Annual Security and Fire Safety Report

The University of Texas at El Paso

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime

The "Jeanne Clery Act" is named in memory of 19-year-old Lehigh (PA) University freshman Jeanne Ann Clery (pictured above) who was raped and murdered while asleep in her residence hall room on April 5, 1986.

Prepared by The University of Texas at El Paso Police Department and the Environmental Health and Safety Department

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University of Texas at El Paso
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October 1, 2013

Introduction

The University of Texas at El Paso and the University Police Department place a high priority on campus safety and protection of assets in furtherance of a peaceful campus environment.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

Pursuant to 20 United States Code section 1092(f), the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act," and the Code of Federal Regulations (CFR) requires that each institution of higher education in the United States which participates in federal student aid programs must produce and distribute an annual report containing crime statistics and statements of security policy. Failure to provide required information or the inclusion of inaccurate information may result in fines up to $35,000 per violation imposed by the U.S. Department of Education (DOE).

The Campus Security Act - Legal Requirements

- Publish an annual report every year by October 1st that contains three (3) years worth of crime statistics and certain security policy statements, including sexual assault policies.
- Disclose crime statistics for the campus, unobstructed public areas immediately adjacent to or running through the campus, and certain non-campus facilities including Greek housing and remote classrooms. The statistics are gathered from university police, local law enforcement, and other University/College officials who are Campus Security Authorities. Such authorities are persons who have "***significant responsibility for students and campus activities".***

- Provide "timely warning" notices of those crimes that have occurred and pose an "ongoing threat to students and employees".
- Disclose in a public crime log any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department."

A written request for crime statistic information is made on an annual basis to all Campus Security Authorities and to all University Deans, Directors, and Department Heads.

A request is also made of the El Paso Police Department in order to gather crime statistics for adjacent public property. Adjacent public property is described as the sidewalks and streets as well as any public property directly across from the campus boundaries.

All of these crime statistics are gathered, compiled, and reported to the University community via this report.

➢ New major change in Texas Law concerning "False Reports"

A person commits an offense under Section 42.06, Texas Penal Code, if he knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he knows is false or baseless and that would ordinarily: (1) cause action by an official or volunteer agency organized to deal with emergencies; (2) place a person in fear of imminent serious bodily injury; or (3) prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.

The offense under Section 42.06, Texas Penal Code, of making such a false alarm or report involving a public or private institution of higher education is a state jail felony.

An individual adjudged guilty of a state jail felony shall be punished by confinement in a state jail for any term of not more than two years or less than 180 days and, in addition to confinement, an individual adjudged guilty of a state jail felony may be punished by a fine not to exceed $10,000.

The Clery crime statistics tables for 2013

UTEP Clery Crime Statistics 2013

This chart includes offenses that were reported to the University of Texas Police (UTEP PD), El Paso Police Department, and other College officials who have significant responsibilities for student and campus activities. The statistics are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and the relevant federal law (the Clery Act). ***It should be noted that the Clery Crime Statistics will not always match UCR statistics due to different definitions.***

Total Crimes Reported For:	Crimes on Campus or in Residential Halls						Non- Campus Buildings or Property			Adjacent Public Property		
(includes attempts)	2012		2011		2010		2012	2011	2010	2012	2011	2010
Offense Type	Total Campus	*Residential Facilities*	Total Campus	*Residential Facilities*	Total Campus	*Residential Facilities*						
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
Forcible Sex Offenses	9*	*2*	5	*2*	0	*0*	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	*0*	0	*0*	0	*0*	0	0	0	0	0	0
Robbery	0	*0*	1	*0*	3	*0*	0	0	0	0	0	2
Aggravated Assault	5	*4*	3	*1*	8	*0*	0	0	0	0	0	0
Burglary	28	*5*	28	*2*	72	*10*	0	2	0	0	0	0
Arson	0	*0*	0	*0*	1	*1*	0	0	0	0	0	0
Motor Vehicle Theft	2	*0*	21	*0*	6	*0*	0	0	0	0	1	1
Hate Crimes (by prejudices)	There were no reported hate crimes in any category for the years 2012, 2011, and 2010.											

Crimes reported in the *Residential Facilities* are included as a subset of crimes in the Total Campus category.

* Seven (7) of the nine (9) total cases of "forcible sex offenses" for 2012 fell under the definition of *forcible fondling.* Forcible fondling is defined on page 22 of the report.

UTEP Clery Crime Statistics 2013

Number of Arrests / Student Judicial Referrals for Select Offenses

	On Campus or at UTEP Residential areas						Non-Campus Property			Adjacent Public Property		
Offense Type	2012		2011		2010		2012	2011	2010	2012	2011	2010
	Total Campus	*Residential Facilities*	**Total Campus**	*Residential Facilities*	**Total Campus**	*Residential Facilities*						
Liquor Law Violations												
Arrest	**8**	*3*	**9**	*5*	**42**	*11*	0	0	0	0	0	0
Referral	**2**	*0*	**1**	*1*	**1**	*1*	0	0	0	0	0	0
Drug Law Violations												
Arrest	**18**	*14*	**9**	*7*	**8**	*6*	0	0	0	8	2	6
Referral	**4**	*4*	**5**	*5*	**7**	*7*	0	0	0	0	0	0
Weapons Law Violations												
Arrest	**1**	*0*	**0**	*0*	**2**	*1*	0	0	0	0	0	0
Referral	**1**	*1*	**1**	*1*	**0**	*0*	0	0	0	0	0	0

Crimes and any arrests/referrals reported in the *Residential Facilities* are included as a subset of crimes and arrests/referrals in the Total Campus category.

The term "non-campus property" includes the areas off the main campus owned or controlled by the institution, used in relation to educational purposes, and frequently used by students.

"Adjacent Public Property" includes thoroughfares, streets, sidewalks, and parking facilities that are within the campus or immediately adjacent to and accessible from the campus. (Public areas that border the campus) These incidents/arrests occurred on public property adjacent to campus. For example, if an El Paso PD officer stops a vehicle on a street adjacent to campus and makes an arrest for drugs that would count as a statistic for a drug law violation and would be recorded in these columns.

If you have any questions about the crime statistics or safety issues on campus, please don't hesitate to contact the UTEP Police Dept. at (915) 747-5611.

THE LATEST CAMPUS SAFETY DISCLOSURE RESPONSIBILITIES

Required by the Higher Education Opportunity Act (*Public Law: 110-315*). The Higher Education Opportunity Act (HEOA) specified **new** campus safety requirements in the following areas that went into effect as of 2010.

- Hate crime reporting
- Emergency response and evacuation procedures
- Relationship between the University Police and local/state law enforcement
- Missing student notification and fire safety issues required of any institution that maintains an on-campus student housing facility.

An on-campus student housing facility is defined as any dormitory or other resident facility for students that is located on an institution's campus even if the building is owned or maintained by a student organization or another party

New campus safety requirements will also be in place for next year's report due in 2014.

This publication, in keeping with the requirements of the Clery Act, is designed to aid in the cooperative effort of providing the public with specific information on campus asset protection, security, and crime statistics for the most recent three-year period, alcohol and drug use, crime prevention, police operations and authority, policies relating to reporting crime and campus disciplinary procedures.

Each year, mass e-mail notification is made to all employees and enrolled students regarding the availability of the Annual Security Report. A printed copy of this report may be obtained by writing or calling the UTEP Police Department and requesting it. You may also request it in person at the UTEP Police administrative offices during normal business hours, Monday - Friday.

UTEP Police Department, 3118 Sun Bowl Dr. El Paso, Texas 79968. (915) 747-5611

CAMPUS SECURITY

Facilities Security

Many campus buildings and facilities are accessible to members of the campus community, guests and visitors Monday through Friday during normal business hours. After hours, weekends and holidays, all outside doors are locked to protect persons and property. After-hour users may be questioned by University Police and should carry appropriate identification at all times.

- ***University Housing*** – UTEP operates two on campus housing areas for students. Security access gates are located throughout the complex. Guests are required to be escorted by a resident and must be prepared to show identification at all times. Students are encouraged to keep their doors locked for their own personal safety. The individual apartments have a mechanical lock in which a key is utilized to lock the exterior door. When students lock themselves out of their assigned apartment, Resident Life Assistants may be contacted. UTEP Police Officers and Public Safety Officers do not unlock doors in student housing except in case of a serious emergency. Residents are encouraged to report all suspicious persons to the Residence Life staff or the UTEP Police Department. For more information regarding on-campus housing, call the **Department of Residence Life** at **(915) 747-5352.**

- ***Campbell Building – 1101 N. Campbell*** - A Public Safety Officer is assigned to this facility Monday through Friday. After hours the facility is protected by police patrols and a security alarm system monitored by the UTEP Police Department. The building is accessible after hours to Faculty, Staff, and Students that have been granted such access through the issuance of keys or the identi-pass swipe card system.

Visitors

Visitors to campus are welcome and are expected to adhere to campus rules, regulations, and policies. Visitors are encouraged to visit the UTEP Police Department located at 3118 Sun Bowl Drive for information on university regulations. The University reserves the right to restrict access of any person who does not adhere to University policies and procedures. ANY person may be required, upon request by Campus Security Authorities, to present identification while on campus.

Employees and Students

Employees and students are required to have their UTEP ID card in their possession at all times and to present it upon request by any University Official, per The University of Texas System Rules and Regulations of the Board of Regents, Rule

80101, Section 3. The UTEP ID card can be obtained through the Miner Gold Card Office at the Mike Loya Academic Services Building, room 116.

Maintenance

University facilities, lighting, and landscaping are maintained to promote campus safety. The University also provides emergency "Blue Light" phones installed throughout the campus. University Police Officers regularly test the emergency phones and submit work orders for those in need of repair. Officers also routinely report the need for replacement lights and any other physical hazard to Facilities Services for maintenance or repair. Malfunctioning lights and other unsafe conditions are reported to Facilities Services for repair or correction on a daily basis. Emergency Phone problems are reported to the Information Technology (IT) Department for repair on a daily basis. Any student, faculty, staff, or visitor who observes a possible unsafe condition is encouraged to notify UTEP Police for further attention to the problem by calling 747-5611.

Students who reside in the Residential Facilities on campus should report maintenance issues to the Department of Residence Life at 747-5352.

Crime Prevention and Education Programs

The UTEP Police Department conducts crime prevention and information sessions at each scheduled student/parent orientation meeting. Prospective students and parents are encouraged to ask questions of a safety and security nature, and are informed of the method to receive the Annual Security Report on-line or in person. Upon invitation, the department provides crime prevention programming to student organizations and faculty/staff gatherings. Officers are encouraged to make unscheduled "crime prevention contacts" with students and employees of UTEP during daily patrols. Programs and services are designed to promote safety on campus through prevention, intervention, mitigation and response. The University provides several programs and services including:

- University Counseling Center (UCC): assists in determining referral sources and provides confidential counseling services by qualified mental health care professionals free of charge to registered students. The University Counseling Center is located in Union West, room 202. Phone (915) 747-5302.

- Women's Resource Center (WRC): provides referrals to on-campus and off-campus resources that can assist women in crisis. The WRC also facilitates

activities such as Health Fairs, Take Back the Night, Love Your Body Week and the Clothesline Project. The WRC is located in Union West, Room 112. Phone (915) 747-5291.

- Employee Assistance Program (EAP): Counseling and assistance services for any part-time and full-time University employee on a broad array of topics issues. Phone 1-866-251-4701 or visit www.utadvantage.org . The password is "UTEP".

- Personal Safety Escorts: University Police provide students, staff and faculty safe rides to their vehicle on campus 7 days a week, 24 hrs a day. Call (915) 747-5611 or use any campus yellow emergency phone to request this free service.

- Patrol Walk-bys: Upon request, UTEP police will conduct periodic safety checks of the work or study area. Patrol Walk-Bys are typically requested during non-business hours by students, staff and faculty members who are engaged in after-hours activities in a work or study area or office. To request a Patrol Walk-by call (915) 747-5611.

- Sexual Assault Awareness: Awareness, education and prevention information is available through the Women's Resource Center (WRC) and the UTEP Police Department.

- Bike Registration: Increases the probability of recovery should the bicycle be lost or stolen. To register a bike through the UTEP Police Bicycle Registration Program call (915) 747-5611.

- Motorist Assistance: UTEP Police are available to assist motorists on campus who experience vehicle trouble such as dead batteries or lack of gasoline. To request assistance please call (915) 747-5611.

- New Student Orientation Programs: Information pertaining to safety and asset protection are provided at freshman, transfer and graduate student orientation sessions.

- New Staff and Faculty Orientation Programs: Information pertaining to safety and asset protection are provided at staff and faculty and new employee orientation sessions.

- Alcohol Awareness Week: A yearly program focused on prevention efforts associated with alcohol and other substance abuse sponsored by the Office of Student Life

- Crime prevention and personal safety: Presentations and information on topics such as Identity Theft, personal safety, sexual assault education and prevention, automobile theft and home safety are conducted throughout the year.

- Asset Protection Surveys: The identification of vulnerabilities to include recommendations to protect persons, campus assets, facilities and buildings. To request a free Asset Protection Survey, call UTEP Police at 747-5611.

- Putting the Pieces Together: A presentation designed to provide planning, prevention, mitigation, and response information to address an act of aggression on campus. (Workplace violence) Contact the Office of Student Life by calling (915) 747-5648 to schedule this free program.

The University has instituted security services and procedures. **However, the personal safety of individuals who are on campus remains an individual responsibility.** Failure to take precautions or maintain awareness of one's environment and surroundings may result in increased risk. University Police continue to develop and implement asset protection and safety measures. The success of these measures is based on active involvement and participation by faculty, staff, students and visitors.

Crime prevention is a tool utilized to encourage students, faculty and staff to be aware of ways to reduce their chances of becoming victims of crime. Crime prevention brochures and other printed materials are presented during each registration period, and are available at the UTEP Police Department. While it is impossible to prevent all crime, awareness is the key to prevent crime. The UTEP Police Department offers the following free crime prevention programs and services:

Directed Patrol

An ongoing program known as "directed patrol" and "park and walks" are made at irregular intervals during each shift. A "directed patrol" is a walk through all building where Police Officers or Public Safety Officers look for, or are alerted to suspicious activities. A "park and walk" involves Public Safety Officers and Police Officers parking their patrol vehicle and conducting foot patrols of selected areas of the

campus. All these types of patrols are documented in the UTEP PD Telecommunications Center.

Public Safety Escort Program

There are times when people feel the need for a little extra security. This could be due to a personal issue or other security concern. The UTEP Police Department will provide safety escorts to all locations on campus 24 hours a day. Police Officers and Public Safety Officers provide this service. Students may request a Safety Escort by calling the UTEP Police Department at (915) 747-5611 or by using one of the "Blue-Light" emergency phones on campus or the emergency phones located in various hallways and elevators of buildings.

Operation ID

This is an on-going program that involves engraving a driver's license or student identification number on valuable items of personal property. Engravers are available at the UTEP Police Department located at 3118 Sun Bowl Drive. Please contact ahead to check on availability at (915)747-6635 or (915)747-6338.

Lost and Found

Each year University Police receive large numbers of unclaimed books and other personal property. Property turned into University Police is logged and stored in a secure location. Every possible attempt will be made to return property to the legal owner *if the owner can be identified.*

Security Alarm System

An electronic security alarm system is located at the UTEP Police Telecommunications Center and is monitored by the Telecommunications Section of the department. This alarm system provides a comprehensive network of fire, intrusion detection and duress alarms for various campus buildings.

Monitoring of Off-Campus Activities

When a UTEP student is involved in an off-campus incident, UTEP Police officers may assist with the investigation in cooperation with local, state, or federal law enforcement. The El Paso Police Department routinely works and communicates with the UTEP Police Department on any serious incidents occurring in the

immediate neighborhood and business areas surrounding the campus. Many students live in the neighborhoods surrounding UTEP. The El Paso Police Department has primary jurisdiction in all areas off campus, and will respond to all incidents in this area. UTEP Police Officers may assist with major crimes and incidents near campus when viable. UTEP PD has direct communications (enhanced 911) with the El Paso Police Department, El Paso Fire Department and Fire Medical Services to facilitate rapid response in an emergency.

Authority and Jurisdiction of the University Police

Law Enforcement Authority

University of Texas System Police Officers are licensed as peace officers by the Texas Commission on Law Enforcement (TCOLE). UT Police Officers are sworn law enforcement officers commissioned under the provisions of the Texas Education Code, section 51.203, and the Texas Code of Criminal Procedures, Article 2.12. Officers are vested with all the powers, privileges, and immunities of peace officers while within the jurisdiction of the University of Texas System or otherwise in the performance of their assigned duties.

The UTEP Police Department also employs uniformed Public Safety Officers (PSO) who provide parking enforcement, asset protection services, and support for special events. PSO's do not have arrest authority except as provided for citizens as outlined by the Texas Code of Criminal Procedure.

The UTEP Police Department is responsible to enforce local, state, and federal laws, UT System Regents Rules and Regulations and the UTEP Handbook of Operating Procedures. UTEP Police officers carry firearms, arrest violators, and make referrals to the UTEP student judicial system for sanctions.

Criminal violations are processed through the El Paso County District Attorney's Office, El Paso County Attorney's Office, or federal criminal justice system. Officers may also issue court appearance traffic and class c misdemeanor citations through the El Paso County Justice of the Peace courts.

Municipal Law Enforcement Jurisdiction

The University of Texas at El Paso lays within the city limits of El Paso, Texas, a community of over 640,000 people occupying 248 square miles. For 2013, 2012, 2011, and 2010 (4 years) El Paso has been named the safest large city (cities of 500,000 or more) in the United States based on crime statistics! (*Source- CQ Press city crime rankings*)

The UTEP Police Department works in close partnership with the El Paso Police Department, the El Paso County Sheriff's Office, the Texas Department of Public Safety, District Attorney's office, and all federal law enforcement agencies. There are no Memorandums of Understanding currently in place with other agencies. Other agencies have jurisdiction (arrest authority) on campus because UTEP is within the boundaries of the City and County of El Paso. Jurisdiction for the University of Texas System Police (all UT institutions) is set out in state statute (Education Code 51.203a).

The primary jurisdiction of peace officers commissioned by the University of Texas System Police includes all counties in which property is owned, leased, rented, or otherwise under the control of the University of Texas System. With such statutory authority, no memorandums of understanding are needed for University of Texas Police officers to act in a law enforcement capacity off campus as needed.

Reporting Crime

Procedures for Reporting Crimes and Other Emergencies

All University community members and guests of the University are encouraged to report emergencies and suspected criminal activity such as, but not limited to; suspicious activity or behaviors, health emergencies, fires, crime and violations of University policies and procedures to the UTEP Police in person at 3118 Sun Bowl Dr. by dialing 911 or by calling UTEP Police at (915) 747-5611.

The University provides several methods to report an emergency, request assistance, or to report suspicious behavior. Conspicuously placed on campus parking areas are "Blue Light" Emergency Call Boxes. These phones are activated by opening the box and lifting the phone from the receiver. Buildings are equipped with yellow emergency call boxes placed at strategic locations and activated by the push of a button. Elevators are equipped with emergency phones which are activated by picking up the phone receiver. These university systems place the caller in direct communication with the University Police Department.

The UTEP Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the UTEP Police Department cannot hold reports of crime in confidence. Confidential or anonymous reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other UTEP campus security authorities, as identified below. The University provides a process for voluntary, confidential reporting of crime. Victims may report criminal offenses in confidence to the Office of Student Conduct and Conflict Resolution, University Counseling, and the Women's Resource Center.

Violations of law are referred to law enforcement agencies. Community members are encouraged to report all crimes, to include off campus incidents. The UTEP Police Department assists community members in the reporting of off campus incidents to the appropriate law enforcement agency. Local law enforcement agency phone numbers are provided in the Helpful Phone Numbers section (pp 46-47)

Reporting Crimes to Other Campus Security Authorities

Who Are Campus Security Authorities?

The Clery Act also mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to campus security authorities. Campus security authorities include the following:

- A member of a campus police department or a campus security department of an institution. A member of a private "event staffing" company working on campus under contract.
- Any individual or individuals who have responsibility for campus security, but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, such as:
    - **Vice President for Student Affairs – *301 Union East***
    - **Office of Student Life: Deans and Assistant Deans – *102 Union West***
    - **Director of Residence Life – *Miner Village, Summit Hall***
    - **Athletic Director(s), all Head and Assistant Coaches for all areas in the Athletic Department – *Brumbelow Building***
    - **Student Judicial Affairs Officer - *303 Union East***

The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many people, students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

Examples of individuals who **DO NOT** meet the criteria for being campus security authorities include a faculty member who does not have any responsibility for student and campus activity beyond the classroom, clerical staff, custodians and maintenance personnel and cafeteria staff. A pastoral or professional counselor on campus does not have significant responsibility for student and campus activity and are exempt from reporting crimes to the campus police. A physician in a campus health center or a counselor in a counseling center whose only responsibility is to provide care to students is unlikely to have significant responsibility for student and campus activity.

All campus officials, counselors, faculty and staff are encouraged to report all crimes even if not required to do so. Such officials should also encourage the victim of a crime to report the circumstances to the Police Department. The Police Department understands the confidential nature of certain campus officials and will respect the confidentiality of all information obtained for statistical reporting purposes. Only general information, such as general location, type of crime and date of crime, are needed to report crime statistics. Complete reporting by all university members will assist in providing a secure campus environment.

Responsibilities of Campus Security Authorities

Because of the law's complex reporting requirements, the most reasonable and effective way to manage the reporting is as follows: If Campus Security Authorities observe any crime listed below, or if any person reveals to a Campus Security Authority, in *good faith*, that he/she learned of or were the victim of, perpetrator of, or witness to any crime listed below, the Campus Security Authority must immediately notify the UTEP Police Department.

Crimes that should be reported are:

- Murder and non-negligent manslaughter
- Negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- All hate crimes that fall under the listed Clery reportable offenses listed above. (UCR index crimes)
- All liquor, drug, or weapons law violations

<u>Crime definitions can be found beginning on page 20 of this report</u>

Clery Act crimes reported to local municipal police will be included as long as the municipal police agency notifies the UTEP Police and the reported crime occurred in an area for which the institution is responsible. The University contacts the City of El Paso Police Department and makes a good faith effort to obtain information on reported Clery Act crimes.

Reporting Crimes Outside of the primary patrol jurisdiction of UTEP PD

The UTEP Police Department makes a good faith effort to stay informed of all criminal activity involving students at off-campus locations. Surrounding municipal agencies, state law enforcement agencies, and federal agencies do not routinely inform campus police about incidents where their officers contact UTEP students.

Timely Warnings - CRIME ALERTS

In order to keep the UTEP community informed about serious crimes and security issues, Timely Warnings may be issued in the form of a Crime Alert. Crime Alerts are issued on a case-by-case basis in a manner that will provide notification to the campus community about certain reportable criminal incidents that occur on or very near the campus. The institution must also believe the criminal incident poses a continuing threat to the community and the alert will aid in the prevention of similar crimes in the future. In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of University Police, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the UTEP e-mail system to students, faculty, and staff.

The timely warning will contain sufficient information about the nature of the threat to allow members of the campus community to take action to protect themselves, such as:

- A description of the incident including date/time and location where occurred
- Possible connection to previous incidents, if applicable
- Physical description of the suspect
- Composite drawing (or photograph)of the suspect, if available
- Date and time the warning was released
- Any other relevant and important information

The crimes that typically result in a Timely Warning are referred to herein as "Clery Act Crimes". These crimes, as defined by 34 CFR 668.46(b) (c), are listed below:

Criminal Homicide

(1) Murder and Non-Negligent Manslaughter
(2) Negligent Manslaughter

Forcible Sex Offenses

(1) Forcible Sexual Assault
(2) Forcible Sodomy
(3) Sexual Assault with an Object
(4) Forcible Fondling

Non-Forcible Sex Offenses

(1) Incest
(2) Statutory Rape

Robbery

Aggravated Assault

Burglary (this *does not* include burglary of a motor vehicle, which is considered a larceny/theft)

Motor Vehicle Theft

Arson

These crimes must have occurred within those areas of the campus that are specifically defined in 34 CFR668.46(a). These areas are broken down into four categories:

- On campus property
- Residential Facilities
- Non-campus Property
- Public property

* UTEP will not necessarily issue Timely Warnings for every Clery Act criminal incident that is reported since the specific incident may not pose a continuing threat to the community. Certain Clery Act crimes like motor vehicle theft, for example,

occur infrequently on the campus at random locations. Suspect information is often never provided or determined. This is also true of the El Paso area in general. Individuals should exercise due care and caution to avoid being victimized. Check out the crime prevention tips posted by the UTEP Police to deter these crimes.

CRIME ALERT (*Off Campus*)

UTEP may post a Crime Alert (*Off Campus*) for certain Clery Act crimes occurring outside the main patrol area of the UTEP PD, when timely notification is received by the UTEP PD and the offense is considered to represent a serious or continuing threat to the students and employees of UTEP due to the nature of the crime and/or proximity to the campus.

UTEP strongly believes in supporting the spirit of the Clery Act by informing the community about certain crimes that are reported in the areas immediately surrounding our campus; yet still outside the normal UTEP Police patrol area.

When are Timely Warnings issued?

In accordance with the published guidelines used to interpret 34 CFR 668.46(e), the decision to issue a Timely Warning is made on a case-by-case basis in light of all facts surrounding the crime, including factors such as the nature of the crime, the continuing danger to the community, and the possible risk of compromising law enforcement efforts. Neither the Clery Act nor the Department of Education defines "timely". The Department of Education has stated the warning should be issued as soon as the pertinent information is available.

UTEP will issue Timely Warnings without delay once reported information has been verified and the determination is made that an immediate threat to the community is evident. Furthermore, Timely Warnings may be issued for other offenses not covered by this regulation if a determination is made that the warning will aid in preventing similar offenses from occurring.

How are Timely Warnings Issued?

Dependent on the particular circumstances of the crime, the University Police Department may disseminate the information through e-mail to all students, faculty, and staff as well as post a notice on the campus wide electronic bulletin board, on the UTEP Police Web site, or provide additional information through the Office of University Communications. Anyone with information warranting a Timely Warning should report the circumstance to the University Police Department by phone (915) 747-5611 or in person at 3118 Sun Bowl Dr.

Crime Definitions:

- **Murder - Non-negligent Manslaughter**
  The killing of another person intentionally and with premeditation.

- **Negligent Manslaughter**
  The killing of one human being by another through gross negligence.

- **Robbery**
  The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

- **Aggravated Assault**
  An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

- **Burglary**
  The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

- **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 joyriding.)

- **Weapon Law Violations:**
  The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

- **Drug Abuse Violations:**

These are violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, and codeine); marijuana; synthetic narcotics (Demerol, Methadone), and dangerous non-narcotic drugs (GHB, Rohypnol, and Ecstasy).

- **Liquor Law Violations**
  The violation of laws or ordinances prohibiting: manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; driving under the influence as a minor; maintaining unlawful drinking places; bootlegging; operating an illegal still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Public Intoxication and Driving While Intoxicated are Penal Code violations and are not included in this definition.)

- **Arson**
  Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Sex Offenses Definitions are derived from the National Incident-Based Reporting System (NIBRS)

Sex Offenses-Forcible

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. Forcible Rape - is the carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.

B. Forcible Sodomy - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the persons will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault With An Object - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will; where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

D. Forcible Fondling - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Non-forcible Unlawful, non-forcible sexual intercourse.

A. Incest-Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. Statutory Rape-Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Monitoring and Recording Criminal Activity

The UTEP Police Department tracks and records index crimes (as defined on page 16 of this report) occurring on campus and in those areas immediately contiguous to the main campus where many students live and frequently access. These crimes are categorized as:

• Non-campus buildings or property owned or controlled by student organizations that are recognized by the University.

• Non-campus buildings or property owned or controlled by the University that are used in direct support of, or in relation to, the University's educational purposes, are frequently used by students, and are not in the same reasonable contiguous geographic area of the University; and

• Public property including thoroughfares, streets, sidewalks, and parking facilities that are within the campus or immediately adjacent to and accessible from the campus. The jurisdiction of the UTEP Police department does not extend to public property contiguous to the campus; therefore the department has a limited role in investigating

criminal activity at these locations. The department's role is limited to information sharing, cooperation, and coordination with the investigating local law enforcement agency.

Public Crime Log

A crime log for all campus crime activity is maintained by the UTEP Police Department. The crime log contains the following information: nature of the crime, date and time crime occurred, date and time crime was reported, general location where the crime occurred, and case disposition. An online copy of the public crime log is available on the UTEP Police website at www.utep.edu/police. It is under the tab **"Crime /Incident & Fire logs"** This online log contains activity for the current month and also the most recent 60 day period (previous 2 month period). Any portion of the log that is older than 60 days will have to be requested and will be made available within two business days of the request. A hard copy of the log is also available for public inspection 24/7 in the lobby of the UTEP Police Station, 3118 Sun Bowl Drive.

Criminal Incidents within the Contiguous Area for Calendar Year 2012

The UTEP Police Department obtains crime statistics from the El Paso Police Department report system regarding the criminal incidents occurring within the contiguous area surrounding the campus. These are listed as adjacent public property crimes.

Hate Crimes (2012-2011-2010)

Reported by category of prejudice, any crime reported that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, or disability. There were no reported hate crimes in any category for the years 2012, 2011, and 2010.

Sex Offender Registry and Access to Related Information

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained.

It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

This act amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders and requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted.

State law requires persons convicted of or placed on deferred community supervision for certain offenses to register as sexual offenders. Offenders who committed "sexually violent" offenses (most contact offenses) must register for the remainder of their life, even after completing probation or parole. Others (some non-contact offenses) may quit registering ten years after completing their term of supervision. Others (some non-contact offenses) may cease registration ten years after completion of their term of supervision.

Registered sex offenders are required to inform the University when they become enrolled as students or become employed as staff/faculty or volunteering services on campus. To learn whether information of this nature has been provided to the University, contact the UTEP Police Department at 3118 Sun Bowl Drive, or call (915) 747-5611.

Information regarding sex offender registration files is available through the Texas Department of Public Safety website at:
https://records.txdps.state.tx.us/SexOffender/PublicSite/Application/Search/Results.aspx?SearchType=School&CampusId=1106

Alcohol

The University is dedicated to provide a healthy, comfortable, and productive environment for students, faculty, staff, and guests. All members of the University community are expected to maintain self-control. Conduct should be consistent with ideals of academic excellence, health, and responsible social behavior, including recognition of the rights of others.

It is also recognized that University of Texas of El Paso is a community of free and open inquiry in which adults are encouraged to make responsible decisions in their lives, including abstinence from or careful use of alcohol. The University recognizes the freedom of conscience that determines such issues, but cautions that such freedom does not imply license to violate the law or university policy.

Series 50000 of the Rules and Regulations of the Board of Regents of the University of Texas System provides for disciplinary action against any student who engages in conduct that is prohibited by state, federal, or local law. This includes those laws prohibiting the use, possession, or distribution of drugs.

The University may impose penalties for conduct related to the unlawful use, possession, or distribution of alcohol, which include disciplinary probation, payment for damage to or misappropriation of property, suspension of rights and privileges, suspension for a specified period of time, expulsion, community service, or such other penalty as may be deemed appropriate under the circumstances.

Texas State Law on Alcohol Possession and Consumption

All members of the University community should at all times be cognizant of and comply with state and local liquor laws. It is unlawful in the State of Texas for any person under the age of 21 to possess, purchase, or drink alcoholic beverages, except when with either a parent or adult spouse. Providing alcoholic beverages to minors other than where the law provides is prohibited. A violation of this policy subjects the offender(s) to internal disciplinary and/or law enforcement action, which may include a court appearance citation or arrest.

The University prohibits the possession and consumption of alcoholic beverages on campus, with the exception of certain special events such as official University receptions. For these exceptions, individuals possessing or consuming the alcoholic beverages must be 21 years of age or older. Kegs and other similar containers - including, but not limited to, 1/2 kegs, party balls, or pony kegs - are **not** permitted anywhere on campus. Exemptions to possession and consumption of alcoholic beverages on campus must receive written authorization from the University President's Office prior to the date of the event. The UTEP Police Department will be notified when an exemption has been granted.

Drugs

Every UTEP student shall be responsible for compliance with all local, state, and federal laws regarding controlled substances including, but not limited to, their use, sale, distribution, possession, or manufacture. Violations of any local, state, or federal law regarding controlled substances may subject the person to disciplinary proceedings by the Office of Student Conduct and Conflict Resolution without regard to any proceedings in local, state, or federal courts.

When the standards of conduct regarding illicit drugs are violated, sanctions may be imposed by the Office of Student Life. Possible sanctions include, but are not limited

to, assignment to community service, suspension, suspension of privileges, suspension for a specified amount of time, or expulsion. The University will impose a minimum disciplinary penalty of suspension for a specified period of time or suspension of rights and privileges, or both, for conduct related to the use, possession, or distribution of drugs that are prohibited by state, federal, or local law.

Sanctions upon conviction in the criminal court system for possession, distribution, or manufacture of controlled substances range from fines and probation to imprisonment. Amounts of fines, terms of probation, or years of imprisonment generally are contingent upon the circumstances and amounts of drugs in possession, sale, distribution, or manufacture.

UTEP enforces all state and federal laws that prohibit the possession or sale of illegal drugs or drug paraphernalia. In addition, the Rules and Regulations of the Board of Regents provide for suspension of students found guilty of possession of drugs on campus.

University Education Programs

The University Counseling Center works closely with the Office of Student Conduct and Conflict Resolution to assist those students who are at risk, or have violated the University's Drug and Alcohol policies.

The Counseling Center offers programs throughout the semester to groups upon request. The Center also offers referrals to outside assistance agencies which can provide further assistance to students, faculty, and staff.

For more information regarding the University Counseling Center and related programming, contact the Center at (915) 747-5302. The Center is located in the Union West Building Room 202. Other information can be obtained by visiting: http://studentaffairs.utep.edu/default.aspx?alias=studentaffairs.utep.edu/counsel

Another program is the "Individual Reflection Experience" (IRE). This allows the student to reflect on what they have done and the consequences they could face when involved in such behaviors under their control. They are taken through real life situations that could be the consequences they would face in dealing with wrong decisions or behavior. These include a tour of the county jail, volunteering at the homeless shelters, and giving a presentation to at risk teenagers, sharing their experiences and how they have overcome wrong decisions or behavior.

Additional information regarding Drug Free Schools and Campus Act/Penalties for Drug Offenses can be found at:

Office of Safe and Healthy Students
http://www2.ed.gov/about/offices/list/oese/oshs/index.html

UTEP Police Department on-line brochure on Alcohol and Drug Facts: http://admin.utep.edu/LinkClick.aspx?link=ALcohol+and+Drugs+-+Choices+and+consequences.pdf&tabid=37475&mid=129048

Sexual Assault Policy

UTEP is a community of trust whose very existence depends on adherence to standards of conduct. Student conduct that violates these standards is handled through the Office of Student Life. This includes cases involving sexual misconduct and/or sexual assault or attempted sexual assault.

WHAT CONSTITUTES SEXUAL ASSAULT?

Texas Penal Code § 22.011 states:

A person commits an offense if the person:

(1) intentionally or knowingly:

(A) Causes the penetration of the anus or sexual organ of another person by any means without that person's consent;
(B) Causes the penetration of the mouth or another person by the sexual organ of the actor, without hat person's consent; or
(C) Causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or

(2) Intentionally or knowingly:

(A) Causes the penetration of the anus or sexual organ of a child by any means;
(B) Causes the penetration of the mouth or a child by the sexual organ of the actor;
(C) Causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;

(D) Causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or

(E) Causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b)A sexual assault under Subsection (a) (1) is without the consent of the other person if:

(1) The actor compels the other person to submit or participate by the use of physical force or violence;

(2) The actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;

(3) The other person has not consented and the actor knows the other person is unconscious or physically unable to resist;

(4) The actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it

(5) The other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;

(6) The actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;

(7) The actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;

(8) The actor is a public servant who coerces the other person to Submit or participate;

(9) The actor is a mental health services provider

(10) The actor is a clergyman

(11) The actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under ***Chapter 2 Family Code.***

WHAT TO DO IF YOU HAVE BEEN SEXUALLY ASSAULTED

Any person who may be a victim or is aware of a victim of sexual assault on campus should immediately report the incident to the UTEP Police Department. Students, faculty, and staff are strongly encouraged to report sexual assaults to UTEP Police, whether the assault occurs on or off campus, no matter who the alleged assailant is. Students may report sexual assaults to UTEP Police Department, Office of Student Life, Director of Residence Life, or any other campus security authority. Reporting a

sexual assault to University officials or filing a police report does not automatically initiate criminal charges.

If the assault occurs off campus, UTEP Police will assist a victim with notification to the appropriate law enforcement agency having primary jurisdiction where the crime occurred.

It is important for persons who have been sexually assaulted to seek medical attention. A representative from the STARS (*Sexual Trauma & Assault Response Services*) is available to accompany students who have been sexually assaulted to the hospital and for counseling, if desired. A medical examination specifically tailored for sexual assault victims is conducted by the hospital staff. This will help preserve important evidence of the sexual assault if the person who has been sexually assaulted decides later to prosecute. It is important for persons who have been sexually assaulted to contact the police who will arrange for immediate medical attention and will initiate an investigation.

The UTEP Police Department investigates all sexual assault complaints with sensitivity, compassion, patience and respect for the victim. Investigations are conducted in accordance with guidelines established by state law and the El Paso County District Attorney's Office.

In accordance with the Texas Code of Criminal Procedure Art. 57, victims may use a pseudonym to protect their identity. A pseudonym is a set of initials or a fictitious name chosen by the victim to be used in all public files and records concerning the sexual assault. Victims of sexual assault are not required to file criminal charges; however, preferring charges is encouraged.

Students may report sexual assaults to UTEP Police Department, Office of Student Life, Director of Residence Life, or any other campus security authority. Reporting a sexual assault to anyone other than police will delay criminal investigation and possibly hinder criminal prosecution.

Remember-If you have been sexually assaulted:

- Call 9-1-1 on campus/from a cell phone or off campus phone line call (915)747-5611
- **DO NOT** shower, bathe, or douche.
- Have a trusted friend take you to Sierra Medical Center. It is the only hospital in El Paso County that performs sexual assault examinations. Take the clothes in which you were assaulted with you to the hospital in a paper bag, not

plastic. If reported to the UTEP Police, clothing and other items will be provided to you at the hospital.

- Obtain counseling services through the UTEP Counseling Center at (915) 747-5302
- Remember it is **not** your fault.

HOW TO FILE A SEXUAL ASSAULT COMPLAINT

If the complainant elects not to file criminal charges, but still wishes to proceed with formal administrative charges, an investigation is conducted, and the case is referred to the University disciplinary system. Students may contact the Office of Student Conduct and Conflict Resolution to file the complaint at (915)747-8694. Procedures for discipline and student standards of conduct are outlined in the University Handbook of Operating Procedures, Chapter 1 titled Student Conduct & Discipline.

http://admin.utep.edu/Portals/1196/docs/Student%20Conduct%20and%20Discipline.pdf

Changes in Academic and Living Situation

The Office of Student Conduct and Conflict Resolution can assist the victim with concerns such as but not limited to; class schedule changes, withdrawal procedures, or campus housing relocation. If the reporting student provides credible evidence that the accused student presents a continuing danger to person or property or poses an ongoing threat of disruption to the academic process, the Office of Student Conduct and Conflict Resolution may take interim action against the accused student as appropriate.

Procedures for Campus Disciplinary Action

A student may also choose to report the assault to the Office of Student Conduct and Conflict Resolution for disciplinary action regardless of whether or not the student has decided to press criminal charges. A student may also file a report of sexual assault against another student. Contact the Office of Student Conduct and Conflict Resolution at (915) 747-5648.

Sanctions

Disciplinary actions assessed in a particular case will be dependent upon the nature of the conduct involved, the circumstances and conditions which existed at the time the student engaged in such conduct and the results which followed as a natural consequence of such conduct. Sanctions can include the following:

- Disciplinary warning
- Disciplinary probation
- Withholding of grades, official transcript or degree
- Bar against readmission or drop from current enrollment
- Restitution
- Suspension of rights and privileges
- Suspension
- Expulsion
- Other penalty as deemed appropriate under the circumstances

Campus Sexual Assault Victims' Bill of Rights

The United States Congress enacted the "Campus Sexual Assault Victims' Bill of Rights" in 1992 as a part of the Higher Education Amendments of 1992. This law requires that all universities afford sexual assault victims certain basic rights such as:

- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be informed of their options to notify law enforcement
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic living situation.

Assisting a student if the sexual assault occurs off campus.

If the assault occurs *off* campus, the UTEP Police will assist a victim with notifying the appropriate law enforcement agency having primary jurisdiction where the crime occurred.

University counselors are available to assist in notification of proper authorities and to support a victim of sexual assault. The Office of Student Conduct and Conflict Resolution and University Police can assist with referrals to mental health agencies and other services for the victims of sexual assault. Some programs and services offered at UTEP include, but are not limited to:

- University Counseling Center (UCC): located in Union West, room. 202, or by calling (915) 747-5302.
- Employee Assistance Program (EAP): EAP is a free counseling service for all University staff and faculty members. For more information contact the Human Resource Service Office located in room 216 of the Administration Building, or call (915) 747-5202 during normal business hours or go to: www.utepeap.com. User name is UTEP and the password is also UTEP. (UTEP is not case sensitive). You may also call 1-866-327-2400.
- Women's Resource Center, located in the Union West Room 112 or by calling (915) 747- 5291.
- Take Back the Night: An annual event, encouraging UTEP community members take a stand against violence toward women and children sponsored by the WRC.
- The Clothesline Project: Honors women survivors as well as victims of intimate violence sponsored by the WRC.

Counseling and support services outside UTEP in El Paso can be obtained through the S.T.A.R.S. (Sexual Trauma & Assault Response Services) 24 hour- 7 days a week, confidential Crisis Line (915) 779-1800. Other service providers include:

La Pinon Sexual Assault Recovery Services of Southern New Mexico –
Toll Free: (888)595-7273

Casa Amiga in Ciudad Juarez, Chihuahua, Mexico. (01 656) 6-90-83-00 / (01 656) 6-90-83-01

Weapons Policy

In accordance with Texas Penal Code, Chapter 46, it is a felony to intentionally, knowingly, or recklessly posses a firearm, illegal knife, or prohibited weapon (with or without a concealed handgun permit) on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles (UTEP shuttle bus service) under the direct control of the educational institution. This policy does not apply to Peace Officers and duly authorized Federal Agents, whether on or off duty. (TX Penal Code 46.15 – non applicability)

Notification of Missing Students Who Reside In On-Campus Housing

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should **immediately** notify The University of Texas at El Paso Police Department (UTEP PD) at 915-747-5611. UTEP PD will generate a missing person report and initiate an investigation. After investigating the missing person report, should UTEP PD determine that the student is missing and has been missing for more than 24 hours, UTEP will notify the El Paso Police Department and the student's emergency contact no later than 24 hours after the student is determined missing. If the missing student is under the age of 18 and is not an emancipated individual, UTEP officials will notify the student's legal parent or guardian immediately after the UTEP PD has determined that the student is missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to select a confidential contact person to be contacted by UTEP in the event the student is determined to be missing for more than 24 hours. If a student has selected a confidential contact person, UTEP will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify and select a confidential contact can do so through the UTEP Department of Residence Life at 747-5352. *The contact information is confidential and this information will be accessible only to authorized campus officials and law enforcement and will not be disclosed except for the missing person investigation.*

Fire Safety

If a fire occurs in a University of Texas at El Paso building, community members should immediately notify the University of Texas at El Paso Police Department at 915-747-5611 or 911. UTEP PD will initiate a response as the department has a computer aided dispatch system that links directly to all Fire and Emergency Medical response services and can summon the fire department quickly through this method of communication. If a member of the UTEP Community finds evidence of a fire that has been extinguished, and the person is not sure whether UTEP PD has already responded, the community member should immediately notify UTEP PD to investigate and document the incident.

The fire alarms alert community members of a potential hazard and community members are required to heed their warning, and **evacuate** a building immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Community members should familiarize themselves with the exits in each building. The Fire Marshal can levy fines and penalties to individuals who

fail to evacuate a building promptly – but a more important reason for evacuating is for safety reasons!

When a fire alarm is activated, the elevators in most buildings will stop automatically. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus ring directly to the UTEP Police Telecommunications office.

After a false alarm in a residential facility, an email message is typically distributed to building residents the next business day, informing them of the cause of the activation and the reason for the evacuation. The purpose of providing follow-up information is to use those instances as a teaching moment to point out the reason for the alarm activation, the evacuation routes, instructions and guidelines for evacuations.

The Annual Fire Safety Report is compiled by the UTEP Environmental Health & Safety (EH&S) office and includes statistics for on-campus student housing area(s) only. The report tallies the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire in Student Housing.

Fire Safety Tips

Buildings are equipped with a variety of features that are designed to detect, stop and/or suppress the spread of a fire.

- A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls are designed to stand up to fire longer than those of an individual room. It is important that these doors are CLOSED for them to work. Additionally, if a door has a device that automatically closes the door, it should NOT be propped open.
- Sprinklers are 98% effective in preventing the spread of fire when operating properly. DO NOT obstruct the sprinkler heads with materials like clothing hanging from the piping.
- Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of University Policy.
- Almost ¾ of all fires that are caused by smoking material are the result of a cigarette being abandoned or disposed of carelessly. Thus, smoking is NOT PERMITTED in any UTEP building.

A **FIRE LOG** is available for review 24 hours a day on the UTEP Police web site at http://www.utep.edu/police and it is also available at the UTEP Police Station

located at 3118 Sun Bowl Drive. It is contained in the same notebook with the "Crime Log". The information in the fire log includes the nature, date, time, and general location of all fires occurring on the University campus. It is a continuous log showing all fire and arson cases in the Student Residential Areas for the current year, and the past three calendar years. The log is in reverse chronological order with the most recent fire/arson events listed at the top.

The University of Texas at El Paso does not have a Fire Department. We rely on the City of El Paso Fire Department (EPFD) to provide such emergency fire and medical response to the campus community. We are quite fortunate that the city has an *Insurance Services Office (ISO) Class 1* Fire Department. ISO ratings (ratings of 1 to 10) are predominantly used to determine the insurance rates for commercial and industrial properties, but in essence it is a grading system. The El Paso Fire Department enjoys the top rating due to its professional capabilities and response times. The UTEP Police Department also responds to all types of fires reported on campus and a written report is completed in each instance.

The 2013 Annual Fire Safety Report

UTEP Environmental Health and Safety (EH&S) publishes this fire safety report as part of its annual Higher Education Reauthorization Act Compliance document, which contains information with respect to the fire safety practices and standards for UTEP residential facilities. This report includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire.

In 2012, the on-campus residential facilities at the University of Texas at El Paso consisted of apartments in the "Miner Village" complex and the "Miner Heights" complex. Miner Village consists of twelve 3-story buildings in a single complex. Miner Heights consists of two 2-story buildings and a single 3-story building in in a single

complex. If smoke or other smoke-like situation occurs in a UTEP apartment building, or if a fire sprinkler flow causes a detection initiation, an automatic fire detection and alarm system will alert the occupants and the University Police Department (UTEP PD). Residents or Residence Life staff immediately evacuate the building and place a call to the UTEP PD Dispatcher at (915) 747-5611 or by dialing 911 regarding specifics of an evacuation incident. UTEP PD also initiates a response upon detection, as the department has direct communications with the El Paso Fire Department and can summon the fire department quickly through this communication link. UTEP PD will also notify the campus Environmental Health and Safety department at (915) 747-7124. If a member of the UTEP community finds evidence of a fire that has been extinguished, and the person is not sure whether UTEP PD has already responded, the community member should immediately notify UTEP PD to investigate and document the incident.

All of the dwellings within the Miner Village and Miner Heights apartments are individually monitored by the central fire alarm system with addressable smoke detection. In the event an individual apartment has a smoke detection incident, these detections do not cause sounding of the building alarm and do not result in an evacuation. Instead the sounder bases on the detector initiate an audible alert to the occupants of the dwelling unit and the PD dispatchers will send an officer to investigate the incident as a preventative measure against a fire or smoke incident resulting in property damage or injuries to occupants.

A review of the data for 2012 reveals 99 fire alarm detections that occurred of which 90% of all alarm incidents in residential facilities structures were recorded as smoke detections within individual dwelling units. And 94% of those alarms were due to excessive smoke generated during cooking.

There were three (3) cases of actual fires in 2012. It is likely in many cases that early detection of smoke caused by unattended cooking may have prevented an actual fire and subsequent damages because the timeliness of response allowed for immediate corrective actions. The building fire alarms installed in University Residential facilities are intended to alert residents of potential fire situations, and because of this community members are required to heed their warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Upon evacuation, the residents shall move away from the building for their safety and to provide an unhindered access to the building by police and fire officials. Use the nearest stairwell and/or exit to leave the building immediately.

According to the UT System Fire and Life Safety Group and the UT System Office of General Counsel any fires that occur on the grounds of the residential facilities are to

be included in the Fire log as well as documented in the Fire Safety Report for the applicable year.

Fire Protection Equipment/Systems

Every University apartment is protected by a fully automatic fire sprinkler system and is equipped with a smoke detection fire alarm system throughout. Fire alarms are monitored on site by Residential facilities staff and at UTEP PD dispatch 24 hours per day. Each apartment unit is also supplied with a fire extinguisher in the general area of the living room/kitchen.

Policies Regarding Potential Fire Sources

Smoking is prohibited through the residential facilities complex. Microwaves are restricted to one only per apartment and any appliance with exposed heating elements cannot be used. Open flames such as candles and incense are not allowed. These and other rules and policies can be found in the Residence Life Online Handbook, which can be found at http://sa.utep.edu/housing/residence-life-handbook/

Fire and Life Safety Inspections

The Office of Environmental Health & Safety conducts fire and life safety Inspections each year in all common areas. Residential facilities staff conducts inspections of all apartments once in the fall and once in the spring. Special attention is paid to the improper use of electrical cords, tampering with the sprinkler system or fire alarm, the prohibited use of open flame which includes, candles, smoking, or incense, or the use of halogen lamps. Smoking is prohibited in campus buildings and apartments. These inspections also include a general assessment of the cleanliness of the apartment rooms.

Statistics and Information Regarding Fires in UTEP Residential Facilities
January 1, 2012 to December 31, 2012

Miner Village Residential Facility *(Hall name)*	Total fires in each building	Fire number	Date	Time	Cause of fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Exterior Grounds	None	x	x	x	x	x	x	x
Sacramento	None	x	x	x	x	x	x	x
Mimbres	None	x	x	x	x	x	x	x
Hueco	None	x	x	x	x	x	x	x
Guadalupe	None	x	x	x	x	x	x	x
Franklin	None	x	x	x	x	x	x	x
Indio	None	x	x	x	x	x	x	x
Chisos	None	x	x	x	x	x	x	x
Del Norte	None	x	x	x	x	x	x	x
Tinaja	None	x	x	x	x	x	x	x
Davis	1 fire	1	Oct 13	04:40	A "hookah" fell onto a sofa and it began to smolder	0	0	$98
Capitan	None	x	x	x	x	x	x	x
Eagle	None	x	x	x	x	x	x	x

Miner Heights Residential Facility *(Hall name)*	Total fires in each building	Fire number	Date	Time	Cause of fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Exterior Grounds	None	x	x	x	x	x	x	x
Cottonwood	2 fires	1	Aug 30	12:32	Student was cooking - grease fire ensued	0	0	$4953
		2	June 6	21:05	Student dropped a cigarette onto carpet and it began to smolder	0	0	$95
Ocotillo	None	x	x	x	x	x	x	x
Mesquite	None	x	x	x	x	x	x	x

Fire Safety Amenities in UTEP Residential Facilities

Miner Village Residential Facility	Fire Alarm Monitoring Done On Site - by UTEP PD	Partial * Sprinkler System	Full ** Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills each academic year
Sacramento	Yes	-	Yes	Yes	Yes	By Web	2
Mimbres	Yes	-	Yes	Yes	Yes	By Web	2
Hueco	Yes	-	Yes	Yes	Yes	By Web	2
Guadalupe	Yes	-	Yes	Yes	Yes	By Web	2
Franklin	Yes	-	Yes	Yes	Yes	By Web	2
Indio	Yes	-	Yes	Yes	Yes	By Web	2
Chisos	Yes	-	Yes	Yes	Yes	By Web	2
Del Norte	Yes	-	Yes	Yes	Yes	By Web	2
Tinaja	Yes	-	Yes	Yes	Yes	By Web	2
Davis	Yes	-	Yes	Yes	Yes	By Web	2
Capitan	Yes	-	Yes	Yes	Yes	By Web	2
Eagle	Yes	-	Yes	Yes	Yes	By Web	2

Miner Heights Residential Facility	Fire Alarm Monitoring Done On Site - by UTEP PD	Partial * Sprinkler System	Full ** Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills each academic year
Cottonwood	Yes	-	Yes	Yes	Yes	By Web	2
Ocotillo	Yes	-	Yes	Yes	Yes	By Web	2
Mesquite	Yes	-	Yes	Yes	Yes	By Web	2

* Partial Sprinkler System is defined as having sprinklers in the common areas only.

** Full Sprinkler System is defined as having sprinklers in all areas required by code.

FIRE SAFETY - TRAINING AND EDUCATION

It is policy that Residence Life Assistants (RLA's) receive a minimum 40 hours training at the beginning of each semester with weekly follow-up sessions. This training includes fire safety and procedures to follow in case a fire alarm is activated. The RLA's are a valuable first line of response in case of fire.

A fire log is available for review 24 hours a day on the UTEP PD website at www.utep.edu/police or is also available at the UTEP Police Station located at 3118 Sun Bowl Drive. It is contained in the notebook with the "Crime and Incident Log".

The program "Have an Exit Strategy" is presented for students, especially student residents, to make them aware of their surroundings and to note additional exits from buildings. This program, provided due to financial support of FEMA and orchestrated by the Texas State Fire Marshal's Office, is designed to promote situational awareness in order to prevent the loss of life among higher education communities that has unfortunately occurred within the last few years in nightclubs or other gathering places that university students frequent.

Emergency Response

The University has developed an Incident Manual that includes information about CERT (Community Emergency Response Teams), University operating status parameters; incident priorities and performance expectations; shelter-in-place and evacuation guidelines; and local contingency and continuity planning requirements. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts exercises each year, which have included table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

University of Texas at El Paso Police Officers and Public Safety Officers have received training in Incident Command and Responding to Critical Incidents on campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the UTEP Police Department, the El Paso Police Department, and the El Paso Fire Department. All typically respond and work together to manage the incident. Depending on the nature of the incident, other UTEP Departments and other city, county, state, or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for UTEP is publicized each year as part of the institution's Clery compliance efforts and that information is available on the UTEP PD website. Detailed information about and updates to the UTEP Incident Manual, and Departmental Contingency and Continuity Plans are available at www.utep.edu/emergency

Notification to the University Community about an Immediate Threat

The UTEP Executive Vice President for Advancement and Oversight and the University Communications Office receive information from various

offices/departments on campus, such as the UTEP Police Department and the Office of Environmental Health and Safety (EH&S). If UTEP Police Department or EH&S confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the UTEP community, VPAO, and University Communications will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the UTEP Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. VPAO and University Communications will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: UTEP Police Department, the El Paso Police Department, the El Paso Fire Department/Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident which poses an immediate threat to members of the UTEP community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the UTEP campus community. These methods of communication include network emails, the UTEP Today video signage system located in selected buildings, and emergency messages that scroll across computer screens when logged into the UTEP web.

UTEP also utilizes a text message service called "Miner Alert". This is the main source for notification to the campus community regarding immediate threats. To register your cell phone to receive "Miner Alert", go to https://adminapps.utep.edu/sso/default.aspx?redirectURL=http%3a%2f%2fmy.utep.edu%2fmyhome.aspx and log in with your UTEP ID and password to register. "Miner Alert" can deliver messages to subscribers on AT&T, T-Mobile, Verizon, Sprint, Nextel, Boost, Dobson, Cellular One, Alltel, US Cellular, and Centennial Wireless.

The University will post updates during a critical incident on the UTEP website. Several buildings are equipped with the Cooper system; this outdoor notification system has strategically placed speakers throughout the campus to facilitate communication through a Public Address system. Members of the larger UTEP community interested in receiving information about emergencies on campus should enroll with the emergency text message system (Miner Alert).

Emergency Evacuation Procedures

In cases where there is an imminent and immediate threat to the university community, UTEP has designed a redundant notification system that employs campus-wide text messages, voice messages, emails, web pages and city sirens that are public address capable. In addition, low-tech solutions include bullhorns, walkie-talkies, and runners delivering messages by word of mouth, all with the goal of campus community notification, regardless of disaster-related communication failures. Primary notification is made through Miner Alert., the university's text messaging service.

When the need to evacuate the campus arises, fire alarms may be utilized. Faculty and staff will advise students to evacuate to the areas around buildings. Cars may not be allowed to leave the campus to permit access by emergency vehicles or other persons injured in parking lots.

Residence Life Assistants will assist in the evacuation of student housing.

Evacuation drills are coordinated by the Office of Environmental Health and Safety with the UTEP Police each semester for all residential facilities. Emergency response and evacuation procedures are tested at least twice each year. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Students are not advised in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, UTEP PD and Department of Residence Life staff on the scene will communicate information to students regarding the developing situation or evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. At UTEP, evacuation drills provide education and training to occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures, and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating occupants of buildings of evacuation procedures during the drills, the process also provides the University an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by the UTEP Police Department, the Office of Environmental Health and Safety and Department of Residence Life to evaluate

egress and behavioral patterns. Reports are prepared by participating departments which identify deficient equipment so repairs can be affected immediately. Recommendations for improvement are also submitted for consideration.

Students receive information about evacuation and shelter in place procedures during their first residence hall meetings and during other educational sessions that they can participate in throughout the year. Resident Life Assistants are trained in these procedures as well and act as an ongoing resource for the students living in residential facilities. Residents can also refer to the Department handbook at: http://studentaffairs.utep.edu/Portals/232/docs/2007handbook1.pdf

The Office Environmental Health and Safety conducts numerous announced and unannounced drills and exercises each year and conducts follow-through activities, designed for assessment and evaluation of emergency plans and capabilities. The UTEP Police Department coordinates announced and unannounced evacuation drills each semester, as described above, to test the emergency response and evacuation procedures and they are also designed to assess and evaluate the emergency evacuation plans and capabilities. UTEP will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

Shelter in Place Procedures - What it means to "Shelter in Place

If an incident occurs and the buildings or areas around where you are become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances in the air, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter in place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter in Place" Guidance

If an incident occurs and the building you are in is "not" damaged, stay inside-seeking an interior room-until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, UTEP Miner Gold card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If the police or fire department personnel are on the scene, follow their directions.

How to Prepare to "Shelter in Place"

Although it is unlikely that you will ever need to shelter in place, it is helpful to know what to do just in case. The longest you should expect to stay inside is about 12 hours-usually less. A few simple items can make it easier and more comfortable should you ever need to shelter in place on campus. First, keep a supply of required medications with you. The following additional items would be good to keep in the place where you spend the most time-your residence hall room or office-to support your personal comfort:

- Extra prescription medicine (if you need to take it during the period of shelter in place or in case local pharmacies don't open immediately following the incident).
- First aid supplies
- Non-perishable food and bottled water (Most bottled water is good for about six months. If the bottle does not have an expiration date on, mark the date of purchase.)
- Flashlight
- Battery-operated radio
- Extra batteries
- A telephone (Remember during a crisis, telephone services may not be available.)

How You Will Know to "Shelter in Place"

A shelter in place notification can come from several sources, including the UTEP Police Department, Resident Life Assistants, other University employees, the federal or local government, and the El Paso Police Department. Notification of a need to shelter in place also may come over the radio and television. In addition, the University can announce the need to shelter in place on campus through building public address systems, or via any of the communication methods described above in the "Notification to the UTEP Community about an Immediate Threat" section of this document.

How to "Shelter in Place"

No matter where you are, the basic steps of shelter in place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter in place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into

the closest building quickly or follow instructions from emergency personnel are on the scene.

2. Locate a room to shelter inside. It should be:
   - An interior room;
   - Above ground level; and
   - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms maybe necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (University staff will turn off ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (Resident Life Assistants, faculty, or other staff) to call the list in to UTEP PD so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

Other weather related emergencies

In the event of a weather related emergency, such as a tornado or other severe thunderstorm, students, faculty, and staff are encouraged to heed the following precautions:

•If a tornado warning is issued, seek shelter immediately inside an interior room within the building in which you are located or nearest to your location at the time of the warning. Stay away from windows, doors, and outside walls.

•Do not drive to shelter, unless you are already in a vehicle when the warning is issued, then drive to the nearest building or seek shelter in a ditch or ravine.

•Never try to outrun a tornado in your vehicle.

•If you are in a building, go to the designated shelter area. Interior halls on the lowest floors are usually best. Go to an interior room on the lowest level (e.g., bathroom, closet, hall, etc.). Get under a piece of sturdy furniture if possible. Stay away from all windows.

General Crime Prevention Tips

- Avoid walking alone, particularly after dark

- Contact University Police at (915) 747-5611 for a Public Safety Escort Service available 24 hrs
- Be alert of your surroundings
- Use the "Buddy System" when walking alone at night
- Avoid shortcuts. The shortest route is not always the safest route. Walk along the mid-point between curbs and buildings and away from alleys and bushes.
- Dress for mobility, particularly after dark.
- Avoid deserted areas, poorly lit streets, alleys, and pathways.
- Never jog alone after dark.
- When walking or jogging, go against the flow of traffic; that makes it harder for motorists to bother you. (If harassed from a car, walk or run in the opposite direction. Scream if you are truly frightened.)
- Do not jog while wearing stereo headphones. It's important to be alert to what's happening around you.

Personal Safety Tips:

Personal Vehicle:

- SCAN the area
- Have your keys out and ready
- Do not overload yourself with packages
- As you enter your vehicle, quickly scan the back seat area
- Lock all doors once inside the vehicle
- Do not open the door to strangers
- Keep all valuables out of sight, Lock them in the trunk.
- Park in well lighted areas
- If you drive a small car, avoid parking next to a big car or truck
- Never let your gas indicator fall bellow ¼ full

In a Building

- Be aware of your surroundings
- Be alert
- Avoid isolated corridors or hallways
- Avoid entering an elevator occupied by only one person
- In an elevator, stand near the controls and locate the emergency button

Personal Property

- Never leave your valuables unattended
- Register, engrave, mark, and/or photograph all your valuables including bicycles, stereos, jewelry, vehicles, computers, etc.

- Hide your valuables in the trunk
- Remember: Hide Your Valuables, Lock Your Car & Take Your Keys

Protecting Yourself

- Always be aware of your surroundings
- Know your campus and the location of emergency phones
- At night use the "Buddy System", travel in groups
- Call University Police for a Public Safety Escort (915) 747-5611
- Never accept a ride from a stranger
- Never offer rides to strangers
- Keep your automobile locked at all times
- Do not park in unsafe or dimly lit areas
- Always have your keys ready when walking to your vehicle or dorm
- Always check the back seat of your car before getting in
- When using the ATM, be sure to have someone with you
- Never leave personal belongings unattended

Security in the Student Resident Housing Areas

- Keep your room door locked when you are napping or sleeping
- Never leave your door open, even if you will be gone for only a few minutes
- Always lock doors, screens, and windows to prevent uninvited access to your room
- Don't mark your room key or key chain with name address, or telephone number.
- Do not give anyone a key to your room
- Do not leave valuables in plain sight
- Never let strangers into your apartment. This puts you and others at risk
- Have your keys ready when approaching your room or apartment
- Don't open your door to solicitors
- Use the peephole on the door so you can look out and see who is on the other side
- Report lost or stolen keys immediately to Resident Assistants or University Police
- Report suspicious activities to University Police at (915) 747-5611
- Emergency 9-1-1 (Police, Fire & Ambulance)
- Call University Police for a Public Safety Escort Service 24 hours a day (915) 747-5611

HELPFUL PHONE NUMBERS

Police / Fire / Ambulance	**9-1-1**
On-campus emergency	**9-1-1**
UTEP Police	**(915) 747-5611**
UTEP Police Administrative offices	**(915) 747-6636**
UTEP Office of Student Conduct and Conflict Resolution	**(915) 747-8694**
University Counseling Center	**(915) 747-5302**
UTEP Health Center	**(915) 747-5624**
UTEP Women's Resource Center	**(915) 747-5291**
UTEP Residence Life	**(915) 747-5352**

Sierra Medical Center	**(915) 747-4000**
University Medical Center	**(915) 544-1200**
El Paso Police Department (non-emergency)	**(915) 832-4400**
El Paso Fire Department (non-emergency)	**(915) 771-1000**
El Paso County Sheriff's Office	**(915) 546-2280**
STARS Rape Crisis Center	**(915) 533-7700**
STARS 24-Hour Hotline	**(915) 779-1800**
Texas Road Conditions	**(800) 452-9292**
New Mexico Road Conditions	**(800) 432-4269**
Texas Road Side Assistance	**(800) 525-5555**

Jeanne Clery Information & Additional Resources

Please visit the following websites:

- ✓ **Security on Campus**: http://securityoncampus.org
- ✓ **U.S. Department of Education:** http://ope.ed.gov/security/Index.aspx
  - (Crime Data / General Information- University Campuses)
- ✓ **Casa Amiga :** http://www.casa-amiga.org.mx/
- ✓ **STARS (***Sexual Trauma & Assault Response Services)*: http://www.stars-elpaso.org/
- ✓ **La Pinon Sexual Assault Recovery Services of Southern New Mexico:** http://lapinon.org/index.htm