

**Texas A&M International
University
Police Department**

***Crime Awareness/Campus Safety
And
Annual Fire Safety Report
2014***

Table of Contents

Letter from the President	i
Letter from the Vice President for Finance and Administration	i
Reports Available	i

Chapter I

• Clery Reporting Process	2
• Locations included in this report	2
• Distribution of this report	3
• Notification of report availability	3
• Daily Crime Log	3
• About TAMIU Police Department	4
• Police Authority	4
• Interagency Relationships	4
• Reporting Crimes and Emergencies	5
• General Reporting Procedures- On Campus	5
• General reporting procedures for off campus/property Owned or controlled by TAMIU	6
• Reporting criminal offenses to University officials	6
• Confidential Reporting of crimes	7
• Crime Alert (Timely Warning Policy)	7
• Timely Immediate Threat Information Dissemination	8
• Missing Students	8
• Procedures	9
• Emergency response and evacuation procedures	9
• Responsible Parties	10
• Disseminating Emergency Information	10
• Building Evacuations	11
• Campus Evacuation	11
• Testing of Emergency response and evacuation procedures	11
• Campus Facilities	12
• Access to Educational facilities	12
• Access to Residential Facilities	13
• Maintenance of Campus Facilities	13
• Maintenance of Housing Facilities	14

Chapter II

• Drug and Alcohol Prevention and Awareness Programs	15
• Health Risks	16
• Campus Resources	16
• Off Campus Resources	17
• Employee Assistance Program	17
• Human Resources Annual Notice	17
• Drug and Alcohol Abuse in the Workplace	17
• Alcoholic Beverages and Illegal Drugs	18
• Underage Drinking	18
• University Sanctions	18
• Use of Alcohol in Residential Facilities	19
• Use of Alcohol in Campus events	19
• Security Awareness and Crime Prevention Educational Programs	19

Chapter III

• Sexual Assault	21
• Prevention Programs	21
• Reporting Procedures	22
• Confidential Reporting	22
• Victim's Assistance	23
• Disciplinary Actions, Legal Proceedings and Sanctions	24
• What to do if you are a victim of a Sexual offense	24
• What actions to take in the Event of a Sexual Assault	25
• Title IX Reporting	26
• Sex Offender Registration	26
• Domestic Violence-Prevention-Procedures	26
• Stalking-Prevention-Procedures	27
• Dating Violence- Prevention- Procedures	28

Chapter IV

Student Code of Conduct

• Rights to file grievance against student	29
• Fair Process	29
• Standard of Proof	29
• Bystander Provision	30
• Good cause provision	30
• Good Samaritan Provision	30

- Disciplinary proceedings 31
- Section Investigation process 31
- Section Proceedings 30
- Section Sexual Misconduct/Harassment Proceedings 33
- Section Appeals 34
- Section Administrative hearings 35
- Sexual Misconduct, Sexual Harassment and Protected Class Discrimination And Harassment Proceedings 36
- Sexual Misconduct Violations 36
- Survivor’s On and Off Campus Resources 37
- Shelters 39
- Privacy and Confidential Provision 40
- Request for Privacy: How the University will weigh the Request/Respond 43
- Academic Sanctions 44
- TAMIU Sexual Harassment 34.01.99.L1 45
- Definitions 45
- Procedures 47
- Complaint Resolution Procedures 47
- Informal complaint 47
- Investigation 48
- Reporting Responsibility 49
- Retaliation Prohibited 50
- Training and Education 50
- Office of responsibility 50

Chapter V

- Crime Statistics 51
- Definitions 52
- Crime Data 55
- Arrest Data 55
- Interagency Cooperation 55
- Internal Cooperation 55
- Others Who Have “Significant Responsibility for Student and Campus Activities” Reports 56
- Crimes Reported to Campus Security Authorities 56
- Crimes Reported to TAMIU Police Department 2013 57
- Crimes Reported to Laredo Police Department (LPD) 5201 University Blvd (On Campus 2012) 58
- Crimes Reported to LPD 915 Zaragoza (Non Campus) 2012 59

- Crimes Reported to the Webb County Sheriff's Department
5201 University Blvd (On Campus) 2012 60
- Crimes Reported to the Webb County Sheriff's Department
915 Zaragoza (Non Campus) 2012 61

Chapter VI

- Annual Fire Safety Report 63
- About Texas A&M International University 63
- Definitions 65
- On Campus Housing Information 66
- On Campus Student Housing Facilities- Fire Safety Systems 66
- Fire Statistics (Calendar Year's 2011,2012,2013) 67
- Fire Safety Policies and Procedures 67
- Fire Drills 70
- Fire Safety Education and Training Programs 71
- Fire Safety Inspection Program 71
- Plans for Future Improvements 72
- Report Contact Information 73

Letter from the President

Welcome to Texas A&M International University. You may have already experienced the vitality and beauty of this growing University as a student, a member of the faculty or staff, or as a visitor. Since students represent our hope for the future, the University's charge is to educate men and women from around the world to create a better life for us all. The process of education and intellectual exploration is not easily undertaken and requires the sustained efforts of a committed team. As we grow, safety for our students and for our University community remains the common responsibility of all of us who work and study at TAMIU.

This publication provides information about the programs we offer to ensure the safety and security of our campus. We hope that, in reading this report, you will become more aware of the issues surrounding safety and security. Each of you chose to be here, and we will fulfill our responsibility to do all we can to make your stay both rewarding and safe.

Sincerely,

Ray M. Keck, III, Ph.D.

Letter from the Vice President for Finance and Administration

The University Police Department is responsible for crime prevention and law enforcement on campus, however, other departments including Physical Plant and Safety and Risk Management contribute to making the University a safe place to study, work, live and visit.

While your safety is certainly our concern, it must also be your concern. Please take a few moments to familiarize yourself with the information in this publication which is updated annually, or visit our website at <http://www.tamtu.edu/adminis/police/safety.shtml> to take full advantage of the crime prevention programs offered by the University.

The information contained in this publication is reported annually to the United States Department of Education.

Sincerely,

Juan J. Castillo

Reports available:

Copies of this annual report may also be printed from the web site in PDF format or requested from the following offices:

University Police Department KL 008

Clery Reporting Process

This report provides the context for the crime statistics reported as part of compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Preparation, production and distribution of the Crime Awareness and Campus Safety Report is the responsibility of the University Police Department with the assistance of the University Community as needed. This report is prepared by the University Police Department and includes crime statistics for the previous three years that occurred on campus, at certain off campus buildings/property, and on public property that is adjacent to and accessible from the campus.

Locations Included in This Report

The University Police Department includes the following locations in the Crime Awareness and Campus Safety Report:

- On-Campus Property
- Off-Campus buildings/property owned or controlled by TAMIU
- Contiguous public property
- Off-campus instructional locations to Include Study Abroad programs

The locations are provided to area Law Enforcement Agencies annually, requesting reports of offenses (offenses are determined by the Campus Security Act/Clery Act) occurring at the locations in their respective jurisdictions.

The University Police Department is responsible for requesting and collecting crime statistics, reports and/or referrals from the following agencies/departments:

- TAMIU Police Department
- TAMIU Student Services/Student Conduct
- TAMIU Housing and Residence Life
- TAMIU Campus Security Authorities
- Outside Law Enforcement Agencies

These requests are done in January of each calendar year via e-mail for TAMIU departments and certified mail for outside law enforcement agencies.

Distribution of This Report

In August of each calendar year, the University Police Department prepares the collected crime statistics for the Crime Awareness and Campus Safety Report. The information is then forwarded to the following agencies/offices:

- U.S. Department of Education
- Vice President for Finance and Administration
- Provost and Vice President for Academic Affairs

Notification of Report Availability

The Crime Awareness and Campus Safety Report is available on or before October 1 of each year to all current TAMIU students, faculty and staff. Notification is sent to current students, faculty and staff through Uconnect, the University's communication portal, and provides information on how to obtain a copy of the Crime Awareness and Campus Safety Report.

The Crime Awareness and Campus Safety Report is available in hardcopy at the TAMIU Police Department, located in KL 008. The Crime Awareness and Campus Safety Report is also available online at the TAMIU Police Department's web site at: <http://www.tamiu.edu/clery.pdf>

The Crime Awareness and Campus Safety Report is available for prospective students on the TAMIU Student web site at: <http://www.tamiu.edu/enroll/>

The Crime Awareness and Campus Safety Report is available for prospective employees on the TAMIU Human Resources web site at: <https://employment.tamiu.edu/>

The Daily Crime Log

Each business day, the University Police Department publishes a Daily Crime Log that is available to the media, the public, and various campus offices. This summary identifies the type, location, time, and date the crime was reported to the University Police. You may view the Daily Crime Log via the department web page at:

<http://www.tamiu.edu/adminis/police/2014DailyCrimeLog.shtml>.

A printed copy of this report may be viewed at the University Police Department Communications office, or obtained by calling (956) 326-2100.



About TAMIU Police Department

Texas A&M International University police have full law enforcement authority and are vested with all powers, privileges, and immunities of peace officers while on the property under the control and jurisdiction of the institution or otherwise in the performance of his or her duties in any county in which property is owned, leased, rented, or otherwise under the control of the institution, including streets contiguous and traversing the TAMIU campus. Police officers perform a wide array of duties and services. In addition to traditional vehicular patrol, alternative methods of patrol such as foot and bicycle patrol are employed.

TAMIU police officers are charged with protecting the safety and welfare of students, employees, and property of the institution in accordance with Texas law. In order to accomplish the University's mission, all of our officers have attended a State-certified police academy and have received certification and licensing by the Texas Commission on Law Enforcement (T.C.O.L.E.). Our officers are well-trained, well-educated men and women, committed to the concept of community service, who protect a campus filled with professional, dedicated faculty, staff and students in our unique academic environment.

Police Authority

The TAMIU Police Department (UPD) is committed to the concepts of courtesy, service and protection. University Police Officers believe in the value of promoting goodwill and service with the community which we serve. Each officer is dedicated to providing quality University law enforcement and security services. The work is challenging and rewarding, allowing a great sense of satisfaction for those committed to the ideals of community service.

University Police Officers have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and areas immediately adjacent to the campus. University Police Officers do not regularly patrol off-campus locations that are not immediately adjacent to the campus. Officers may also refer students to the disciplinary division of Student Success for rules violations involving students.

Interagency Relationships

UPD maintains excellent relations with the Laredo Police Department, the Webb County Sheriff's Office, the agencies of the United States' Department of Homeland Security (including the Border Patrol, Drug Enforcement Administration (DEA), and Federal Bureau of Investigation (FBI)) and other local, state and federal law enforcement agencies. The Department has established liaison with the Laredo Community College Police Department, the

United Independent School District Police Department and the Laredo Independent School District Police Department. UPD has established memorandum of understanding (MOU) with the LPD and the Laredo Independent School District Police Department.

We also have direct telephone and radio communications contact with the LPD, Laredo ISD Police Department, Homeland Security Laredo Air and Marine Branch, Fire Department and Emergency Medical Services. These agencies will respond any time we need their services.

Reporting Crimes and Other Emergencies

General Reporting Procedures – On Campus

Any on campus emergency, criminal offense or suspected criminal activity should be reported immediately to University police by dialing 2911 from any on campus telephone or by dialing 956-326-2911 from non-campus telephone. [Special Emergency telephones](#) are located throughout the Campus. The Emergency telephones are one-button telephones. To use the telephone, just push the button. Upon the police dispatcher answering, stay on the line so that the dispatcher can obtain all necessary information. We will respond to all emergency calls for service by sending an officer to the location of the call. UPD may be contacted through one of the following ways:

- Emergency speaker phones in elevators
- Emergency speaker phones located in hallways of classroom buildings
- Emergency speaker phones located in classrooms
- Emergency phones located on campus grounds and residential housing areas.

For on campus non-emergency police services, please dial 2100. From non campus telephone (cell phone, payphone) dial 956-326-2100. This line is answered by a TCOLE certified telecommunications operator 24 hours a day, seven days a week.

TAMIU encourages students, faculty, staff and visitors to promptly report all crimes and incidents. Crimes should be reported by students and employees to UPD to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. We encourage proactive reporting of strange or suspicious activities. Any suspicious activity or person seen in the parking lots or loitering around the vehicles, inside buildings or around the Residential Halls should be reported to the police department. On-campus matters should be reported to UPD and off-campus offenses should be reported to the appropriate Law Enforcement agency.

The UPD is physically located in the Killam Library (lower level), KL005.

The dispatcher should be given as much information as possible. Be descriptive. All communication should be via the fastest and most reliable resource. Cell phones, office phones, or after-hours phone numbers should be utilized as the main means of notification. Email should only be used as an FYI and not a primary notification process.

General Reporting Procedures - Off-Campus buildings/property owned or controlled by TAMIU

Crimes for off-campus buildings or property for which TAMIU is responsible, such as Casa Ortiz at 915 Zaragoza in downtown Laredo, should be reported to the LPD at 956-795-2800 or 911 for emergencies.

General Reporting Procedures – Off Campus

For off-campus crimes and emergencies, we encourage prompt reporting to the local law enforcement agency. Please contact the LPD at 956-795-2800 or 911 for emergencies. Crimes may also be reported to the Laredo Crime Stoppers at 956-724-1876.

Reporting Criminal Offenses to University Officials

Faculty, staff and Students are encouraged to report any criminal offense within the campus environment to the University Police. As an option, crimes may also be reported to the following TAMIU offices or Officials.

Department	Phone number	Location
Vice President for Student Success	956-326-2278	Zaffirini Student Success Building room 224 D
Associate VP for Student Affairs	956-326-2284	Student Center room 226 A
Student Health Services	956-326-2235	Student Center room 125
HR Director (Title IX Coordinator)	956-326-2361	Killam Library room 158
Athletic Director	956-326-2890	Kinesiology Convocation Building room 107 B
Director of Housing and Resident Life	956-326-1303	Residential Learning Community Clubhouse

Confidential Reporting of Crimes

Members of the University community may confidentially report incidents, in which they are victims or witnesses, to UPD or any campus security authority. Their identity will not become part of the official police records system, but the statistic will be included in our annual report if the description represents a crime subject to reporting

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director or a designee of UPD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Counselors with Student Counseling and Disability Services are not required to report crimes brought to their attention as part of the counseling process. However, these counselors do encourage the official reporting of crimes brought to their attention. If the victim chooses not to officially report the crime, the counselor will report it to UPD (without revealing the victim's identity) solely for the purpose of inclusion in the annual crime statistics for the institution. Crimes may also be reported to the Laredo Crime Stoppers at 956-724-1876.

Crime Alert (Timely Warning Policy)

The circumstances in which a Crime Alert will be generated include, but are not limited to, the receipt of a good faith report to the University Police Department or other Campus Security Authority of a crime reportable under the Clery Act that poses a serious or continuing threat to the campus community. The Director of University Police or designee is responsible for determining if a Crime Alert (Timely Warning) will be issued. The determination will be made on a case by case basis after consideration of all facts of the crime, such as the nature of the crime and whether or not a continuing danger to the campus community exists. Crime Alerts (timely warnings), will be issued by UPD or the Public Relations, Marketing and Information Services Office (PRMIS).

Depending on the particular circumstances of the crime, the Office of Public Relations, Marketing, and Information Services may distribute timely warnings through any combination of the following venues:

- **DustyALRT:** A mass notification system that alerts subscribers via text message or e-mail in the event of a campus emergency or closure.
- **Email:** All employees and students can receive notification via TAMIU email account. Notification is NOT sent to non-TAMIU email accounts.
- **Digital Signage:** Message appears on TV message monitors indicating the emergency or situation alert.
- **Other social networking media:** TAMIU Webpage, UConn ect, Facebook, and Twitter can be used to inform the public.
- **UPD Website:** <http://www.tamiu.edu/adminis/police>
- **Local Residence Hall TV Channel 50:** An Office of Housing and Residence Life controlled channel with campus wide emergency broadcast capabilities.
- **Bulletin Board Messages:**

Anyone with information warranting a crime alert (timely warning) should report the circumstances to the University Police Department. Timely Warnings of situations that may pose a threat to others may be generated from reports made to Campus Security Authorities and/or the local police agencies having concurrent jurisdiction.

Timely Immediate Threat Information Dissemination

Depending on the particular circumstances of the crime, especially in situations that could pose an immediate threat to the community and individuals, the University police department, in addition to the venues listed above, may also utilize the following to provide the University community with more immediate notification:

- **Active Crawl:** Message appears on the computer screen indicating the emergency or situation alert.
- **Mass public address system:** Speakers across campus, both inside and outside, can broadcast any emergency to the University community.

Missing Students

It is the policy of the Texas A&M International University Police Department to thoroughly investigate all reports of missing persons. However, most people on campus are adults and have a right to go wherever they wish at any time. If a member of the University Community or other individual has a reason to believe that an individual has gone missing or a student who resides in on-campus housing is missing, he or she should immediately notify the following:

University Police Department- Police Dispatchers at 956-326-2100.

Office of Housing and Residence Life –Director of Housing and Residence Life or designee at 956-326-1300.

Students living on campus have the option to provide the institution with the name of a contact person who can be notified in the event he/she is determined to be missing on their personal data card. This form is considered non-public, confidential information and will only be shared with the appropriate University personnel on an as-needed basis. UPD will notify this contact person, if provided, within 24 hours.

In addition to notifying any additional contact person designated by the student, UPD will notify a custodial parent or guardian within 24 hours of the determination that the student is missing for those students living on campus who are under 18 years of age and not emancipated.

UPD will contact the appropriate law enforcement agency within 24 hours of the determination that the student is missing, regardless of age and irrespective of whether a contact person has been identified, unless the appropriate law enforcement agency was the entity that made the determination that the student is missing.

Procedures

- All reports to the Office of Housing and Residence Life are required to be reported immediately to UPD.
- Upon notification of a possible missing student(s) living on campus, UPD will immediately begin a preliminary investigation to determine if a crime has been committed, to ascertain the whereabouts of the student and to attempt to verify the student's state of health and intention of returning to the campus.
- UPD will notify the contact person identified on a student's personal data card, if provided, within 24 hours.
- For student living on campus who are under 18 years of age and not emancipated, UPD will notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.
- UPD will contact the appropriate law enforcement agency within 24 hours of the determination that the student is missing, regardless of age and irrespective of whether a contact person has been identified, unless the appropriate law enforcement agency was the entity that made the determination that the student is missing.

Emergency Response and Evacuation Procedures

All members of the University community are expected, and all Building Emergency Coordinators (BECs) are required, to notify the University Police Department of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or on-going threat to the health or safety of students, faculty, staff, third-party contractors and/or visitors (the campus community) on campus. UPD has the responsibility of responding to and summoning the necessary resources to mitigate, investigate

and document any situation that may cause a significant emergency or dangerous situation and will determine if the situation does, in fact, pose a threat to the campus community.

The Police Department will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of the campus community occurring on campus. The TAMIU Police Department will, without delay, determine the content of the notification with assistance from the Office of Public Relations and Media Information Services (PRMIS). When applicable, the specific buildings in which to make the notification, and activation of the appropriate notification system(s), will be determined by UPD with assistance from PRMIS unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or contain, respond to, or otherwise mitigate the emergency.

Every emergency is different . . . depending on the circumstances how and where to evacuate will be given to the campus community by Building Emergency Coordinators (BECS) and uniformed police officers,

Responsible Parties

The parties responsible for confirming a significant emergency, determining who to notify, determining the content of the notification, and initiating the appropriate notification system(s):

University Police Department - Director of University Police, or designee.

Office of Public Relations and Media Information Services - Director of PRMIS, or designee.

Disseminating Emergency Information

Texas A&M International University utilizes a broad spectrum of platforms and devices as part of its Emergency Notification System. Primary to this effort is the DustyALRT Emergency Notification System which messages by email, text, social media and the University website, and is supplemented by residence hall TV Channel 50, active crawl notifications, classroom notifications and a mass public address system on campus.

In specific, DustyALRT communicates alert, closure, emergency and weather event information– by SMS text message, official University Email accounts and official Facebook and Twitter accounts. The System, and its supplements (classroom notifications and public address system) is only activated to provide official notification of critical emergencies (i.e., situations that pose an imminent threat to the community).

TAMIU policy is to notify the campus community, via the DustyALRT Emergency Notification System, upon confirmation of a significant emergency or dangerous situation involving immediate threat to the health or safety of students or employees on campus.

The University Police Department generally confirms such information with entities including, but not limited to: local law enforcement, fire department, National Weather Service, or Environmental Health and Safety personnel. DustyALRT is deployed to address a wide range of threats including active shooter, gas leaks and tornadoes, for example.

DustyALRT does not replace the required Crime Alerts (Timely Warning). The Timely Warning requirement applies only to Clery Reportable Crimes.

Building Evacuations

Building evacuations occur when the fire alarm sounds and/or notification is made by the Laredo Fire Department (LFD), the Laredo Police Department (LPD), TAMIU Police Department (UPD), or the Building Emergency Coordinator (BEC). Employees shall leave by the nearest safe marked exit and alert others to do the same. Faculty and/or staff shall assure that disabled individuals are assisted in exiting the building. Elevators shall not be used to evacuate the building. An Evacu-trac chair is available in some buildings for use in evacuations of individuals with mobility impairments. Once outside the building, individuals shall proceed to the designated assembly area as directed. No one should return to the building until directed to do so by UPD.

Campus Evacuation

In case of a community-wide disaster, such as a weather emergency, it may be necessary to evacuate the entire campus. The decision to evacuate the campus will be made by the President or his designee.

Testing of Emergency Response and Evacuation Procedures

The University understands the importance of testing emergency response and evacuation procedures and conducts training, announced and unannounced drills, and exercises in the overall emergency management plan to achieve this goal. To ensure that personnel and community first responders are aware of their duties and responsibilities under the University plan and the most current procedures, the following training, drill, and exercise actions will occur:

- Training and refresher training sessions on the use of fire extinguishers and AEDs, CPR, first-aid, and the use of Evacu-trac chairs is available for all University personnel and required of the BECs.
- The Emergency Management Plan and any annual updates will be reviewed with the Incident Assessment and Emergency Response Teams annually.

- A tabletop or functional scenario exercise will be conducted annually to test the plan, and a full-scale exercise will be performed at least once every three years. These exercises will include, whenever possible, the agencies and emergency response entities which will interface with the University during an emergency situation.
- The University will participate in external drills or exercises sponsored by local Emergency responders whenever possible.
- The University conducts evacuation drills at least annually.
- Following the 21st class day of the fall and spring semesters, the following notification systems will be tested:
 - DustyAlert
 - E-mail
 - Digital Signage
 - Social Networking Media
 - University Homepage Override
 - Active Crawl
 - Mass public address system
- Classroom phones, emergency hallway phones, elevator phones and exterior emergency phones (maroon pods) are tested monthly by UPD.

All tabletop and full-scale exercises, drills and tests are documented by either UPD or the Office of Environmental Health and Safety (EHS) and maintained by EHS. The University will utilize Uconnect, the University's communication portal, to send a summary of its emergency response and evacuation procedures in conjunction with a drill or exercise to all students and employees at least annually.

Campus Facilities

Access to Educational Facilities

The Vice President for Finance and Administration is authorized to establish and administer regulations and procedures in order to provide for the physical security of campus buildings and their occupants and to provide for administration and control of campus keys. Administration of the physical Key System is the responsibility of the Director of Physical Plant while administration of ID card access is the responsibility of the Card Services Department.

The buildings and facilities of Texas A&M International University are open for use by University employees, contractors, students, and the general public. Under normal circumstances, the buildings will be opened (outside doors unlocked) between 6:30 a.m. and 10:30 p.m. Access is restricted outside of these hours. Authorized employees may be able to access buildings after hours with their employee ID. Students may be granted access by UPD with prior instructor approval.

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's

control, and may remove any person on his or her refusal to leave peaceably on request. Identification may be required on any person on the property (Texas Education Code Section 51.209).

Access to Residential Facilities

Texas A&M International University Housing and Residence life is operated under American Campus Communities. American Campus Communities is the nation's largest developer, owner and manager of high-quality student housing communities.

The University has two residential housing facilities. The Residential Learning Community (RLC) consists of traditional dorm-style rooms while the University Village (UV) consists of apartment-like facilities.

Access to residence rooms by Housing and Residence Life and physical plant employees is available on an “as needed” basis for the completion of service requests and preventative maintenance. All repair and maintenance personnel must be in uniform or wearing a TAMIU-issued photo ID to allow for easy identification by residents.

The housing facilities, including common areas, are for the benefit of housing residents and their guests and on occasion, those granted permission by the Director of Housing and Residence Life. Access to the housing facilities’ common, outside areas (courtyards, pools, staircases, hallways/balconies, walkways within the complexes) is not controlled, however, access to the RLC residence buildings (Sanchez, Cabeza de Vaca, Champlain and Balboa halls) requires an ID card.

University police personnel have full access to all housing areas, except resident rooms, and routinely patrol the housing facilities and respond to calls for police service.

For more information on our residential facilities, please visit their website at: <http://www.tamtu.edu/housing/residencelife.shtml>

Maintenance of Campus Facilities

Police officers and custodial staff make daily reports, as necessary, to Physical Plant personnel regarding any lights which are not functioning or safety hazards.

The Office of Environmental Health and Safety conducts regular safety and health inspections, serves as liaison with local public health and safety officials, schedules regular safety lectures, and follows up on recommendations with Physical Plant personnel.

Physical Plant personnel also routinely monitor the campus for safety hazards encountered while performing their regular duties, and all employees and students are encouraged to report safety hazards, including malfunctioning equipment, by calling Physical Plant at 956-326-2325.

Maintenance of Housing Facilities

The Office of Housing and Residence Life is responsible for maintaining both housing facilities on campus—the RLC and UV. Students are encouraged to report safety hazards, including malfunctioning equipment, by calling the Office of Housing and Residence Life at 956-326-1300.

Drug and Alcohol Prevention and Awareness Programs

Texas A&M International University is committed to the elimination of alcohol abuse and illicit drug use. Alcohol abuse and illicit drug use disrupt the special environment of personal growth that all universities seek to develop. We all must help prevent alcohol abuse and illicit drug use from negatively affecting our precious learning environment. This summary provides basic information on University policy, legal sanctions, and health risks associated with alcohol and other drug abuse. Also included is information on intervention, assessments, counseling, and referrals through campus programs.

Drug and alcohol abuse programs are coordinated through the joint efforts of the Division of Student Success' student life team, composed of members of Student Affairs, Student Health Services, Student Counseling and Disability Services, Housing and Residence Life and Recreational Sports. The team's purpose is to develop a community that supports and promotes healthy choices and a learning conducive environment with specifically developing programs associated with student involvement, relationships, personal development, social responsibility and the use of alcohol, tobacco and other drugs. Some of the programs coordinated by the Division of Student Success, student life team include:

- New Student Orientation: Dusty Camp – Each year the Office of Student Affairs hosts entering students for a two-day orientation. Each orientation contains a workshop on alcohol and drug use and the student conduct process.
- University Seminar Presentations – During the fall semester representatives from the Office of Student Affairs, and Student Counseling Services present to students about various topics including alcohol and drug use.
- Mandatory Athlete Orientation – During the mandatory fall meeting of athletes, the Office of Student Affairs conducts a mini-workshop on the risks associated with un-healthy choices.
- Wicked Wellness Week – Hosted annually in October, the spirited weeklong event focuses on healthy choices. Events include lectures, presentations and simulators and other health related programs
- Risk Management Seminar – The Risk Management Seminar conducted by the Office of Student Affairs is required during each organizations recognition cycle and must include the advisor, chief student leader and a designated risk management officer. Topics include fire safety precautions, hazing, alcohol, illegal drugs, sexual harassment, travel regulations and ADA compliance.
- Happy Hour - Happy Hour is an effort to promote an environment that supports responsible decision-making regarding alcohol consumption. Mock-tails are served to students as a reminder to make responsible decisions and the facts associated with alcohol. Activities with alcohol calculators and beer goggles are also options for students to participate.
- Spring Break Revolution – The Student Life Team partner to promote a safe a safe spring break by simulating environments students may encounter while on spring break and the consequences of high-risk behavior.
- RAD- Rape Aggression Defense is a self defense class designed specifically for women. It is a course of practical self defense strategy and techniques for women.

- Personal Safety Presentations- This is a presentation with tips on how to reduce the opportunity to become a victim of a crime. Risk reduction strategies are the focus of the Personal Safety presentation.
- Talking, Listening, Counseling (TLC) is a series of presentations on various mental health topics created to serve the campus community by bringing awareness and providing information. One topic that is included during the Spring Break Revolution event is drugs/alcohol awareness which educates our students and provides them with community resources.

Health Risks

Alcohol abuse is a prime contributor to suicide, homicide, motor vehicle deaths, and other unintended deaths. Excessive alcohol consumption leads to more than 100,000 deaths annually in the United States. Alcohol abuse can lead to alcohol dependence, premature death through overdose, alcohol-related stroke, and complications involving the brain, heart, liver, and many other body organs. Alcohol abuse also causes liver disease, gastritis, and anemia, as well as cancers of the esophagus and larynx. The abuse of illicit drugs can result in a wide range of health problems. In general, illicit drug use can result in drug addiction, death by overdose, death from withdrawals, seizure, heart problems, infections (i.e. HIV/AIDS, hepatitis), liver disease, and chronic brain dysfunction.

Alcohol used in any amount by a pregnant woman can cause birth defects and permanent brain damage to the child. Drug use by a pregnant woman may cause addiction or health complications in her unborn child.

Alcohol abuse interferes with psychological functions, causes interpersonal difficulties, and is involved in most cases of child abuse. Substance abuse disrupts work, reduces motivation, causes legal and financial problems, and social and family problems. Other problems associated with alcohol and drug use include the following psychological dysfunctions: dependency, memory loss, hallucinations, paranoia, and psychosis.

Campus Resources

To help individuals who may have an alcohol or other drug abuse problem, the following resources are available to students, faculty, and staff. Student Affairs is committed to promoting responsible decision making regarding alcohol and drugs to the Texas A&M International University community through educational programming and resources. To obtain more information or request a presentation, call 326-2280.

Student Counseling Service provides substance abuse assessments and referrals for students. Intervention and limited ongoing recovery support counseling is available. All contacts are confidential. For more information or to schedule an appointment call 326-2230.

Off Campus Resources

If you have a life-threatening emergency, **always call 911** for ambulance transportation to a hospital Reach Out, 800.448.3000, <http://www.reachout.com> ULifeline, 800.273.TALK, <http://www.ulifeline.org> National Suicide Prevention Lifeline, 800.448.3000, <http://www.suicidepreventionlifeline.org/> The Trevor Project, 800.4.TREVOR, <http://www.thetrevorproject.org>. National Sexual Assault Hotline, 800.656.HOPE, <http://online.rainn.org> National Institute on Alcohol Abuse and Alcoholism <http://www.niaaa.nih.gov> National Institute of Mental Health, <http://www.nimh.nih.gov/> Alcoholics Anonymous, <http://www.aa.org/> Narcotics Anonymous, <http://www.na.org>

Employee Assistance Program

Deer Oaks Employee Assistance Program: Effective 9/1/14

- A comprehensive Employee Assistance Program that provides short-term, solution-focused counseling and work/life and health/wellness services free of charge to TAMIU employees. Counseling and services are provided for a wide variety of life issues such as, but not limited to, substance abuse, personal/relationship counseling, domestic violence, battered women, etc.
- Employees have access to these services 24/7 and every day of the year at 1-888-993-7650 or <http://www.deeroaks.com>
- Employees receive info about these services via training sessions, Annual Enrollment meetings, UConnect, new hire orientation, and information table located in the Office of Human Resources.

Human Resources Annual Notice

DRUG/ALCOHOL ABUSE IN THE WORKPLACE

Texas A&M International University is committed to ensuring the safety and health of its employees and students. System policies prohibit the unlawful manufacture, distribution, possession, or use of illicit drugs or alcohol on System property and/or while on official duty. To ensure that you are aware of and understand the policies in place regarding drug/alcohol abuse in the workplace, please review the following System Policies and Regulations:

- System Policy 34.02, Drug & Alcohol Abuse
- System Regulation 34.02.01, Drug & Alcohol Abuse and Rehabilitation Programs

Alcoholic Beverages and Illegal Drugs

All university employees and students are expected to abide by state and federal laws pertaining to controlled substances, illicit drugs and the use of alcohol. (Texas A&M University System Policy 34.02 Drug and Alcohol Abuse) as a Member of The Texas A&M University System (TAMUS), TAMU is governed by System policies and regulations. The enforcement of these Texas A&M University policies and state and federal laws on campus is the responsibility of the University Police Department.

The unlawful manufacture, distribution, possession, sale or use of illegal drugs, controlled substances, or alcohol is strictly prohibited on System property and/or while on official duty and/or as part of any System activities. “Controlled substances” refers to those drugs and substances whose possession, sale, or delivery results in criminal sanctions under the Texas Controlled Substances Act, as well as substances which possess a chemical structure similar to that of a controlled substance (e.g., “Designer Drugs”).

Underage Drinking

Individuals must be at least 21 years old to purchase alcoholic beverages. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is a violation of [university rules / student code of conduct – check] to possess or consume alcoholic beverages within the campus residence facilities if under the age of 21. Consequences could result in criminal charges or arrest by the University Police Department and/or university sanctions.

University Sanctions

A student or employee found guilty of noncompliance with the Texas A&M International University Alcohol or Drug Policy, University Rules, or the laws of the State of Texas has committed a violation and is subject to disciplinary and/or criminal sanctions commensurate with the offenses and any aggravating and mitigating circumstances.

Disciplinary action in cases involving drug related violations by students may result in suspension, dismissal, or expulsion from the University. Cases involving employees will result in disciplinary sanctions up to and including termination. Severity of sanctions will depend upon the nature and seriousness of each case.

Violation of any state or federal law pertaining to controlled substances which occur off Campus and are not associated with a University connected activity may result in disciplinary charges in situations in which the continued presence of the individual on campus is likely to interfere with the educational process and/or the orderly operation of the University.

University disciplinary proceedings will be in accordance with the procedures outlined in the University Rules or Student handbook (students). Any disciplinary action imposed by the University may precede and be in addition to any penalty imposed by authorities off campus.

Use of Alcohol in Residential Facilities

The possession and use of alcoholic beverages in on campus housing is governed by the Office of Housing and Residence Life Resident Handbook. Alcoholic beverages are not permitted in the RLC, and any use of alcoholic beverages by persons of legal age in the UV should be in moderation to ensure residents' rights to privacy, sleep and study within their apartments. The following behaviors may result in disciplinary or remedial action by the University: loud or disruptive behavior, interference with the cleanliness of the residence halls, or drinking habits which are injurious to the health or education of an individual or those around him/her. Common source containers of alcohol (i.e., kegs, party balls, etc.) are not allowed in any residential facilities.

Use of Alcohol in Campus events

Additionally, alcohol may be served at pre-approved dinners; receptions or events catered by University food service or other authorized sellers. Consumption is expressly limited to the room or site in which the event is being held and may not leave that area.

Security Awareness and Crime Prevention Educational Programs

The TAMIU Police Department has several crime prevention programs available to the University community. These programs emphasize personal awareness and personal responsibility for protecting property and to reduce and prevent crimes.

We conduct crime prevention and crime awareness programs at student orientations and upon request. These presentations include:

- RA Presentation – Resident Advisors are provided information on how and when to contact UPD.
- Crime Prevention and Safety programs- UPD provides property engraving to students upon request. Students are given crime prevention tips and they are provided with the services that UPD has to offer.
- Parent Crime Prevention Orientation- Parents are explained the services that UPD provides for students on campus. They are also provided with crime stats and where they can find information on the UPD. Presentations are given prior to the start of the long semesters.
- Rape Aggression Defense (RAD) Program Rape Aggression Defense is a self-defense class designed specifically for women. It is a course of practical self-defense strategy and techniques for women. This program is presented offered during every semester.
- Active Shooter annual training for students and employees

- Brochures – Confronting Sexual Assault, Acquaintance Rape, Non Stranger Rape, Male Survivors of Sexual Assault, Strategies for Avoiding Sexual Assault, Confronting Sexual Harassment in the Workplace, Identify Theft, RAD, Domestic Violence, Stalking, Adults Molested as Children, Economic Options for Survivors of Family Violence, Domestic Violence Protective Orders in Texas.
- Women’s Nurse Practitioner- Female students have access to a Women’s Nurse Practitioner (WNP). The WNP provides 8 hours of service weekly. Services include: women’s wellness exams and women’s sexual health visits. The WNP routinely assesses for domestic violence and sexual assault as a part of every woman’s nursing visit. There is no charge for the visit with the WNP. There is a nominal charge for any lab test ordered by the WNP.
- Sexual Health Education- Information regarding sexual health and safety, community resources related to sexual health and/or domestic violence, are routinely available at Student Health Services. Registered Nurses are routinely available to provide information to students through nursing visits.
- Staff Senate Presentation- Safety presentation conducted by UPD during Senate Meetings during the year.
- Wellness Wednesday’s- A brown bag luncheon held on the first Wednesday of each month. This program offers different topics on health and wellness issues by different departments within the university or from organizations outside of the university.
- Safety and Security at Texas A&M International University- Employee Presentation done by UPD which provides safety tips.
- Student Health 101- an online newsletter with topics covering Sexual Assault and related topics. Details about upcoming sexual assault prevention articles may be found at: <http://studenthealth101.com/SaVEContent.pdf>
- Haven: Understanding Sexual Assault (online training) Haven strives to educate students about healthy relationships, effective communication, understanding and reporting sexual assault, the importance of sexual consent, alcohol and drug awareness, and the role of bystanders in creating safe, healthy communities.
- Green Dot - is a comprehensive approach to violence prevention that capitalizes on the power of peer and cultural influence across all levels of the socio-ecological model. Informed by social change model theory, the model targets all community members as potential bystanders, and seeks to engage them, through awareness, education and skill-practice, in a proactive behaviors that establish intolerance of violence as a norm, as well as reactive interventions.
- New Student Orientation Workshop- All first time freshman, transfer, and new international students attend sexual assault workshop during student orientation. Workshop covers Title IX, Violence Against Women Act, Campus SaVE Act, Clery Act, definitions of sexual assault, domestic and dating violence, stalking, and consent, reporting procedures, survivor tips, University Rule, proceedings, sanctions, State of Texas penal code, bystander intervention, and on/off-campus resources.

Sexual Assault, Domestic Violence, Dating Violence and Stalking

Sexual Assaults

In order to establish an educational and work environment that is conducive to the personal and professional development of each member of the University community, Texas A&M International University shall be free from all forms of sexual discrimination and harassment. Conduct constituting sexual harassment, any act of violence to include Sexual Assault, Domestic Violence, Dating Violence, and Stalking is prohibited and will result in appropriate sanctions.

Prevention Programs

The overall goal is the prevention of sexual violence through early identification of behaviors and early intervention, in collaboration with the community, in order to hold the offender accountable and to enhance the safety of sexual assault victims. The TAMIU Police Department provides educational programs to prevent sexual assault and to increase student awareness to circumstances which could lead to sexual assault. Below is a list of programs offered by the University.

- **Brochures** – Confronting Sexual Assault, Acquaintance Rape, Non Stranger Rape, Male Survivors of Sexual Assault, Strategies for Avoiding Sexual Assault, Confronting Sexual Harassment in the Workplace, Identify Theft, RAD, Domestic Violence, Stalking, Adults Molested as Children, Economic Options for Survivors of Family Violence, Domestic Violence Protective Orders in Texas.
- **Women’s Nurse Practitioner-** Female students have access to a Women’s Nurse Practitioner (WNP). The WNP provides 8 hours of service weekly. Services include: women’s wellness exams and women’s sexual health visits. The WNP routinely assesses for domestic violence and sexual assault as a part of every woman’s nursing visit. There is no charge for the visit with the WNP. There is a nominal charge for any lab test ordered by the WNP.
- **Sexual Health Education-** Information regarding sexual health and safety, community resources related to sexual health and/or domestic violence, are routinely available at Student Health Services. Registered Nurses are routinely available to provide information to students through nursing visits.
- **Student Health 101-** an online newsletter with topics covering Sexual Assault and related topics. Details about upcoming sexual assault prevention articles may be found at: <http://studenthealth101.com/SaVEContent.pdf>
- **Haven: Understanding Sexual Assault (online training)** Haven strives to educate students about healthy relationships, effective communication, understanding and reporting sexual assault, the importance of sexual consent, alcohol and drug awareness, and the role of bystanders in creating safe, healthy communities.

- **Green Dot** - is a comprehensive approach to violence prevention that capitalizes on the power of peer and cultural influence across all levels of the socio-ecological model. Informed by social change model theory, the model targets all community members as potential bystanders, and seeks to engage them, through awareness, education and skill-practice, in a proactive behaviors that establish intolerance of violence as a norm, as well as reactive interventions.
- **New Student Orientation Workshop**- All first time freshman, transfer, and new international students attend sexual assault workshop during student orientation. Workshop covers Title IX, Violence Against Women Act, Campus SaVE Act, Clery Act, definitions of sexual assault, domestic and dating violence, stalking, and consent, reporting procedures, survivor tips, University Rule, proceedings, sanctions, State of Texas penal code, bystander intervention, and on/off-campus resources.

Reporting Procedures

A victim of sexual assault or other sex offense should immediately call UPD at 956-326-2911. This action does not obligate prosecution, but it does make legal action possible if the decision to prosecute is made at a later date. The earlier an incident is reported, the easier it is to collect valuable evidence. The police dispatcher will notify the appropriate law enforcement agency and immediately dispatch an officer. The victim should not shower and should retain all clothing, await the arrival of the police officer and not disturb the crime scene. The officer will take the initial report, collect items of evidence and make arrangements for an advocate to accompany the victim to the hospital for medical examination and treatment.

If you are a victim of a Sexual Assault off campus, you should immediately contact the Laredo Police Department emergency number by dialing 911 from any phone.

Confidential Reporting

A victim may elect to use a pseudonym to prevent the victim's real name from appearing on police documents. Anonymity can be maintained throughout the investigative process. The victim may also request a change of academic and living assignments, if other classes and accommodations are reasonably available.

Members of the University community may confidentially report incidents, in which they are victims or witnesses, to UPD or any campus security authority. Their identity will not become part of the official police records system, but the statistic will be included in our annual report if the description represents a crime subject to reporting. In most cases, it will not be possible for police to investigate confidential reports.

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director or a designee of UPD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and

others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Counselors with Student Counseling and Disability Services are not required to report crimes brought to their attention as part of the counseling process. However, these counselors do encourage the official reporting of crimes brought to their attention. If the victim chooses not to officially report the crime, the counselor will report it to UPD (without revealing the victim's identity) solely for the purpose of inclusion in the annual crime statistics for the institution.

Victim's Assistance

The Police Department will provide support and assistance to victims of sexual assault in seeking medical attention and/or counseling services on- or off-campus, as well as investigating allegations of both sexual assault and sexual harassment.

Services and referrals the University provides are intended to help the victim of sexual assault become a survivor. On-campus counseling services are available through the Counseling and Disability Services Department located in ZSC-138 or at 956-326-2230. Off-campus services include:

Sexual Assault Services and Information (SASI)
2387 E. Saunders
Laredo, TX 78040
956-724-3177

<http://www.scan-inc.org/sasi.html>

Mercy Ministries of Laredo
1000 Mier Street
Laredo, TX 78040
956-712-9591

<http://www.casademisericordia.org/>

Border Region MHMR
Address 1500 Pappas St.
Laredo, TX 78041
956- 794-3000

24 Hour Crisis Hotline
<http://www.borderregion.org/>

Disciplinary Actions, Legal Proceedings and Sanctions

University judicial action, criminal prosecution and civil suits are all options available to victims of sexual assault. Upon receipt of a report of sexual misconduct, the University's investigation begin. During disciplinary proceedings, both the survivor and the accused may be present and may have an adviser present to provide support and advice. Both the survivor and the accused will be informed of the results of the proceeding. For more information regarding the disciplinary proceedings, please visit the following website: <http://www.tamtu.edu/studentaffairs/DisciplinaryProceedings.shtml> Sanctions for sexual assault may range up to and include suspension or expulsion from TAMTU.

What to do if you are a victim of a Sexual offense

The primary concern for survivors of sexual violence is safety and to address medical issues related to physical injury, sexually transmitted infections, and/or pregnancy. The secondary concern is evidence collection to aid in a possible police investigation.

These recommended steps, if followed, will provide evidence for either criminal prosecution or for University disciplinary action.

If a sexual assault should occur, the victim should take the following actions:

- ▶ Go to a safe place
- ▶ Get prompt medical attention
- ▶ Call the University Police 956-326-2911. They will be assume responsible for all notifications
- ▶ Contact a friend or family member
- ▶ Do not bathe or douche
- ▶ Do not urinate, if possible
- ▶ Do not eat, drink liquids, smoke or brush teeth if oral contact took place
- ▶ Keep the clothes worn during the offense. If clothes are changed, place clothes in paper bag (evidence deteriorates in plastic)
- ▶ Do not destroy physical evidence that may be found in the vicinity of the crime. If the crime occurred in the victim's residence, the victim should not clean or straighten until the police have had an opportunity to collect evidence
- ▶ Tell someone all the details remembered about the Assault
- ▶ Write down all details remembered as soon as possible.

Title IX Reporting

University Title IX Coordinator and Deputy Coordinator. The Director of Human Resources shall be the contact person for oversight of TAMIU's civil rights programs and shall be the designated Title IX Coordinator. The Title IX Coordinator shall be the contact person for sexual harassment and discrimination complaints filed against a non-faculty employee or for such complaints filed by third party. Ms. Sandra Pena, 956-326-2365 or sandra@tamiu.edu

The Associate Vice President for Student Affairs shall be the designated deputy coordinator and shall be the contact person for incidents involving a student. Mr. Jerry Alva, 956-326-2282 or gerardo.alva@tamiu.edu

The Associate Provost shall be the designated deputy coordinator for sexual harassment and discrimination complaints filed against faculty members and graduate assistants teaching and research. Dr. Kevin Lindberg, 956-326-2601 or klindberg@tamiu.edu

Sex Offender Registration

In compliance with State and federal law, information to registered sex offenders in Texas may be obtained through the TAMIU Police Department or searched at the Texas Department of Public Safety Sex Offender Database website:

<https://records.txdps.state.tx.us/SexOffender/Index.aspx>

Criminalcheck.com provides a search of sex offender databases in all states and the District of Columbia at no charge. The direct url is: www.criminalcheck.com.

A list of registered sex offenders either currently enrolled or employed at the University may be found at the following URL:

<https://records.txdps.state.tx.us/SexOffender/PublicSite/Application/Search/Search.aspx?SearchType=School>

Domestic Violence

Statement that prohibits Domestic Violence TAMIU strives to promote a safe and secure environment to all Students, Faculty, Staff and visitors. In order to establish an educational and work environment that is conducive to the personal and professional development of each member of the University community, Texas A&M International University shall be free from all forms of sexual discrimination and harassment. Conduct constituting sexual harassment, any act of violence to include Sexual Assault, Domestic Violence, Dating Violence, and Stalking is prohibited and will result in appropriate sanctions.

Prevention

The overall goal is the prevention of Domestic violence through early identification of behaviors and early intervention, in collaboration with the community, in order to hold the offender accountable and to enhance the safety of domestic violence victims. The TAMIU Police Department along with other University Departments provides educational programs to prevent Domestic violence and to increase student awareness to circumstances which could lead to Domestic Violence. These programs are described in the Educational Programs section of this report on pages 14, 15, 18 and 19.

Procedures (victim should follow) A victim of Domestic Violence should immediately call UPD at 956-326-2911. This action does not obligate prosecution, but it does make legal action possible if the decision to prosecute is made at a later date. The police dispatcher will notify the appropriate law enforcement agency and immediately dispatch an officer. The officer will take the initial report, collect items of evidence and make arrangements for an advocate to accompany the victim to the hospital for medical treatment if necessary. The preservation of evidence is important in order to show proof of such violence when applying for an order of protection. Victims or alleged victims will be provided with a brochure which will provide information on victim rights.

Stalking

Statement that prohibits Stalking TAMIU strives to promote a safe and secure environment to all Students, Faculty, Staff and visitors. In order to establish an educational and work environment that is conducive to the personal and professional development of each member of the University community, Texas A&M International University shall be free from all forms of sexual discrimination and harassment. Conduct constituting sexual harassment, any act of violence to include Sexual Assault, Domestic Violence, Dating Violence, and Stalking is prohibited and will result in appropriate sanctions.

Prevention

The overall goal is the prevention of stalking violence through early identification of stalking behaviors and early intervention, in collaboration with the community, in order to hold the offender accountable and to enhance the safety of stalking victims. The TAMIU Police Department provides educational programs to prevent Stalking and to increase student awareness to circumstances which could lead to incidents of Stalking. These programs are described in the Educational Programs section of this report on pages 14, 15, 18 and 19.

Procedures (victim should follow)

If you believe you are a victim of Stalking, you should immediately call UPD at 956-326-2911. This action does not obligate prosecution, but it does make legal action possible if the decision to prosecute is made at a later date. It is imperative that victims fully understand the need for evidence collection and that they not take it upon themselves to decide what important evidence is and what is not. The purpose of reporting stalking incidents is to ensure that harassing or threatening behavior is properly identified and prosecuted to the fullest extent of the law if the victim wishes, and to secure an order of protection to prevent future acts of stalking. The overall goal is the prevention of stalking violence through early identification of stalking behaviors and early intervention, in collaboration with the community, in order to hold the offender accountable and to enhance the safety of stalking victims.

Dating Violence

Statement that prohibits Dating Violence TAMIU strives to promote a safe and secure environment to all Students, Faculty, Staff and visitors. In order to establish an educational and work environment that is conducive to the personal and professional development of each member of the University community, Texas A&M International University shall be free from all forms of sexual discrimination and harassment. Conduct constituting sexual harassment, any act of violence to include Sexual Assault, Domestic Violence, Dating Violence, and Stalking is prohibited and will result in appropriate sanctions.

Prevention The TAMIU Police Department provides educational programs to prevent Dating violence and to increase student awareness to circumstances which could lead to incidents of Dating Violence. These programs are described in the Educational Programs section of this report on pages 14, 15, 18 and 19

Procedures (victim should follow) If you are a victim of Dating Violence, should immediately call UPD at 956-326-2911. This action does not obligate prosecution, but it does make legal action possible if the decision to prosecute is made at a later date.

For more information on Sexual Assault, Domestic Violence, Dating Violence and Stalking investigation and procedures, please refer to the Student Code of Conduct manual located at: <http://www.tamtu.edu/studentaffairs/documents/FinalStudentHandbook.pdf>

Student Code of Conduct

For the purpose of the conduct process all persons who have been offered admission and/or who are taking courses at the University, either full-time or part-time, pursuing undergraduate, graduate, or professional studies and who is either currently enrolled or was enrolled the previous semester and registered for a future semester are considered students and automatically become members of the University community and assume full responsibility for proper conduct until their separation from the institution. Misconduct at the University is not tolerated as it diminishes the overall value of the degrees awarded by TAMIU.

All students at the University should be involved in assuring the honesty of all students through their own individual actions and deeds.

Conduct standards at the University are set forth in writing in order to give students general notice of prohibited behavior. These prohibited behaviors should be read broadly and are not designed to define prohibited conduct in exhaustive terms.

Rights to File Grievance against Students

Any member of the University community has the right to file a grievance against a student that is in violation of the Student Code of Conduct/Student Rules. Grievances must be filed in writing within fifteen (15) University working days of the discovery of the alleged infraction to the Office of Student Conduct and Community Engagement via reporting system (<http://www.tamtu.edu/reportit>). The time lines for the grievance process may be extended for good cause shown or upon the unilateral discretion of the Office of Student Conduct and Community Engagement.

Fair Process

University students do not surrender their individual rights as guaranteed to them by the United States Constitution. These include the RIGHT TO FAIR PROCESS. The purpose of the University disciplinary system is educationally based and is to decide if the student has abused freedoms and failed to accept responsibility for his or her action; to communicate this failure to the student(s) involved and to permit the student(s) to respond; to determine an appropriate response by the University; and to assist the student(s) to make a constructive response of self-discipline.

A University hearing is NOT a trial or a Court of Law. Any attempt to make the hearing something else would seriously impair the educational function of the hearing, which requires open discussion rather than an adversarial debate. Attorneys, counselors, and advisors are not permitted to represent any student at a University hearing. However, an advisor may be present

but may not speak at a hearing. Request for advisor to be present must be done so in writing a minimum of 3 days before the scheduled hearing.

Standard of Proof: Preponderance of the Evidence

In a case where there is factual dispute, the hearing officer/panel can never have absolute proof of what really happened because the hearing officer/panel is never an eyewitness. The best the hearing officer/panel can do is be persuaded of what probably happened. The standard of proof is intended to assure all concerned that the intensity of the hearing officer/panel's belief is uniform in all cases.

The level of proof required at Texas A&M International University in university disciplinary cases is a preponderance of the evidence. This simply means that the proof need only show that the facts are more likely to be so than not so. A preponderance of the evidence in the case means such evidence as, when considered and compared with that opposed to it, has more convincing force and produces in the hearing officer/panel's mind the belief that what is sought is more likely true than not true. [From: Long, N.T., (1985). The standard of proof in student disciplinary cases. *Journal of College and University Law*, 12(1), 73-74.]

The victim of an alleged act of misconduct due to "harassment/sexual assault/rape/abuse" may be unwilling to serve as the complainant. In such circumstances, if the Associate Vice President of Student Affairs and/or designee believes there is good cause for charges to be brought against the accused student in the interest of the University community, the Associate Vice President of Student Affairs and/or designee may proceed with complaint.

Bystander Provision

Texas A&M International University empowers students, through training, to respond in a moment of need. Green Dot is a movement, a program, and an action. The aim of Green Dot is to prevent and reduce power-based violence at TAMIU by engaging students as active bystander who step in, speak up, and interrupt potential acts of violence. The Green Dot movement is about gaining a critical mass of students, staff and faculty who are willing to do their small part of actively and visibly reduce power-based personal violence at TAMIU. The best way to get involved with Green Dot and maximize your impact as an active bystander is to attend Green Dot Bystander Training. The training is free, catered, and great for resumes. At this training you will learn the skills of being an active bystander, examine your own barriers to taking action, and ultimately gain the ability to intervene early on in situations that could lead to violence. Visit: <http://www.tamtu.edu/scce/> for more information.

Good Cause Provisinn

The survivor of an alleged act of misconduct due to “sexual misconduct/sexual harassment/class protected discrimination/harassment” may be unwilling to serve as the complainant. In such circumstances (if the Associate Vice President of Student Affairs and/or designee believes there is good cause for charges to be brought against the respondent(s) in the interest of the University community, the Associate Vice President of Student Affairs and/or designee may proceed with complaint.

Good Samaritan Provision

The health and safety of our students are of primary concern at Texas A&M International University (TAMIU). TAMIU is committed to ensuring that students obtain timely medical assistance for themselves and fellow Dustdevils in the case of medical emergencies. As such, the Division of Student Success recognizes that the potential disciplinary action by the SCCE may discourage students from seeking medical assistance for themselves or others in a time when medical attention is needed. The Good Samaritan/Medical Amnesty Protocol has been developed with the intention to assist those individuals whose judgment or health is severely affected due to alcohol consumption and/or controlled substances by removing impediments to seeking such assistance. Students are encouraged to contact TAMIU PD, medical emergency professional or other University officials when assistance is needed.

Hold on Academic Record

A hold will be placed on a student's University record while one or more of the following are pending: disciplinary proceedings, expulsion, outstanding sanctions, dismissal, separation, suspension, campus banishment, deferred suspension, conduct probation, honor code review, and or interim suspension. Additional information is available at:

<https://www.tamiau.edu/studentaffairs/Procedures1.2.shtml>

<https://www.tamiau.edu/EEO.shtml> and

<https://www.tamiau.edu/studentaffairs/AppendixBSexualHar1.2.shtml>

Disciplinary Proceedings

Any student whose conduct has been called into question by any member of the University community or who is alleged to have violated the Code of Conduct and/or any regulations of Texas A&M International University or the Texas A&M University System will be notified of the charges via e-mail by the Office of Student Conduct and Community Engagement (SCCE). At the point that the SCCE receives notification, a student conduct administrator will conduct an investigation to ascertain details and circumstances associated with the complaint. Investigation may result in charges, a form of alternative dispute resolution, or dismissal of complaint.

Investigation Process

The student will receive a notification via University e-mail informing that an allegation has been brought against the student.

The student must attend the scheduled appointment to provide his/her account of the events. If there is a schedule conflict, the student may reschedule by calling 956-326-2280. Failure to attend the meeting may be a violation of the Student Code of Conduct and may result in the student conduct process moving forward without the student's participation. The following will proceed:

- A student conduct administrator will meet with the student to explain the allegation. A student conduct administrator will discuss the student's rights and responsibilities.
- A student conduct administrator will discuss the student's rights and responsibilities.
- A student conduct administrator will explain the student conduct process.
- A student conduct administrator will hear any statement that student may wish to make.
- Should the respondent accept responsibility during the course of the investigation, the respondent may waive his/her right to an administrative conference and proceed directly to sanctioning phase (Article 11).
- Should the student conduct administrator determine there is sufficient information that a charge is merited, proceedings in section 9.02 will apply.

Proceedings

Students are expected to pay all financial obligations to the University when due.

All charges shall be presented to the respondent in written form via University e-mail. The respondent will be given at least three (3) University business days to prepare for an administrative conference. In all student conduct proceedings, the respondent shall be presumed not responsible until it is determined that a violation of the University rules occurred by a preponderance of the evidence. Student conduct proceeding shall be conducted by the following guidelines:

- The respondent has the opportunity to be assisted by an advisor s/he chooses, at his/her own expense.
- Attorneys, counselors, and advisors are not permitted to represent any student at an administrative conference. However, an advisor may be present, but may not speak at an administrative conference. Request for advisor to be present must be done so in writing a minimum of three (3) business days before the scheduled administrative conference.
- Students who are charged in the same fact pattern, or who are not in good standing with the University are not eligible to serve as an advisor at administrative conferences.
- The respondent is responsible for presenting his/her own information. Therefore, a student should select as an advisor a person whose schedule allows attendance at the scheduled date and time for the administrative conference. Administrative conferences will not typically be delayed due to scheduling conflicts of an advisor. There is no restriction on who a student may consult or seek advice from, the restriction pertains to the administrative conference only.
- The respondent and the Student Conduct Administrator may arrange for witnesses to present pertinent information to the Chairperson. Witnesses may provide this information to and answer

questions from the Chairperson, Student Conduct Administrator and respondent. (Character statements shall be accepted in written form only).

- Pertinent records, exhibits, student impact statements and other written statements may be accepted as information for consideration at the discretion of the chairperson. Student impact statements and other documents determined at the discretion of the chairperson shall be taken into consideration during the sanction phase only.
- All procedural questions are subject to the final decision of the chairperson.
- After the portion of the administrative conference concludes, in which all pertinent information has been received, the Chairperson shall deliberate in private to determine whether the respondent has violated the student code of conduct as charged.
- The focus of inquiry in administrative conferences shall be the determination of whether a violation of University rules occurred. In all initial student conduct proceedings, the burden of proof shall rest with the University, and said burden of proof shall be by a preponderance of the evidence.
- There shall be a single verbatim record, such as a digital recording, of all student conduct conferences. Deliberations shall not be recorded. The record shall be the property of the University.
- If a respondent with notice does not appear at an administrative conference, the information in support of charges shall be presented, considered, and a decision may be made. The Chairperson may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the complainant, respondent, and/or other witnesses during the conference. There is no entitlement to these accommodations and they shall be determined by a Student Conduct Administrator. A Student Conduct Administrator may also make reasonable accommodations to provide access for students with disabilities.
- The respondent and his/her advisor, if any, shall be allowed to attend the entire portion of the student conduct conference at which information is received (excluding deliberations) provided the accused student and his/her advisor appear at the designated time and do not inhibit the proceeding. Admission of any other person to the student conduct conference shall be at the discretion of the Student Conduct Administrator.
- There will be no finding of responsibility solely because a student remains silent during a student conduct conference.
- If the student is found “not responsible,” the process ends and incident report closed.
- If the student is found “responsible,” a sanction(s) will be assigned.
- The student may accept or reject decision.

Sexual Misconduct/Harassment Proceedings

For the purposes of this code referring to sexual misconduct or sexual harassment only, the term survivor shall mean any individual to whom the alleged sexual misconduct or sexual harassment was directed regardless of whether there has been a finding of responsibility for the accused student(s) allegedly involved.

The following guidelines apply to administrative conferences in cases of alleged sexual misconduct or sexual harassment: Texas A&M International University will work diligently to provide the following regarding the rights of the survivor.

- The survivor shall not be required to attend the student conduct conference.

- The survivor shall have the opportunity to submit an impact statement detailing the alleged consequences suffered by the survivor.
- The survivor has the right to be assisted by an advisor s/he chooses, at his/her own expense.
- Attorneys, counselors, and advisors are not permitted to represent any student at an administrative conference. However, an advisor may be present but may not speak at an administrative conference. A request for an advisor to be present must be done so in writing a minimum of three (3) days before the scheduled administrative conference.
- Students who are charged in the same fact pattern, or who are not in good standing with the University, are not eligible to serve as an advisor at administrative conferences.
- The survivor is responsible for presenting his/her own information. A student should select an advisor whose schedule allows attendance at the scheduled date and time for the administrative conference. Administrative conferences will not typically be delayed due to scheduling conflicts of an advisor. There is no restriction on who a student may consult or seek advice from, the restriction pertains to the administrative conference only.
- The survivor shall have the opportunity to request immediate on-campus housing relocation (based on available space), transfer of classes or other steps to prevent unnecessary or unwanted contact or proximity to the accused student, when such contact is likely to place the survivor in danger of bodily injury and/or cause the survivor severe emotional distress.
- The survivor, or surviving family member if the survivor dies as a result of the alleged misconduct, shall be informed of the outcome of the administrative conference. The next of kin will be notified by the appropriate department.
- The proceedings and outcome of all administrative conferences are considered confidential information in accordance with the Family Educational Rights and Privacy Act of 1974. Such information should not be otherwise re-disclosed.
- The survivor shall have the right to not have her/his past behavioral history discussed during the student conduct conference. Questions of relevancy shall be determined by the chairperson.
- In administrative conferences which may result in a University mandated separation from the University for the accused student, there shall be a single verbatim record, such as a tape or digital recording, of all administrative conferences before a Student Conduct Administrator. Deliberations shall not be recorded. The record shall be the property of the University
- <http://www.tamtu.edu/studentaffairs/documents/FinalStudentHandbook.pdf>

Appeals

The decision as to which procedure to utilize for a grievance filed by a student shall be made solely by the University and shall be based on the fact pattern of each particular case.

- A decision or sanction imposed by the Student Conduct Administrator may be appealed by the respondent, or in cases of sexual misconduct or sexual harassment, the survivor, to the Office of Student Conduct and Community Engagement within five (5) University business days of the outcome. Such appeals must be submitted in writing.
- The decision as to which procedure to utilize for a grievance filed by a student shall be made solely by the University and shall be based on the fact pattern of each particular case.
- A decision or sanction imposed by the Student Conduct Administrator may be appealed by the respondent, or in cases of sexual misconduct or sexual harassment, the survivor, to the OSA within five (5) University business days of the outcome. Such appeals shall be in writing.

- When an appeal has been filed, the Vice President of Student Success and or designee will determine whether the grounds for appeal merit a hearing.

The appeal must be based on one or more of the following:

- A procedural error occurred during the process, which had a direct impact on the outcome.
- New information has come to light, which has a direct impact on the outcome.
- The sanction administered is unjustified in its severity or leniency.
- After receiving the written request for an appeal, the Vice President of Student Success may:
- Deny the request for an appeal and committee decision will be final.
- Accept the appeal and ask the committee to reconvene and hear the case again with the new information.

After the committee reviews the case at the request of the Vice President of Student Success, the matter shall be considered final and binding upon all involved.

Appeals due to suspension will be assessed by the Vice President of Student Success and or designee for reconsideration of admission to University.

Notice: Academic appeals differ from disciplinary. For more information on academic appeals, go to the Student Handbook - Classroom Behavior & Academic Disputes.

Administrative Hearings

A student charged with a disciplinary violation of the student code of conduct has the right to elect an administrative hearing before the Associate Vice President of Student Affairs or designee. Should a student wish to pursue the administrative hearing the Associate Vice President of Student Affairs will hear the case, render a decision and if found responsible for a violation, sanction the student.

Click on the following link for additional information:

<https://www.tamtu.edu/studentaffairs/DisciplinaryProceedings.shtml>

SEXUAL MISCONDUCT, SEXUAL HARASSMENT AND PROTECTED CLASS DISCRIMINATION AND HARASSMENT PROCEEDINGS

TAMIU provides equal opportunity to all employees, students, applicants for employment, and the public based on race, ethnicity, color, national origin, religion, age, sex, pregnancy, childbirth, or related medical conditions, sexual orientation, genetic information, disability, or veteran status in admissions, educational programs, or employment of faculty, administration, and staff. Conduct constituting sexual misconduct, sexual harassment, related retaliation and protected class discrimination is strictly prohibited and will result in appropriate sanctions.

Students wishing to file a complaint alleging sexual misconduct, sexual harassment, related retaliation and protected class discrimination should follow the outlined proceedings, which supplement TAMIU Rule 08.01.01.L1 procedures. For the purposes of this code, the term “survivor” shall mean any individual to whom an alleged sexual misconduct, harassment, and/or discrimination of protected class was directed regardless of whether there has been a finding of responsibility for the accused student(s) allegedly involved.

Sexual Misconduct Violations

Texas A&M International University prohibits the following conduct, as well as attempts to commit and aiding, abetting or inciting others to commit the following acts:

- a. **Non-consensual Sexual Abuse:** Any sexual intercourse, however slight, with any object, by any person upon another person that is without consent and/or by force. Intercourse includes vaginal penetration by a penis, object, tongue or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.
- b. **Non-consensual Sexual Contact:** Any intentional sexual touching, however slight, with any object, by any person upon another person that is without consent and/or by force. Sexual contact includes intentional contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch you or sexual manner.
- c. **Sexual Exploitation:** Occurs when a student takes nonconsensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. Examples include:
 1. Exposing one’s genitals and/or breast in non-consensual circumstances or inducing someone to expose their genitals and/or breast.
 2. Observing or taking a photograph of another person’s intimate parts without that person’s consent, in a situation where the person observed or photographed has a

reasonable expectation of privacy, for the purpose of the observer's own sexual gratification or the gratification of another. "Photograph" includes a photograph, motion picture, videotape, live feed, print, negative, slide, social media or other mechanically, electronically, digitally, or chemically produced or reproduced visual material.

3) Non-consensual visual or audio recording of sexual activity.

Sexual Harassment: Interaction between individuals of the same or opposite sex that is characterized by unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, living conditions, and/or educational evaluation;
- b. Submission to or rejection of such conduct by an individual is used as the basis for tangible employment or educational decisions affecting such individual; or,
- c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or educational environment. Hostile environment sexual harassment is unwelcome sexual conduct that is sufficiently severe or pervasive that it alters the conditions of education or employment and creates an environment that a reasonable person would find intimidating, hostile, or offensive. The determination of whether an environment is "hostile" is a fact specific inquiry based upon subjective and objective factors of the circumstances. These circumstances could include the frequency of the conduct, its severity, and whether it is threatening or humiliating. A single instance of sexual assault can constitute a hostile environment.

Survivor's On and Off Campus Resources

If a student or an acquaintance is a survivor of an act of sexual misconduct the following may serve as a resource for receiving and connecting to services.

Get to a safe place – the survivor should seek a safe location such as apartment/home, residence hall, or the residence of a trusted friend or relative.

Contact 911 – In addition, the survivor may choose to file a report with the University Police Department (UPD). UPD is located in Killam Library, suite 005, their phone number is 956-326-2100. The police may conduct an investigation based on potential criminal activity related to the situation you reported, but please be aware that a police investigation is not the same as an investigation through the Office of Student Affairs. You may also choose to initiate an independent legal action for damages against the accused. You will need to obtain legal counsel for this action.

Get medical attention as soon as possible – The survivor’s health and safety is the most important. A doctor or nurse can check for injuries that may not be visible and can treat you for possible sexually transmitted infections. Hospital staff may also perform a sexual assault exam to collect evidence. This exam can be completed even if you choose not to involve the police

and file a report at this time. The survivor may also elect to go to the survivor’s own family care physician for medical assessment and treatment. Medical professionals are not required to call law enforcement because an adult patient they are treating has been sexually assaulted (if the victim is a minor they will have to call the police).

Preserve Evidence – If the survivor thinks s/he might want to have a sexual assault examination, the survivor should do its best to preserve evidence. Do not shower, bathe, eat, drink, wash your hands, or brush your teeth until after the exam. If the survivor believes s/he was drugged, the survivor should wait to urinate until arriving at the hospital. However, if the survivor cannot wait to collect his/her first urine at a local medical facility, the survivor should collect urine in a clean container with a lid and take it to the emergency room or police station.

Write it Down - The survivor should try to write down as much information about the circumstance of the incident including a description of the respondent. Seek free, confidential counseling at Student Counseling Services located in the Senator Judith Zaffirni Student Success Center, suite, 138 at 956-326-2230.

Utilize Campus Resources – You may visit Student Health Services located in Student Center, suite 125 or by calling (956) 326-2235. The Office of Student Affairs may also be able to connect you to additional services available.

Notify the Office of the VP of Student Affairs – Once a student notifies the Office of the VP of Student Affairs information will be shared and victims will be assisted in connecting to on and off campus resources and navigating through various processes. If the alleged respondent is a member of the University community the Office of Student Affairs will initiate an investigation to ensure the action stops and the safety of the University community is maintained. The victim will be informed of the outcome.

Protective Orders - In addition to the option of pressing criminal charges against a respondent, the survivor may apply for a legal order of protection from a court. A protective order protects victims of dating violence by ordering the respondent not to commit further acts of violence against the survivor; not to harass, threaten, annoy, alarm, abuse, torment, or embarrass the survivor; not to communicate with the survivor in a threatening or harassing manner; and to stay away from the survivor’s residence, work, or school.

An application for a protective order is free. If the survivor is 18 years old or older, the survivor can seek a protective order for himself or herself. If the survivor is under 18, the survivor can

have any adult apply for one on their behalf. To apply for a protective order for dating violence, the respondent must be someone s/he are dating, or someone s/he used to date; and s/he must have physically harmed the survivor, or attempted or threatened to physically harm the survivor.

The application for a protective order must be filed in the county in which the survivor or the respondent lives. The court will grant a protective order once the survivor proves that dating violence has occurred and that it is likely to occur again. Should the survivor choose to seek out a protective order the survivor may apply for one through the Domestic Violence Unit at the Webb-Zapata County District Attorney at 956-523-4900.

The survivor may also wish to consult the services contained below:

Shelters:

Casa de Misericordia Shelter.....956-712-9590

Emergency Runaway Shelter (SCAN).....956-725-7211/724-3177

TAMIU Services

Student Counseling Services956-326-2230

Student Health Services956-326-2235

24 hour on-campus service (UPD) 956-326-2911

Social Service Organizations

Casa de Misericordia (Non-Residential Services)

(Domestic Violence Information and Guidance).....956-712-9590

Family Counseling & Social Services.....956-724-3604

Abuse of Elderly or Disabled Adults.....956-725-5195

Child Protective Services.....956-728-7383

SCAN.....956-724-3177

South Texas Council on Alcoholism & Drug Abuse.....956-791-6131

Salvation Army.....956-723-4133

Suicide Crisis Hotline.....956-722-5433

Laredo State Center (MHMR).....956-723-2926

Local Legal Assistance

District Attorney’s Office

(Protective Orders & Domestic Violence Unit..... 956-523-4900

Texas Rio Grande Legal Aid.....956-722-7581

Laredo Law Center

(Legal Services for Low Income Applicants for divorce).....1-800-840-3379

Mercy Ministries of Laredo

Sister Rosemary Welch, R.S.M., R.N.

Director of Outreach Service..... 956-721-7402

Crime Victims

Laredo Police Investigator Michelle Hinojosa.....956-795-3160

National Domestic Violence Hotline.....1-800-799-SAFE

Hearing Impaired.....1-800-787-3224

Family Violence Legal Line 1-800-374-HOPE

Family Law Hotline1-800-777-FAIR

512-476-1866

Sexual Assault Legal Hotline1-888-296-SAFE

If the survivor needs additional support during this time in the form of counseling support, alternative on-campus housing options, or academic accommodations, please contact the Office of Student Affairs at 956-326-2282 so that a staff member may work with survivor in a timely way to provide assistance.

Privacy and Confidential Provision

TAMIU encourages survivors of sexual violence to talk to somebody about what happened – so survivors can get the support they need, and so the University can respond appropriately.

Employees on campus have different abilities to maintain a survivor’s confidentiality and privacy. Some are required to maintain near complete confidentiality; talking to them is sometimes called a “privileged communication.”

Other employees may talk to a survivor in confidence, and generally only report to the University that an incident occurred without revealing any personally identifying information. Disclosures to these employees will not trigger a University investigation into an incident against the survivor's wishes.

Thirdly, some employees are required to report all the details of an incident (including the identities of both the victim and alleged respondent) to the Title IX Coordinator or Deputy Coordinator. A report to these employees (called "responsible employees") constitutes a report to the University – and generally obligates the University to investigate the incident and take appropriate steps to address the situation.

This policy is intended to make students aware of the various reporting and confidential disclosure options available to them – so they can make informed choices about where to turn should they become a victim of sexual violence. The University encourages survivors to talk to someone identified in one or more of these groups:

- a) Privileged Communication: Professional Counselors
 - 1) Professional, licensed counselors who provide mental-health counseling to members of the University community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a survivor's permission.
 - 2) You may seek professional counseling services at Student Counseling and Disabilities Services, located in the Zaffirini Student Success Center 138, or call (956) 326-2230 to schedule an appointment and obtain more information.
 - 3) A survivor who speaks to a professional counselor must understand that, if the survivor wants to maintain confidentiality, the University will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator.
 - 4) While professional counselors may maintain a survivor's confidentiality, they may have reporting or other obligations under state and Federal law (e.g., mandatory reporting to law enforcement of incident involving minors; imminent harm to self or others; requirement to testify if subpoenaed in a criminal case.)
 - 5) If the University determines that the alleged perpetrator(s) pose a serious and immediate threat to the University community the University Police Department will issue a timely warning the community. Any such warning will not include any information that identifies the survivor.

b). Reporting to “Responsible Employees”

1. A “responsible employee” refers to all University employees (e.g., full-time, part time, contractual, etc.) as defined in TAMIU Rule 08.01.01.L1.
2. A “responsible employee” is a University employee who has the duty to report incidents of sexual violence or other student misconduct, or whom a student could reasonably believe has this authority or duty.
3. When a survivor tells a “responsible employee” about an incident of sexual violence, the survivor has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.
4. A “responsible employee” must report the facts related to the incident to the Associate Vice President of Student Affairs/Title IX Deputy Coordinator all relevant details about the alleged sexual violence shared by the survivor – including the names of the survivor and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.
5. Information reported to a “responsible employee” who involves a student, whether it’s as a survivor or accused, will be shared with the Associate Vice President of Student Affairs/Title IX Deputy Coordinator. Before a survivor reveals any information to a “responsible employee,” the employee should ensure that the survivor understands the employee’s reporting obligations – and, if the survivor wants to maintain confidentiality, direct the survivor to confidential resources.
6. If the survivor wants to tell the “responsible employee” what happened but also maintain privacy, the “responsible employee” should tell the survivor that the University will consider the request, but cannot guarantee that the University will be able to honor it. In reporting the details of the incident to the Associate Vice President for Student Affairs/Title IX Deputy Coordinator, the “responsible employee” will also inform the Associate Vice President for Student Affairs/Title IX Deputy Coordinator of the survivor’s request for privacy.
7. “Responsible employees” will not pressure a survivor to request privacy, but will honor and support the survivor’s wishes. By the same token, “responsible employees” will not pressure a survivor to make a full report if the survivor is not ready to.
8. “Responsible employees” are to cooperate fully with those performing an investigation pursuant to TAMIU Rule 08.01.01.L1.

b) Request for Privacy: How the University will weigh the Request and Respond

1. If a survivor discloses an incident to a “responsible employee” but wishes to maintain privacy or requests that no investigation into a particular incident be conducted or disciplinary action taken, the University will weigh the request against the university’s obligation to provide a safe, non-discriminatory environment for all students, including the survivor.
2. If the University honors the request for privacy, a survivor must understand that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the alleged respondent(s) may be limited.
3. There are times when the University may not be able to honor a survivor’s request in order to provide a safe, non-discriminatory environment for all students.
4. The University has designated the following individual(s) to evaluate requests for privacy once a “responsible employee” is on notice of alleged sexual assault:
 - a) Title IX Coordinator (Ms. Sandra Pena, HR Director)
 - b) Title IX Deputy Coordinator (Mr. Jerry Alva, Associate VP for Student Affairs)
 - c) Title IX Deputy Coordinator (Dr. Kevin Lindberg, Associate Provost)
5. When weighing a survivor’s request for privacy or that no investigation or discipline be pursued, such individuals will consider a range of factors, including the following:
 - a. The increased risk that the alleged respondent(s) will commit additional acts of sexual abuse or other violations.
 - b. b) Whether there have been other sexual violence complaints about the same alleged respondent.
 - c) Whether the alleged respondent(s) has a history of arrests or records from a prior school indicating a history of violence.
 - d) Whether the alleged respondent(s) threatened further sexual violence or other violence against the survivor or others.
 - e) Whether multiple respondent(s) committed the sexual violence.
 - f) Whether the sexual violence was perpetrated with a weapon.
 - g) Whether the survivor is a minor.

- h) Whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence, University Police Department reports).
 - i) Whether the survivor's report reveals a pattern of behavior (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.
6. The presence of one or more of these factors will lead the University to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the University will likely respect the survivor's request for privacy.
 7. If it is determined that the survivor's privacy cannot be maintained, the survivor will be notified in writing prior to starting an investigation and will, to the extent possible, only share information with staff responsible for coordinating or conducting the investigation.
 8. The University will remain ever mindful of the survivor's well-being, and will provide information on how the survivor can take steps to prevent retaliation or harm. Retaliation against the survivor, whether by students or University employees, will not be tolerated.

Academic Sanctions: The Honor Council or the instructor may assign appropriate academic sanctions based upon the specifics of the incident. The provision will be clearly defined. Such academic requirements may include, but are not limited to, plagiarism coursework, educational workshop, etc. For further information regarding academic sanctions, refer to <http://www.tamtu.edu/studentaffairs/documents/FinalStudentHandbook.pdf>

Texas A&M International University Sexual Harassment 34.01.99.L1

Supplements: System Policy 08.01 Civil Rights Protections and Compliance

System Regulation 08.01.01 Civil Rights Compliance In order to establish an educational and work environment that is conducive to the personal and professional development of each member of the University community, Texas A&M International University shall be free from all forms of sexual discrimination and harassment. Conduct constituting sexual harassment is prohibited and will result in appropriate sanctions.

In order to establish an educational and work environment that is conducive to the personal and professional development of each member of the University community, Texas A&M International University shall be free from all forms of sexual discrimination and harassment. Conduct constituting sexual harassment is prohibited and will result in appropriate sanctions.

Each supervisor has a responsibility to maintain the educational and work environment free of sexual harassment. This includes abstaining from sexual harassment, identifying and resolving sexual harassment that may be occurring within their area of responsibility, and disseminating this rule to all employees while assuring them that they are not to endure insulting, degrading, or exploitative sexual treatment.

The Office of Human Resources is responsible for maintaining and updating University rules and procedures to ensure compliance with the Sexual Harassment rule. Whenever a change is made to the Sexual Harassment rule or procedure, the Office of Human Resources will determine additional training needs as necessary. Any person wishing to file a sexual harassment complaint will follow the procedures in this University rule.

DEFINITIONS

- Sexual Harassment – Unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature, submission to which is made a condition of a person's exercise or enjoyment of any right, privilege, power, or immunity, either explicitly or implicitly.
- Additionally, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (a) submission to such conduct is made (either explicitly or implicitly) a term or condition of an individual's employment, (b) submission to, or rejection of, such conduct by an individual is used as a basis for employment decisions affecting the individual, or (c) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive environment.

- Complainant – An employee (faculty, staff, student), student (non-employee), or third party (to include but not limited to those receiving services from the component, vendors, private business associates) who perceives that s/he has been subjected to sexual harassment by an employee (faculty, staff, student) or student (non-employee) who chooses to lodge an informal and/or formal complaint under University procedure. A complainant may also be an employee (faculty, staff, student) or student (non-employee) who perceives that s/he has been subjected to sexual harassment by a third party.
- Affirmative Action Officer (AAO) – The individual responsible for administering the University’s affirmative action and equal employment opportunity policies and procedures. The Director of Human Resources currently serves as this administrator. The AAO has the authority to determine jurisdiction when lines of responsibility and appeal are unclear; grant extensions when appeals and responses cannot be made within established time frames; seek advice from the Office of General Counsel of The Texas A&M University System; and maintain all necessary and appropriate records on behalf of the University.
- Informal Complaint – A verbal petition made by a complainant to his/her immediate supervisor or other University official that simply seeks to have specific behavior(s), which the complainant perceives to be sexual harassment, cease.
- Formal Complaint – A written petition made by a complainant that not only seeks to have specific behavior(s), which the complainant perceives to be sexual harassment, cease, but also initiates an investigation and may result in imposition of disciplinary action or sanctions.
- Sanctions – Disciplinary actions taken by the University which involve the imposition of certain restrictions or penalties on an employee (faculty, staff, student) or student (non-employee) which may range in severity from a verbal reprimand to dismissal (if an employee) or expulsion (if a student) from the University. The implementation of sanctions will be made in accordance with other applicable University rules and System policies.
- Ad Hoc Committee – A committee, appointed by a vice president or designee, whose responsibility consists of reviewing a previous decision and/or sanctions. Following this review, the committee will recommend to the vice president that the decision and/or sanctions be upheld, modified, or overturned. An ad hoc committee is composed of no more than five members. This committee should include a three/two representation of the same gender and status (faculty, staff, or student) of the complainant and representation of the same gender and status of the alleged offender.

- Intermediate Administrator – A dean, assistant/associate vice president, or other equivalent administrator who typically fulfills an intermediate role between a department head and a vice president.
- Immediate Supervisor – In the context of this Rule statement, the immediate supervisor of the alleged offender.

PROCEDURES

Any employee (faculty, staff, student) who believes s/he has been subjected to sexual harassment should promptly report the incident(s) to the immediate supervisor, a department head, an intermediate administrator, a vice president, or the AAO. Students (non-employee) should report any such incident(s) to the University official specified in the Student Handbook. Third parties (to include but not limited to those receiving services from the component, vendors, private business associates) should promptly report the incident(s) to the Office of Human Resources.

No person is required to report sexual harassment to their direct supervisor or to the alleged offender.

COMPLAINT RESOLUTION PROCEDURE

A complaint may be initiated by an employee (faculty, staff, student), student (non-employee), or third party. A person who believes s/he has been subjected to sexual harassment and seeks to take action may pursue either the informal or formal complaint resolution procedure, or both. A complaint against an employee (faculty, staff, student) must be initiated within 6 months of the most recent incident which has given rise to the complaint. If the complaint is against a student (non-employee), refer to the timeline specified in the Student Handbook.

Informal Complaint: Resolution of an informal complaint involves no formal investigation and may be pursued as follows:

A complaint of sexual harassment may be initially directed to the immediate supervisor, a department head, an intermediate administrator, a vice president, or the AAO.

An offended individual may choose to communicate to the offender that the behavior is unwelcome and must cease immediately. If the offending behavior does not cease, the offended individual should report the incident(s) to one of the individuals listed in 3.1.1 above.

At the request of the complainant, the immediate supervisor or other administrator who has been contacted may attempt to resolve the complaint. Confidentiality will be maintained to the extent possible while conducting a complete investigation. Before attempting to resolve the complaint, the immediate supervisor or administrator will consult with the AAO.

Under this informal procedure, the complainant may, at any time, elect to withdraw the complaint. However, the University, through the advice of the AAO and the System Office of General Counsel, may choose to follow up on the complaint and take appropriate action.

Methods for informal resolution may include, but are not limited to: coaching the complainant on how to address directly the situation causing the problem; mediating the dispute between the parties concerned; aiding in the modification of a situation in which the offensive conduct occurred; assisting a department or division with the resolution of a real or perceived problem; or conducting a documented meeting with the alleged offender that involves a discussion of the requirements of the sexual harassment University rule.

Documentation shall be retained by the Office of Human Resources and shall be kept confidential to the extent permitted by law.

Formal Complaint: All formal complaints should be filed in writing with the AAO (if the alleged offender is an employee) or with the University official specified in the Student Handbook (if the alleged offender is a student). The status of the alleged offender will determine the appropriate procedure for notification that a formal complaint has been filed. The written complaint should contain all of the following information:

- name of the complainant;
- contact information, including address, telephone, and email (if appropriate);
- name of person(s) directly responsible for the alleged violation(s);
- date(s) and place(s) of the alleged violation(s);
- nature of the alleged violation(s);
- detailed description of the specific conduct that is the basis of the alleged violation(s);
- names of any witnesses to the alleged violation(s);
- action requested to resolve the situation;
- complainant's signature and date of filing; and
- any other relevant information.

If the alleged offender is an employee of the University, the AAO will notify the intermediate administrator and the department head within five working days (to the extent possible) following receipt of the complaint to give notification that a formal complaint has been filed.

Investigation:

Following the notification by the AAO, the intermediate administrator shall immediately notify the alleged offender and the vice president under which the alleged offender reports. Within fifteen working days (to the extent possible), the intermediate administrator, with the assistance of the department head and AAO, shall investigate and determine whether harassment occurred and what sanctions (if any) should be imposed. This decision shall be communicated in writing to the complainant, the alleged offender, the vice president, and the AAO. The complainant or

alleged offender may appeal this decision to the vice president within ten working days of receiving the finding.

Within five working days of receipt of such an appeal (to the extent possible), the vice president may convene an ad hoc committee, if deemed appropriate.

If an ad hoc committee is convened, said committee will provide a report to the vice president within twenty working days, unless circumstances require additional time for such notification. Following receipt of the committee's findings and recommendations, the vice president will communicate within five working days (to the extent possible) a written decision concerning the appeal to all parties involved.

If an ad hoc committee is not convened to review an appeal of the decision and/or sanctions, the vice president will have fifteen working days to communicate a written decision concerning the appeal to all parties involved, unless circumstances require additional time for such notification. Any decision made by the vice president may be appealed to the President of the University within ten working days of receipt. The decision of the President shall be final and binding.

After the finding, the AAO will continue monitoring to ensure the circumstances surrounding the alleged sexual harassment complaint have been remedied and no harassment has recurred.

If the alleged offender is a student, procedures in the Student Handbook will be followed, and the University official specified in the Student Handbook will meet with him/her following receipt of the complaint to give notification that a formal complaint has been filed.

If the student (alleged offender) is also an employee of the University, the University official specified in the Student Handbook will notify the AAO within five working days. The AAO will then follow procedures in Section 3.2.1 of this rule.

If the alleged offender is a student and the complainant is an employee of the University, the University official specified in the Student Handbook will notify the AAO within five working days that an employee has filed a formal complaint against a student. The AAO and the University official specified in the Student Handbook will then coordinate the investigation.

REPORTING RESPONSIBILITY

Any employee (faculty, staff, and student), student (non-employee), or third party who witnesses what is perceived to be a violation of this Rule should report the conduct to the AAO. Any supervisor who witnesses or becomes aware of an alleged occurrence of sexual harassment is required to take prompt corrective action as appropriate and report the matter to the AAO. Failure of the supervisor to take appropriate corrective action or to report the incident shall be a violation of this Rule and shall constitute misconduct subject to disciplinary action.

RETALIATION PROHIBITED

Retaliatory action of any kind taken against an individual as a result of a person's attempt to seek redress under the applicable procedures dealing with sexual harassment, or other employee or student assisting in an investigation of alleged sexual harassment, is prohibited. Such action by an individual will be regarded as a distinct cause for disciplinary action up to and including dismissal from the University.

TRAINING AND EDUCATION

Recognizing the necessity for increased awareness of and sensitivity to the issue of sexual harassment as well as the need to ensure supervisors at all levels are prepared to address and respond to this issue within the guidelines of the System Policy and this Rule, appropriate training initiatives will be developed, implemented, and maintained by the AAO. This will include new hire employee training and biennial equal employment opportunity training.

OFFICE OF RESPONSIBILITY: Office of Human Resources

Crime Statistics

The University Police Department contributes Part I Crime information to the Texas Department of Public Safety (DPS), (the information is then forwarded to the U.S. Department of Justice's Uniform Crime Report, administered by the Federal Bureau of Investigation.) Statistics for this report are compiled from University police reports, incidents reported to public law enforcement agencies where the University controls property, and from others who have “**significant responsibility for student and campus activities**” to whom individuals report criminal incidents they have not reported to police. Crimes reported in the FBI Uniform Crime Report by the University Police Department for the last three calendar years are included in the following pages.

The seven major crime categories, with several sub-categories, are: **Criminal Homicide**, sub-categories, *Murder and Non-negligent Manslaughter and Negligent Manslaughter*; **Sex Offenses**, sub-categories, *Forcible Sex Offenses (includes sexual assault (rape)) and Non-forcible Sex Offenses (includes incest and statutory rape)*; **Robbery**; **Aggravated Assault**; **Burglary**; **Motor Vehicle Theft, Domestic Violence, Dating Violence Stalking and Arson**.

The University also compiles information on hate crimes. Crimes or incidents of violence involving bodily injury to any person in which the victim is intentionally selected because of actual or perceived Race, Gender, Religion, Sexual Orientation, Ethnicity, Gender Identity, National Origin and/or Disability.

Also included in the report is information on arrests by category of crime: **Liquor Law Violations, Drug Law Violations and Illegal Weapons Violations**. Each of the crime and arrest categories is particularly defined. An act must meet the requirements of the definition to be included in any of the categories. For example, TAMIU policy prohibits alcoholic beverage consumption in public areas of the campus unless it is an approved catered event. If an adult student were found consuming alcohol on campus (not inside the privacy of their on-campus apartment), that would be a violation of TAMIU policies and regulations. The student would be referred to the Office of Student Affairs for any disciplinary action, but the action would not have resulted in a statistical "crime."

Definitions

- **Murder/Non-Negligent Manslaughter-** the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
- **Negligent Manslaughter-** the killing of another person through gross negligence.
- **Robbery-** Texas Penal Code Sec. 29.02. ROBBERY. (a) A person commits an offense if, in the course of committing theft as defined in Chapter 31 and with intent to obtain or maintain control of the property, he:(1) intentionally, knowingly, or recklessly causes bodily injury to another; or(2) intentionally or knowingly threatens or places another in fear of imminent bodily injury or death.(b) An offense under this section is a felony of the second degree.
- **Aggravated Assault-** Texas Penal Code Sec. 22.02. AGGRAVATED ASSAULT. (a) A person commits an offense if the person commits assault as defined in Section 22.01 and the person: (1) causes serious bodily injury to another, including the person's spouse; or (2) uses or exhibits a deadly weapon during the commission of the assault.(b) An offense under this section is a felony of the second degree, except that the offense is a felony of the first degree if the offense is committed:(1) by a public servant acting under color of the servant's office or employment;(2) against a person the actor knows is a public servant while the public servant is lawfully discharging an official duty, or in retaliation or on account of an exercise of official power or performance of an official duty as a public servant; or(3) in retaliation against or on account of the service of another as a witness, prospective witness, informant, or person who has reported the occurrence of a crime.(c) The actor is presumed to have known the person assaulted was a public servant if the person was wearing a distinctive uniform or badge indicating the person's employment as a public servant..
- **Burglary-** Texas Penal code Sec. 30.02. BURGLARY. (a) A person commits an offense if, without the effective consent of the owner, the person:(1) enters a habitation, or a building (or any portion of a building) not then open to the public, with intent to commit a felony, theft, or an assault; or(2) remains concealed, with intent to commit a felony, theft, or an assault, in a building or habitation; or(3) enters a building or habitation and commits or attempts to commit a felony, theft, or an assault.(b) For purposes of this section, "enter" means to intrude:(1) any part of the body; or(2) any physical object connected with the body.(c) Except as provided in Subsection (d), an offense under this section is a:(1) state jail felony if committed in a building other than a habitation; or(2) felony of the second degree if committed in a habitation.(d) An offense under this section is a felony of the first degree if:(1) the premises are a

habitation; and(2) any party to the offense entered the habitation with intent to commit a felony other than felony theft or committed or attempted to commit a felony other than felony theft.

- **Motor Vehicle Theft-** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned - including joy riding) Texas Penal Code Section 31.07(a) A person commits an offense if he intentionally or knowingly operates another's boat, airplane, or motor-propelled vehicle without the effective consent of the owner
- **Arson-** Texas Penal code Sec. 28.02. (a) A person commits an offense if the person starts a fire, regardless of whether the fire continues after ignition, or causes an explosion with intent to destroy or damage:(1) any vegetation, fence, or structure on open-space land; or(2) any building, habitation, or vehicle:(A) knowing that it is within the limits of an incorporated city or town;(B) knowing that it is insured against damage or destruction;(C) knowing that it is subject to a mortgage or other security interest;(D) knowing that it is located on property belonging to another;(E) knowing that it has located within it property belonging to another; or(F) when the person is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.
- **Domestic Violence-** includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, ore by any other person against an adult or youth who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Dating Violence-** Texas Family Code Sec. 71.0021. Dating Violence. (a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:(1) is committed against a victim:(A) with whom the actor has or has had a dating relationship; or(B) because of the victim's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or sexual assault.(b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:(1) the length of the relationship;(2) the nature of the

relationship; and(3) the frequency and type of interaction between the persons involved in the relationship.(c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

- **Stalking-** (a) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:(1) the actor knows or reasonably believes the other person will regard as threatening:(A) bodily injury or death for the other person;(B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or(C) that an offense will be committed against the other person's property;(2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or fear that an offense will be committed against the other person's property; and(3) would cause a reasonable person to fear:(A) bodily injury or death for himself or herself;(B) bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship; or(C) that an offense will be committed against the person's property.
- **Consent-**Means assent in fact, whether express or apparent. An individual's manner of dress or the existence of a current of or past dating relationship between two or more individuals does not, in and of itself, constitute consent to engage in a particular sexual activity. Consent is informed and voluntary and can be revoked at any time for any reason. Consent for sexual activity is clear, knowing, and voluntary words, which create mutually understandable, clear permission regarding willingness to engage in, and the conditions of, sexual activity. Consent must be active; silence by itself cannot be interpreted as consent. For more information on consent, please go to <http://www.tamtu.edu/studentaffairs/documents/FinalStudentHandbook.pdf>

Crime Data

The data presented reflects the raw numbers for a metropolitan university of 7,000+ students using the system of crime definitions required for the Uniform Crime Report. These definitions do not correspond to those established by State laws. Thus, TAMIU data should not be compared to data from other institutions without considering institutional demographics, including size of student populations, the numbers of students living on the campuses and the size of the communities in which the institutions are located. Texas A&M International University Police Department maintains a Daily Crime Log. This crime log is updated daily or when a crime has been reported. The Daily may be viewed at the University Police Department located in KL 005. It may also be viewed online at: <http://www.tamtu.edu/adminis/police/2014DailyCrimeLog.htm>

Arrest Data

An “arrest” as defined in the Texas Penal Code equates to custody. "Custody" means: detained or under arrest by a peace officer; or under restraint by a public servant pursuant to an order of a court. For reporting purposes under this Act, the issuance of a citation is also considered an “arrest” but does not usually involve incarceration. Therefore, included in the arrest data for this report are citations issued for Minor in Possession of Alcohol, Consuming Alcohol after Hours, Minor DWI, Consuming in a Vehicle, Furnishing Alcohol to a Minor, and Open Container After Hours. These were not incarcerations for these offenses.

Interagency Cooperation

UPD cooperates and interacts with the LPD, the Webb County Sheriff’s Office and other local police agencies. All crimes occurring on campus are investigated by the UPD. At times, UPD may contact LPD to assist with some investigations.

Internal Cooperation

Internally, the following officials are designated as others who have “significant responsibility for student and campus activities” pursuant to the provisions of the Crime Awareness Act:

- Vice President for Student Success
- Athletics Director and Coaches
- Associate Vice President for Student Affairs
- Director of Housing and Residence Life
- Director of Student Health Services.

These individuals and their assistants, who also urge all persons to promptly report all crimes and incidents to UPD, are charged with the responsibility of reporting to UPD any crimes covered by

the Act reported to them that they believe have not been previously reported to University Police or local authorities.

Department	Phone number	Location
Vice President for Student Success	956-326-2278	Zaffirini Student Success Building room 224 D
Associate VP for Student Affairs	956-326-2284	Student Center room 226 A
Student Health Services	956-326-2235	Student Center room 125
HR Director (Title IX Coordinator)	956-326-2361	Killam Library room 158
Athletic Director	956-326-2890	Kinesiology Convocation Building room 107 B
Director of Housing and Resident Life	956-326-1303	Residential Learning Community Clubhouse

Others Who Have “Significant Responsibility for Student and Campus Activities” Reports

Occasionally, there are reportable crimes addressed or reported to others who have “significant responsibility for student and campus activities,” other than Police personnel. The reports represent descriptions of events provided to civilian employees of the institution not skilled in criminal investigation or crime classification. Since UPD officers do not have an opportunity to interview the reporting party (ies), the crime classification provided in this section of the report cannot be verified as accurate. Incidents reported to others who have “significant responsibility for student and campus activities” and not reported to UPD for the last three calendar years are as follows.

Reported to Campus Security Authorities

Reported to others who have “significant responsibility for student and campus activities”	2011	2012	2013
Vice President for Student Success	0	0	0
Director of Student Affairs	0	0	0
Director of Athletics	0	0	0
Director of Housing and Residence Life	0	0	0
Director of Student Health Services	0	0	0
Casa Ortiz, 915 Zaragoza (Non campus)	0	0	0
Organizational advisors	0	0	0

Reported to TAMIU Police Department 2013

Category of Crimes	On Campus			Non Campus			Public Property			Residential Facilities on Campus		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Murder Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	1	0	0	0	0	0	0	0	0	1	0
Motor Vehicle Theft	0	2	2	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary Total	4	3	3	0	0	0	0	0	0	3	1	3
Forcible Burglary	0	1	3	0	0	0	0	0	0	0	1	3
Non Forcible Burglary	4	2	0	0	0	0	0	0	0	3	0	0
Forcible Sex Offenses	1	1	2	0	0	0	0	0	0	1	1	1
Non Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Arrests Liquor Law	0	1	12	0	0	0	0	0	0	0	0	11
Arrests: Drug Violation	0	7	5	0	0	0	0	0	0	0	6	1
Judicial Referral Drug Violations	0	1	0	0	0	0	0	0	0	0	1	0
Judicial Referral Liquor Law	0	3	0	0	0	0	0	0	0	0	0	0
Arrests Illegal Weapons carry Possessing etc...	0	0	0	0	0	0	0	0	0	0	0	0
Judicial Referral for Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	N/A	N/A	1	N/A	N/A	0	N/A	N/A	0	N/A	N/A	1
Dating Violence	N/A	N/A	1	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Stalking	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

There were no Hate Crimes Reported during the 2011, 2012 and 2013 Calendar Year.

Crimes Reported to the LPD (5201 University Blvd on campus)

Category of Crimes	On Campus			Non Campus			Public Property			Residential Facilities on Campus		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Murder Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary Total	0	0	0	0	0	0	0	0	0	1	0	0
Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Dating Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Stalking	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

Crimes Reported to LPD 915 Zaragoza (non-campus) 2012

Category of Crimes	On Campus			Non Campus			Public Property			Residential Facilities on Campus		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Murder Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary Total	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Dating Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Stalking	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

Crimes Reported to the Webb County Sheriff's Department 5201 University Blvd (On Campus) 2012

Category of Crimes	On Campus			Non Campus			Public Property			Residential Facilities on Campus		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Murder Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary Total	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Dating Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Stalking	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

Crimes Reported to the Webb County Sheriff's Department 915 Zaragoza (Non Campus) 2012

Category of Crimes	On Campus			Non Campus			Public Property			Residential Facilities on Campus		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Murder Non negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary Total	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Dating Violence	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0
Stalking	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

Texas A&M International University
Annual Fire Safety Report on Student Housing
Higher Education Campus Fire Safety Standards and Measures



Annual Fire Safety Report
Calendar Year 2013

Compiled by the Office of Housing & Residence Life

Table of Contents

About Texas A&M International University	63
Emergency and Other Important Information	64
Definitions	65
On-Campus Student Housing Information	66
On-Campus Student Housing Facilities - Fire Safety Systems	66
Fire Statistics	67
Fire Safety Policies & Procedures	67
Fire Drills	70
Fire Safety Education and Training Programs	71
Fire Safety Inspection Program	71
Plans for Future Improvement	72
Report Contact Information	73

TEXAS A&M INTERNATIONAL UNIVERSITY

Texas A&M International University Housing and Residence life is operated under American Campus Communities. American Campus Communities is the nation's largest developer, owner and manager of high-quality student housing communities.

PROPERTY PROFILE

A. **GEOGRAPHIC LOCATION** – TAMIU is located in the border region of south-central Texas. Topography of this region is rolling hills and prairie. In winter, this region receives much of its rain; on occasion this area may experience sleet and icing. While most of the possible tornado activity occurs in the spring, heavy storms and high winds/low pressure centers have developed in other times of the year. In summertime, especially during a “dry” year, this area may be prone for small to moderate grass fires.

B. As in nearly all areas of the country, warning system information is relayed to the public by radio and television.

C. **IMMEDIATE ENVIRONMENT** - University Village and the Residential Learning Community are located on the TAMIU campus near the junction of State Highway Loop 20 and US 59. The Office of Housing & Residence Life serves the needs of Texas A&M International University housing close to 700 students. There are NO approved shelters on the TAMIU Campus.

D. **ABOUT THE UNIVERSITY** - A Member of The Texas A&M University System, TAMIU is committed to the preparation of students for leadership roles in their chosen profession in an increasingly complex, culturally-diverse state, national and global society.

The University provides over 7500 students with a learning environment anchored by the highest quality programs built on a solid academic foundation in the arts and sciences. To fulfill its mission, the University offers a range of baccalaureate and masters programs and the Doctor of Philosophy degree in International Business. Programs focus on developing undergraduate and graduate offerings with a progressive international agenda for global study and understanding across all disciplines.

EMERGENCY AND OTHER IMPORTANT INFORMATION

REPORTING EMERGENCY:

On campus phones - Police/Fire/Medical 2911

Off campus or cellular phones – 911

Non-Emergencies/General

University Police Department – 956-326-2100

Environmental Health & Safety – 956-326-2325

OTHER IMPORTANT TELEPHONE NUMBERS:

Housing & Residence Life – 956-326-1300

956-326-3210

Physical Plant – 956-326-2325

Fire Department – 911

REPORT

This report is developed as a requirement of the Higher Education Opportunity Act (Public Law 110-315).

Fire Log information/location

Texas A&M International University maintains a fire log available to the public online at <http://www.tamui.edu/adminis/police/FireLog2013.shtml>

If you have questions regarding the log wish to speak with someone personally you may by contacting the University Police Department, custodian of the record. University Police Department offices are located in Killam Library Rm #005 or by telephone at (956) 326-2100.

DEFINITIONS

(Source: Department of Education)

Cause of fire: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.

Fire-related death: Any instance in which a person—

(1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or

(2) Dies within one year of injuries sustained as a result of the fire.

Fire safety system: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of property damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

ON-CAMPUS STUDENT HOUSING INFORMATION

PHYSICAL SIZE AND CONSTRUCTION - The buildings that comprise the University Village community are four (4) three (3) story brick veneer structures with a single story Community Center. The property is classified as an apartment development. The buildings that comprise the Residential Learning Community include four (4) three (3) story traditional residence halls, a single story Community Center and a single story maintenance shop, all buildings are stucco with traditional wood soffits. Each Community Center houses a demonstration kitchen, swimming pool/spa, office space and recreational facilities.

All buildings that make up University Village and the Residential Learning Community are trimmed with a variety of combustible finishing materials including pine wood, cedar wood and masonite-type siding. All unit interiors are sheet-rock walls on concrete or gypsum-based concrete floors (second and third floor units).

On-Campus Student Housing Facilities - Fire Safety Systems

University Village, 4907 University Blvd. Laredo, TX 78041. All residential buildings are equipped with the following safety features: full coverage central sprinkler system in each unit, multiple integrated smoke detectors, range ventilation hoods and GFI electrical outlets near sinks. Fire safety equipment in units for the hearing impaired also includes a high-pitched horn and flashing strobe. A centrally monitored universal fire alarm system exists and is integrated with the sprinkler system but, there are no resident pull stations. Units are equipped with fire extinguishers.

Residential Learning Community, 5281 University Blvd. Laredo, TX 78041. All residential buildings have a full coverage central sprinkler system and a centrally monitored fire alarm system; the systems are integrated and provide coverage for all spaces in the buildings. All rental units are equipped with the following safety features: integrated smoke detectors, and GFI electrical outlets near sinks. There are fire safety doors, fire alarm pull stations, and fire extinguishers located on each floor.

Facility	Fire Alarm Monitoring	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plan and Placards	Number of Evacuation (Fire) Drills per year
University Village 4907 University Blvd.	X	X	X	X	X	2
Residential Learning Community 5281 University Blvd.	X	X	X	X	X	2

CALENDAR YEAR 2013

University Village - 4907 University Blvd. Laredo, TX 78041

There were no fires reported for the 2013 period.

Residential Learning Community – 5281 University Blvd. Laredo, TX 78041

There were no fires reported for the 2013 period.

CALENDAR YEAR 2012

University Village - 4907 University Blvd. Laredo, TX 78041

There were no fires reported for the 2012 period.

Residential Learning Community – 5281 University Blvd. Laredo, TX 78041

There were no fires reported for the 2012 period.

CALENDAR YEAR 2011

University Village - 4907 University Blvd. Laredo, TX 78041

There were no fires reported for the 2011 period.

Residential Learning Community – 5281 University Blvd. Laredo, TX 78041

There were no fires reported for the 2011 period.

FIRE SAFETY POLICIES

POST-FIRE REPORTING PROCEDURES

After a fire, students or employees should report any information they have concerning the cause of the fire to:

University Police Department- Police Dispatchers at 956-326-2100.

Office of Housing and Residence Life –Director of Housing and Residence Life or designee at 956-326-1300.

FIRE EQUIPMENT

Residents who tamper with fire equipment are subject to disciplinary action, possible prosecution, possible eviction and a possible fine.

- Tampering with smoke detectors is strictly prohibited.
- Tampering with fire alarms is strictly prohibited.
- Tampering with fire hoses/extinguishers is strictly prohibited.
- Tampering with sprinkler systems is strictly prohibited.

Tampering with any of the above, which results in a response from the local fire department, is in violation of state and local ordinances.

FIRE SAFETY – The greatest threat to any community is that of a fire. The sounding of a fire alarm should be taken seriously. In the event of an alarm, tenants are to vacate the premises immediately. University and Community staff will instruct tenants when they will be allowed to return to their rooms. Fire can produce deadly smoke, heat and toxins. Therefore, it is imperative that you take all attempts to prevent a fire from starting and to protect the lives of your roommates and yourself should a fire occur. To assist you we have installed various warning devices and a fire extinguisher in each unit.

A. SMOKE DETECTORS – Annually the Office of Housing & Residence Life will test the smoke detector(s) in the unit for proper operation and working batteries. Residents are advised to not render the smoke detector(s) inoperable or fail to keep working batteries installed and report to the housing office any malfunctioning or inoperable smoke detector(s).

B. FIRE EXTINGUISHERS – Fire extinguishers are inspected regularly and recertified by a fire safety company annually. Should it become necessary for the discharge of a fire extinguisher, residents must notify the housing office at (956) 326-1300, once the danger has passed, so that safety and risk management personnel can inspect the unit for damages and replace the discharged fire extinguisher(s). Should Housing & Residence Life discover that either a fire extinguisher has been discharged or the resident had a fire and did not report the event to the housing office, each resident of the unit will be fined \$250.00 for endangering the safety of others.

C. LIGHTING SOURCES & OPEN FLAMES – Residents may not use halogen lamps, candles, incense or any open flame in the unit. If the power goes out, use flashlights only. Do not store dangerous substances, flammable liquids and/or chemicals in or around your unit.

D. TAMPERING/ALTERING/FALSE ALARMS – Fire warning devices and safety equipment are to be used only in case of emergency. Warning devices or safety equipment are not to be rendered inoperable through vandalism, being disconnected from their primary power source or any other form of tampering. Tampering with smoke detectors may result in a fine of \$500.

E. BARBECUE GRILLS – Fire code prohibits storage or use of barbeque grills in or on any building, walkway, or stairway. Housing & Residence Life will dispose of grills found on the

premises. Community grills are available for residents only, Grills and grill area should be left clean for the use of others.

SMOKING PROHIBITED – Smoking is prohibited in all indoor areas of Community and its related environments. Residents may not smoke indoors or anywhere within 50 feet of any public building, sidewalk, entrance gate or commonly used amenity, other than a designated smoking area. During Health and Safety Inspections, if there is evidence of in-room/unit smoking (i.e. used ashtrays, ashes, or other implements related to smoking) a \$150.00 fine may be imposed. Students caught smoking inside any Community indoor space will face disciplinary sanctions and through the University judicial process, face the loss of student status.

- Smoking is prohibited inside at all times in all housing areas.
- Smoking is **NOT** permitted in resident rooms/units.
- Smoking is permitted only on the sidewalks of the housing facilities and no closer than 50 feet from the nearest window or door.
- If a resident or staff member asks you to move further away from their apartment due to unwanted smoke entering through an open door or window, you must abide by their request.

APPLIANCES

Residents may bring personal items to campus for use in their rooms, provided that such items do not endanger resident safety, restrict reasonable freedom of movement with a room's shared living space, and do not violate policy guidelines. All appliances must have the Underwriter's Laboratory (UL) approval. If any prohibited items are found, they will be confiscated. Any items that are confiscated will be held in the Community Office until the next break period.

- Refrigerator capacities cannot exceed 5 amps, and may be no larger than 3 feet in height. Please note; a mini-fridge is provided to all residents of the RLC and a full size refrigerator to residents of University Village
- Small microwave ovens (900 watts or less) are permitted in resident rooms. Please note; a microwave is provided to all residents as part of the appliance package
- For Fire Safety reasons appliances with open heating elements (i.e., hot plates, toasters, toaster ovens, electric skillets, indoor grills, etc.) may not be used in RLC resident rooms.
- Residents of University Village may have toasters and other common small kitchen appliances.
- Halogen lamps are strictly prohibited.

Other items, because they constitute a fire hazard

- Live-cut Christmas trees
- Decorations that obstruct the sprinklers or smoke detectors
- Electrical Power Strips and Extension Cords that do not have integrated circuit breakers
- Fireworks/Explosives/Hazardous Materials

Student Housing Fire Evacuation Procedures

If a fire alarm is sounded, do the following:

STUDENTS

1. REMAIN CALM
2. GET OUT OF THE BUILDING.
3. GET OUT OF THE BUILDING!
4. A. Residential Learning Community
Report to your building's gathering location
Sanchez Hall: Parking lot area across the street from the facility.

Cabeza de Vaca Hall: North end of Basketball Court (inside cage)

Champlain Hall: South end of Basketball Court (inside cage)

Balboa Hall: Parking lot area SOUTH of the Observatory
(side closest to the athletic fields)
- B. University Village
Report your building's gathering location
ALL UV BUILDINGS evacuate to the parking lot directly east of University Village.

EMPLOYEES

1. REMAIN CALM
2. Direct/Assist students to an appropriate exit and GET RESIDENTS OUT OF THE BUILDINGS.
3. GET YOURSELF OUT OF THE BUILDING!
4. A. Residential Learning Community
Report to your building's gathering location
Sanchez Hall: Parking lot area across the street from the facility.

Cabeza de Vaca Hall: North end of Basketball Court (inside cage)

Champlain Hall: South end of Basketball Court (inside cage)

Balboa Hall: Parking lot area SOUTH of the Early College High School
(side closest to the athletic fields)
- C. University Village
Report your building's gathering location
ALL UV BUILDINGS evacuate to the parking lot directly east of University Village.

FIRE DRILLS:

The Office of Housing & Residence Life conducted announced fire drills in March and October 2013, at each facility, one of which coincided with the annual certification of the fire alarm system.

FIRE SAFETY EDUCATION AND TRAINING PROGRAMS

Fire safety education programs for all students living in on-campus student housing and all employees that have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the university's fire safety policies. During programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities rooms are noted by the housing office and are given the option to have a "buddy" assigned to them. Fire safety education and training programs are taught by the Environmental Health and Safety Office as well as the director of housing who is experienced in fire safety matters.

If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 for help. They are to remain in that location so that the director of housing or someone from the Office of Housing & Residence Life has documented that the student has left the building. RAs are instructed to pull the fire alarm as they are leaving the building if they can do so without risking their safety.

FIRE SAFETY INSPECTION PROGRAM

Texas A&M International University conducts several levels of fire and life safety inspections in all of our residence hall and apartment facilities. Inspections are generally conducted on a semester basis with the University Physical Plant in addition to the semester and monthly health and safety inspections conducted by the department. During the University Physical Plant conducts inspections of fire safety equipment in compliance with the requirements of the National Fire Protection Association.

In May 2012 the residential facilities were inspected by the State Fire Marshal and no deficiencies were found. The next state inspection is slated for April 2014.

Monthly Inspections – Each month, housing staff conduct egress area fire safety inspections. These areas include corridors, stairways, and exit paths.

Pre-Occupancy Inspections – Prior to occupancy of each fall, spring and summer semester, a more in-depth inspection is conducted. These inspections include all common areas, mechanical, electrical, and custodial areas within each building as well as exit paths outside of the facilities.

Annual Inspections – Once each calendar year, a complete fire and life safety inspection is conducted under the oversight of the TAMIU Risk Management Department

Fall Room Inspections – Health and Safety inspections are conducted fire and life safety inspections of all campus residences during the Fall Semester. The intent of these inspections is

to increase the level of safety and safety awareness for all occupants of the residences. These inspections include resident rooms and staff offices as well as mechanical and common areas.

Inspections will be conducted in the presence of a staff member. Advance notification of all inspections will be provided to hall staff. Safety practices in general and the Fire/Life safety rules found in the rules section will be the primary focus of the inspection. These inspections will look for such items as:

Electrical: Use of extension cords, cover plate missing/damaged, electrical wiring frayed/damaged/crimped, multi adapter without breaker in use, prohibited/ unapproved appliances

Fire Alarm Equipment: smoke detector obstructed (min. 24" clearance), smoke detector damaged

Ignition Sources/Combustible Products: candles/incense being present in the room, flammable liquids in the room, combustible materials near electrical source, and excessive fire load in the room

Emergency Planning: absence of the evacuation plan on the back of the room door, window/door obstructed

Miscellaneous: poor housekeeping, floor/wall/ceiling penetrations, and the door closure missing/damaged

Plans for Future Improvements in Fire Safety

The University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment process.

REPORT CONTACT INFORMATION

For purposes of including fire statistics in the annual fire safety report, employees and students should report all instances that a fire occurred in on-campus student housing to the individuals listed below. These individuals also can provide additional information about this report.

Captain Thomas S. Smith Jr.
University Police Department – Clery Act Compliance
thomas@tamiu.edu
956-326-2102

Trevor C. Liddle
Director, Housing & Residence Life
Office of Housing & Residence Life
tliddle@tamiu.edu

956-326-1300

Adrian Dominguez
Safety & Risk Manager,
Office of Environmental Health and Safety
adrian.dominguez@tamiu.edu

956-326-2756