Texas Crime Victims Compensation Fund, and other related information upon request. Reports of sexual assault, domestic & dating violence, and stalking can also be made to the San Antonio Police Department at 210-207-7723 or the Bexar County Sheriff’s Office at 210-335-6000. UTSAPD or Campus Security Authorities will assist the victim in contacting these agencies, if requested.

Other Resources
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 UTSA’s Crime Prevention Unit at 210-458-6250 or the Student Health Services’ Women’s Resource Center at 210-458-6829 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. Bystander intervention is defined as the willing-
The term "evidence" refers to the means by which alleged facts are either proved or disproved. It includes the testimony of witnesses and documentary or objective exhibits offered by the parties. The Hearing Officer shall be the sole judge of the admissibility of evidence, the credibility of the witnesses, and the weight to be given to the evidence or any inference drawn therefrom. The Hearing Officer may ask questions of witnesses, the parties, or their counsel as may be deemed appropriate to ascertain the facts, or to aid the Hearing Officer in deciding upon the admissibility of evidence, the credibility of a witness, or the weight given to evidence admitted. The Hearing Officer is entitled to have the advice and assistance of legal counsel from the Office of General Counsel of the U.T. System. Legal rules of evidence do not apply to Student Code of Conduct hearings. Either party may object to the admission of evidence upon any ground that they deem appropriate. The Hearing Officer shall rule upon such objections and either admit or exclude the objectionable evidence.

Evidence which is irrelevant, immaterial, or unduly repetitious will be excluded by the Hearing Officer upon objection of either party. The Hearing Officer shall be the sole judge of the admissibility of evidence, the credibility of the witnesses, and the weight to be given to the evidence or any inference drawn therefrom. The Hearing Officer may ask questions of witnesses, the parties, or their counsel as may be deemed appropriate to ascertain the facts, or to aid the Hearing Officer in deciding upon the admissibility of evidence, the credibility of a witness, or the weight given to evidence admitted. The Hearing Officer is entitled to have the advice and assistance of legal counsel from the Office of General Counsel of the U.T. System. Legal rules of evidence do not apply to Student Code of Conduct hearings. Either party may object to the admission of evidence upon any ground that they deem appropriate.

Changes in Academic and Living Situation
The Office of Student Life can assist the victim of a sexual assault, domestic & dating violence, and stalking with issues including, but not limited to, class schedule changes, withdrawal procedures, campus housing relocation, or transportation and working situations, if so requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. If the reporting student provides credible evidence that the accused student presents a continuing danger to a person or property or poses an ongoing threat of disrupting the academic process, the Office of Student Conduct and Community Standards and the Title IX Coordinator may take interim action against the accused student, as appropriate.

Title IX Requirements
Title IX prohibits discrimination on the basis of sex in education programs of 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 administrative investigation of 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 the university of its independent Title IX obligation to investigate conduct.

Procedures for Campus Disciplinary Action
A student may choose to report the assault to the Office of Student Conduct and Community Standards for disciplinary action regardless of whether or not the student has decided to press criminal charges. A student may also file a report of sexual assault, domestic and dating violence, and stalking against another student, or a faculty or staff member, by directly contacting the Coordinator for Student Conduct and Community Standards (210-458-4720). All members of the Office of Student Conduct and Community Standards and Equal Opportunity Services (Title IX) must receive annual training on issues related to sexual assault, domestic & dating violence, and stalking and how to conduct investigations and hearings that protect the safety of victims and promotes accountability.

Institutional Standard of Evidence
The term “evidence” refers to the means by which alleged facts are either proved or disproved. It includes the testimony of witnesses and documentary or objective exhibits offered by the parties. The Hearing Officer shall be the sole judge of the admissibility of evidence, the credibility of the witnesses, and the weight to be given to the evidence or any inference drawn therefrom. The Hearing Officer may ask questions of witnesses, the parties, or their counsel as may be deemed appropriate to ascertain the facts, or to aid the Hearing Officer in deciding upon the admissibility of evidence, the credibility of a witness, or the weight given to evidence admitted. The Hearing Officer is entitled to have the advice and assistance of legal counsel from the Office of General Counsel of the U.T. System. Legal rules of evidence do not apply to Student Code of Conduct hearings. Either party may object to the admission of evidence upon any ground that they deem appropriate. The Hearing Officer shall rule upon such objections and either admit or exclude the objectionable evidence. Evidence which is irrelevant, immaterial, or unduly repetitious will be excluded by the Hearing Officer upon objection of either party. Documents, letters, writings, pictures, drawings, or objects that a party plans to offer in evidence shall first be given to the Hearing Officer to be marked and identified as the exhibit of that party and listed by the Hearing Officer. After being marked and identified, each exhibit shall be shown to the opposing party. Unless the opposing party disputes the authenticity of the exhibit or has no knowledge with respect thereto, the exhibit may be offered without authentication; however, the exhibit may be objected to on grounds other than authenticity.

National Night Out
Every October, the UTSA Police Department, UTSA Student Activities, and other university departments participate in UTSA’s National Night Out. National Night Out is a nationwide celebration to increase awareness of crime prevention programs and strives to strengthen neighborhood pride and community-police partnerships, while sending a message to criminals that “neighborhoods and communities are organized, working with police and are fighting back against crime!”
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
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

regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

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. The Whistle Defense Program is a campus safety program to alert patrol officers, students, faculty, and staff that an offense or emergency has occurred or is about to occur. Whistles are provided upon request, at orientation and information fairs, usually 12 times each year.

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. This program is typically presented 12 times each year.

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 (Recreation and 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. The WRC is coordinated by the Health Education staff of Student Health Services and is open to all UTSA students who are interested in learning more about various women’s topics. Students who would like information about services within the local community, state, and national level can request more information from the Health Education staff.

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. This presentation is usually given 8 to 10 times each year.

10. SEXUAL OFFENDER REGISTRATION POLICY

Federal law requires that convicted sex offenders are required to register with local law enforcement in the jurisdiction where they live as well as those who have indicated that they are enrolled, employed, or carrying on a vocation at institutions of higher learning. That information is provided to the Texas Department of Public
State Mandated Risk Management Training

Texas law requires student organization leaders and advisors to attend a training that covers seven risk management topics (alcohol, drugs, hazing, sexual harassment, fire arms/weapon, travel, and behavior at organization events). It is the hope of the State of Texas and UTSA that students will practice risk effective management techniques to have safe student organizations.

11. WEAPONS ON CAMPUS

In accordance with Texas Penal Code Ch. 46, it is a felony to intentionally, knowingly, or recklessly possesses a firearm (with or without a concealed handgun permit), illegal knife, or prohibited weapon 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 Texas or federal law on university premises or on any property or in any building or facility owned or controlled by The University of at San Antonio 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. The Director and Assistant Director for UTSA Housing and Residence Life may be contacted at 210-458-6200. The Residence Life Coordinator and Director of Operations for Campus Living Villages who operate the University Oaks Apartments, 6685 UTSA Blvd., and Chisholm Hall, 6960 North Loop 1604 West, can be contacted at 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 UTSA 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.
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2014 Annual Security Report

Page 18
# CLERY ACT CRIMES

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**2014 Annual Security Report**

The University of Texas at San Antonio

Downtown Campus
501 César E. Chávez Boulevard - San Antonio, TX - 78207
Annual Campus Fire Safety Report

The University of Texas at San Antonio
Environmental Health, Safety and Risk Management

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 2013

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:

(I) 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 five developments. The UTSA Housing and Residence Life department (HRL, http://www.utsa.edu/housing/) operates three of these, Chaparral Village, Laurel Village and San Saba Hall. Campus Living Villages CLV, http://www.campushousing.com/utsa/ operates two of these, Chisholm Hall and University Oaks apartments.
"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>
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<th>Chaparral Village</th>
<th>Number and Causes of Fires</th>
<th>Fire Losses</th>
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<tbody>
<tr>
<td></td>
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<td>Facility</td>
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</tr>
<tr>
<td>2012</td>
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<tr>
<td>2011</td>
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<table>
<thead>
<tr>
<th>Chisholm Hall</th>
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<td></td>
<td>Property Damage ($)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Facility</td>
</tr>
<tr>
<td>2013</td>
<td>1 (cooking)</td>
<td>0</td>
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<tr>
<td>2012</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2011</td>
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<table>
<thead>
<tr>
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<th>Number and Causes of Fires</th>
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<td></td>
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<td>Property Damage ($)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Facility</td>
</tr>
<tr>
<td>2013</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2012</td>
<td>0</td>
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<tr>
<td>2011</td>
<td>0</td>
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<table>
<thead>
<tr>
<th>San Saba Hall (opened Aug 2013)</th>
<th>Number and Causes of Fires</th>
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<td></td>
<td></td>
<td>Facility</td>
</tr>
<tr>
<td>2013</td>
<td>NIA</td>
<td>NIA</td>
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<tr>
<td>2012</td>
<td>NIA</td>
<td>NIA</td>
</tr>
<tr>
<td>2011</td>
<td>NIA</td>
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<table>
<thead>
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<th>University Oaks</th>
<th>Number and Causes of Fires</th>
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<td>Property Damage ($)</td>
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<td></td>
<td></td>
<td>Facility</td>
</tr>
<tr>
<td>2013</td>
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<td>0</td>
</tr>
<tr>
<td>2012</td>
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<td>5,507</td>
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<tr>
<td>2011</td>
<td>0</td>
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</table>
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 automatic smoke detectors with local alarm and building-wide alarms with manual 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. UTSA has provided portable fire extinguishers 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 full sprinkler coverage. CLV has provided portable fire extinguishers in the building.

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. UTSA has provided portable fire extinguishers outside the buildings.

San Saba Hall, a 618-bed four-story residence hall, built in 2013, consists of II-B (unprotected non-combustible) construction with 30-minute demising walls separating sleeping units. San Saba Hall has full automatic fire sprinkler coverage and addressable local and building fire alarms with manual and automatic initiation. UTSA has installed portable fire extinguishers inside the building.

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. CLV has provided portable fire extinguishers 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, including notification of emergency forces through a remote monitoring service.
Fire Drills

Occupants of on-campus student housing facilities with centrally monitored fire alarm systems (Chaparral Village, Laurel Village, and San Saba Hall) perform drills 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>Laurel Village</td>
<td>8</td>
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<tr>
<td>San Saba Hall</td>
<td>1</td>
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<td>1</td>
</tr>
<tr>
<td>Total</td>
<td>22</td>
<td>1</td>
<td>23</td>
</tr>
</tbody>
</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

The UTSA Community Emergency Response Guide and the UTSA Fire and Life Safety Manual include emergency procedures for fire. Current language is attached as Appendix 1.

Fire safety education programs

Members of the UTSA Housing and Residence Life staff, including Resident 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, San Saba Hall
The University of Texas at San Antonio Police Department (458-4911)
Associate Director Housing Operations, Housing and Residence Life
Associate Director Education and Residence Life, Housing and Residence 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 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 doorknob. 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.