This report contains safety procedures and crime statistics on campus from 2017 to 2019.
01 REPORTING
  08 Reporting an Emergency
      Reporting a Crime
  09 Reporting Alcohol & Drugs Abuse
  10 Campus Security Authority

02 NOTIFICATIONS & WARNINGS
  14 KatSafe
      Timely Warnings
  16 Emergency Notifications
  19 Missing Student Notification
  20 Daily Crime Log & Daily Police Activity
  21 Registered Sex Offenders

03 GEOGRAPHY
  24 Authority & Jurisdiction
      Neighboring Law Enforcement
  25 Clery Geography Guidelines
  26 Main Campus
  28 The Woodlands Center
  29 The Osteopathic Site

04 STATISTICS
  32 Statistical Guidelines
  34 Main Campus Statistics
  36 The Woodlands Center Statistics
  38 Local Crime Statistics

05 CRIMINAL OFFENSES
  42 Statistical Breakdown
  43 Definitions

06 SEXUAL OFFENSES, VIOLENCE, & STALKING
  46 Statistical Breakdown
  47 Definitions
  48 Policy and Procedures
      The Grievance Process
  52 Title IX vs Non-Title IX
  53 Support Services
      Complainant & Respondents Rights
  54 Reporters
      Training
      Campus Data

07 WEAPONS, ALCOHOL & DRUGS
  58 Statistical Breakdown
  59 Definitions
  60 General University Policy
      Standards of Conduct
  61 Residence Halls
      Tobacco
  62 Potential Penalties
  65 Associated Health Risks and Effects of Alcohol and Drugs, (NIH, 2018)
  68 Support Services

08 PUBLIC INFORMATION
  71 The Texas Public Information Act
      HEOA 493(A)(1)(A)
      The Public Information Act
09 ACCESS & SECURITY
74 Work Related Access
75 Residence Access
   Security Maintenance

10 PROGRAMS & OUTREACH
78 Safety
79 Health
80 Sexual Misconduct & Sex-Based Discrimination

11 EVACUATION PROCEDURES
86 Publicizing Emergency Procedures & Instructions
   Evacuation Procedures
88 Active Shooter Situation Procedures
   Severe Weather Procedures
   Drills, Testing, & Exercises

12 FIRE SAFETY
92 Definition of Fire
   Reporting a Fire
   Fire Log Information
93 Fire Statistics
96 Preventative Measures
99 Residence Hall Safety Violation Fines
   Policies & Procedures
100 Training & Education
   Fire Drills & Unplanned Alarms
102 Equipment & Testing
103 Preventative Maintenance and Inspections
   Completed Improvements in Fire Safety - 2019
   Plans for Future Improvements in Fire Safety

STUDENT ENROLLMENT
2020 – 21,837
2019 – 21,558
2018 – 21,213
2017 – 21,116
2016 – 20,639
Sam Houston State University (SHSU), a component of the Texas State University System (TSUS), is required under federal law to provide consumer information that could be useful to students, prospective students, prospective employees, employees and visitors interested in the university. The laws specifically include the amendments made in 1990 under the Crime Awareness and Campus Security Act of the Higher Education Act of 1965 and its amended forms, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 and its amendments, the reauthorization of the Violence Against Women Act and its modifications as well as policies or processes that affect campus safety and security.

Reliance on Public Safety Services
SHSU Public Safety Services collects, compiles, and publishes the required information regarding campus’ crime statistics and services for the year 2019. This document is produced annually and notification of its availability is emailed to the university community on or before the deadline provided by the U.S. Department of Education.

Part of the requirements involve using common language and accuracy in reflecting the current SHSU procedures and practices. Where there is no policy or procedure for a section, which may or may not be required, the reference section to the policy will say “no policy”. It does not mean that the procedures indicated for that policy or policy statement is incorrect. It does indicate that we do not have an institutional policy in place. All federal laws, university policies, and any required additional information may be written in this report or linked to depending on the length and complexity of the information. Specific terminology is required to be defined within each policy statement.

This 2020 version of the SHSU ASFR containing 2019 data is available online at http://www.shsu.edu/dept/public-safety/upd/annual.html and a printed version is available during the hours of 8:00 a.m. – 5:00 p.m. Monday through Friday at the Sam Houston State University Police Department (SHSU PD), located at 2424 Sam Houston Avenue, Huntsville, Texas, 77341. The SHSU PD phone number is 936-294-1800. The emergency number is 936-294-1000. You can go to the Annex listed at the end of this document to view the Clery Act law that governs the documentation of this document.

Policy Statement
Prior to September 1, 2019, the Department of Public Safety Services reported to the Vice President for Finance and Operations, Dr. Carlos Hernandez. Effective September 1, 2019, the direct oversight of the department’s security and safety policies were secured under Student Affairs Vice President Dr. Frank Parker. Kevin Morris, Chief of Police and Executive Director of Public Safety Services, coordinates the completion of the SHSU ASFR.

The Sam Houston State University Police Department (SHSU PD) collects and maintains crime statistics for all offenses committed on SHSU property as directed by SHSU Safety and Security Policy. Crime Statistics based on the crimes that are reported to the SHSU PD come from different sources, including the Huntsville Police Department and SHSU Campus Security Authorities (CSAs). The incidents that happen on public property are those incidents that the SHSU PD responded to and reflect actions generated by SHSU officers, or crimes reported by request to Huntsville Police Department and other agencies. SHSU PD personnel and assisting law enforcement officers receive training on Campus Security Authority duties and intent.

Uniformed SHSU PD officers patrol the campus area 24 hours each day in marked police units with a police radio, speakers, laptop computers and video systems. Additionally, during the day, uniformed student parking control personnel patrol in the parking areas with each person issued a two-way radio for contact with the university police system. In the evening and early morning hours, uniformed student foot patrol personnel patrol the main campus, and upon request provide
escort service to anyone on campus who may be concerned with their safety. When security personnel may be unavailable, SHSU PD patrol officers conduct the escorts. Regular patrol of SHSU properties includes, in some cases, leaving the main campus in order to include checks for property security in other parts of the Huntsville/Walker County community. The Woodlands Campus has patrol officers stationed during hours of campus operation and receives reports generated at the campus.
01 REPORTING
REPORTING AN EMERGENCY

DURING AN ON-CAMPUS EMERGENCY,

DIAL 911

Alternative options include calling SHSU Dispatch at 936.294.1000, or using an emergency call box located on campus.

911 dispatchers may transfer your call to SHSU PD dispatchers for better assistance.

SHSU currently has 21 emergency freestanding call boxes located in strategic locations across campus. Additionally, most residence halls have emergency call boxes outside the main entrance to the halls. Call boxes allow direct communication with SHSU PD dispatch and provide a rapid means for reporting emergencies and crimes, in addition to requesting police or other emergency assistance. These locations are also the sites for receiving emergency notifications by siren or verbal warnings.

You do not have to make a criminal report in order to seek help from law enforcement.

REPORTING A CRIME

By policy, SHSU encourages the community to report crimes occurring on SHSU geography (properties including on-campus, non-campus, and public property—the streets and sidewalks bordering university property) to report crimes to the SHSU PD.

By Phone. Call 936-294-1800 regardless which campus the incident occurred.

Calls are important to the welfare, safety and security of the SHSU community, which may generate Timely Warnings or Emergency Notifications in an effort to protect your fellow Bearkats and family or friends in the Bearkat community.

Online. Visit shsu.edu/silentwitness to anonymously report crimes or suspicious activity to make the Bearkat community safer.

In-Person. Crimes may be reported in person to the SHSU PD at 2424 Sam Houston Avenue Huntsville, Texas 77340. To report in-person at The Woodlands Center or the Osteopathic site, you may report to an officer on-site.

Sexual Misconduct & Harassment

Anyone who has witnessed, knows about, or has experienced discrimination, harassment, including sexual harassment or other sex or gender-based discrimination, violence or harassment is encouraged to seek support and report the concern with the Office of Institutional Diversity & Inclusion. All reports to the Office of Institutional Diversity & Inclusion are confidential.

Online. Visit shsu.edu/titleix to file a report online with the Office of Institutional Diversity & Inclusion. This report form accepts anonymous submissions.

By Phone. If you would like to talk about the incident or have questions, call Monday through Friday between 8am to 5pm at 936-294-3080.

In-Person. If you would like to talk in person, come by our office. We are located in the Thomason building, Suite 302 at 1831 University Drive Huntsville, Texas 77340.

Unsure about Reporting? Whether an incident occurred recently or in the past, help is still available. Resources are available even if an individual chooses not to file a formal complaint to law enforcement or the university.

Confidential Reporting can be conducted through the departments of the SHSU Counseling Center at 1608 Ave J phone 936-294-1720, the SHSU Health Center at 1608 Ave J phone 936-294-1805, and SHSU Student Legal and Mediation Services at the Lowman Student Center, 327, phone 936-294-1717.

Criminal Reporting can conducted through the SHSU PD at 936-294-1800, report in person at 2424 Sam Houston Ave, or report online at shsu.edu/silentwitness.

Or report to the Huntsville Police Department at 936-291-5480, or report in person at 1220 11th Street Huntsville, Texas 77340.
Or report to the Walker county sheriff’s Office at 717 FM 2821 Rd. W in Huntsville, or call 936-760-5800.

For The Woodlands Center, you should call SHSU PD at 936-294-1800 or speak in person with an Officer at the Woodlands Center.

You can also report to the Montgomery County Sheriff’s Department at 1 Criminal Justice Drive in Conroe, TX, or call 936-760-5800

For the SHSU Osteopathic Center, you may contact the SHSU PD Department, Montgomery County Sheriff’s Department, or the Conroe Police Department at 936-522-3200 or in person at 2300 Plantation Drive, Conroe, TX.

For other Campus Resources, contact the Dean of Students Office at the Lowman Student Center or call 936-294-1785, or call Residence Life at 936-294-1812 or speak in person at 910 Bearkat Blvd.

All university faculty and staff are mandatory reporters for Title IX concerns. Mandatory reporters must report any discrimination, harassment, including sexual harassment or other sex or gender-based discrimination, violence or harassment. Reportable concerns are typically verbal and informal and can be about a student, staff, and/or faculty. Failure to report can result in loss of position. For reporters, go to https://www.shsu.edu/titleix/reporters.html

REPORTING ALCOHOL & DRUGS ABUSE

In the case of alcohol poisoning, dial 911 immediately! The on campus emergency extension is 4-1000.

Amnesty Reporting Program. Good SAM is SHSU’s Good Samaritan program. Sometimes, when potentially harmful or dangerous situations occur that involve alcohol or drugs people may be reluctant to call for help. This is often because of a fear that they can face consequences for something they shouldn’t have been doing. With the Good SAM program, we guarantee amnesty to anyone that is acting in the best interest of someone else.
CAMPUS SECURITY AUTHORITIES

For various reasons, not all victims or witnesses of crimes wish to make a report to law enforcement. For example, a victim of a sexual offense may turn to a resident advisor for assistance or a student whose car was stolen may report the theft to the school’s director.

Campus Security Authorities (CSAs) fill the niche to improve accurate crime reporting and may have information that elicits a Timely Warning or Emergency Notification. SHSU’s CSAs serve as a first line of defense for the university community.

Crimes Reported by the CSA

The crimes and their definitions used in reporting offenses are located in the form for reporting a Crery Crime, and is listed within this Annual Security Report within the statistical information section. It is also available on the Resources tab on the UPD website under the title “Crery Reportable Crimes” at https://www.shsu.edu/dept/public-safety/upd/csa-reportable-crimes.

Who is a Campus Security Authority?

CSAs support a Crery Act regulation specifically defined to encompass four groups of individuals or organizations associated with SHSU. Those groups or individuals named by Finance and Operations policy FO-64, (which is currently under revision) and differing department procedures allows for the allegations of a crime or crimes that occurred on SHSU property to be statistically reported to the SHSU PD Chief of Police or his/her designee.

The current groups or individuals listed for CSAs includes:
» All Provosts/Associate Provosts
» Vice Presidents, Associate Vice Presidents
» All Deans, Associate Deans, Assistant Deans
» Directors & Associate Directors
» Academic Advisors
» Residence Life Managers and Resident Advisors
» Advisors to Student Organizations
» Athletics Directors and Coaches
» All University Police Personnel
» External agency law enforcement hired for special events

Counselors

The pastoral or professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes discussed. This exemption is intended to protect the counselor client relationship.

» To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in the role of pastoral or professional counselors.
» An SHSU individual who is counseling students and/or employees, but who does not meet the Crery Act definition of a pastoral or professional counselor, is not exempt from being a campus security authority if they otherwise have significant responsibility for student and campus activities.

Supporting Information

The SHSU Chief of Police receives all CSA reports in an encrypted format and will forward information that is Title IX related to the Title IX Coordinator. The Chief of Police records all information, publicizes specific detail into the Daily Crime Log, and submits statistics in this report. Additionally, the Chief of Police determines where an investigation should be conducted and if a Timely Warning will be issued.

CSA Reporting Process

There are requirements for the CSA going over options and providing information to the person reporting the crime. The things needed to be given or explained to the victim or reporter include:

1. SAFETY

Insuring the reporter or survivor is in a safe environment to make the report.

2. OFFER LAW ENFORCEMENT

Providing the option on behalf of the reporter or survivor to assist in contacting the law enforcement agency related to the jurisdiction where the crime occurred. It is not the CSAs duty to persuade the reporter or survivor to call law enforcement. Should you need to contact SHSU PD, call 936.294.1800 to arrange an officer to meet with the reporter.
The CSA will take the report and submit it to the SHSU Chief of Police for Clery statistical reporting in a timely manner through the use of the entry reporting form provided on the SHSU PD website (this is important for Timely Warning purposes). You must advise the reporter prior to taking the report that the report is private but not confidential, and that, as a CSA, you may forward the information with a request for anonymity. If the reporter is insistent on confidentiality, then direct the reporter to a SHSU health or counseling professional for assistance or to shsu.edu/silentwitness to submit an anonymous report.

3. BE CLEAR
The CSA duties include explaining the SHSU requirements for reporting. If the report involves a crime that also falls under the Texas State University System Sexual Misconduct Policy and under article 4.16 Campus Security Authority, the report may be shared with the SHSU Title IX Coordinator. These crimes include a report of sexual assault, dating violence, domestic violence or stalking. In these cases, CSAs should direct the reporter to shsu.edu/titleix to view their rights, policies and procedures. For all other rights, CSAs can direct reporters to the UPD website at shsu.edu/police.

4. OBTAIN INFORMATION
Listening to the reporter and demonstrating empathy is vitally important to both obtaining the information and lending support to the victim.

5. SUBMIT THE REPORT
To submit the report, CSAs will locate the reporting page on the SHSU PD website. The reporting page also includes Clery Act definitions as reminders for what is a reportable crime. CSAs must retain the copy emailed to them after submission as a requirement by Federal law. Each report should be kept for three years.

Training
There are approximately 450 CSAs, with changes constantly occurring withhirings, terminations or reassignments at SHSU. Human Resources, based on SHSU policy and procedures, tracks the current personnel and lists in their duties as an employee who has been assigned the position of CSA. The CSA Coordinator, currently a designee of the SHSU Chief of Police, works with Human Resources to assure training for all CSAs, and is notified by HR with both the addition or deletion of a CSA, assigned training, registration of training and completion of training by SHSU Human Resources through Talent Management. Should a CSA fail to take the training in the 30-day window once the training is presented to the CSA, the CSA Coordinator is notified, and Human Resources will warn the CSA and their department head that the CSA has failed to complete the assigned training task. If the training is not completed within ten days, the director or other supervisor will then be notified advising that the employee CSA has not completed their training. All CSAs have completed their training at this point in the training cycle. Training has been modified each year for CSAs, with the addition of the CSA video provided by Clery.org for 2018, with the change in training again beginning in the fall of 2019. Additional training is also provided by the CSA Coordinator in person to Resident Advisors or others by request. Other agency law enforcement officers’ supervisors are provided the training program and supervisors confirm training by submitting signed rolls yearly prior to officers being hired for events at SHSU. Additional external Officers may be hired under emergency status by taking the training under the CSA Coordinator prior to employment before the event.
02

NOTIFICATIONS & WARNINGS
Due to Executive Order given by Governor Greg Abbott, public dining and gatherings are prohibited. Please refrain from eating and gathering during this time. We apologize for the inconvenience.

-Lowman Student Center
KATSAFE

KatSafe is the university’s emergency notification response system. The system leverages multiple platforms to alert the university community of an emergency, which includes:

- Texts
- Voice messaging
- Email
- Postings on the university webpage, KatSafe
- The use of Public Address Systems, an electronic system comprising microphones, amplifiers, loudspeakers, and related equipment.
- Electronic signboards
- Posted bulletins or posters
- Door to door notifications by university officials
- Social Media

Active students, staff, and faculty are automatically signed up to receive emails and phone calls. Community members may opt-out of voice messaging, but strongly encouraged to update their preference to include voice and text messaging. To update your KatSafe preference, you can go to the following website at https://samweb.shsu.edu/cont01wp/.

TIMELY WARNINGS

Timely Warning Procedures, along with SHSU PD Policy and procedures, were reviewed on October 15th, 2020, and are the responsibility of SHSU PD’s Chief of Police Kevin Morris. The documentation is kept at 2424 Sam Houston Ave Huntsville Texas 77340, the SHSU PD location.

The SHSU Chief of Police or his designee must issue a Timely Warning for all Clery Act crimes that occur on SHSU Clery Act geography that are:

» Are reported to Campus Security Authorities or local police agencies and
» Considered by the SHSU Chief of Police or his designee to represent a serious or continuing threat to students and employees on, in most instances, a case by case basis.

The SHSU PD Chief of Police Kevin Morris or a designee will develop and write timely warning notices (and may use templates developed by Marketing and Communications) to notify members of the University community about serious crimes against people that occur on campus where it is determined that the incident may pose an ongoing threat to members of the University community. Timely Warning Notices are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, and robbery.

Cases of aggravated assault and sexual offenses are considered on a case-by-case basis, and depend on the facts of the case and the information known by the SHSU PD. For example, if an assault occurs between two students sharing a residential suite due to a disagreement, there may be no on-going threat to other university community members. Therefore, a Timely Warning Notice would not be distributed.

Sexual Assaults are considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the SHSU PD. Timely Warning Notices may be distributed for other crimes as determined necessary by the SHSU Chief of Police or his designee.

The SHSU Chief of Police or his designee will, in making the case-by-case decision on issuance of a Timely Warning, consider the following:

» The nature of the crime
» The continuing danger to the campus community
» The possible risk of compromising law enforcement efforts

Upon reception of Clery Act crime information regarding the issuance of a Timely Warning, the SHSU Chief of Police or his designee shall send the pertinent Timely Warning information to the Director of Emergency Management Services or his designee, and notify the SHSU President. With the assistance from SHSU Marketing and Communications or SHSU IT, the Assistant Director of Emergency Management Services or his designee will initiate the KatSafe communications system. Additional methods that may be used in
communicating includes posters and the use of the student newspaper the Houstonian in follow-up reporting may be utilized. Timely warnings will be documented, and stored to retain accurate reporting and use in reporting for the SHSU ASFR.

The use of Timely Warning procedures are not limited to certain types of Clery Act crimes. Timely Warnings are intended to protect the community, therefore the SHSU Chief of Police or his designee may issue a Timely Warning related to non-Clery Act crimes or related to non-Clery Act Geography on a case-by-case review conducted by the SHSU Chief of Police or his designee(s). However, the SHSU PD Chief of Police or designee is not required to provide a timely warning for non-Clery Act crimes or for crimes reported to a pastoral or professional counselor.

The SHSU Chief of Police or his designee may include personally identifiable information generally protected from disclosure under the Family Educational Rights and Privacy Act (FERPA) in an emergency using the identifying information.

When posting Timely Warnings, the SHSU Chief of Police or his designee may include crime prevention best practices information to increase the SHSU campus community’s level of safety and security.

The SHSU Chief of Police or his designee will include in the SHSU Annual Security Report a policy statement that accurately reflects SHSU’s current Timely Warnings and procedures.

The SHSU Chief of Police or his designee will provide training for SHSU PD first line supervisors about what types of incidents that could potentially warrant timely warnings or emergency notifications, thus improving timeliness and the pertinence of the information submitted to the SHSU Chief of Police.

Checklist

The Timely Warning checklist, as referenced to the right, is to be utilized to confirm appropriate intentions and language within the messaging to the SHSU community for a Timely Warning.

 Appropriately filled out, the checklist provides documentation of SHSU’s processes. A copy of the documentation should be forwarded to the Clery Act compliance officer, with the original retained by the issuer.

Checklist Questions

Was the crime reported by a CSA or local law enforcement? Yes/No

Did the crime occur on property deemed on campus? Yes/No

Is the crime currently occurring or imminently threatening the campus? Yes/No

Will the Timely Warning aid in the prevention of similar crimes? Yes/No

Does the timely warning withhold the victim’s name and other personally identifying information of victim(s)? Yes/No

Is there an exception to FERPA so you may use PII? Yes/No

Is there a template available for use for this Timely Warning? Yes/No

Is the information provided for the Timely Warning trauma informed? Yes/No

Were any other plans of Timely Warning dissemination used besides the KatSafe Notification System, such as physical signage in residence halls, publications, radio, TV or other means? Yes/No

Does the issuance of the Timely Warning follow SHSU procedures? Yes/No

Does the Timely Warning include tips for bystander intervention? Yes/No

Is there documentation on whether a Clery Act Timely Warning was discussed or the determining factors on issuance of the Timely Warning? Yes/No

Incident Occurrence

Date, Time

Additional Comments

Case No

XXXXXXXXX

Timely Warning Issuance

Date, Time
EMERGENCY NOTIFICATION

SHSU has instructed the SHSU Chief of Police, Kevin Morris or his designee under the Clery Act designation 34 CFR §668.46(g) and by policy and procedure, to include in every SHSU Annual Security Report a statement that accurately reflects SHSU’s current emergency response and evacuation procedures, as well as the procedures involved in emergency notification.

Purpose

SHSU Emergency Management’s purpose is preparation through strong plan development, testing, and exercises aimed towards organizational coordination of emergency response in the event of an emergency. Focal points of SHSU Emergency Management, under the direction of Deputy Chief of Police and Associate Director of Emergency Management Preparation and Safety Steven Jeter or his designee, and includes the saving of lives, minimizing trauma and suffering incurred to the SHSU community, and reducing the amount of damage to property and academic services. To accomplish these goals, it is important that students, staff, faculty and visitors take responsibility for their own safety, and that SHSU and Emergency Management exists to support that responsibility and comply with the requirements of the Clery Act.

Examples of emergencies may include:

» An outbreak of meningitis, rhinovirus or other serious illness
» An approaching tornado, hurricane, or other extreme weather condition
» Gas leak
» Bomb threat
» Civil unrest or rioting
» Nearby chemical or hazardous waste spill
» Explosion or fire
» Armed intruder

Initiation

Upon confirmation of an emergency, a notification is to be issued to the Bearkat community, unless issuing a notification, will compromise efforts to assist a victim or mitigate the emergency.

With procedures outlined in the SHSU Warning annex of the Emergency Management Plan, the primary notification to the SHSU University community, depending on the emergency and type of response required, is initiated by SHSU’s Crisis Communications Team (SHSU CCT), normally led by either the Executive Director of Public Safety Services and Chief of the SHSU PD Kevin Morris, Emergency Management Preparation and Safety Associate Director Steven Jeter, or their designees, and consisting of the President, Cabinet and the University Public Information Officer. As part of the team, the Emergency Planning Group is activated to assemble and, at the direction of the SHSU CCT, to execute the guidance of the President.

Internal Communication

a) With the possibility of imminent loss of life/property and considered a law enforcement response, the SHSU Chief of Police:

1) Chief will contact Assistant Director of Emergency Operations and President. If President is not reachable, VPFO will be the secondary contact.

2) Director of Emergency Operations will notify Provost and VPFO.

3) Chief/Director of Emergency Operations will activate the Emergency Communications Team (SHSU PD, MarCom, IT), at his discretion to ensure timely notification to campus to minimize loss of life/property.

b) All other events will be handled in accordance with associated procedures:

1) Inclement Weather - Director of Emergency Management.

2) Public relations/Social media challenges - Director of University Communications
External Communication Plan

The KatSafe system will be used to notify students and employees of an emergency. Surrounding community leaders from Walker County, the City of Huntsville Police and Fire Departments, and Huntsville Memorial Hospital are enrolled in the KatSafe notification system.

Students commuting to and from SHSU main campus, or commuting between campuses should pay special attention to possible emergency notifications to prevent driving into an occurring emergency. All emergency notifications are non-segmented. The local radio station for both Montgomery and Walker County who will be transmitting the SHSU emergency notification information or of other emergencies determined by other agency emergency operations is 101.7 KSAM.

The Texas State University System and the Huntsville Item Online also receives the emergency notifications which leads to informing the outlying communities through area news media.

The SHSU PD works closely with the Huntsville Police Department, Department of Public Safety, and Walker County Sheriff’s Department for Huntsville’s main campus and north separate campuses, as well as with Conroe Police Department for the SHSU Osteopathic School of Medicine and Montgomery County Sheriff’s Department for the Woodlands’ Campus. When an emergency occurs that may indirectly or directly affect the campus community, the SHSU PD is contacted by the communicating agency and who will then attempt to provide the best information to the University community for awareness of incidents that occur outside of the campus.

For Non-Emergency Notifications, such as power loss or weather-related cancellation of classes, for example, KatSafe and/or the SHSU University Webpage will provide information regarding the event that was reported to the SHSU PD so that the campus community is aware of incidents that affect the university community.

Procedures for Testing Crisis Emergency Communications

To sufficiently prepare for an emergency on campus, the SHSU Crisis Communication Team (CCT) tests the emergency procedures, including testing the informing of the campus community and other individuals, such as parents and guardians, in the event of an emergency.

The SHSU Division of Information Technology plays a vital role in the physical security of Sam Houston State University and works closely with the SHSU PD and Office of Emergency Management. The three areas of Infrastructure and Support Services maintain 5 crucial security systems that aid in the protection of our students, faculty, and staff. All systems described below are supported by differing departments within the Division of Information Technology with scheduled and unscheduled testing and prompt maintenance:
Tests of KatSafe Notification System
At the beginning of each semester, IT completes an emergency notification drill that tests text messaging, voice and desktop alerts, social media platforms, and email notifications. IT conducted both unannounced and monthly announced documented tests in 2019. The siren/warning platform is tested monthly to practice, with various members of the University to monitor performance. Additional loudspeakers and sirens are intended for both the Woodlands and Huntsville Campus. This type of testing also permits repair orders to be instigated to correct any malfunctions occurring at any of the sites.

An example of the locations of the sirens and the 2019 documentation is listed with the following:

Executive Summary
On Monday 02/04/2019 and Tuesday 02/05/2019, SHSU performed the monthly test of the outdoor emergency siren alert system.

Test Summary:
» On 02/04 and 02/05, the test included personnel at each speaker location, to verify proper operation.
» On 02/04, the test consisted of an alert tone that lasted for two minutes.
» On 02/05, the test consisted of a 10 second alert tone followed by delivery of a “This is a test...” message that is repeated three times. The test was administered at 10:55 a.m.
» The test was activated by SHSU PD on 02/04 and by other personnel on 02/05.

Test Results
» On 02/04, the siren sounded, but the test did not switch to the verbal message.
» On 02/05, all zones were reported as working properly.

Action Items (& who will facilitate)
» Instructions have been amended to add a step to turn off the siren.
» Other assigned personnel has scheduled trainings with Marketing & Communication on 2/11 and SHSU PD on 2/7 to review the process.

» In the instance of abnormalities during the siren test, we are asking that users contact directly via phone.

Action Items Outcome
» None

The announced scheduling of monthly testing in 2019 was conducted by Christine Reeder, BCJ, networking Administrative Coordinator III with the SHSU IT Department. It was later in 2020 that Lori McBee assumed responsibility for the duties. Testing ensures the functionality of the equipment, the evaluators’ presence, and proper documentation. Testing dates throughout 2019 were held either the first Monday or Tuesday of each month unless inclement weather or a major event prompted movement to the following week. Testing is not conducted if the university is out for holidays or scheduled breaks. Assessment of the drill includes redundant means of initiating an alert, functionality of each siren tower, and number of those successfully notified via text, email, and voice alerts and notification to the community.

Additional testing for all modes of emergency testing is being conducted yearly, with a 99% success rate reaching 24,165 devices. A detailed review of message delivery results provides an opportunity to increase message receipt by contacting individual recipients with errors to confirm data entry and selection of options as they are intended.

<table>
<thead>
<tr>
<th>Test Area</th>
<th>Responsible IT Team</th>
</tr>
</thead>
<tbody>
<tr>
<td>Video Surveillance</td>
<td>Systems &amp; Operations, Networking</td>
</tr>
<tr>
<td>Door Access</td>
<td>Systems &amp; Operations</td>
</tr>
<tr>
<td>Telephones and Emergency Notification</td>
<td>Networking</td>
</tr>
<tr>
<td>Computer Desktop Alerts</td>
<td>Systems &amp; Operations, Managed Applications</td>
</tr>
</tbody>
</table>
MISSING STUDENT NOTIFICATION

SHSU Residence Life Policy Federal law requires that SHSU report both to the SHSU PD, Huntsville Police Department, and to the student’s designated contact person when campus residents are determined missing for 24 hours (i.e., no one can identify where they are).

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, that information should be reported immediately to the SHSU PD at 936.294.1800, or the Residence Life Office number at 936.294.1812. Any SHSU employee receiving a missing student report should immediately notify SHSU PD so that an investigation can be initiated.

Students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the University only in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the University will notify that individual no later than 24 hours after the student is determined to be missing.

The option to identify a contact person in the event the student is determined missing is in addition to identifying a general emergency contact person, but they can be the same individual for both purposes. A student’s confidential contact information will be accessible only by authorized campus officials, and it will only be disclosed to SHSU law enforcement personnel in furtherance of a missing student investigation.

Each year students who are residing in on-campus housing have the option to add to or modify who is to be contacted in the event the student is reported missing. If the missing student is under the age of 18 and is not emancipated, SHSU will also notify that student's custodial parent or legal guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.
Chief Kevin Morris or his designee maintains the SHSU PD Crime log as required under the Clery Act, and includes the nature, date, time, and general location of crimes that occur on or within SHSU's Clery Act geography. Entries must be made within two business days of the reported crime, unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim. SHSU PD may withhold this information if there is clear and convincing evidence that releasing it would jeopardize an ongoing criminal investigation or safety of the individual, cause the suspect to flee or evade detection, or result in the destruction of evidence. SHSU PD Clery policy discloses any withheld information once the adverse effect is no longer likely to occur. Anyone can go to see both the currently maintained crime log for the year at https://www.shsu.edu/dept/public-safety/upd/crimelog.html and the crime logs for the previous years. The policies for the SHSU PD Crime Log apply to the Woodlands campus as well. The crime log switched formats in early 2020 for easier inspection of single days, weeks or months for crime information you desire to find.

Detailed Daily Activity Reports at the following link https://www.shsu.edu/dept/public-safety/upd/dailypolice.html illustrate both the criminal reports and other activities that the University Police Department conducts.
REGISTERED SEX OFFENDERS

Sex Offender information is located within the on SHSU PD website at http://www.shsu.edu/dept/public-safety/upd/sex-offenders.html. Additionally, you may contact the SHSU PD at 936-294-1800 to speak with an officer with concerns or questions you may have concerning registered sex offenders on campus.

The Texas Public Sex Offender Website is maintained by the Texas Department of Public Safety (DPS) to protect and serve the people of Texas. DPS, under Chapter 62, collects reported information and disseminates reports on their website located at https://records.txdps.state.tx.us/SexOffenderRegistry. You may also go to the U.S. Department of Justice Dru Sjodin National Sex Offender Public Website at https://www.nsopw.gov for National Sex Offender information.
03
GEOGRAPHY
AUTHORITY & JURISDICTION

SHSU PD law enforcement personnel is lawfully recognized by Texas State law as law enforcement officers under the Texas Code of Criminal Procedure, Article 2.12 (8) – Who are Peace Officers - Officers commissioned under Section 37.081, Education Code, or Sub-chapter E, Chapter 51, Education Code; and are authorized to make arrests. Section 51.203 of the Texas Education Code determines the primary jurisdiction of the SHSU PD and encompasses all counties where SHSU owns, leases or controls property by written agreement within the State of Texas.

NEIGHBORING LAW ENFORCEMENT

SHSU Chief of Police has maintained a good working relationship with federal, state, local, county and city law enforcement authorities on behalf of the university. SHSU serves as a hub for leadership and management training for many law enforcement agencies within the State of Texas. SHSU PD assists with the accuracy of maintaining criminal statistics at off-campus sites, including student organizations with non-campus housing facilities.

SHSU PD signed the Mutual Aid Law Enforcement Agreement on August 6, 2018. This agreement expires in 2023. The current MOU with City of Huntsville Police Department (HPD) is reviewed around April every two years and renewed every five years. Copies of the MOU's are available upon request by contacting SHSU PD at 936.294.1800.

Mutual Aid Law Enforcement Agreement includes:

» Montgomery County Sheriff’s Department
» M.C. Constable Precinct 1
» M.C. Constable Precinct 2
» M.C. Constable Precinct 3
» M.C. Constable Precinct 5
» City of Conroe Police Department
» City of Oak Ridge Police Department
» City of Shenandoah Police Department
» City of Panorama Village Police Department
» City of Cut and Shoot Police Department
» City of Magnolia Police Department
» New Caney ISD Police
» Splendora ISD Police
» Montgomery ISD Police
» Lone Star College Police
» Texas Department of Public Safety
» City of Willis Police Department
» City of Montgomery Police Department
CLERY GEOGRAPHY GUIDELINES

SHSU Clery geography establishes the area that statistics are compiled from, and those properties are submitted to the SHSU PD by Mary Holland, Campus Space Planner, of the SHSU Facilities Management Department. Ms. Holland’s office is located at 2424 Sam Houston Avenue in the South Sam Complex, and is the repository for all geography documentation received by SHSU Finance and Operations or through SHSU Facilities Management. Public property geography designations are currently determined by the SHSU PD Chief of Police Kevin Morris or his designee. Updates from Facilities Management concerning properties, including changes in names of properties, are also supplied by SHSU Facilities Management. Additional Geography reporting obligations rests on Athletics, Academics and Student Affairs for non-campus travel under departmental procedures, with the information forwarded to the designated Clery compliance officer.

The definitions for SHSU Clery geography provided by Federal law are as follows: For the purposes of collecting statistics on the crimes listed in Clery for submission to the Department and inclusion in an institution’s Annual Security Report, Clery geography includes:

» Buildings and property that are part of SHSU’s campus.
» SHSU’s non-campus buildings and property.
» Public property within or immediately adjacent to and accessible from the SHSU campus.
» Student Housing Facilities

The proper identification of SHSU’s property ensures that the statistical reporting to the Bearkat Community is accurate and dependable.

Definitions for SHSU geography:
On-campus. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls and any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

On-campus Student Housing Facilities. For purposes of the Clery Act (as well as the HEA missing student notification and fire safety regulations) any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on campus student housing facility.

Public property. All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Non-campus buildings or property. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. For the purposes of maintaining the crime log required by the Clery Act, geography includes, in addition to the locations in the paragraph listed above, the patrol jurisdiction of the campus police. Areas generally within one mile of the campus are considered contiguous, and are considered whether campus or non-campus property on a case-by-case basis.

This non-campus property data for 2019 currently includes Gibbs Ranch, the SHSU Observatory, University Plaza, the Biological Field Station including the Southeast Texas Applied Anatomical Forensic Science Facility, and University Camp. In August 2020, the SHSU Osteopathic School of Medicine, Gibbs Ranch and the Biological Field Station were named separate campuses. For other property related considerations, see Chapter 2 in the Campus Safety and Security Handbook 2016 edition.
MAIN CAMPUS

Main Campus for SHSU is located in Huntsville, Texas. The main portion of campus is located approximately four blocks south of the County Courthouse. The SHSU main campus is comprised of numerous academic buildings, residential complexes (operated by the university), and is surrounded by public streets and private property. In all, the main campus of SHSU covers approximately 500 acres (total property within Walker County approximately 2772.1 acres). The SHSU Physical Plant Administration (Facilities Management) maintains a list of all campus buildings, addresses, and locations or other properties owned by SHSU.

Huntsville's last population census indicated a population of 38,548. It is located approximately 70 miles north of Houston in the East Texas Piney Woods on Interstate 45, which runs between Houston and Dallas. Huntsville is home to Sam Houston State University, the Texas Department of Criminal Justice, Huntsville State Park, the Texas Prison Museum, and became the home of Sam Houston, who served as President of the Republic of Texas, Governor of the State of Texas, Governor of Tennessee, U.S. Senator, and Tennessee congressional representative. General Houston led the Texas Army in the Battle of San Jacinto - the decisive victory of the Texas Revolution. Houston has been noted for his life among the Cherokees of Tennessee, and - near the end of his life - for his opposition to the American Civil War, a position which was a very unpopular in his day. Huntsville was also the home of Samuel Walker Houston (1864–1945), a prominent African-American pioneer in the field of education. Samuel W. Houston founded the Galilee Community School in 1907, which later became known as the Houstonian Normal and Industrial Institute, in Walker County, TX.
THE WOODLANDS CENTER

Sam Houston State University’s “The Woodlands Center” is comprised of a 144,164 sq. ft., 4-story facility, complete with 32 high tech classrooms and a 5-story parking garage. The facility features a one stop center where students can speak with representatives about admissions, financial aid programs, registration, online tuition payments, and obtain a Bearkat OneCard.

The Woodlands Center is located at 3380 College Park Drive The Woodlands, TX 77384 and can be reached at 936-202-5000.

Adjacent Lone Star College shares a parking garage with The Woodlands Center and provided their statistics which are included with the SHSU Woodlands Campus statistics.
THE OSTEOPATHIC SITE

Sam Houston State University College of Osteopathic Medicine (SHSU COM) is a public osteopathic medical school. Founded in 2019, the college is located in Conroe, Texas and confers a Doctor of Osteopathic Medicine (D.O.) degree. The campus consists of a five-story, 107,000 square-foot building on 7.3 acres. SHSU COM has received accreditation from the American Osteopathic Association’s (AOA) Commission on Osteopathic College Accreditation (COCA).
STATISTICAL GUIDELINES

All crime statistics are based on reports received submitted to the SHSU PD through SHSU Campus Security Authorities (CSAs), or the Huntsville Police Department of crimes that occur on Clery Geography for SHSU. If you wish to keep appraised of the current statistical reporting that is used in conjunction with the SHSU Annual Security Report or the SHSU general police activity, go to the UPD Crime Log and/or Daily Police Activity. Go to Campus Security Authorities on the SHSU Police Department webpage for more information concerning the contribution of CSAs to statistical reporting and assistance to students, staff and faculty. Clery specific reporting on crime statistics is maintained on the SHSU Police Department webpage located at https://www.shsu.edu/dept/public-safety/upd/SHSU-main-campus-crime-statistics.html under crime statistics main campus and for the SHSU Woodlands Campus at https://www.shsu.edu/dept/public-safety/upd/the-woodlands-campus-crime-statistics.html. While SHSU at University Park in northwest Houston is no longer a part of SHSU reporting, the past statistics, submitted by Lone Star College, is maintained at SHSU as University Park Crime Statistics.

Definitions

The definitions for murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, weapons, law violations, drug abuse violations, and liquor law violations are from the “Summary Reporting System (SRS) User Manual” from the FBI’s UCR Program.

The definitions of fondling, incest, and statutory rape are from the “National Incident-Based Reporting System (NIBRS) User Manual” from the FBI’s UCR Program.

The definitions of larceny-theft (except motor vehicle theft), simple assault, intimidation, and destruction/damage/vandalism of property are from the “Hate Crime Data Collection Guidelines and Training Manual” from the FBI’s UCR Program.

All crime statistics are based on reporting the number of offenses and not with any regard to the findings of a court, jury, coroner, or the decision of a prosecutor.

Statistics gathered from other law enforcement departments are the result of requests to other agencies who may have jurisdiction adjacent to or including SHSU Clery Act geography. When information is submitted to SHSU PD, the information is used to determine if additional Clery Act crimes occurred adjacent to or within SHSU’s Clery Act geography. For the categories of Domestic Violence, Dating Violence, and Stalking, the definitions are taken from the Violence Against Women Act of 1994 and repeated in the Department’s Clery Act regulations.

Hate Crimes

Hate Crimes are classified according to the FBI’s Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual.

Hate Crimes are criminal offenses that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported: race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability.

If you are interested in how hate crimes and their many possibilities in statistical reporting, please go to Chapter 3 of the “The Handbook for Campus Safety and Security Reporting 2016 Edition.” Guidelines for SHSU PD’s inclusion of hate crimes and when or how it may be reported is explained.

The Hierarchy Rule

As required by the Clery Act, when more than one criminal offense was committed during a single incident within SHSU’s Clery Act geography, SHSU PD will only count the most serious offense, with some exceptions. Those exceptions include when reporting arson and sexual assault along with another serious offense.
**Arrest**
Under Clery Act requirements, SHSU must report statistics for violations of the law that occur within SHSU Clery Act geography and result in arrests or persons being referred for disciplinary action. No statistical recording is for both. Statistical recording in a case of both an arrest and referral would only record the statistic for the arrest.

**Monitoring Off Campus Locations of Recognized Student Organizations**
The University monitors and records, through local police agencies, any criminal activity in which students have engaged at off-campus locations of student organizations officially recognized by the University, including student organizations with off-campus housing facilities.

**Documents:** All documents are currently held in support of the submission of Clery Act statistics at the SHSU Police Department by the Chief of Police or his/her designee at 2424 Sam Houston Avenue in Huntsville, Texas.

**Reference:** Sam Houston State University PD follows the guidelines as provided by the Department of Education through “The Handbook for Campus Safety and Security Reporting 2016 Edition” and UPD policies.

**Public Property**
Reports are gathered from the Huntsville Police Department and Huntsville Municipal Court for public property adjacent to campus. The Huntsville Police Department provide crimes reported, while the court provides citations related to drug or alcohol abuse.
## MAIN CAMPUS STATISTICS

<table>
<thead>
<tr>
<th>Type</th>
<th>Year</th>
<th>On Campus</th>
<th>Only in On Campus Residential Facilities</th>
<th>Noncampus</th>
<th>Public Property</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Primary Crimes</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2019</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>2019</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2019</td>
<td>13</td>
<td>8</td>
<td>0</td>
<td>0</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>7</td>
<td>7</td>
<td>1</td>
<td>0</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>10</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>17</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2019</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Arson</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Sex Offenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rape</td>
<td>2019</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>9</td>
<td>8</td>
<td>0</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>7</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>7</td>
</tr>
<tr>
<td>Fondling</td>
<td>2019</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Incest</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Violence Against Women Act Offenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>2019</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>2019</td>
<td>8</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>6</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>6</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Stalking</td>
<td>2019</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Type</td>
<td>Year</td>
<td>On Campus</td>
<td>Only in On Campus Residential Facilities</td>
<td>Noncampus</td>
<td>Public Property</td>
<td>Total</td>
</tr>
<tr>
<td>--------------------</td>
<td>------</td>
<td>-----------</td>
<td>------------------------------------------</td>
<td>-----------</td>
<td>----------------</td>
<td>-------</td>
</tr>
<tr>
<td><strong>Arrests</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violation</td>
<td>2019</td>
<td>24</td>
<td>12</td>
<td>0</td>
<td>6</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>6</td>
<td>5</td>
<td>0</td>
<td>7</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>9</td>
<td>8</td>
<td>0</td>
<td>9</td>
<td>18</td>
</tr>
<tr>
<td>Drug Law Violation</td>
<td>2019</td>
<td>34</td>
<td>23</td>
<td>0</td>
<td>31</td>
<td>65</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>26</td>
<td>12</td>
<td>0</td>
<td>30</td>
<td>56</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>33</td>
<td>27</td>
<td>0</td>
<td>24</td>
<td>57</td>
</tr>
<tr>
<td>Weapons Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td><strong>Referrals for Disciplinary Action</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violation</td>
<td>2019</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Law Violation</td>
<td>2019</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>4</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Weapons Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

Residential Facility crime statistics are a subset of the On Campus category. These reports are also included in the On Campus category.

**Unfounded Crimes**

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be “unfounded.”

Institutions must report the total number of: criminal offenses; hate crimes; and domestic violence, dating violence, or stalking incidents that have been unfounded.

<table>
<thead>
<tr>
<th>Year</th>
<th>Unfounded Crimes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>1</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
</tr>
<tr>
<td>2017</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hate Crime Reporting**

There was 1 hate crime reported for this campus in 2019, 0 in 2017 and 2018.
## THE WOODLANDS CENTER STATISTICS

<table>
<thead>
<tr>
<th>Type</th>
<th>Year</th>
<th>On Campus</th>
<th>Only in On Campus Residential Facilities</th>
<th>Noncampus</th>
<th>Public Property</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Primary Crimes</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2019</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Sex Offenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rape</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fondling</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Incest</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Violence Against Women Act Offenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>
### Arrests

<table>
<thead>
<tr>
<th>Type</th>
<th>Year</th>
<th>On Campus</th>
<th>Only in On Campus Residential Facilities</th>
<th>Noncampus</th>
<th>Public Property</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Weapons Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Referrals for Disciplinary Action

<table>
<thead>
<tr>
<th>Type</th>
<th>Year</th>
<th>On Campus</th>
<th>Only in On Campus Residential Facilities</th>
<th>Noncampus</th>
<th>Public Property</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weapons Law Violation</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Residential Facility crime statistics are a subset of the On Campus category. These reports are also included in the On Campus category.

**Unfounded Crimes**

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be “unfounded.”

Institutions must report the total number of: criminal offenses; hate crimes; and domestic violence, dating violence, or stalking incidents that have been unfounded.

<table>
<thead>
<tr>
<th>Year</th>
<th>Unfounded Crimes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
</tr>
<tr>
<td>2017</td>
<td>0</td>
</tr>
</tbody>
</table>

**Hate Crime Reporting**

There were no hate crime reported for this campus in 2017, 2018 or in 2019.
LOCAL CRIME STATISTICS

Under the Clery Act, SHSU PD is also responsible for collecting crime statistics from agencies that may have jurisdiction in conjunction with SHSU PD over some or all the properties SHSU may own or control. SHSU PD, usually at the end of January, submits requests to agencies such as Montgomery County Sheriff’s Department, Huntsville Police Department, Walker County Sheriff’s Department, Texas Department of Public Safety and other agencies to determine if additional crimes occurred within their jurisdiction over SHSU properties. Not all agencies respond to the requests for the statistical information. Other agencies have responded to SHSU PD requests with charges ranging in the hundreds of dollars to supply the requested information. The Clery Act does not require SHSU PD to pay for that information, and any statistics that possibly existed is not recorded in the submitted Annual Security Report. Other agencies supply information in a format that only includes all of their reported crimes within their jurisdiction, and are unable due to their electronic formats to supply the requested statistical information. Any agency returning information that can be utilized covering just the SHSU campus property, non-campus property or public property is submitted and published along with SHSU PD’s submitted report after comparison between Federal and State law crime definitions. Crimes that cannot be attributed to SHSU’s Clery Act geography may be listed in a separate table.
<table>
<thead>
<tr>
<th>Type</th>
<th>2019</th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>0%</td>
</tr>
<tr>
<td>Robbery</td>
<td>26</td>
<td>15</td>
<td>23</td>
<td>27</td>
<td>-4%</td>
</tr>
<tr>
<td>Assault</td>
<td>617</td>
<td>507</td>
<td>448</td>
<td>500</td>
<td>23%</td>
</tr>
<tr>
<td>Burglary</td>
<td>108</td>
<td>169</td>
<td>122</td>
<td>125</td>
<td>-14%</td>
</tr>
<tr>
<td>Arson</td>
<td>1</td>
<td>2</td>
<td>4</td>
<td>1</td>
<td>0%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>56</td>
<td>47</td>
<td>60</td>
<td>49</td>
<td>14%</td>
</tr>
<tr>
<td>Theft</td>
<td>476</td>
<td>438</td>
<td>427</td>
<td>540</td>
<td>-12%</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>12</td>
<td>12</td>
<td>35</td>
<td>37</td>
<td>-68%</td>
</tr>
<tr>
<td>Public Intoxication</td>
<td>428</td>
<td>480</td>
<td>373</td>
<td>404</td>
<td>6%</td>
</tr>
<tr>
<td>DWI/DUI</td>
<td>227</td>
<td>222</td>
<td>186</td>
<td>167</td>
<td>36%</td>
</tr>
<tr>
<td>Narcotics</td>
<td>389</td>
<td>320</td>
<td>441</td>
<td>220</td>
<td>77%</td>
</tr>
<tr>
<td>Arrests</td>
<td>2597</td>
<td>2603</td>
<td>2313</td>
<td>2313</td>
<td>12%</td>
</tr>
</tbody>
</table>
05
CRIMINAL OFFENSES
zero reports of non-negligent manslaughter, negligent manslaughter, arson, and intimidation in the last four years.

one report of ROBBERY in the last three years.

LARCENY-THEFT is the most commonly reported criminal offense

consistent reports of MOTOR VEHICLE THEFT

<table>
<thead>
<tr>
<th></th>
<th>MAIN</th>
<th>WOODLANDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2018</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2017</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

decreased reports of DESTRUCTION, DAMAGE, OR VANDALISM OF PROPERTY

<table>
<thead>
<tr>
<th></th>
<th>MAIN</th>
<th>WOODLANDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>19</td>
<td>2</td>
</tr>
<tr>
<td>2018</td>
<td>30</td>
<td>1</td>
</tr>
<tr>
<td>2017</td>
<td>52</td>
<td>1</td>
</tr>
<tr>
<td>2016</td>
<td>72</td>
<td>1</td>
</tr>
</tbody>
</table>

increased reports of BURGLARY

<table>
<thead>
<tr>
<th></th>
<th>MAIN</th>
<th>WOODLANDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>13</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>2017</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td>2016</td>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

continuous reports of ASSAULT

<table>
<thead>
<tr>
<th></th>
<th>Simple</th>
<th>Aggravated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Main</td>
<td>TWC</td>
</tr>
<tr>
<td>2019</td>
<td>8</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>2017</td>
<td>9</td>
<td>0</td>
</tr>
</tbody>
</table>
DEFINITIONS

Criminal Homicide is separated into two categories: Murder and Non-Negligent Manslaughter, and Manslaughter by Negligence.

Non-Negligent Manslaughter
Murder and Non-Negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another, and includes any death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime.

Manslaughter by Negligence
Defined as the killing of another person through gross negligence. This includes any death caused by the gross negligence of another. In other words, it's something that a reasonable and prudent person would not do.

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.

Burglary
The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft
The theft or attempted theft of a motor vehicle.

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.

Simple Assault
An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Larceny-Theft
The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Larceny and theft are the same for purposes of Clery Act reporting. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Intimidation
To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction / Damage / Vandalism of Property
To willfully or maliciously destroy, damage, deface or otherwise injure any public or private property, real or personal, without the consent of the owner or person having custody or control. This malicious behavior directed at property such as cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.
06

SEXUAL OFFENSES, VIOLENCE, & STALKING
increased reports of **DATING VIOLENCE**

<table>
<thead>
<tr>
<th></th>
<th>MAIN</th>
<th>WOODLANDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

**RAPE**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Main</td>
<td>TWC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>9</td>
<td>0</td>
</tr>
<tr>
<td>2017</td>
<td>7</td>
<td>0</td>
</tr>
</tbody>
</table>

**STALKING**

<table>
<thead>
<tr>
<th></th>
<th>MAIN</th>
<th>TWC</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>2017</td>
<td>5</td>
<td>1</td>
</tr>
</tbody>
</table>

zero reports of **incest** in the last three years.

one report of **FONDLING** in the last three years.

three reports of **DOMESTIC VIOLENCE** in the last three years.

decreased reports of **STALKING**

three reports of **DOMESTIC VIOLENCE** in the last three years.

decreased reports of **STALKING**
DEFINITIONS

Sexual Assault
Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

Rape
The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

Fondling
The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest
Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape
Sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence
Defined as a felony or misdemeanor crime of violence committed:
» By a current or former spouse or intimate partner of the victim
» By a person with whom the victim shares a child in common
» By a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner
» By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred
» By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking
Defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
» Fear for the person's safety or others' safety.
» Suffer substantial emotional distress.
» For the purpose of this definition, course of conduct is defined as follows:
  » Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
  » Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  » Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
POLICY AND PROCEDURES

On August 14, 2020, the Texas State University System (TSUS) implemented a new policy concerning Sexual Misconduct to support the changes made by the Department of Education.

Introduction

Under 1.1, Institutional Values. The Texas State University System (TSUS), its colleges, and universities (collectively referred to as “System” and/or “Components” and used interchangeably herein) are committed to creating and maintaining educational communities in which each individual is respected, appreciated, and valued. The System’s focus on tolerance, openness, and respect is key in providing every member of the TSUS community with basic human dignity free from all forms of Sexual Misconduct, including Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking. Any report of behavior that threatens our institutional values and breaches this Policy shall be promptly investigated and remediated in accordance with principles of law, fairness, and equity to all Parties involved.

1.2 Purpose of Policy. The purpose of this Policy is to ensure that:

1.2.1. Sexual Misconduct is not tolerated on any System property or in any System Education Program or Activity;

1.2.2. System offices and Components maintain an environment that promotes prompt reporting of all forms of Sexual Misconduct and the timely and fair resolution of Sexual Misconduct Complaints or Reports;

1.2.3. Components take prompt and appropriate action to eliminate Sexual Misconduct, prevent its recurrence, and remedy its effects;

1.2.4. System offices and Components comply with all applicable federal and state laws regarding Sexual Misconduct – including sexual discrimination – in higher education; and,

1.2.5. The System and Components have a uniform Policy that defines and describes prohibited sexual conduct, establishes procedures for processing Complaints or Reports of Sexual Misconduct, permits appropriate sanctions, and identifies available resources.

The following processes and procedures are Sam Houston State University’s information supplied to all students, staff and faculty, with requirements for training and reporting. The remaining 60 pages of policy and procedures SHSU complies with in regards to Federal Requirements under Title IX and the Clery Act, as well as State law and it’s reporting requirements, can be found at the SHSU website https://www.shsu.edu/titleix/SexualMisconduct.pdf. The State of Texas, the Texas State University System, and SHSU takes the subject matter, the rights of both parties involved, and its assistance to victims in a serious and contemplative manner.

THE GRIEVANCE PROCESS

Sam Houston State University’s Office of Institutional Diversity and Inclusion (ID&I) investigates allegations of civil rights violations at SHSU. This includes harassment and discrimination based on sex, sexual assault, sexual exploitation, dating violence, domestic violence, stalking and other sexual misconduct. They also investigate allegations of retaliation for reporting or participating in the investigation of any of the above behaviors. The Title IX Coordinator offers consultations for students, faculty and staff who have questions or concerns. In addition, a person may contact the Title IX Coordinator anonymously to discuss their situation and receive information and may decide what to do later.

The Director of ID&I and Title IX Coordinator is Jeanine Bias Nelson, and Associate Director of ID&I and Title IX Deputy Coordinator is Natalie Isaac. For contact Information, go to https://www.shsu.edu/titleix/contact.html

Notification of Alleged Incident

Complainants begin the process by filing a report with ID&I via phone, email or through the online reporting form.
Confidential Reporting can be conducted through

**SHSU Counseling Center**
Location: 1608 Ave J Huntsville, Texas 77341
Phone: 936 294-1720

**SHSU Health Center**
Location: 1608 Ave J Huntsville, Texas 77341
Phone: 936 294-1805

**SHSU Student Legal and Mediation Services**
Location: Lowman Student Center, 327
Phone: 936 294-1717

**Outreach to the Complainant**
Once ID&I has been notified by the Complainant, a Responsible Employee or any other party with information pertaining to the incident, ID&I will reach out to the Complainant.

The Complainant will be sent an email, which will include available information and resources and a request for them to contact ID&I. The email specifies that a request for information or services does not carry an obligation to file a formal complaint.

Once the Complainant responds or contacts ID&I, they will be invited to schedule an intake interview with the Title IX Coordinator or Title IX Deputy Coordinator.

**Intake (Initial) Interview**
During the intake meeting, the Coordinator will ask clarifying questions surrounding the Complainant’s concerns. Additionally, the Complainant will be informed of supportive measures and available resources such as counseling, medical, mental health, law enforcement and other services for Complainants and Respondents, both on campus and in the community.

The Complainant may request supportive measures without filing a formal complaint.

**Determine Proceedings**
The Complainant will be advised of the difference between administrative and criminal proceedings and that they may request for their concerns be addressed administratively by the University and criminally by SHSU PD or other law enforcement.

The Complainant may choose to report to the ID&I, to law enforcement, to both or to neither. Complainants may simultaneously pursue actions through both avenues. The university will support Complainants in understanding, assessing and pursuing these options.

**Resolutions**

**Informal.** The Complainant will also be advised of informal resolution options such as mediation services or to allow the Title IX Coordinator or Deputy Coordinator to assist them in resolving their issues informally. For instance, contacting the Respondent to discuss the Complainant’s concerns and possible alternatives and/or other methods to address concerns at the lowest level possible.

**Formal.** The Complainant may request a formal investigation. The Title IX Coordinator shall review all allegations to determine if the allegations will be classified as Title IX Sexual Harassment or Non-Title IX Sexual Misconduct.

If the decision is made by the Complainant or Title IX Coordinator to move forward with a formal investigation, an Investigator will be assigned at that time. The Investigator will conduct a prompt, thorough, fair and equitable investigation. A formal investigation will generally be completed within one hundred and twenty (120) calendar days of the complaint, absent extenuating circumstances.

**Official Notice**
A Notice of Allegations will be sent to the Complainant and Respondent by the assigned Investigator. The Notice of Allegations will provide prompt notice of the investigation to include the allegations in writing, identity of the parties involved and notice that either party may have an advisor of their choice, who may be, but is not required to be an attorney. A copy of the TSUS Sexual Misconduct Policy and a list of resources will also be attached.

**Complainant or Respondent First Interview**
In most cases the Complainant’s interview will be conducted first, then the Respondent will be scheduled for an interview.
The Investigator will go over a checklist that advises the Complainant/Respondent of policies and procedures, the Investigator’s role, privacy of data and confidentiality, consequences for providing false information, the investigative process, confidential and support resources and a reminder that retaliation is prohibited. It will be explained to the Complainant that s/he may have one advisor present at all meetings to provide them with support, guidance or advice; however, the advisor may not directly participate in the meetings. The advisor will be limited to the role of an observer. The advisor may be any person selected by the Complainant/Respondent, including an attorney. It is preferred that the advisor not be a witness that will be used during the investigation.

During the Complainant’s interview, the Investigator will ask the Complainant to provide a detailed account of the incident, as well as any pertinent details prior to or following the incident. The Investigator will ask clarifying questions to ensure they have a clear understanding of what is being alleged.

During the Respondent’s interview, the Investigator will ask the Respondent to provide a detailed account of the incident, as well as any pertinent details prior to or following the incident. The Investigator will ask clarifying questions to ensure they have a clear understanding of the Respondent’s response to what has been alleged.

Evidence

We recognize that reporting misconduct is a difficult decision to make, especially if the report involves someone who is not a stranger. We encourage you to keep all evidence that might support a future investigation should you choose to make a report at a later date. Evidence that you should consider preserving includes:

» Clothing, bedding or any object that may contain bodily fluids (should be stored in cardboard boxes or paper bags). Consider labeling the outside of the box or bag. For example, “t-shirt, last worn 01-20-2020.”

» Electronic communications (e.g., text messages, emails, social media posts). Consider making printouts of the electronic messages, note the source and date of the communications (if not already time and date stamped).

» Photographs (including photos stored on smartphones, personal computers, and other devices). Consider making printouts as electronic devices might break or simply not work with the passage of time.

» A forensic sexual assault examination report, created to conclude an official examination conducted by a Sexual Assault Nurse Examiners (SANE) to collect evidence and report patient’s medical condition. SANE are registered nurses who have completed specialized education and clinical preparation in the medical forensic care of the patient who has experienced sexual assault or abuse. Consult the local emergency room to request a SANE.

» List of contact information. Consider making a list of names and contact details of potential witnesses.

» Journal notes or calendars with relevant information. Consider writing down details of the incident(s).

Any evidence that might be lost through an upgrade or replacement of equipment or technology, consider backing up digital files in multiple places. Some software and certain accounts may simply be lost, or access discontinued, with the passage of time.

Any physical, documentary or electronic data that might be helpful or relevant to an investigation should be preserved. When preserving evidence, find a safe place to store it.

Each party will have an opportunity to submit evidence, which includes text messages, photos, emails, social media posts, incident reports and/or any other evidence to support their claims. The investigator will ask if there were any witnesses present during the incident, have direct knowledge or if the Complainant/Respondent disclosed to anyone what took place immediately after the incident occurred.
The Investigator will then send Notice of Investigation letters to all witnesses requested by the Complainant and Respondent, requesting that they contact ID&I to schedule an appointment.

**Witness Interview**
During the witness’ interview, the Investigator will go over a checklist of the policies and procedures, the Investigator’s role, privacy of data and confidentiality, consequences for providing false information, the investigative process, confidential and support resources and a reminder that retaliation is prohibited.

The Investigator will ask each witness to provide a detailed account of their knowledge of the incident. The Investigator will ask clarifying questions to ensure there is a clear understanding of the witnesses’ knowledge surrounding the incident. Witnesses will also be asked if they have any evidence to submit related to the investigation.

**Follow Up Interviews**
Follow up interviews with the Complainant, Respondent and witnesses are often necessary to ensure that all facts and details provided have been discussed thoroughly with each party.

**Conclusion**

**Right to Inspect and Review Evidence.** Once the Investigator concludes all fact finding and evidence gathering, the Complainant and Respondent (and their perspective advisors) will have an equal opportunity to inspect and review all evidence obtained as part of the investigation that is directly related to the allegations in the formal complaint. Each party will have ten (10) calendar days to review and respond to the evidence. The written response will be considered by the Investigator prior to completion of the Investigative Report.

**Investigative Report.** The Investigator will complete a written Investigative Report that includes summaries of interviews conducted, photographs (if any) and descriptions of relevant evidence and a detailed report of the incidents related to the incident. The report is then forwarded to the Title IX Coordinator for initial review to ensure all elements of the investigation have been completed.

**Dispute of Findings and/or Sanctions**

**Title IX Investigations.** If the Complainant or Respondent is dissatisfied with the determination of the Hearing Panel, they may elect to dispute the finding and/or sanction(s) by filing an appeal. (This process is detailed below in the Appeal of the Findings and/or Sanctions section).

**Non-Title IX Investigations.** If the Complainant or Respondent is dissatisfied with the determination of the Title IX Coordinator and appropriate administrator with authority, they may elect to dispute the finding and/or sanction(s) through a due process hearing.

The due process hearing is comprised of three (3) faculty and/or staff members who will conduct a hearing to review the findings and sanctions imposed. The hearing panel may uphold, reject or modify the Finding(s) and Sanction(s), or remand the matter to the Title IX Coordinator for further investigation and/or any other action.

If the Complainant or Respondent is dissatisfied with the determination of the Hearing Panel, they may elect to dispute the finding and/or sanction(s) by filing an appeal.

**Appeal of Findings and/or Sanctions**
If the Complainant or Respondent is dissatisfied with the determination of their hearing, either party may request an appeal. The appeal shall be made in writing and submitted to the appropriate Appellate Authority.

Grounds for Appeal are limited to the following:

» Procedural irregularity that affected the outcome of the matter;
» New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made and that could affect the outcome of the matter;
The Title IX Coordinator, Investigator or Decision Maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; or

- The sanction is substantially disproportionate to the written decision.
- The Appellate Authority may approve, reject, modify or remand the decision. A written decision will be sent to the Complainant, Respondent, Title IX Coordinator and the appropriate administrator with authority. The Appellate Authority’s decision is final. The matter will then be closed.

**TITLE IX VS NON-TITLE IX**

Title IX Sexual Misconduct is unwelcome sex-based, verbal or physical conduct that occurs against a person participating or attempting to participate in an education program or activity:

- Includes on campus
- Includes education programs or activities off-campus
- Includes houses owned or controlled by university-recognized student organizations
- Does not apply to off-campus, private settings that are not an education program or activity

Non-Title IX Sexual Misconduct is all other sexual misconduct that does not meet the definition of Title IX Sexual Harassment.

**Title IX Investigations**

The Title IX Coordinator will forward the Investigative Report to the Decision Maker. The Decision Maker along with two other panel members will be present for the hearing. A live hearing will be conducted in which the Complainant and Respondent, and their perspective advisors will be present, in addition to the Investigator. Each party may give a statement, answer questions, present evidence and witnesses, and cross-examine the other party and witnesses through their advisor. Once the live hearing is concluded, the Decision Maker will issue a written determination simultaneously to both parties. The contents of the decision will include the findings a determination regarding responsibility and disciplinary sanctions imposed on the Respondent, if any.

The sanctions will depend upon the nature and gravity of the misconduct and any prior discipline for sexual misconduct. Please refer to section 3.12 of the TSUS Sexual Misconduct Policy for a list of possible sanctions.

**Non-Title IX Investigations**

The Investigative Summary Report will be submitted to the Title IX Coordinator. The Title IX Coordinator will review the report and issue a written finding as to whether it is more likely than not that the Respondent did or did not violate the TSUS Policy. If it is more than likely that the Respondent violated the policy, the Title IX Coordinator will include a basis for the decision and recommended sanctions.

The Title IX Coordinator will forward the Investigative Report and recommendations to the appropriate administrator with authority, who will issue written sanctions and send such sanctions and findings to the Complainant and Respondent simultaneously. (The Dean of Students will issue sanctions for students).

The sanctions will depend upon the nature and gravity of the misconduct and any prior discipline for sexual misconduct. Please refer to section 3.12 of the TSUS Sexual Misconduct Policy for a list of possible sanctions.

**SUPPORT SERVICES**

On a case by case basis, the university will consider reasonable support services including but not limited to academic assistance, class schedules, no contact directives, service referrals, living arrangements, transportation assistance, and safety planning.

**Medical**

For the SHSU main campus in Huntsville, you can seek treatment at the SHSU Student Health Center and Huntsville Memorial Hospital, with Forensic
exams available at Huntsville Memorial Hospital.

For the Woodlands Campus, treatment and Forensic Exams are available at Houston Methodist, CHI St Luke’s, and Memorial Hermann Hospitals.

For the SHSU Osteopathic Medical School, you can receive treatment and Forensic Exams at HCA Conroe, Houston Methodist and CHI ST Luke’s, and treatment at SHSU at Physicians Clinic.

For support services, go to https://www.shsu.edu/titleix/supportservices.html.

Talk to Someone
For all campuses, students can talk to the SHSU Counseling Center or SHSU Institutional Diversity and Inclusion offices.

SHSU Counseling Center
936-294-1720
Open 8 AM to 5 PM Monday, Thursday, and Friday, and 8 AM-7 PM Tuesday and Wednesday.

Institutional Diversity and Inclusion
936-294-3080
Open weekdays 8 AM-5 PM

COMPLAINANT & RESPONDENT RIGHTS
Complainants & respondents reserve the rights to:
» Report sexual misconduct to the university without discouragement and have report promptly, equitably, and fairly investigated
» Be treated with respect by university officials
» Preservation of privacy, to extent possible and allowed by law
» Be informed of available resources such as counseling, medical, mental health, law enforcement, immigration, or services for victims/respondents, both on campus and in the community
» Be fully informed of the sexual misconduct policy and process as described in the sexual misconduct policy
» Petition that any investigator, coordinator or university administrator be removed from the process on the basis of demonstrated bias
» Timely notice of any meetings
» Be provided timely access to review relevant documents or materials, subject to privacy limitations imposed by state and federal law
» Identify and ask the investigator to question relevant witnesses
» Have a representative or advisor present (although not directly participating) during any meetings with Investigator, Coordinator, or Appellate Authority
» Be informed in writing of the outcome and sanction of any investigation involving sexual misconduct
» A finding and sanction (if any) based solely on evidence presented during the investigation
» Appeal the finding and sanction of the applicable administrator, in accordance with the sexual misconduct policy
» Have university policies and procedures followed without material deviation
» Be informed in advance, when possible, of any public release of information regarding the complaint

Anyone who has witnessed, has knowledge of, or has experienced discrimination beyond sexual discrimination may also file a complaint with the Office of Institutional Diversity & Inclusion.

For your rights go to https://www.shsu.edu/titleix/yourrights.html

REPORTERS
Students
Students are highly encouraged but not mandated to report acts of discrimination or harassment.

Responsible Employee
All university faculty and staff are mandatory reporters for Title IX concerns. Mandatory reporters must report any discrimination, harassment, including sexual harassment or other sex or gender-based discrimination, violence or harassment. Reportable concerns are typically verbal and informal and can be about a student, staff, and/or faculty. Failure to report can result in loss of position.
Official with Authority
The Title IX Coordinator or any official of the university who has authority to institute corrective measures on behalf of the university.

Confidential Employee
A person designated by the university to whom students enrolled at the institution may speak confidentially concerning incidents of Sexual Misconduct.

For reporters, go to https://www.shsu.edu/titleix/reporters.html

TRAINING
All students, faculty, and staff must complete training to ensure you know your rights and Title IX violations.

Students
All first-time, first year, transfer and graduate students are required to complete the online Campus Prevention Training before the prescribed deadline to avoid a registration hold. The online training is approximately 2 hours in length and can be completed in multiple settings. Students are encouraged to start early and complete sections in increments.

Employees
Faculty and staff members are required to complete the online Title IX Gender-Based Misconduct Training within 30 days of their hire date.

CAMPUS DATA
Campus Data is an annual basis summary data of the number of incidents of sexual harassment, sexual assault, dating violence, and stalking reported by SHSU employees.

For 2020 Campus Data, go to https://www.shsu.edu/titleix/campusdata.html

Total Reports
Total Reports lists the number of the reports for the year reported as they are processed.

Disposition
"Disposition" means “final result under the institution's disciplinary process” as defined in the Texas Higher Education Coordinating Board’s (THECB) rules for TEC, Section 51.259 [See 19 Texas Administrative Code, Section 3.6(3) (2019)]; therefore, pending disciplinary processes will not be listed until the final result is rendered.

No Findings of a Policy Violation
This section refers to instances where there is no finding of responsibility after a hearing or an appeal process; investigations completed with a preponderance of evidence not met are excluded, because it would not have moved forward into a disciplinary process.

The institution may have determined “not to initiate a disciplinary process.”

The reasons for not initiating a discipline process can include, but are not limited to: case dismissal; insufficient information to investigate; confidential employee reporting (no identifiable information); the respondent's identity was unknown or not reported; the respondent was not university-affiliated; the complainant requested the institution not investigate the report; informal resolution was completed; investigation is ongoing; or investigation was completed with a preponderance of evidence not met.

Reporting Details
When identifiable, duplicate reports were consolidated and counted as one report in the summary data, and confidential employee reporting is noted as a sub-set to the total number of reports received.

Reports made by students and all other non-employees (including incidents under 3.5(d)(3)) are excluded. Additionally, if a Title IX Coordinator
or Deputy Coordinator determines that the type of incident described in a report, as alleged, does not constitute “sexual harassment,” “sexual assault,” “dating violence,” or “stalking” as defined in the TEC, Section 51.251, the report is excluded. It is the responsibility of the Title IX Coordinator or Deputy Title IX Coordinator to assess each report received and determine whether it is properly included in this report, and if so, to correctly identify the type of incident.

For more information about reporting and publishing requirements, reference the Texas Education Code Section 51.253.

For more information related to grievance process, reference the Texas Education Code Section 51.252.
07
WEAPONS, ALCOHOL & DRUGS
three **WEAPON VIOLATION ARRESTS** on campus in the last three years.

increased arrests for **DRUG ABUSE VIOLATIONS** on campus

<table>
<thead>
<tr>
<th>Year</th>
<th>Main</th>
<th>Woodlands</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>34</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>26</td>
<td>2</td>
</tr>
<tr>
<td>2017</td>
<td>33</td>
<td>1</td>
</tr>
</tbody>
</table>

increased arrest for **LIQUOR LAW VIOLATIONS** on main campus only.

<table>
<thead>
<tr>
<th>Year</th>
<th>Main</th>
<th>Woodlands</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>24</td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>
DEFINITIONS

The fourth category of crime statistics SHSU must disclose is the number of arrests and the number of persons referred for disciplinary action for the following law violations:

**Weapons: Carrying, Possessing, Etc.**
is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

» Manufacture, sale, or possession of deadly weapons.
» Carrying deadly weapons, concealed or openly.
» Using, manufacturing, etc., of silencers.
» Furnishing deadly weapons to minors.
» Aliens possessing deadly weapons.
» Attempts to commit any of the above.

**Drug Abuse Violations**
are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those 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, codeine); marijuana; synthetic narcotics—manufactured narcotics that can cause true

» All drugs, without exception, that are illegal under local or state law where your institution is located.
» This means that if you have campuses in different states, the laws may differ for each of them.
» All illegally obtained prescription drugs.

**Liquor Law Violations**
are defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

» The manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor.
» Maintaining unlawful drinking places.
» Bootlegging.
» Operating a still.
» Furnishing liquor to a minor or intemperate person.
» Underage possession.
» Using a vehicle for illegal transportation of liquor.
» Drinking on a train or public conveyance.
» Attempts to commit any of the above.

Do not classify as a Liquor Law Violation:

» Drunkenness (unless state law classifies drunkenness as internal possession and a violation of possession laws).
» Driving under the influence.
GENERAL UNIVERSITY POLICY
Excerpt from Alcoholic Beverage Distribution Policy
The possession and consumption of alcoholic beverages on any property owned and/or controlled by SHSU are prohibited except where permitted explicitly by published policies. The legal age for the purchase, consumption and/or possession of alcoholic beverages in the state of Texas is 21. Violators of this state law and university policy will be subject to university penalties and criminal charges.

Students who are 21 years of age or older may be permitted to have alcoholic beverages in their residence hall rooms, but not in common areas of residence halls as specified in other published alcoholic beverages policies.

The sale or service of alcoholic beverages on the campus of SHSU is not permitted except in “special use” buildings or facilities designated and approved by the university president.

Sponsoring organizations of events where alcoholic beverages are to be served in special use buildings or other designated facilities are required to complete a “Alcoholic Beverage Service Request” Form. The completed form will authorize the service of alcoholic beverages in conjunction with a scheduled special event. The form requires the approval signature of several university administrators including the university president; therefore, the request should be initiated at least fifteen (15) business days in advance of the event.

STANDARDS OF CONDUCT
Excerpt from Dean of Students Guidelines
Students. Any student who is found to have illegally possessed, used, sold or distributed any drug, narcotic, or controlled substance, whether it occurred on or off campus, shall be subject to discipline, ranging from mandatory, university or college approved counseling to expulsion.

Each student is expected to act in a manner consistent with the university’s functions as an educational institution, including off campus conduct that is likely to have an adverse effect on the Component or on the educational process. Specific examples of misconduct for which students may be subject to disciplinary action include, but are not limited to, the following:

» Commission of an act that would constitute an offense under appropriate federal, state, or municipal law

» Violation of any Regents rule, regulation, or order or university policy, rule, or regulation, including policies or contracts relating to residential living in university-owned or operated facilities

» Possessing and/or using, without authorization according to the university policy, intoxicating beverages in a classroom building, laboratory, auditorium, library building, faculty or administrative office, residence hall or apartment, intercollegiate and intramural athletic facility, or any other public campus area, or being intoxicated in any public area of the campus.

» Illegal possession, use, sale, or distribution of any quantity, whether usable or not, of any drug, narcotic, or controlled substance.

» Are found to be in violation of SHSU policies and/or laws of the State of Texas concerning the possession, use, sale or distribution of any drug, narcotic or controlled substance.

For more information, review the Dean of Students’ Student Guidelines.

Employees. SHSU has a Drug-Free Workplace Policy that prohibits the unlawful possession, use, or distribution of drugs and alcohol by employees on university property or as any part of the university which could result in disciplinary probation, demotion, suspension without pay, or termination, depending on the situation (p. 78, SHSU Student Handbook 2016-2018).
**RESIDENCE HALLS**
Excerpt from Residence Life Handbook, 2016; p. 15, 22

**Alcohol**

**Minors.** The possession or consumption of alcoholic beverages by persons under the legal age of 21 is strictly prohibited. If both residents of a room/apartment are under 21 years of age, no alcohol may be consumed or possessed in that room/apartment. If both residents of a room/apartment are under 21 years of age, there can never be alcohol containers in the room/apartment, even if they are empty.

**21 years of age and up.** The possession and consumption of alcoholic beverages on any property owned and/or controlled by [SHSU] is limited to individual student residence hall rooms/apartments and areas specified in other published alcoholic beverage policies. Students of legal age who choose to consume alcohol in their rooms/apartments must keep their door closed.

**Violations.** The SHSU PD will be called during every alcohol incident/violation. If an alcohol violation takes place in a residence hall room or apartment, the occupants of that room/apartment will be fined $100.00 for providing a habitat for illegal alcohol consumption and/or violation of the Residence.

**Life Alcohol Policy.** Residence Life policies, and local and state laws, with respect or application to the possession and consumption of alcoholic beverages will be strictly enforced, and the individuals in violation will be subject to university discipline, fines, and/or civil charges.

**Drugs**

A student who, by a preponderance of the evidence, under these rules and regulations, is found to have illegally possessed, used, sold or distributed any drug, narcotic, or controlled substance, whether the infraction is found to have occurred on or off campus, will have their housing contract terminated and will be referred immediately to the Office of Student Life for disciplinary action. Possession of drug paraphernalia (such as bongs, hookahs, water pipes, rolling papers, etc.) will result in the termination of their housing contract and referral to the Dean of Students for disciplinary action. Any resident who has misused, abused or has been "under the influence" of a particular drug or product "regardless of legality" with the intent purpose to become intoxicated or "high", will be in violation of the Residence Life Drug Policy and will be disciplined accordingly.

Residence Life reserves the right to require residents to be drug tested (at the resident's cost) based on the resident's involvement in the drug related incident.

Students should be aware that an amendment to the Family Rights and Privacy Act (Warner Amendment) allows University officials the option to contact parents of students who are under 21 and are found to be in violation of SHSU policies and/or laws of the State of Texas concerning the possession, use, sale or distribution of any drug, narcotic or controlled substance.

**TOBACCO**

SHSU endorses a smoke free and tobacco free environment and prohibits the use of tobacco products on campus. These products include cigarettes, cigars, pipes, smokeless tobacco, and all other tobacco products. This policy extends to all faculty, staff, students, and visitors.
POTENTIAL PENALTIES
Drug Free Schools and Communities Act Report

The university may implement one or more of the following penalties to address alcohol and drug abuse on campus.

» Verbal written warning
» Requirement that the student complete a special project that may be, but is not limited to, writing an essay, attending a special class or lecture, or attending counseling sessions. The special project may be imposed only for a definite term.
» Cancellation of residence hall or apartment contract
» Disciplinary probation imposed for a definite period of time which stipulates that future violations may result in disciplinary suspension
» Ineligibility for election to student office for a specified period of time.
» Removal from student or organization office for a specified period of time.
» Prohibition from representing the university in any special honorary role.
» Withholding of official transcript or degree
» Bar against readmission
» Restitution whether monetary or by specific duties or reimbursement for damage to or misappropriation of university, student, or employee property
» Denial or non-recognition of a degree
» Suspension of rights and privileges for a specific period of time, including access to electronic network facilities and participation in athletic, extracurricular, or other student activities.
» Suspension from the university for a specified period of time. During suspension, a student shall not attend classes or participate in any campus activities
» Loss of or ineligibility for student grant or loan
» Expulsion from the university. A student who is expelled from the university is not eligible for readmission to the university.
» Dismissal from the university. A student, who is dismissed, is separated from the university for an indefinite period of time.
### Penalties Under Texas Law

<table>
<thead>
<tr>
<th>Offense/Authority</th>
<th>Minimum Punishment</th>
<th>Maximum Punishment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacture or delivery of controlled substances (drugs)</td>
<td>Sentence of 2 years to 10 years</td>
<td>Sentence of 20 to 99 years and a fine of &gt;$500,000</td>
</tr>
<tr>
<td>Delivery and Possession of Marijuana</td>
<td>Sentence not to exceed 180 days, and a fine of &gt;$1,000</td>
<td>15 to 99 years or less than 15 years and a fine of &gt;$250,000</td>
</tr>
<tr>
<td>Driving while intoxicated (includes intoxication from alcohol, drugs, or both)</td>
<td>Sentence of 72 hours to 2 years, and a fine of $100-$2,000</td>
<td>Sentence of 30 days to 2 years, or TDC for a term of 60 days to 5 years, and a fine of &gt;$500-</td>
</tr>
<tr>
<td>Public intoxication</td>
<td>Fine of $25-$200</td>
<td>A fine of &gt;$200</td>
</tr>
<tr>
<td>Purchase of alcohol by a minor</td>
<td>A fine of $200-$500</td>
<td></td>
</tr>
<tr>
<td>Consumption of alcohol by a minor</td>
<td>Fine of $25-$200</td>
<td>A fine of $100-$500</td>
</tr>
<tr>
<td>Possession of alcohol by a minor</td>
<td>Fine of $25-$200</td>
<td>A fine of $100-$500</td>
</tr>
</tbody>
</table>

### Penalties Under Federal Law

<table>
<thead>
<tr>
<th>Offense/Authority</th>
<th>Minimum Punishment</th>
<th>Maximum Punishment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacture, distribution or dispensing drugs (including marijuana)</td>
<td>Imprisonment term not to exceed 1 year and minimum fine of $1,000</td>
<td>Life imprisonment without release (not eligible for parole) and a fine of $800,000 (for an individual) to $20,000,000 (other than individual)</td>
</tr>
<tr>
<td>Possession of drugs (including marijuana)</td>
<td>Imprisonment for not less than 1 year and a fine of not more than $1,000</td>
<td>Imprisonment for not more than 20 years or less than 5 years, and a fine of not less than $5,000 plus costs of investigation and prosecution</td>
</tr>
<tr>
<td>Operation of a Common Carrier under the influence of alcohol or drugs</td>
<td>Imprisonment for not less than 1 year</td>
<td>Imprisonment for up to 15 years, and a fine not to exceed $250,000</td>
</tr>
</tbody>
</table>
## Federal Tracking Penalties

<table>
<thead>
<tr>
<th>Drug/Schedule</th>
<th>Quantity</th>
<th>Penalties</th>
<th>Quantity</th>
<th>Penalties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cocaine (Schedule II)</td>
<td>50-4999 gm mixture</td>
<td>First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than $5 million if an individual, $25 million if not an individual.</td>
<td>5 kg&lt; mixture</td>
<td>First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than $10 million if an individual, $50 million if not an individual.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than $8 million if an individual, $50 million if not an individual.</td>
<td></td>
<td>Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than $20 million if an individual, $75 million if not an individual.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 or More Prior Offenses: Life imprisonment. Fine of not more than $20 million if an individual, $75 million if not an individual.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

64
## ASSOCIATED HEALTH RISKS AND EFFECTS OF ALCOHOL AND DRUGS, (NIH, 2018)

<table>
<thead>
<tr>
<th>Administration</th>
<th>Immediate Effects</th>
<th>Health Risk</th>
</tr>
</thead>
</table>
| **Alcohol (Ethyl Alcohol)**  
Found in beer, wine, and liquor |  
Swallowed: In low doses: euphoria, mild stimulation, relaxation, and lowered inhibitions.  
In higher doses: drowsiness, slurred speech, nausea, emotional volatility, loss of coordination, visual distortions, impaired memory, sexual dysfunction, and loss of consciousness. | Increased risk of injuries, violence, fetal damage (in pregnant women), depression, neurologic deficits, hypertension, liver and heart disease, addiction, and fatal overdose |
| **Marijuana**  
Also known as: Blunt, dope, ganja, grass, herb, joint, bud, Mary Jane, pot, reefer, green, trees, smoke, skunk, weed, edibles, moto, hierba |  
Smoked or swallowed: Euphoria, relaxation, slowed reaction time, distorted sensory perception, impaired balance and coordination, and increased heart rate and appetite | Panic attacks, psychosis, cough, frequent respiratory infections, possible mental health decline, and addiction |
| **Nicotine**  
Found in cigarettes, cigars, bidis, and smokeless tobacco |  
Smoked, snorted, or chewed: Mild euphoria and relaxation. Increased blood pressure, breathing, and heart rate | Greatly increased risk of cancer, especially lung cancer when smoked and oral cancers when chewed. Chronic bronchitis, emphysema, heart disease, cataracts, and pneumonia. |
| **Inhalants**  
Solvents: paint thinners, gasoline, and glues  
Gases: butane, propane, aerosol propellants, and nitrous oxide  
Nitrites: isoamyl, isobutyl, Cyclohexyl, laughing gas, poppers, snappers, and whippets |  
Inhaled through nose to mouth: Cramps, muscle weakness, and unconsciousness  
Also, varies by chemical: Stimulation, loss of inhibition, headache, nausea or vomiting, slurred speech, loss of motor coordination, and wheezing | Depression, memory impairment, sudden death, and damage to cardiovascular and nervous systems |
<table>
<thead>
<tr>
<th>Administration</th>
<th>Immediate Effects</th>
<th>Health Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amphetamine</strong>&lt;br&gt;Also known as: Biphetamine, Dexedrine: bennies, black beauties, crosses, hearts, LA turnaround, speed, truck drivers, uppers</td>
<td>Swallowed, snorted smoked, or injected: Feelings of exhilaration, increased energy, mental alertness, tremors, reduced appetite, irritability, anxiety, panic, and increased heart rate, blood pressure, body temperature, and metabolism</td>
<td>Paranoia, violent behavior, psychosis, nasal damage from snorting, weight loss, insomnia, cardiac or cardiovascular complications, stroke, seizures, and addiction</td>
</tr>
<tr>
<td><strong>Methamphetamine</strong>&lt;br&gt;Also known as: Desoxyn: meth, ice, crank, chalk, crystal, fire, glass, go fast, speed</td>
<td>Swallowed, snorted, smoked, or injected: Feelings of exhilaration, increased energy, mental alertness, tremors, reduced appetite, irritability, anxiety, panic, and increased heart rate, blood pressure, body temperature, and metabolism</td>
<td>Paranoia, violent behavior, psychosis, nasal damage from snorting, severe dental problems, weight loss, insomnia, cardiac or cardiovascular complications, stroke, seizures, and addiction</td>
</tr>
<tr>
<td><strong>Heroin</strong>&lt;br&gt;Also known as: Diacetylmorphine: smack, horse, brown sugar, dope, H, junk, skag, skunk, white horse, China white, and cheese (with OTC cold medicine and antihistamine)</td>
<td>Injected, smoked, or snorted: Euphoria, drowsiness, impaired coordination, dizziness, confusion, nausea, sedation, feeling of heaviness in the body, slowed or arrested breathing, and constipation</td>
<td>Endocarditis, hepatitis, HIV, addiction, and fatal overdose</td>
</tr>
<tr>
<td><strong>Anabolic Steroids</strong>&lt;br&gt;Also known as: Anadrol, Oxandrin, Durabolin, Depo-Testosterone Equipoise: roids, juice, gym candy, and pumpers</td>
<td>Injected, swallowed, or applied to skin: Builds muscles and improves athletic performance. Acne and no intoxication effects.</td>
<td>Hostility, aggression, hypertension, blood clotting, cholesterol changes, and liver cysts&lt;br&gt;&lt;br&gt;In adolescents: premature stoppage of growth In males: prostate cancer, reduced sperm production, shrunken testicles, and breast enlargement&lt;br&gt;&lt;br&gt;In females: menstrual irregularities and development of beard and other masculine characteristics</td>
</tr>
<tr>
<td>Administration</td>
<td>Immediate Effects</td>
<td>Health Risk</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------</td>
<td>-------------</td>
</tr>
<tr>
<td><strong>Ketamine</strong>&lt;br/&gt;Ketalar SV: Cat Valium, K, Special K, and Vitamin K</td>
<td>Injected, smoked, or snorted&lt;br/&gt;Anxiety, tremors, numbness, memory loss, nausea, feelings of being separate from one's body and environment, impaired motor function, and analgesia</td>
<td>Impaired memory, delirium, death, respiratory depression, and arrest</td>
</tr>
<tr>
<td><strong>Cocaine</strong>&lt;br/&gt;Also known as: Cocaine hydrochloride: blow, bump, C, candy, Charlie, coke, crack, flake, rock, snow, toot, base, pase, perrico, and hielo</td>
<td>Smoked, snorted, or injected&lt;br/&gt;Feelings of exhilaration, increased energy, mental alertness, reduced appetite, irritability, weight loss, insomnia, and increased heart rate, blood pressure, body temperature, and metabolism</td>
<td>Tremors, cardiac or cardiovascular complications, anxiety, panic, paranoia, violent behavior, psychosis, nasal damage from snorting, stroke, seizures, and addiction</td>
</tr>
<tr>
<td><strong>MDMA</strong>&lt;br/&gt;Also known as: Ecstasy, Adam, clarity, Eve, lover's speed, Molly, X, peace, and uppers</td>
<td>Smoked or swallowed&lt;br/&gt;Mild hallucinogenic effects, increased tactile sensitivity, empathic feelings, lowered inhibition, anxiety, chills, sweating, teeth clenching, muscle cramping, depression (high risk for suicide), sleep and appetite problems, problems with attention and memory, impulsivity, aggression, and less interest in sex.</td>
<td></td>
</tr>
<tr>
<td><strong>Synthetic Cathinones</strong>&lt;br/&gt;Also known as: Bath Salts, Bloom, Cloud Nine, Cosmic Blast, Flakka, Ivory Wave, Lunar Wave, Scarface, Vanilla Sky, and White Lightning</td>
<td>Swallowed, snorted, or injected&lt;br/&gt;Euphoria, increased sociability and sex drive, paranoia, agitation, hallucinations, psychotic and violent behavior, nosebleeds, sweating, nausea, vomiting, insomnia, irritability, dizziness, depression, suicidal thoughts, panic attacks, reduced motor control, cloudy thinking, increased heart rate and blood pressure, risk of HIV and hepatitis from shared needles, breakdown of skeletal muscle tissue, kidney failure, and death</td>
<td></td>
</tr>
<tr>
<td><strong>Synthetic Cannabinoids</strong>&lt;br/&gt;Also known as: K2, Spice, Black Mamba, Bliss, Bombay Blue, Fake Weed, Fire, Genie, Moon Rocks, Skunk, Smacked, Yucatan, and Zohai</td>
<td>Smoked or swallowed (brewed as tea)&lt;br/&gt;Increased heart rate, vomiting, agitation, confusion, hallucinations, anxiety, paranoia, heart attack, increased blood pressure, and reduced blood supply to the heart</td>
<td></td>
</tr>
</tbody>
</table>
SUPPORT SERVICES

Employees
The Texas State University System group health insurance program provides for treatment of drug and alcohol abuse for all benefits eligible employees. Employees also have access to the University of Texas Employee Assistance Program, UTEAP, for free counseling sessions and referrals. The Human Resources Department will provide assistance to employees seeking treatment for drug or alcohol abuse.

Website: shsu.edu/hr
Address: Thomason Building 1831 University Ave, Suite 202
Telephone: (936) 294-1070

Students
SHSU Counseling Center. The SHSU Counseling Center offers confidential treatment, education, and referrals to students who are currently enrolled. The Counseling Center is staffed by licensed psychologists, post-doctoral residents and graduate trainees and provides a range of services including individual counseling, group counseling, couples counseling, and outreach/preventive education presentations. Staff members are also available to assist students in a crisis situation.

Counseling groups that may be beneficial if you are struggling with alcohol or drug abuse are expressive arts, self-compassion and mindfulness, and understanding self and others. More information, including the times group counseling are offered, can be found on the Counseling Center website.

Website: http://www.shsu.edu/dept/counseling/
Telephone: 936-294-1720
Address: 1608 Avenue J, Huntsville, TX 77340

Psychological Services Center (PSC). The PSC is staffed by students in the clinical psychology doctoral training program housed within the Department of Psychology and Philosophy at SHSU. All students and clinical activities are closely supervised by licensed psychologist who are faculty or staff at SHSU. The PSC strives to provide psychological services for individuals and families who are underserved in the Huntsville community and the greater east Texas region. Clients are billed according to their income and other factors that influence their ability to pay for services.
08
PUBLIC INFORMATION
THE PUBLIC INFORMATION ACT

Complete publicly available record keeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim, as defined in section 40002(a)(20) of the Violence Against Women Act of 1994 (42 U.S.C. 13925(a)(20)).

Texas Government code, Chapter 552, gives the right to access government records; and an officer for public information and the officer’s agent may not ask why you want them. All government information is presumed to be available to the public. Certain exceptions may apply to the disclosure of the information. Governmental bodies shall promptly release requested information that is not confidential by law, either constitutional, statutory, or by judicial decisions, or information for which an exception to disclosure has not been sought. By SHSU Presidential Policy PRE-020 last reviewed October of 2020, to request information from SHSU involving records use the following information:

️ Mail
Christene Wieghat
Legal Information Coordinator
Box 2045, SHSU
Huntsville, TX 77341

 Email
openrecords@shsu.edu

 Fax
936-294-2423

مكان
Administrative Building
Texas State University System
Office of General Counsel
Suite 206

For complaints regarding failure to release public information please contact the Office of the Attorney General, Open Government Hotline at 512-478-6736 or toll-free at 1-877-673-6839.

For complaints regarding overcharges, please contact the Office of Attorney General’s Cost Rules Administrator at 512-475-2497.

THE TEXAS PUBLIC INFORMATION ACT


HEOA 493(A)(1)(A)

SHSU will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by SHSU against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.
09 ACCESS & SECURITY
Access and physical security for campus facilities is a daily collaborative effort between SHSU Facilities Management, the Department of Public Safety, and Residence Life. SHSU Facilities Management is responsible for construction, maintenance, vehicles, landscaping, custodial, and safety.

Department of Public Safety and Access Control
Section 51.209 of the Texas Educational Code states “The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board’s control, and may eject any unauthorized person from the property on his refusal to leave peaceably on request. Identification may be required of any person on the property.”

The Board of Regents of the TSUS has vested the above authority to the SHSU PD. SHSU PD walks through the campus to check that doors are secured on campus and accompanies to students or staff, upon request, between campus locations.

SHSU PD advises that members of the university community should always have their university issued identification card with them.

All keys, including card access is issued via a request through the Key Tracking System CCURE. All card accesses are tracked via the key system each time a card is swiped.

WORK RELATED ACCESS

Faculty and staff may be issued keys to University buildings upon recommendation of the department chair or administrative head. Approval of the building liaison or his/her designee is required for all building entrance keys and building master keys.

All keys for residence halls are issued by residence life. Residence Life is responsible for auditing and tracking of keys issued to occupants.

Building masters and building entrance keys must be approved by the Building Liaison or the designated representative.

Grand master keys may be issued to the following positions:

» President
» Provost
» Vice Presidents
» Associate Vice President for Facilities Management
» Director of Public Safety Services
» Assistant Director of Public Safety Services
» Public Safety Services Officers
» Director of Facilities Services
» Director of Planning and Construction
» Director of Building and Landscape Services

Service employees requiring grand master or building master keys for daily duties will be required to check them out daily from Department lock boxes according to procedures developed by each department. Employees will return keys before departure from work on the same day.

Only workers on call will be allowed to sign grand master keys out for a period longer than one day. This is necessary for them to provide a quick response to valid emergencies involving safety, security, and health issues.
RESIDENCE ACCESS

The SHSU Residence Life offers increased residence hall security through the use of the Bearkat OneCard system. Residence hall exterior doors are locked 24 hours a day after move-in. Each of the main doors is equipped with a card reader and, by sliding the magnetic stripe on the back of the ID card. The card reader will verify permission and grant access to the residence. Only the residents and responsible employees of the hall are granted permission for access. Visitors must be accompanied by a resident or responsible employee. If an ID card becomes lost, the card can be instantly deactivated to ensure the residence remains secure. Additional security features include:

» Doors propped or remaining open longer than 30 seconds will trigger a local alarm at the door and notify the SHSU PD that this door is open.
» Entrances which do not have a card reader are labeled as emergency exits. An alarm will sound if an emergency exit door is opened at any time.
» Should any card that is not authorized to access that particular hall be used in the reader, the system will identify the ID number, record the unauthorized attempt, and deny access. Misuse of the card may subject bearer and/or student to whom it is issued to disciplinary sanctions.

Students must present their ID card when requested by any official of the university, including SHSU PD, dining hall personnel, and residence hall staff.

SECURITY MAINTENANCE

SHSU PD works with the Facilities Management Department to identify maintenance issues on campus that may be safety hazards. Officers complete safety checks to identify street or safety lights that are not functioning properly, or to determine if shrubs or other landscaping might need trimming. Police officers and Facilities Management maintenance personnel regularly check to ensure there is adequate lighting on pathways and that egress lighting is working in hallways and stairwells. Documentation is completed when a request is made for repair through the FAMIS system. FAMIS by Accruent is a cloud-based facilities and maintenance management solution that caters to higher education and public sector industries and helps them to automate work life cycle process and manage buildings, utilities and assets.
10
PROGRAMS & OUTREACH
SAFETY

In 2012, officers within the SHSU PD created an officer led initiative, CORE, to “bridge the gap” between the police department and the communities they serve. CORE is responsible for presenting numerous crime prevention topics to student, staff, and faculty members throughout the school year. CORE consistently participates in community events, including Relay for Life, parades, new student orientations, and other events to continue the positive interaction with the communities they serve. It is the hope of CORE that with continued connection and communication we can improve the trust and relationship with the SHSU PD.

In 2020, all our programs can be requested utilizing Zoom, among other platforms. In person programs are possible if all SHSU COVID19 mandates, including masks and social distancing, are followed. You can find the information on programs and other program offerings by the Department of Public Safety and the Police Department at https://www.shsu.edu/dept/public-safety/upd/upd-programs.html.

In 2019, 72 hours of programming was accomplished in 2019. Presentations conducted include:

Active Shooter C.R.A.S.E.
9 PRESENTATIONS OFFERED
This presentation is designed and built on the “Avoid, Deny, Defend” strategy developed by the Advanced Law Enforcement Rapid Response Training (ALERT). It provides strategies, guidance, and a plan for surviving an active shooter event. Topics include the history and prevalence of active shooter events, civilian response options, and medical issues. Presentations may include interactive demonstrations to raise awareness in how to react during an active shooter situation.

Interacting with Law Enforcement
10 PRESENTATIONS OFFERED
Interactions with law enforcement can be seen as intimidating, frightening, or overwhelming. With this course, participants will have the opportunity to learn about some of the best approaches when interacting with law enforcement, whether Sam Houston State University police officers or any other member of law enforcement. Topics will include what to do when stopped by the police, why and how police officers approach traffic stops/interactions, and an individual’s rights and law supporting those rights.

Alcohol & Drug Abuse Awareness and Prevention
14 PRESENTATIONS OFFERED
Participants will receive information pertaining to state laws regarding alcohol consumption and recreational/prescription drug use, statistics, and tips to raise awareness on a growing problem across college campuses. Presentations may include interactive demonstrations to show the physical dangers of excessive alcohol use, while keeping the participants in a safe environment. If requested, the topics can be presented in separated presentations.
Situational Awareness
3 PRESENTATIONS OFFERED
This presentation aims to increase participants’ awareness of their surroundings on a day-to-day basis to reduce their chances of becoming victims of crime. Officers will disclose tips and strategies for personal safety and personal crime prevention.

Clery Act
3 PRESENTATIONS OFFERED
This program introduces to SHSU staff, faculty, and those students who express an interest on the Federal Clery Act requirements and how SHSU addresses many of the issues with updating of procedures to improve reporting capabilities. Part of the program also addresses emergency response and evacuation.

Sexual Assault Awareness
3 PRESENTATIONS OFFERED
Participants will learn various awareness, prevention, and intervention techniques related to sexual assault. Participants will receive information about various assistance resources provided by local, state, and federal organizations; intervention strategies; federal laws; and safety awareness tips. Discussion may include the topics of alcohol and drug abuse awareness as related to sexual assaults. Participants will learn intervention techniques to assist in preventing sexual assaults on others, and how to best protect themselves from assault.
HEALTH

The Office of Health Promotion (OHP) operates within the SHSU Student Health Center under the direction of Erica Bumpurs, and serves as the education and prevention arm of the Student Health Center, providing the university community information about health and well-being. Housed under the OHP is the Alcohol and Drug Abuse Initiative (ADAI), established by former SHSU President Dr. James Gaertner in 2004 in response to alcohol-related student deaths. The ADAI has changed over the years from being managed by a large committee to becoming its own department headed by a program coordinator to currently being a program element managed under the OHP.

The OHP works proactively with the Student Health Center, Dean of Students, and the SHSU PD, and continuously has events, programs, and tabling events where students can get information on drugs and alcohol. In addition, OHP fulfills program requests to residence halls, student organizations, and classes on the dangers of alcohol and drug abuse and tips on responsible alcohol use.

Email: healthpromotion@shsu.edu
Website: www.shsu.edu/ohp
Telephone: (936) 294-4347
Building: Lee Drain Annex Building
Address: 1916 Ave J Huntsville, Texas 77341

What Is the Drug Free Schools and Communities Act?
The Drug Free Schools and Communities Act and the Education Department General Administration Regulations policy requires SHSU to adopt and implement programs “to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as part of any of its activities” (EDGAR Part 86, Subpart A 86.3).

The Annual Notification includes required reporting of:

» The health risks associated with the use of alcohol and drugs.
» Standards of conduct regarding the use and prohibition of alcohol and drugs for students and employees.
» Disciplinary sanctions and penalties for the violations of illicit behavior concerning alcohol and drugs at the school, state, and federal level.
» Campus resources to assist current students and employees.

Mass Email Notification
Mass Email notification of the Drug Free Schools and Communities Act information is conducted twice each year, once in the spring semester and again in the fall semester.

SHARP Program
The Sam Houston Alcohol Referral Program (SHARP) is a six hour-long, state-approved Alcohol Awareness program that utilizes the Alcohol Education Program for Minors curriculum from the Texas Department of State Health Services. Completion of the course fulfills the requirement of taking an ‘Alcohol Awareness’ course that may be required for breaches of the alcohol policy within SHSU Residence Life or Student Guidelines or to fulfill the mandate for an Alcohol Awareness course by a Judge for alcohol policy violations (e.g., minor in possession or public intoxication).

SAFE Week
SAFE Week is a series of free events and activities designed to show students some of the risky situations they may encounter during their time in college. In addition to showing students the potential dangers they may face, students are educated on how to be safe despite these dangers and make smart decisions. Past activities include: use of drunk driving simulators and participation in a Know Your Drink activity, where students learned about standard drink sizes for various types of alcohol.
The Health Fair
Each semester in the KIN 2115 classes, students are required to watch our videos on sex education and alcohol and drug education. After watching the videos, the OHP in collaboration with the Kinesiology Department, host a health fair where students can get free STI testing and further education in specialized topics, such as alcohol and drugs.

Campus Clarity
In Fall 2015 SHSU implemented Campus Clarity/EverFi’s program “Think About It” into its prevention efforts. “Think About It” is an online, comprehensive education program that addresses four key areas, sex in college, partying smart, sexual violence, and healthy relationships. Completion of this program is necessary for incoming freshman and transfer students to complete before registering for their first semester at Sam.

Kats 4 Recovery
Kats 4 Recovery is a collegiate recovery program (CRP) that was previously housed under the Counseling Center. The program offers peer mentoring, guest speakers, a support network, and fun sober activities and events.

Twitter: @shsu_ohp
Instagram: @shsu_ohp
Phone: 936-294-347
Email: healthpromotion@shsu.edu
Address: Lee Drain Annex—Suite 111
Website: shsu.edu/ohp
SEXUAL MISCONDUCT & SEX-BASED DISCRIMINATION

The university has educational programs, trainings and campaigns to promote the awareness and prevention of sexual misconduct including sexual harassment, sexual assault, dating violence, domestic violence and stalking.

Primary Prevention Training

Every incoming student, including undergraduate transfer students, and new employees shall attend prevention and education training or orientation regarding sexual misconduct and the campus sexual assault policy during the first semester or term of enrollment or employment.

All trainings include the university’s statement prohibiting sexual misconduct including sexual harassment, sexual assault, domestic violence, dating violence and stalking. Sexual Misconduct, as defined in TSUS Sexual Misconduct Policy glossary section page 32, is a form of sex discrimination and will not be tolerated. All trainings also include the State of Texas definitions of consent, domestic violence, dating violence, sexual assault and stalking as well as provides information and options on being an active, yet safe bystander when intervening in situation when there is a risk of sexual misconduct occurring, and the role that drugs and alcohol plays a role in these types of situations.

Everfi is an interactive online training designed for all first time incoming Freshmen, Transfer, Master and Doctoral students. The training educates students about the elements of healthy relationships, understanding and reporting sexual assault, the importance of sexual consent, and the role of bystanders in creating safe, healthy communities. This training must be completed during a student’s first semester of enrollment.

In addition, Sexual Misconduct/Title IX Overview is provided to all new incoming students at New Student Orientation every summer. The presentation provides a brief history of what Title IX is, incorporates definitions, consent, bystander intervention, relationship violence and where to report Title IX incidents.

All new employees must access and complete training through Talent Management. This training must be completed within 30 days of hire date. Training topics include reporting as a responsible employee, confidentiality, University policy and procedures, definitions and bystander intervention.

Awareness Campaign and Programs 2019

SHSU departments host several University wide awareness campaigns and programs annually to educate the campus community on various topics. Those programs include:

» Consent Week
» What would you do? Bystander Intervention Program
» Domestic Violence Awareness Month
» Self Defense program
» Title IX & Dine
» Clothesline Project
» Denim Day
» Scary Relationships
» Sexual Assault Awareness Month

Students, faculty or staff may also request specialized presentations for groups and organizations.
April 1 - Sexual Assault Awareness Month Digital Kickoff
Profile Picture Banner Challenge
Tag @SHSUASAAM | Facebook, Twitter, IG
Duration: Ends April 30th

April 1 - #30Days of SAAM Daily Call To Action Activities
Tag @SHSUASAAM | Facebook, Twitter, IG
Duration: Ends April 30th

April 7 - Title IX Mandatory Reporter & Legislative Changes Zoom Training
Register to Attend Online: shsu.edu/saam
12:00 PM-1:30PM | Zoom Webinar

April 8 - SHSU Goes Teal Campus Challenge
Showcase Teal Attire & Ribbons
Snap & Tag @SHSUASAAM | Facebook, Twitter, IG
Duration: Ends April 15th

April 13 - "Creating A Culture of Consent"
Zoom Workshop & Panel
Register to Attend Online: shsu.edu/saam
2:00 PM-3:30PM | Zoom Webinar

April 16 - "Dear Survivor" Digital Art Exhibition & Talent/Poetry Showcase Day
Tik Toc, Facebook, Twitter, IG
Duration: 8AM-8PM

April 20 - Netflix Watch Party
"Roll Red Roll" Documentary
5:30 PM Viewing & LIVE Q&A
Register to Join Online: shsu.edu/saam

April 23 - "Take Back The Night"
Virtual Vigil & Moment of Silence
Facebook & Instagram LIVE
5:30PM-7:00PM

April 29 - National Denim Day Roll Call
Showcase Your Denim Online
Snap & Tag @SHSUASAAM | Facebook, Twitter, IG
Duration: Ends April 15th

2020
@SHSUASAAM
#SHSUASAAM | SHSU.EDU/SAAM
FOR MORE INFO: (936) 294-3080
SPONSORED BY THE SHSU SAAM COMMITTEE
11

EVACUATION PROCEDURES
PUBLICIZING EMERGENCY PROCEDURES AND INSTRUCTIONS

The university’s emergency procedures and instructions are publicized online at the KatSafe website (http://www.shsu.edu/katsafe/) and the KatSafe mobile application. The website and phone/tablet application are accessible to all faculty, staff, students, and family members of the campus community. The KatSafe Emergency Preparedness site includes procedures for Evacuation, Active Shooter, Hurricane, Bomb Threat, and special event checklists and the latest road access maps for those approaching campus (first responders) and those leaving campus (evacuees). The Emergency Plans for SHSU can be found at https://www.shsu.edu/katsafe /event-preparation/emergency-plans. Specific evacuation maps are prominently located in each building and distributed to special event personnel. In addition, the website and the phone/tablet app, every desktop computer on campus has access to an emergency procedures “flip-chart” document. Each desktop computer is preloaded with an icon that can be used to access the Campus Emergency Procedures document. This icon can only be removed by an IT administrator.

As part of announced emergency management exercises, Emergency Management sends a notification to the SHSU community where all the evacuation and response information is held.

All buildings for SHSU on-campus properties, through the Building Liaison program by policy through Finance-Operations and Facilities Management, have received training and have been instructed to have prepared evacuation plans by the Office of Risk Management.

EVACUATION PROCEDURES

The university’s KatSafe website and mobile/tablet application include evacuation procedures due to unforeseen circumstances such as fire, active shooter, or other hazardous events. These procedures are for both response and evacuation in emergency or dangerous situations. The KatSafe website includes an SHSU produced Preparation for the Disabled evacuation video, completed in January of 2019, as well as an all-Hazards Awareness training video that addresses preparing to evacuate based on those unforeseen circumstances using fire and active shooter as examples, and can also be found on the SHSU Guidebook app by downloading the KatSafe guide located at https://www.shsu.edu/katsafe/evacuation-information.html

All-Hazard Training Video is brought to you by The Learning Academies @ SHSU:

http://www.shsu.edu/katsafe/event-preparation/hazards-awareness-training

Also found on the evacuation website is the generalized evacuation video also produced by SHSU at https://www.shsu.edu/katsafe/evacuation-information.html

On-Campus Student Housing

Emergency evacuation procedures and exit diagrams/pathways are posted in all on-campus student housing buildings to include individual student sleeping quarters/apartments and all building common areas and hallways. The emergency exit diagrams identify the location of the nearest exit. Mandatory floor meetings with residents are held at the beginning of the Fall, Spring, and Summer semester/sessions where staff instruct residents to immediately evacuate the building to designated areas during fire drills and alarms using the nearest exits. They review the $250.00 fine that is assessed to those that do not comply with evacuation procedures and instruction.

During fire drills staff go door to door and key into rooms to make sure all residents have evacuated the building during the drill. This is the only time staff enter resident rooms in relation to an alarm sounding.
During an unplanned alarm, residence life staff evacuate the building along with the residents and do not assist with evacuating residents. In the event of an actual fire, hall staff will evacuate the building and encourage residents to do so as well. Hall staff will not knock on doors, force evacuation or key into resident rooms.

**Special Event**

For special events on campus, the KatSafe site includes a detailed checklist that addresses evacuation instructions (http://www.shsu.edu/katsafe/event-preparation/special-event-checklist). In addition to addressing evacuation considerations, the checklist includes a notification checklist and prepared emergency announcements that can be tailored for specific events, including preparation for UIL events, and the placement of state required signage for prohibited concealed carry locations. A listing of all locations that Prohibited Concealed Carry is posted on the Katsafe website at shsu.edu/katsafe, and includes the Health and Counseling Centers, the Charles W. Tackett UPD building, Chemistry and Forensic Science Building, Services for Students with Disabilities Department, Jack Staggs Counseling Center, the Woodlands Center Counseling Center, and Collegiate and UIL Athletic events.

For prohibited concealed carry location (PCCL) events a request form for signage placement must be made 90 days in advance. For large scale events such as football games and commencement ceremonies, SHSU begins each large scale event with an instructional video (located at https://youtu.be/WR4xgByGCcs) for the Coliseum and for Bowers Stadium) reminding all to identify the location of the exits, how they will receive additional information, consideration of those with functional needs, and reunification reminders.

The SHSU Coliseum hosts some of the University's largest events. Depending on the assessment of each event considering estimated number of attendees, hazards analysis, and venue, a video may not be played if low risk is determined.

**Special Event Videos**

https://www.youtube.com/watch?v=siTCvL9__UU

https://youtu.be/WR4xgByGCcs
ACTIVE SHOOTER SITUATION PROCEDURES

The university provides evacuation instructions in the event of an active shooter on campus. The material to include a video provides the procedures on how to avoid the shooter, deny access to you, and defend yourself.

Surviving an Active Shooter Event Video
http://www.shsu.edu/katsafe/active-shooter.html

SEVERE WEATHER PROCEDURES

The University has a KatSafe site that specifically addresses severe weather, such as hurricanes.

This site has references to key preparedness information, preparedness kits, and weather threat briefings. The site also has lessons learned and a “120-hour out” checklist for the staff in preparation for hurricane landfall.

In 2019, SHSU Emergency Management began exploring the addition of weather stations for up to the minute weather conditions involving, for example, approaching lightning or heat generated dangerous conditions, to better keep the SHSU community appraised of dangerous conditions generated by the environment we walk in daily.

DRILLS, TESTING, & EXERCISES

SHSU Emergency Management procedures were recently updated after review earlier in the year for testing of emergency capabilities. Testing is now included for all SHSU campuses with at least two exercises for each following year. Three of the campuses were identified this year for the fall of 2020, primarily establishing the capabilities of each campus based on their unique characteristics.

March 5th, 2020 at 9:13 AM Huntsville Main Campus, SHSU Emergency Management scheduled an unannounced Tabletop Exercise concerning the possibility of an SHSU student being diagnosed with Covid-19 in another City. The exercise was held almost two weeks prior to Texas Governor’s orders to temporarily close schools. It was attended by State Health Department Officials, Walker County Emergency Management, City of Huntsville Emergency Management, City of Huntsville Fire Department, SHSU PD and SHSU personnel of differing disciplines in education and operations of the university. Follow-through activities begun on March 9th, and are on-going, but this tabletop exercise led to early development of response for online continuance of education, appropriate housing plans for feeding and housing students who could not leave, tracing capability, quarantine housing and pre-development for a mixed possibility for student’s education either on campus, online or both. Daily meetings on new or continuing developments, and SHSU continuity planning is under revision for this type of emergency.
October 2, 2020 at 1PM Emergency Management conducted an unannounced Tabletop Exercise concerning the eruption of an unscheduled protest occurring outside the front doors of The Woodlands Center. It was attended by Montgomery County Emergency Management, administration for the campus, members of the SHSU PD, SHSU ID&I, the Assistant Dean of Students, and the Director of Marketing and Communications. Follow through is ongoing, with identification of targeted capabilities indicating additional meetings scheduled to address discovered areas needing additional operational support.

October 6, 2020 at 2:30PM Emergency Management conducted an unannounced Tabletop Exercise concerning a chemical hazard spill in a laboratory for the SHSU Osteopathic Medical School. It was attended by members of SHSU administration and faculty members, Marketing and Communications, members of the SHSU PD. Follow through is ongoing, with identification of areas needing additional operational support and expansion of chemical hazard knowledge of response to staff members.

October 7th, 2020 at 1PM SHSU Biological Field Station separate campus, Emergency Management scheduled an unannounced Tabletop Exercise of an approaching lightning generated forest fire emergency. Attended by two different discipline supervisors who direct differing biological operations at the 250-acre facility, members of SHSU PD, including UPD’s dispatch supervisor, and Marketing and Communications. Follow through is ongoing of targeted capabilities following identification of areas of emergency notification expansion and needed operational support.

October 9th, 2020 at 10 AM Emergency Management conducted an unannounced Tabletop Exercise to stimulate the response for an approaching tornado, SHSU Gibbs Ranch. It was attended by the Agricultural Chair and the Facilities Management on-campus supervisor, UPD Officers. Follow through is ongoing of targeted capabilities following identification of areas of emergency notification expansion and needed operational support.
12
FIRE SAFETY
The SHSU main campus in Huntsville, having on-campus student housing facilities, is required to submit the following information concerning Fire Safety based information based on Clery Act requirements and SHSU policy or procedure. Resident Life Policies and Procedures are all directed towards the safety of our students, staff, faculty and visitors, and is constantly reviewed for improvements. This Annual Fire Safety Report is submitted for inclusion in the SHSU Annual Security Report to Chief Kevin Morris of the SHSU Police Department and reported to the Department of Education and publicized by October 1st of each year, with a change in the date posted due to the COVID19 pandemic.

**DEFINITION OF FIRE**

Under the Federal Institutional fire safety regulations citation 34 CFR 668.49, and for the purposes of Clery Act fire safety reporting, a fire is defined as “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. The reporting information that follows is based on this definition.

**REPORTING A FIRE**

Any fire occurring in on-campus student housing facilities can be reported by anyone and are to be reported immediately by dialing 911 or 936.294.1000 to reach the SHSU PD.

**FIRE LOG INFORMATION**

For extinguished fires, any student reporting an extinguished fire in a residence hall to any SHSU official, the official must report the occurrence of the extinguished fire to the Office of Risk Management Health and Environmental Safety. The report is to be forwarded to Assistant Director for Residence Life Facilities and Risk Management and included in the Fire Log. Anyone can make this report, including students. An incident reporting form through Risk Management is available through the link https://samweb.shsu.edu/updx02wp/, or contacting a university official.

The list of titles for people or departments students should report to includes:

- SHSU Residence Life staff, including RA’s,
- Residence Hall Directors, Assistant Residence Hall Directors, or SHSU Police Department Personnel

The SHSU fire log consists the following elements:

- The date the fire was reported;
- The nature of the fire;
- The date and time of the fire; and
- The general location of the fire

SHSU and the Clery Act requires that an entry be made into the SHSU Fire Log within two business days of receiving the fire report information.

An example is found in this 2016 Fire Log entry:

Case #16-6675  
Date Fire Reported: 4/30/2016  
Nature of Fire: Overcharged Battery  
Date and Time of Fire: 4/30/2016 @ 5:17 PM  
General Location: BKV Apartment

No personal identifying information (PPI) is reported. This was the last time a fire occurred in any SHSU Residence Hall. If the fire is also an arson, the fire will be reported in the SHSU Crime Log as well.

The most recent 60 day period for the Fire Log is available for visual inspection at the Residence Life Offices, 910 Bearkat Avenue, during office hours 8 AM-5-PM or under the Residence Life link for fire and safety website at https://www.shsu.edu/dept/residence-life/communitylife/firesafety.html. Requests for older information please allow for two business days for processing.

**Required Statistical Information**

The following is the required statistical information for the Annual Fire Safety Report to be maintained by Assistant Director for Residence Life Facilities and Risk Management Katy Pelton.
<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Address</th>
<th>Year</th>
<th># of Fires</th>
<th>Fire Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Chi Omega House/Tripod House</td>
<td>1640 A Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>(Renamed May 2019)</td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Alpha Delta Pi House/Woodland House</td>
<td>1641 A Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>(Demolished July 2019)</td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Anne Shaver House</td>
<td>1640 Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Baldwin House</td>
<td>1327 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Bearkat Village (Bldgs. A-I)</td>
<td>2401 Montgomery Rd 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Bearkat Village (Bldgs. J-L)</td>
<td>2400 Montgomery Rd 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Belvin-Buchanan Hall</td>
<td>1008 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Crawford House</td>
<td>1319 A 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Creager House</td>
<td>1327 A 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Elliott Hall</td>
<td>1006 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

**Fire Details for 2016: 1 Fire**

- **Cause of Fire:** Hazardous Product
- **# of Fire Related Deaths:** 0
- **Value Range of Property Damage:** $0-99
- **Date of Fire:** 4/30/2016
- **Time of Fire:** 5:17PM
<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Address</th>
<th>Year</th>
<th># of Fires</th>
<th>Fire Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estill Hall</td>
<td>1002 Bearkat Blvd. 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Gibbs House</td>
<td>1661 A Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Jackson-Shaver Hall</td>
<td>1201 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Houston House</td>
<td>1641 Avenue J 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Lone Star Hall</td>
<td>910 Bearkat Blvd. 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Mallon House</td>
<td>1319 17th Street 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Piney Woods Hall</td>
<td>2120 Avenue J 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Rachel Jackson House</td>
<td>1660 Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Randel House (Demolished July 2019)</td>
<td>824 Bowers Blvd. 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Raven Village</td>
<td>2133 Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Sam Houston Village</td>
<td>1600 Sam Houston Ave 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Residence Hall</td>
<td>Address</td>
<td>Year</td>
<td># of Fires</td>
<td>Fire Details</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>------------------------</td>
<td>------</td>
<td>------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Sigma Sigma Sigma/Spirit House*</td>
<td>1660 A Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>(Renamed May 2019)</td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Spivey House</td>
<td>1925 Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>(Demolished July 2019)</td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Vick House</td>
<td>1929 Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>(Demolished July 2019)</td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>White Hall</td>
<td>2100 Avenue I 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Zeta Tau Alpha House/Texas House</td>
<td>1661 Avenue J 77340</td>
<td>2019</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>(Renamed May 2019)</td>
<td></td>
<td>2018</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

SHSU statistical reporting includes tracking those who may have been injured, transported by ambulance to the hospital, hospitalized, including the SHSU Health Center, those that may have refused treatment at a hospital, tracking individuals who are still in contact with the school following the fire, and documentation of deaths that occurred within one year of the fire.
PREVENTATIVE MEASURES

Candles and Incense
Candles, candle/oil/wax warmers, diffusers, Scentsy devices, wax sculptures, potpourri pots, paraffin baths, incense, and any open flame are prohibited in residence halls/apartments for fire safety reasons. Candles should not be used during power outages or in holiday season decorations such as jack-o-lanterns, Christmas wreaths or menorahs. Violation of this policy will result in a fine of $50.00 (for each candle or item) not to exceed $250.00 for the 1st violation. Candles/Incense that are unused, have the wick removed or still in their original packaging (unopened) are also considered a violation and will be subject to the fine. The student must remove the candle or incense from the building immediately. Subsequent violations will result in a $250.00 fine and disciplinary action which may include housing contract termination.

Cooking and Cooking Appliances (Residence Halls Only)
Cooking and cooking appliances are not allowed in student rooms. Open-coil heating devices (for heating liquids, cooking, etc.) are not allowed in residence halls. Drip coffee, tea makers and blenders are allowed when used for their intended purpose only. The use of microwave ovens is also prohibited in all residence hall rooms (unless provided by the university). When a prohibited cooking appliance is found, the student will be charged $25.00 (for each appliance). The student must remove the appliance from the building immediately. NOTE: Cooking and cooking appliances are allowed in Bearkat Village Apartments.

Doors (Exterior)
Propping of exterior doors, as well as interior stairwell doors, laundry doors, etc. is prohibited for safety reasons. Residents who prop any door will be fined $250.00 and may be subject to disciplinary action. If caught propping the door with an object (including any foreign objects impeding the crash bar), residents will be fined $250.00.

Electrical Outlets
Residents may not alter or re-wire electrical outlets in rooms or apartments. Violations will result in a $250.00 fine in addition to any cost for repair.

Electrical Power Strips
Only one power strip per outlet should be used. Do not plug one power strip into another. All power strips should be “UL” listed and have a grounded plug. It is recommended that students purchase power strips with circuit breakers for additional safety. Misuse of power strips will result in a $250.00 fine.

Extension Cords
Use of extension cords is prohibited in the halls/apartments by order of the State Fire Marshal. Use of extension cords will result in a $50.00 fine for the first offense and $250.00 for subsequent violations. Power strips are to be used as an alternative. Heavy duty (14 amps or greater) extension cords may be used in the public areas for temporary events if approved by the hall staff.

False Fire Alarms
False fire alarms will result in a minimum damage charge of $250.00. If this damage charge cannot be assessed to the guilty person(s), it will be added to the vandalism charge for the residence hall/apartment and could be part of the group bill for damages. Also, any person found to be responsible for activating a false fire alarm will be assessed a $250.00 fine and referred to the Dean of Students’ Office for additional disciplinary action.

Fire Doors
Fire doors are intended to limit the spread of fire and smoke from one area to another. Propping these doors open adds to potential fire damage. Individuals responsible for propping fire doors may be subject to disciplinary action.

Fire Drills
Fire drills are conducted to educate residents with the sound of the fire alarm, the emergency exits that are available and the procedure for evacuating the
building. During a fire drill, every room will be checked by an RA to ascertain that all areas have been evacuated. Failure to evacuate during a drill or alarm in an immediate and cooperative manner will result in a $250.00 fine and further disciplinary action.

**Fire Extinguishers**

Fire extinguishers are provided throughout each residence hall/apartment. They should be used for their intended purpose only, and residence hall/apartment staff must be notified within 24 hours should an extinguisher be used to put out a fire. Failure to notify staff within 24 hours will result in a recharge fee of $50.00. If a fire extinguisher is discharged falsely, the responsible student(s) will be billed the recharge fee of $50.00 and a $250.00 fine for tampering with fire safety equipment. Tampering with any part of a fire extinguisher including the safety protection strap, the pull pin, removing the extinguisher from its bracket, and/or removing the bracket from the wall, will result in a fine of $250.00.

**Halogen Lamps**

Halogen lamps are prohibited in the residence halls/apartments. Use of these lamps in residence halls/apartments is also against the National Electrical Code and the Life Safety Code. Several universities have experienced residence hall fires due to the amount of heat these lamps produce. These lamps may also put a strain on the building's electrical wiring due to the amount of amps they require. Possession of a halogen lamp will result in a fine of $25.00. The student must remove the lamp from the building immediately.

**Heaters**

Space heaters and radiators, whether electric or kerosene powered, are not allowed in residence halls/apartments. Possession of a space heater or radiator will result in a fine of $25.00. The student must remove the heater from the building immediately.

**Holiday Decorations**

No live trees or greenery are allowed in residence halls/apartments, however, artificial trees with “built-in” lights and “UL” listed may be used. Trees should be unplugged when the room is vacant. Trees must be taken down before you check out for the Fall semester. Residents staying in the hall over the Winter break must take down their trees by the first class day in the Spring semester. Decorations should be used with safety in mind. Keep flammable materials away from lights. Ornamental/seasonal/string lights are not allowed and will result in a $50.00 fine. Use of extension cords is prohibited in the student rooms/apartments by order of the State Fire Marshal. Power strips are to be used as an alternative. The safety of residents must be considered at all times.

**Hoverboards**

Hoverboards are not permitted inside residence life buildings due to recent fire hazard issues. Violations will result in a $250.00 fine.

**Light Fixtures**

The use of acetate, cellophane, fabric, tissue paper, or other combustible materials over or in the light fixture is forbidden by fire safety regulations.

**Microwave Ovens**

Microwaves are not allowed in resident rooms unless already provided by the University. Residents may not bring an additional microwave if the room/apartment has already been provided one by Residence Life. There is a $25.00 fine for each unapproved microwave found in student rooms. A microwave oven has been provided in the public area in each hall. Each hall with a microwave oven should have guidelines concerning usage and cleanliness posted near the oven; these should be carefully followed at all times. Microwave ovens are not intended for resident’s constant use as a substitute for a meal plan, but are available for snacks and special occasions. Microwave ovens found to be unsanitary or improperly used by residents are subject to removal by the Department of Residence Life.
Safety Equipment
Any student found to be responsible for the misuse of safety equipment, which includes but is not limited to: fire hoses and valves, emergency lights, exit signs, smoke/heat detectors, fire panels, security cameras, electrical panels, fire extinguishers, and public area lighting, will be assessed a $250.00 fine and be subject to further disciplinary action. NOTE: Tampering, pulling, disabling, disconnecting, and/or dismantling a fire alarm system for any reason is both a federal and state criminal offense. Anyone found in violation of the above criminal offense will be prosecuted to the full extent of the law.

Smoke Detectors
Smoke detectors should be operational at all times. Staff will perform routine checks to determine that all smoke detectors are functioning. Report all problems (beeping sounds, etc.) to the staff immediately so staff can replace the battery or report the problem to Residence Life Maintenance for repair. Staff duty phone numbers are located on the back of your room door and should be used to report issues outside of normal business hours. Tampering with a smoke detector (detaching, removing batteries, unplugging, or covering up the smoke detector with an item) is a safety violation and is subject to a fine of $250.00 plus the cost to replace the damaged item(s).

Smoking
SHSU is a tobacco free campus. Residents are not allowed to use or possess any tobacco related items or products on campus. The ban also includes electronic cigarettes and/or vaping. Cigarette lighters and matches are not permitted in residence halls or apartments. Violation of this policy will result in a $100.00 fine. Subsequent violations will result in an additional $100.00 fine and disciplinary action which may include housing contract termination. Residents will be held responsible for the actions of their guests.

Tobacco
SHSU is a tobacco free campus. The use or possession of tobacco products or related items (snuff, cigarettes, cigars, pipes, chewing tobacco, etc.) is prohibited on campus. Electronic cigarettes, hookahs and water pipes are not permitted. Dip or “spit” cups or other sources of saliva and tobacco are also prohibited on campus. Use or possession of tobacco products will result in a $100.00 fine for the first violation. Subsequent violations will result in an additional $100.00 fine and disciplinary action which may include housing contract termination. Possession of dip or “spit” cups will also result in disciplinary action. Residents will be responsible for the actions of their guests.

Weapons and Explosives
The university has the responsibility of promoting the health, safety and welfare of students. State laws as well as institutional policies assist the university in accomplishing this. The State, as well as the University, has very firm policies on the possession of weapons. In accordance with Government Code Section 411.0231 and Texas Penal code 46.035, student residents who are at least 21 years of age and who possess a handgun license from the State of Texas or an approved reciprocating state may legally carry a concealed weapon on or about their person in the residence halls. When not on or about their person, license holders are required to securely store their handgun in a locking case or safe that they provide, out of sight of roommates or guests. With the exception of licensed handguns, the other stipulations in the weapons policy as outlined below are still in effect for license holders.

Not withstanding the laws cited above, students living in residence halls/apartments are strictly prohibited from keeping any weapons, explosives and projectiles of any kind, in their rooms/ apartments including but not limited to: guns (which includes BB guns, paint and pellet guns, cap guns and starter pistols, air rifles), blow guns, stun guns, ammunition, bows, arrows, swords, knives with blades over 5 1/2 inches, nun-chucks, sling shots, and fireworks. Any resident found to be in violation of the weapons and explosives policy will be fined $250.00. In addition to the fine, the resident will have their housing contract terminated and will be referred to the Dean of Students’ office.
### RESIDENCE HALL SAFETY VIOLATION FINES

<table>
<thead>
<tr>
<th>Violations</th>
<th>Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candles and/or Incense</td>
<td>$50.00 ea.</td>
</tr>
<tr>
<td>Failure to evacuate during building alarm / drill</td>
<td>$250.00</td>
</tr>
<tr>
<td>False Fire Alarm</td>
<td>$250.00</td>
</tr>
<tr>
<td>Fire Alarm Due to Negligence</td>
<td>$250.00</td>
</tr>
<tr>
<td>Halogen Lamp</td>
<td>$25.00</td>
</tr>
<tr>
<td>Misuse of Safety Equipment</td>
<td>$250.00</td>
</tr>
<tr>
<td>Propping Exterior Doors</td>
<td>$250.00</td>
</tr>
<tr>
<td>Tampering with Fire Extinguisher</td>
<td>$250.00</td>
</tr>
<tr>
<td>Recharge Fire Extinguisher</td>
<td>$250.00</td>
</tr>
<tr>
<td>False Discharge of Fire Extinguisher</td>
<td>$250.00</td>
</tr>
<tr>
<td>Smoke Detector Unplugged / Missing Battery</td>
<td>$250.00</td>
</tr>
<tr>
<td>Smoking / Tobacco Use</td>
<td>$100.00</td>
</tr>
<tr>
<td>Space Heater</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

### POLICIES & PROCEDURES


https://issuu.com/shsuresidencelife/docs/residence_life_student_handbook_


https://issuu.com/shsuresidencelife/docs/residence_life_student_handbook_

The Residence Life handbook is published according to the university fiscal year. Updates are published each Fall semester prior to student move-in.

During the residence hall check-in process, all residents are required to sign a Resident Agreement. The resident agreement contains a section for the resident to acknowledge residence hall policies. The Spring 2019 and Summer 2019 Resident Agreement contains the following acknowledgment:

“Policies and procedures in all residential facilities will be consistently and strictly enforced at all times. University staff is expected to confront and document all violations of policy. Willful disruption of the educational environment, destruction of property and interference with the orderly process of the University and/or the rights of members of the University will not be tolerated. Residents will respect the rights of other residents and each resident will be responsible and held accountable for his/her behavior. Residents must comply with directions of University officials, which include all Residence Life staff. A detailed explanation of the residence hall policies is located at http://www.shsu.edu/~hou_www/. Please see the RESIDENCE LIFE HANDBOOK link.”
TRAINING AND EDUCATION

Resident Training
SHSU Residence Life takes measures to ensure that staff and students are trained on fire and safety procedures. Staff members conduct floor meetings once per semester (Fall, Spring, Summer 1, and Summer 2) to ensure that residents know what the alarm sounds like, know the distance they should be away from the building, and become familiar with evacuation routes.

Residents are required to sign in at the floor meetings. Those sign in sheets are kept in the Residence Life Office for the current academic years + 3 academic years as dictated by the university records retention policy.

Floor meeting dates, times, and locations are also kept for the current academic year + 3 academic years. A list of floor meeting dates, times, and locations have been provided in addition to this report.

After every floor meeting (opening, confirmation, closing, renewal) a follow up email is sent to residents. The follow up email contains the information covered in floor meetings. The email is sent via StarRez (Residence Life/Housing software system) and the email is part of the students Residence Life record. These records are kept indefinitely in our software.

Residence Life Employee Training
Residence hall staff are trained to visibly monitor the operation of smoke detectors, smoke alarms, fire extinguishers, exit signs, and fire panels. Initial training takes place during the first semester of employment with continued training each semester thereafter. Where applicable staff will physically test the smoke alarms. Testing is done on a monthly basis. Any audible alarms (building alarm or fire panel) are reported by staff to the SHSU PD. Any physical malfunctions with equipment are reported to Residence Life Maintenance via an online work order or call to the Residence Life maintenance office. Both hall staff and students are able to report concerns with fire safety equipment.

Emergency call outs for fire safety equipment are routed to either the SHSU PD or the Residence Life Maintenance Office. SHSU PD and Residence Life Maintenance work collaboratively to ensure that all equipment concerns are corrected and repairs are made quickly.

SHSU Fire Technician(s) assigned to Residence Life actively participate in residence life staff training. Topics include fire system use, fire extinguisher use, types of smoke detectors/alarms, smoke detector/alarm testing, fire drill procedures, fire alarm procedures, demonstration of what a fire alarm sounds like, demonstration of a fire panel beeping.

FIRE DRILLS & UNPLANNED ALARMS

During Fire Drills staff go door to door and key into rooms to make sure all residents have evacuated the building during the drill. This is the only time staff enter resident rooms in relation to an alarm sounding.

During an unplanned alarm, residence life staff evacuate the building along with the residents and do not assist with evacuating residents. In the event of an actual fire hall staff will evacuate the building and encourage residents to do so as well. Hall staff will not knock on doors, force evacuation, or key into resident rooms.

Evaluations
All fire drill evaluation reporting for each fire drill is available for viewing at the Residence Life Office.
### Unplanned Fire Alarm Evaluation

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Equipment Activated</th>
<th>Number of Floors</th>
<th>Date of Alarm</th>
<th>Type of Alarm: Planned Fire Alarm</th>
</tr>
</thead>
<tbody>
<tr>
<td>University and/or Emergency officials responding to the alarm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residence Life Maintenance Police</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Huntsville Fire Department</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residence Life Maintenance University</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Evaluation Items

**Cause of the alarm**

<table>
<thead>
<tr>
<th>Were equipment repairs required?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

**If repairs were required, what repairs were made?**

**If repairs were NOT required, please explain why.**

**Star Rez work order(s) associated with alarm:**

**Residence Life incident reports associated with alarm:**

**UPD Case number (if applicable):**

### Planned Fire Alarm Evaluation

**Sam Houston State University Fire Drill Evaluation**

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Equipment Used</th>
<th>Number of Floors</th>
<th>Date of Drill</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Evaluator</th>
<th>Other University Officials (GLM, UPD)</th>
</tr>
</thead>
</table>

#### Evaluation Items

<table>
<thead>
<tr>
<th>Was complete evacuation of the building accomplished?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Were all areas of the building checked?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Were all designated evacuation routes clearly marked?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Were designated evacuation routes taken?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did excessive noise accompany the evacuation?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Were there designated meeting areas assigned to each evacuation group?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Were the designated meeting areas located at a safe distance from the building?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did each evacuation group meet and remain in their designated meeting area?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Was an accurate count taken of each evacuation group?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have procedures for disabled students been addressed?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Did all equipment function properly?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Start Time</th>
<th>End Time</th>
<th>Total Evacuation Time</th>
<th>Total Number Evacuated</th>
</tr>
</thead>
</table>

**Additional Comments:**

---

101
<table>
<thead>
<tr>
<th>BUILDING</th>
<th>Fire Alarm Monitoring (By UPD)</th>
<th>Fire Sprinkler System</th>
<th>Smoke Alarms in Residence Sleeping Rooms</th>
<th>Smoke Detection in Common Areas</th>
<th>Fire Extinguishers</th>
<th>Evacuation Plans Posted</th>
<th>Number of Fire Drills in Calendar Year</th>
<th>Evaluations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alphi Chi Omega House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Alphi Delta Pi House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Anne Shaver House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Baldwin House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village A: 1-18</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village B: 19-53</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village C: 54-71</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village D: 72-107</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village E: Clubhouse</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village F: 108-143</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village G: 144-161</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village H: 162-185</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village I: 186-203</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village J: 204-221</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village K: 222-244</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village L: 245-262</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Bearkat Village M Laundry</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>4</td>
<td>YES</td>
</tr>
<tr>
<td>Belvin / Buchanan Hall</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Crawford House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Creager House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Elliot Hall</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Estill Hall</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Gibb’s House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Houston House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Jackson Shaver House</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Lone Star Hall</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Mallon House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Piney Woods Hall</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Rachel Jackson House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Randel House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Raven Village</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Sam Houston Village</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Sigma House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Vick House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>White Hall</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
<tr>
<td>Zeta Tau Alpha House</td>
<td>YES</td>
<td>NO</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>2</td>
<td>YES</td>
</tr>
</tbody>
</table>
PREVENTATIVE MAINTENANCE AND INSPECTIONS

» Annual inspection of all fire systems FA & FS completed by a licensed contractor with the supervision and assistance of SHSU employed fire technician(s).
» Fire Pumps tested and maintained per NFPA 25
» Monthly testing of smoke detector by residence life staff in the following residential locations: Bearkat Village, Sam Houston Village, Raven Village White Hall, Alpha Chi Omega/Tripod House, Alpha Delta Pi/Woodland House, Anne Shaver House, Gibbs House, Houston House, Rachel Jackson House, Sigma Sigma Sigma/Spirit House, Zeta Tau Alpha/Texas House.

COMPLETED IMPROVEMENTS IN FIRE SAFETY - 2019

» Installed the nitrogen generators on dry pipe fire suppression systems at Bearkat Village, Lone Star Hall, and Sam Houston Village.
» All dry pipe fire suppression systems were equipped with Potter Brand Nitrogen Generators which displaces moisture in-turn diminishes corrosion which minimizes leaks and false alarms.
» All residential facilities upgraded fire alarm reporting software and computers to include back-up systems/computers.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

» Bearkat Village replacing Back Flow devices that are presently in ground with smaller devices and relocating to mechanical rooms. In design phase with Dabhi Engineering.
» Establishing proper signage, equipment, policies and guidelines for training for students and staff on evacuation of disabled.
» Establishing Points of refuge in our residential facilities.
A COLLABORATIVE EFFORT BY

Office of Health Promotion
Responsible for alcohol & drug information

Office of Institutional Diversity & Inclusion
Responsible for sexual misconduct & discrimination

Residence Life
Responsible for fire safety information

Facilities Management
Responsible for access and property information

Public Safety Services
Responsible for statistics, CSAs, emergency procedures, and publishing all information

THE MEASURE OF A LIFE IS ITS SERVICE