



Sam Houston State University

Annual Security and Fire Safety Report 2023

(This annual report contains information for the 2023-2024 academic year and statistical information or calendar years 2020, 2021, and 2022).

Applies to the Sam Houston State University main campus, College of Osteopathic Medicine, The Woodlands Center, Center for Biological Field Studies, and the Gibbs Ranch Agricultural Complex.

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In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f), 34 CFR 668.46), the policies and procedures outlined in this report contains information for 2023 - 2024 academic year and statistical information for 2020, 2021, and 2022. All policies and procedures apply to the following campuses: Main Campus (Huntsville), The Woodlands Center, The College of Osteopathic Medicine, and the Center for Biological Field Studies.

INTRODUCTION

The decision of choosing a college is a major milestone in our lives and should not be taken lightly. Sam Houston State University prepares the Annual Security and Fire Safety Report (ASFSR) in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act. Sam Houston State University (SHSU) is a member of the Texas State University System (TSUS), and the main campus is in Huntsville, Texas.

Named for Texas's greatest hero, Sam Houston State University (SHSU) continually honors its historical roots through academic excellence. For more than 140 years, SHSU has been preparing students for meaningful lives of achievement. Its motto, "The measure of a Life is its Service," resonates among its approximately 21,000 students, eight colleges and well beyond its Huntsville roots.

U.S. News and World Report ranks SHSU best in Texas among "Top Performers on Social Mobility." From medical and doctoral degrees, undergraduate to graduate programs, SHSU provides an exceptional college experience for every student.

With a campus community comprised of approximately 50 percent first-generation students, SHSU's First-Generation Center launched in 2022 and serves as resource in student success.

The SHSU College of Osteopathic Medicine is only the third college of osteopathic medicine in Texas. Its mission is to train physicians who will serve the healthcare needs of rural and underserved Texans.

Service to self and others is paramount at SHSU and reflected in all university organizations and programs. In fact, the university was named to USA Today's Top 50 in the U.S. for "commitment to civic engagement and global awareness," in addition to being classified a "Community Engaged" by the Carnegie Commission on Higher Education. This honor, bestowed to only 311 public institutions nationwide, acknowledges the university's significant commitment to service.

In 2022, SHSU was designated a Doctoral University of High Research Activity by The Carnegie Classification of Institutions of Higher Education. Sam Houston State is one of only two universities that currently hold this research status within the Texas State University System (TSUS).

Since 2021, Bearkat Athletics have competed in seventeen NCAA Division I sports in the Western Athletic Conference and in July 2023, joined Conference USA.

Women's teams include basketball, bowling, cross country, golf, indoor and outdoor track & field, soccer, softball, tennis, and volleyball. Men's teams include baseball, basketball, cross country, football, golf, and indoor and outdoor track & field.

With SHSU's array of recognized academic programs, exceptional student support services, volunteer opportunities and more, Bearkats are not only well-prepared to think and respond to the workforce needs of a rapidly changing world but stand ready to serve their community.

This report should be a valuable and informative tool for current and prospective students. Information will include current campus policies, procedures, reporting options, and resources, including tips for campus safety. Personal safety is the responsibility of all, and your assistance is important to maintaining a safe campus environment.

Please direct questions about this report to the Sam Houston State University Office of Compliance and Insurance at CleryCompliance@shsu.edu or by calling (936) 294-1065.

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 & Compliance collects, compiles, and publishes the required information regarding campus' crime statistics and services for the year 2022. 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 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/ policy statement are incorrect. It does indicate that the University does 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 2023 version of the SHSU ASFSR is available online at <https://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 Sam Houston State University.

The SHSU Office of Compliance and Insurance (OCI) is located at 1831 University Ave, Huntsville, TX 77341 in Suite 301. The phone number is (936) 294-1065.

POLICY STATEMENT

The Office of Compliance and Insurance reports to Public Safety & Compliance and is part of the Division of Finance and Operations. Maegan McKerrow, Compliance Coordinator, leads the coordination of the SHSU ASFSR. The Compliance Coordinator requests information from critical partners in the University Police Department, Office of Title IX & Discrimination Resolution (Previously Office of Equity & Title IX), Residence Life, and Dean of Student's Office.

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, campus partners, 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 Huntsville 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 parking enforcement personnel patrol in the parking areas with each person issued a two-way radio for contact with the University Police Department.

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 to include checks for property security in other parts of the Huntsville/ Walker County community.

The Woodlands Campus and SHSU College of Medicine has patrol officers stationed on Campus during hours of campus operation and receives reports generated at the campuses.

The SHSU College of Medicine also has private security operating during non-operational hours.

A separate campus, the Biological Field Station, is served by SHSU main campus University PD personnel who respond to calls for service and offense reporting and conduct periodic patrols. This process also applies to the Gibbs Ranch Agricultural Complex which will be designated as a separate campus starting on September 1, 2023. All policy statements contained in this report apply to all campuses unless otherwise indicated. See other campuses policy or procedural changes in the annexes found for each separate campus.

DURING AN ON-CAMPUS EMERGENCY, DIAL 911

Alternative options include calling SHSU Dispatch at (936) 294-1000 or using an emergency call box located throughout main campus.

01 Reporting

REPORTING A CRIME

By policy, SHSU encourages all members of the SHSU community and all visitors to report potential criminal activity, suspicious behavior, and any emergency accurately and promptly on SHSU geography (properties including on- campus, non-campus, and public property-the streets and sidewalks bordering university property) to the SHSU PD.

Criminal Reporting can be conducted through the SHSU PD with the following methods:

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

Online. Visit <https://www.shsu.edu/dept/public-safety/upd/silent-witness.html> to anonymously report crimes or suspicious activity to make the Bearkat community safer.

In-Person. Visit 2424 Sam Houston Avenue Huntsville, Texas 77340. To report in-person at The Woodlands Center or the College of Osteopathic Medicine, you may report to the UPD Officer on-site.

Report to the Huntsville Police Department with the following methods:

Phone. Call (936) 291-5480

In-Person. Visit 560 FM 2821 W, Huntsville, TX 77320

Report to the Walker County Sheriff's Office with the following methods:

Phone. Call (936) 760-5800

In-Person. Visit 717 FM 2821 Rd. W Huntsville, Texas 77340

You can also report to the Montgomery County Sheriff's Department at One Criminal Justice Drive in Conroe, Tx., or call (936) 522-3200.

For the College of Osteopathic Medicine Campus, you may contact the SHSU PD (936) 294-1800, Montgomery County Sheriff's Department, or the Conroe Police Department at (936) 522-3200 or in person at 2300 Plantation Drive, Conroe, TX.

All criminal reports that occur on all campuses are collected and investigated by SHSU PD.

ACCURATE AND PROMPT REPORTING

Crimes should be accurately and promptly reported to the SHSU PD or the appropriate police agency, when the victim of a crime elects to, or is unable to make such a report.

All University faculty and staff are mandatory reporters for Title IX concerns.

Mandatory reporters must report any discrimination and 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 termination.

Reporters can go to <https://www.shsu.edu/titleix/reporters.html> to report or for additional information.

REPORTING SEXUAL MISCONDUCT & HARASSMENT

Anyone who has witnessed, knows about, or has experienced discrimination or 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 Title IX & Discrimination Resolution. All reports to the Office of Title IX & Discrimination Resolution are confidential.

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.

SHSU PD encourages anyone who is the victim or witness of any crime to promptly report the incident to the police. SHSU PD does not have a voluntary confidential reporting process because police reports are public records under state law, thus SHSU PD cannot hold reports of crime in confidence. **Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can be made to any campus security authorities (the primary CSAs are identified in the “Who is a CSA” below on page 11).** However, some of the CSAs are also Responsible Employees under Title IX, and they are obligated to share reported information involving sexual misconduct, domestic/dating violence, and stalking, including information about the identity of the victim, and accused, with the Title IX Coordinator. Reports to professional and pastoral counselors can be kept confidential. Professional and pastoral counselors are encouraged to inform their clients, when they deem it appropriate, of the procedures to confidentially report crimes to primary CSAs.

CONFIDENTIAL REPORTING

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, Suite 327, phone (936) 294-1717.

REPORT SEXUAL MISCONDUCT

University Police

- (936) 294-1800
- 2424 Sam Houston Ave
- <https://www.shsu.edu/dept/public-safety/upd/silent-witness.html>

Office of Title IX & Discrimination Resolution

- (936) 294-3080
- Thomason 302, 1831 Sam Houston Ave.
- www.shsu.edu/titleix/

Student Health Center

- (936) 294-1805
- 1608 Avenue J
- <https://www.shsu.edu/dept/student-health-center/>

Student Counseling Center

- (936) 294-1720
- 1608 Avenue J
- <https://www.shsu.edu/dept/counseling/>

Dean of Students' Office

- (936) 294-1785
- LSC Suite 210, 1717 Avenue J
- <https://www.shsu.edu/dept/dean-of-students/>

Residence Life

- ☐ (936) 294-1812
- ☐ 910 Bearkat Blvd.
- ☐ <https://www.shsu.edu/dept/residence-life/>

REPORTING A FIRE

Any fire occurring in on-campus student housing facilities can be reported by anyone and should be reported immediately by dialing 911 or (936) 294-1000 to reach the SHSU PD.

SHSU Residence Life requests that all fires be reported regardless of extinguishment, as there could be smoldering that reignites and/or damages to electrical systems that need to be repaired immediately.

Response to a Report

Dispatchers are available 24 hours/day to answer your calls. In response to a call, SHSU PD will take the required action, either dispatching an officer or asking the victim to report to SHSU PD to file an incident

report, or by requesting an officer to meet you on campus. All reported crimes will be investigated by the University and may become a matter of public record. SHSU PD Investigators will investigate a report when it is deemed appropriate. If assistance is required from the local Police Departments, Sheriff's Departments or Fire Departments in either Walker County or Montgomery County, SHSU PD will contact the appropriate department or their units directly. If a sexual assault or rape should occur, staff on the scene, including SHSU PD, will offer the victim services or assistance.

REPORTING ALCOHOL & DRUG ABUSE

In the case of alcohol poisoning, dial 911 immediately! The on-campus emergency extension is 4-1000 or (936) 294-1000.

Amnesty Reporting Program - [Office of Student Wellness](#)

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, current SHSU students may be granted amnesty and avoid disciplinary action when they call for help during a suspected medical emergency related to illegal consumption of alcohol or drugs.

To be considered for amnesty, you must:

- Be the first person to call for help;
- Remain with the person and provide help as able until medical assistance arrives; and
- Cooperate with emergency and/or law enforcement personnel on the scene.

A student who has followed the above protocol will be referred to the Dean of Students Office to investigate the reported situation and determine if amnesty from disciplinary action will be granted. Students granted amnesty will still be required to participate in an educational component and will be referred to Student Wellness for this. If the student does not complete the required educational component, they will be referred to the Dean of Students Office for formal disciplinary action.

The Be a Good SAM program only refers to on-campus disciplinary sanction, not criminal penalties from law enforcement. For more information, please review the Texas 911 Lifeline legislation in this document. In the case of alcohol poisoning or drug overdose, contact EMS immediately!

- On campus: call 4-1000
- Off-campus: dial 911

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 for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary. Members of the community are helpful when they immediately report

crimes or emergencies to the SHSU PD and/or CSAs. A list of examples of CSAs are below. Please note that this list is not a comprehensive list.

All CSA reports are sent to the Department of Public Safety Services where the Chief of Police and/or their designee reviews the CSA report. Upon review, a determination will be made if a statistical disclosure is necessary, and if a timely warning or emergency notification is necessary. 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 included on the form for reporting a Clery Crime and are listed within this Annual Security Report within the statistical information section. These are also available on the Resources tab on the UPD website under the title "Clery Reportable Crimes" at <https://www.shsu.edu/dept/public-safety/upd/CSA-reportable-crimes>.

Who is a Campus Security Authority?

CSAs support a Clery 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 and supporting 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.

Students, employees, or visitors can report criminal offenses to the groups or individuals listed below. These include some, but not all the SHSU CSAs.

All Provosts/Associate Provosts

- Dr. Michael Stephenson, Provost and Senior Vice President for Academic Affairs: Administration Building 3rd Floor (936) 294-1001
- Dr. Anne Gaillard, Vice Provost: Administration Building 3rd Floor (936) 294-1006

Vice Presidents, Associate Vice Presidents, Chief Officers

- Mrs. Amanda Withers, Chief Financial Officer, and Senior Vice President for Operations: 2nd Floor Administration Building (936) 294-2686
- Dr. Heather Thielemann, Senior Vice President for Strategic Enrollment & Innovation: 3rd Floor Estill Building (936) 294-1345
- Dr. Drew Miller, Interim Vice President Student Affairs: 3rd Floor Lowman Student Center (936) 294-1784
- Mr. Matthew Bethea, Vice President University Advancement: University Plaza 4th Floor (936) 294-3625
- Mrs. Rhonda Beassie, Associate Vice President for People & Procurement Operations: 2nd Floor Thomason Building (936) 294-2425
- Major General (Ret.) Dave Glaser, Chief Strategy Officer: Administration Building Suite 308 (936)294-1010
- Mr. Jeff Harris, Chief Marketing Officer: Administration Building Suite 109 (936)294-3626

All Deans, Associate Deans, Assistant Deans

- Dr. Chelsea Smith, Dean of Students: Lowman Student Center 2nd Floor (936) 294-4155

Directors & Associate Directors

- Ms. Natalie Isaac, Director & Title IX Coordinator: Thomason Building 3rd Floor (936) 294-2329

Academic Advisors

- Ms. Ashley Pruitt, Director of Academic Advising SAM Center, CHSS 1st Floor (936) 294-4238

Residence Life Managers and Resident Advisors

- Mrs. Joellen Tipton, Executive Director of Residence Life and Living-Learning Programs: Lone Star Hall (936) 294-1812
- Ms. Zachary Taylor, Assistant Director for Student Discipline: Lone Star Hall (936)-294-4225

Advisors to Student Organizations

- Dr. Meredith Conrey, Director of Student Involvement: Lowman Student Center (936) 294-3602

Athletics Directors and Coaches

- Mr. Bobby Williams, Director of Athletics: Ron Mafrige Field House (936) 294-3286

All University Police Personnel

- Mr. Kevin Morris, Assistant Vice President for Public Safety & Compliance Charles W. Tackett Police Building (936) 294-1753

External agency law enforcement hired for special events.

If you are seeking a CSA, please contact the Compliance Coordinator at (936) 294-1065 or CleryCompliance@shsu.edu.

PASTORAL AND PROFESSIONAL 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. As a matter of policy, the professional counselors at Sam Houston State University are encouraged, when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to SHSU PD. As part of the TSUS Sexual Misconduct Policy, SHSU requires reports for statistical counting purposes and a confidential report is made withholding the name. Crimes exclusively reported to a Pastoral or Professional Counselor are exempt from Timely Warnings.

Definition of Pastoral Counselor

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Definition of Professional Counselor

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

An SHSU individual who is counseling students and/or employees, but who does not meet the Clery 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 or his designee records all information, publicizes specific detail into the Daily Crime Log, and submits statistics in this report in coordination with Office of Compliance and Insurance (OCI). Additionally, the Chief of Police determines where an investigation should be conducted and if a Timely Warning will be issued.

CSA REPORTING PROCESS

Below are the requirements for CSAs. The requirements provide guidance on what should be explained or given to the victim or reporter and include going over options and providing information to the person reporting the crime:

1. Safety

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

2. Offer Law Enforcement

CSAs should help with contacting the appropriate law enforcement agency on behalf of the reporter or survivor. It is not the CSA's 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 using the entry reporting form provided on the SHSU PD website (**this is important for Timely Warning/ Emergency Notification purposes**). You may directly contact UPD regarding making a CSA report via the telephone. Please disclose that you are a CSA when providing information. **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 www.shsu.edu/silentwitness to submit an anonymous report.

3. Be Clear

The CSA duties include explaining the SHSU requirements for reporting in compliance with the Clery Act. If the report involves a crime that also falls under the Texas State University System Sexual Misconduct Policy and under article 4.2.5 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 www.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 via the CSA Crime Report Form or by calling UPD

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.

TRAINING

There are many CSAs at SHSU, with changes constantly occurring with the hiring, termination, or reassignment of employees at SHSU. The Compliance Coordinator, in accordance with Human Resources, based on SHSU policy (FO-64), tracks the list of current personnel, and will work towards updating job descriptions to lists in their duties if they have been assigned the position of CSA. The Compliance Coordinator works with Human Resources and SHSU Online to assure training for all CSAs and is notified using the appropriate mechanism with both the addition or deletion of a CSA, assigned training, registration of training and completion of training. Due to limitations of systems, training will be split between two mechanisms (Talent Management and Blackboard) to ensure proper training and documentation for students, faculty, volunteers, and staff. Should a CSA fail to take the training in the 30-day window once the training is presented to the CSA, the Compliance Coordinator is notified, and 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 will be reassigned on an annual basis. Additionally, to inform the campus community of Clery resources, OCI in partnership with Student Involvement: Leadership and Service, Clery Training is now part of annual registration for Student Organizations. SHSU requires sororities and fraternities to complete the annual registration as well.

Additional training is also provided by the Compliance Coordinator in person 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

TIMELY WARNINGS

The Clery Act requires Sam Houston State University, (policy FO-64) to issue a timely warning when a Clery Act crime occurs on Sam Houston State University geography (on Campus, Non-Campus or Public property) or that is considered by SHSU to represent a serious or continuing threat to the campus community, a campus wide “timely warning” will be issued and is determined in most instances on a case-by-case basis. This purpose is to warn the campus communities to certain crimes or other events and be issued as soon as pertinent information is available and withholds the names of victims as confidential (FERPA) and will aid in the prevention of crimes.

SHSU issues timely warnings for all reported instances of Clery reportable crimes, whether reported directly to the SHSU University Police Department or local agencies, that are:

- **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 considerations used in determining the issuance of a timely warning includes, on a case-by-case basis:

- The nature of the crime
- The continuing danger to the campus community

Timely Warning Notices are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications, and includes the following crimes:

- Murder/Non-Negligent Manslaughter
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another;
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger SHSU community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (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 information known by the Police Chief, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the Police Chief, or his or her designee in his or her absence.

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 SHSU

Integrated Marketing Communications (IMC) Department for creation of the warning, which will be forwarded back to him for approval. IMC then initiates the KatSafe Communications System, utilizing either the mobile application or the browser-based application to send an email alert to students, staff, and faculty. The information will also be posted to the KatSafe website. KatSafe and emergency notifications can be distributed via text messages, emails, phone calls and/or over the emergency alert system (speakers throughout campus). IMC may be consulted prior to the issuing of the warning. A matrix checklist is used to confirm documentation of the decision-making process.

Timely warnings and emergency notifications are automatically documented and stored to retain accurate reporting and use in reporting for the SHSU Annual Security and Fire Safety Report.

Timely Warnings will contain best practices information regarding crime prevention to increase the SHSU campus community's level of safety and security.

The SHSU Police Department Chief of Police or a designee is not required to provide a timely warning for non-Clery Act crimes or for crimes exclusively reported to a pastoral or professional counselor by SHSU Counseling policy and Campus Security Authority exemptions citation 34 CFR 668.46(a)

SHSU may include, in appropriate circumstances, personally identifiable information generally protected from disclosure under the Family Educational Rights and Privacy Act (FERPA) in an emergency using identifying information. Please see FERPA and Timely Warning citation 34 CFR 99.31(b)(6) and 99.36.

SHSU Police Chief or his designee provides training for SHSU Police Department first line supervisors regarding which types of incidents could potentially warrant timely warnings or emergency notifications. This is intended to increase recognition and thus improve timeliness and the pertinence of the information submitted by the SHSU Chief of Police.

You can report any crime or suspicious circumstance to SHSU PD at (936)294-1800, or in an emergency by calling (936)294-1000 (4-1000 on campus) or calling 911.

EMERGENCY NOTIFICATION

SHSU has instructed the SHSU Police Chief, Kevin Morris, or his designee under the Clery Act designation 34 CFR §668.46(g) and by policy and procedure (FO-64 and PRE-07), to include in every SHSU Annual Security and Fire Safety 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 Director of Emergency Management 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

In the event of an emergency, Sam Houston State University will initiate and provide, without delay, immediate notifications to the university community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors occurring on the campus. SHSU PD staff is responsible for responding to reported emergencies and confirming the existence of an emergency, sometimes in conjunction with campus administrators, local first responders and/or the national weather center.

Excerpt from policy PRE- 07, titled “[Campus Closure](#)”

NOTIFICATION AND EMERGENCY RESPONSE ACTIVATION PROCESS

- Upon notification to the Vice President for Facilities Management (VPFM) or designee of a service disruption on campus, the VPFM will direct University Police (UPD) and Facilities Management employees to immediately begin conducting inspections of all affected areas and buildings experiencing a service or utility outage to verify the extent of the incident. UPD and Facilities Management will immediately report their findings to the VPFM.
- As soon as possible, the VPFM or designee will provide an initial briefing to the Cabinet, Chief of Police, Public Information Officer (PIO), and/or Emergency Management, including initial findings, the extent of the disruption to campus operations and services, and a plan for restoration of regular operations and services, if possible.
- The Provost & Senior Vice President for Academic Affairs (Provost) and CFO & Senior Vice President for Operations (CFO) will analyze possible options and provide a recommended course or courses of action to the President.
 - The President will notify and consult with members of the Cabinet, as needed, to determine the best course of action, based on information known at the time.
 - The President will make the final determination regarding whether to close all campuses or a singular affected campus.
- The Provost or designee will notify, as quickly as possible, the appropriate individuals within the

Provost's area of responsibility, including the academic deans. The deans, in turn, will notify, as quickly as possible, the academic department chairs who will inform the faculty and designated essential staff of the decision to cancel classes.

- The Provost and the CFO will consult with Integrated Marketing Communication, referred to IMC for the remainder of the report, to craft a notification that will be sent to the campus community via KatSafe.
 - IMC will ensure that appropriate notifications regarding the affected campuses' procedures are timely communicated to the media in Huntsville and the surrounding areas for publication to university constituents.
- Members of Cabinet, or their designee, will notify, as quickly as possible, the appropriate unit employees and essential employees including those responsible for the buildings and properties.
- IMC will provide continuous updates as necessary and provide a final message indicating a return to normal operations at the conclusion of the incident.

Notification and Response Due to Weather

- Emergency Management or the Chief of Police will notify, as quickly as possible, the Provost and the CFO about pending weather events that may impact normal operations.
 - Depending on the nature of the weather incident and recommendations from Emergency Management, the Provost and CFO will determine whether to establish an Emergency Operations Center Group for compiling weather information and monitoring potential impacts to the campuses and surrounding areas.
 - The Provost and CFO shall use relevant information to formulate recommendations regarding cancellation or continuation of classes and use of campus facilities.
 - Once the recommendation(s) from the Provost and CFO are approved by the President, the CFO will consult with IMC to craft a notification message that will be sent to the campus community via KatSafe.
 - IMC will ensure that appropriate notifications regarding the affected campuses' procedures are timely communicated to the media in Huntsville and the surrounding areas for publication to university constituents.
- Members of Cabinet, or their designee, will notify, as quickly as possible, the appropriate unit employees and essential employees including those responsible for the buildings and properties.
- IMC should provide continuous updates as necessary and provide a final message indicating a return to normal operations at the conclusion of the incident.
- For Emergency Weather Incidents (Tornados, Severe Thunderstorms) Emergency Management should follow established weather notifications (e.g., National Weather Service) and provide IMC with appropriate messaging to be sent via KatSafe.

If the Chief of SHSU PD, or designee, in conjunction with other University administrators, local first responders, City or County Emergency Management Officials, Public Health Officials and/ or the National Weather Service, confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the SHSU community, the **SHSU PD Chief or Assistant Director of Emergency Management and SHSU Integrated Marketing Communications (IMC)** will compose and will collaborate to determine the content of the message and will use some or all of the

systems described below to communicate the threat to the SHSU Community and includes all campuses.

Sam Houston State University will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the first responders (including, but not limited to: SHSU PD, Local police department, and/or the Local Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

With the assistance of IMC, this department will initiate KatSafe Communications System, either by text, voice message, email and or website. In addition, the University has other systems in place to help disseminate emergency notifications alerting students, staff, faculty, and visitors by differing means including speaker systems in buildings, SHSU siren and alert system, and appearing automatically on all SHSU computers and monitors under KatSafe. Additional methods that could be used includes posting information of the public safety services website, and social media. If any of these systems fail or the University deems it appropriate, in-person communication may be used to communicate an emergency.

KATSAFE ALERTS

For TimelyWarnings and Emergency Notifications- <https://www.shsu.edu/katsafe/>

All SHSU community members are automatically enrolled in KatSafe voice and emails. Bearkats can update their personal information using the SamWeb portal and add up to 10 people.

Sign up for Text Message Alerts- SHSU students and employees can sign up for text message alerts with the following steps:

1. Login to SamWeb
2. Select “Miscellaneous” from the left-hand navigation bar
3. Select “KatSafe Emergency Contact Information”
4. Under “Phone”, ensure that “(txt & voice)” is beside your phone number. If it is not, select the “Add” button.
5. In the pop up, enter your phone number, select “txt & voice” then select the “Add” button

Individuals can report emergencies occurring at or near Sam Houston State University by calling (936) 294-1000 or calling 911.

An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

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 normally led by either the SHSU Police Chief, Director of Emergency Management,

Dr. Lonnie Booker, 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. **All timely warnings and emergency notifications are non-segmented.**

INTERNAL/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 or walking into an occurring emergency. **All timely warnings and emergency notifications are non-segmented.** SHSU Department of Integrated Marketing Communications (IMC) is responsible for dissemination of emergency information to external media. 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 local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the Sam Houston State University homepage and/or social media.

Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm). Information will be distributed via the same mechanism of the original notification to ensure alignment in distribution.

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 separate campuses, as well as with Conroe Police Department for the SHSU College of Osteopathic 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 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 or Integrated Marketing Communications (IMC) so that the campus community is aware of incidents that affect the university community.

Notification will be made by using some or all of the following methods depending on the type of emergency: University KatSafe (which contains email, cell phone text, voice message alert); fire alarm

(where available), public address systems (where available), social media, digital signage (where available), local media, webpage and/or in person communication. If any these systems fail or the University deems it appropriate, in person communication may be used to communicate an emergency.

See the below for emergency communications operations information.

If there is an immediate threat to the health or safety of students or employees occurring at any SHSU campus, SHSU must follow its emergency notification procedures as required under the Clery Act. SHSU, in following its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, SHSU must provide adequate follow-up information to the community as needed.

Report an emergency at 911 or (936) 294-1000.

System to Use	Primary Message Creator	Backup Message Creator	Authority For Approving & Sending Messages	Primary Messages Sender/Distributor
Text, Voice, Email, Social, Media	Integrated Marking and Communications (IMC) University Police Department (UPD)	Information Technology (IT)	IMC and UPD	IMC and KatSafe
Siren System	IMC and UPD Dispatch	IT	IMC and UPD	IT and KatSafe
Alertus	IMC, UPD Dispatch, IT	IMC, UPD Dispatch, IT	IMC, UPD and IT	IMC, UPD Dispatch, and IT

MISSING STUDENT NOTIFICATION

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, this includes CSAs. If a missing person is reported to anyone other than SHSU UPD, Residence Life, or a CSA, the department or person receiving the report must immediately contact SHSU UPD.

Students residing in on-campus housing **will be informed annually that each student has the option to identify a person designated as a confidential missing person contact (add to or modify)** who is to be contacted by SHSU no later than 24 hrs after the time the student is determined to be missing by the designated University officials authorized to make that determination (specifically SHSU PD) or the local law enforcement agency in which the student was reported missing.

There is an option to identify a contact person in the event the student is determined missing in addition to identifying a general emergency contact person, but they can be the same individual for both purposes. When students are informed annually of their option to provide a confidential contact, they are advised that their contact information will be registered confidentially, and that this information will be accessible only by authorized campus officials. It will only be disclosed to SHSU law enforcement personnel in furtherance of a missing student investigation and that it may not be disclosed outside of a missing person investigation.

PROCEDURES

Students are advised that, 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. Students are also advised that, in addition to notifying any additional contact person designated by the student. Students are advised that, for all missing students, SHSU will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

A student is determined to be missing when the SHSU PD has verified that reported information is credible and circumstances warrant declaring the person missing. **Should the SHSU PD investigate and determine that a residential student is missing, contact will then be made to the missing person contact, if contact information has been provided, within twenty-four (24) hours of the determination that the student has been missing for 24 hours by the SHSU PD.** If the student is under the age of 18 and is not an emancipated individual, SHSU PD will notify the student's parent or guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, SHSU will inform the Huntsville Police Department or Walker County Sheriff's Department (or the local law enforcement with jurisdiction) that the student is missing within 24 hours.

Procedures for Residence Hall staff when a student is reported missing are as follows:

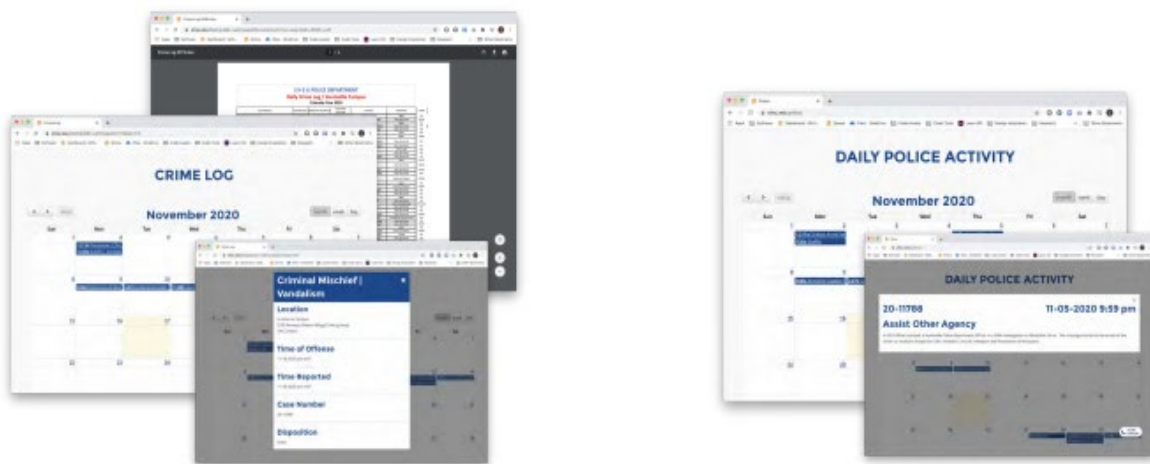
- Residence Hall staff conduct a room check
- Residence Hall staff call student who is missing (outreach attempt to see if the student will respond)
- Residence Hall staff will immediately call SHSU Police Department and report missing student
- Residence Hall staff document the incident via an incident report submitted to upper Residence Life administration.

These procedures are taught to all Residence Hall staff in Hall Director and RA trainings, and all staff are provided copies of the training for consultation or review.

DAILY CRIME LOG & DAILY POLICE ACTIVITY

SHSU Police Chief (UPD is located at 2424 Sam Houston Ave, with contact phone number 936 294-1800, emergency phone number 4-1000), 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 and any expanded patrol jurisdiction. 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 requires disclosure of any withheld information once the adverse effect is no longer likely to occur. Anyone can view the currently maintained crime log for the year at <https://www.shsu.edu/dept/public-safety/upd/crimelog.html>, as well as the crime logs for the previous years.

The policy for the SHSU PD Crime Log applies to all SHSU campuses. The crime log switched formats in early 2020 for easier review of single days, weeks, or months for crime information. The link for the UPD Crime Log is <https://www.shsu.edu/dept/public-safety/upd/crimelog.html>.



Screenshots of Crime Log and Daily Policy Activity from UPD's website.

03 Geography

AUTHORITY & JURISDICTION

SHSU PD law enforcement personnel are lawfully recognized by Sam Houston State University 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. The SHSU PD officers have the authority to enforce State, Local and Federal laws, and University Policies.

Outside a peace officer’s primary jurisdiction, a peace officer commissioned under this section is vested with all the powers, privileges, and immunities of peace officers and may arrest any person who violates any law of the state if the peace officer:

- (1) is summoned by another law enforcement agency to provide assistance.**
- (2) is assisting another law enforcement agency; or**
- (3) is otherwise performing his duties as a peace officer for the institution of higher education or public technical institute that employs the peace officer.**

Monitoring and Recording of Criminal Activity by Students at Non-campus locations of Recognized Student Organizations

SHSU periodically hires additional security for campus events, over-night security for COM, and for other various reasons throughout the year. These individuals are trained upon hiring and an annual notification is distributed to such individuals.

SHSU has officially recognized student organizations that own or control housing facilities outside of the SHSU core campus. If a local Police Department is called by a citizen to respond to one of those locations, a local Police Department will typically notify SHSU PD to respond with them or they will notify SHSU PD after they have responded to inform SHSU of the situation. However, local PD does this out of courtesy and is not “required” to notify or involve SHSU PD when they respond to a call involving private property.

NEIGHBORING LAW ENFORCEMENT

The SHSU Police Department maintains a good working relationship with federal, state, local, county and city law enforcement authorities on behalf of the university, including the Texas Department of Public Safety, Walker County Sheriff’s Department, Montgomery County Sheriff’s Department, Conroe Police Department, Texas Parks and Wildlife, and the Texas Rangers.

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 in agreement with the listed Law Enforcement Agencies below has an MOU regarding investigations and communication of criminal incidents on SHSU property. Copies of the MOUs 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 the Campus Space Planner, of the SHSU Facilities Management Department. The Campus Space Planner'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 SHSU PD Chief 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, Academic Affairs, Auxiliary Services, and Student Affairs for non-campus travel and real estate management under departmental procedures, with the information forwarded to the designated compliance officer upon request.

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 Higher Education Authority (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 2022 currently includes Gibbs Ranch Expansion, the SHSU Observatory, University Plaza, and University Camp. In August 2020, the SHSU College of Osteopathic Medicine, The Woodlands Center, and the Biological Field Station were named separate campuses. Additionally, in September of 2022, the Gibbs Ranch Agricultural Complex will be designated as a fifth separate campus moving forward. For other property related considerations, see Chapter 2 in the Campus Safety and Security Handbook 2016 edition.

MAIN CAMPUS

The Main Campus for SHSU is 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 617 acres (total property within Walker

County approximately 2817 acres). The SHSU Facilities Management office 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 45,941. 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 also home to 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 Communities 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 their provided statistics are included with the SHSU Woodlands Campus statistics.

THE SHSU COLLEGE OF OSTEOPATHIC MEDICINE

Located at 925 City Central Avenue, in Conroe, Tx., the (SHSU COM) 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 been awarded Pre-Accreditation from the Commission on Osteopathic College Accreditation (COCA).

SHSU is currently in the process of constructing the COM Parking Structure as well as the Health Professions Building on this property. Construction is slated to be completed in 2024 and 2025.

THE CENTER FOR BIOLOGICAL FIELD STUDIES

Located at 1866 Fish Hatchery Rd., Huntsville, Tx. 77340, the Center for Biological Field Studies (CBFS) is a biological field station, founded in 2001, owned by Sam Houston State University (SHSU) and operated by the College of Science & Engineering Technology, Department of Biological Sciences. The mission of CBFS is to serve as the institutional leader in ecology education, stewardship, research, and environmental sustainability for the East Texas Pineywoods.

In addition to our role in supporting research and education, CBFS is building legacy archives of data,

specimens, and accumulated knowledge. Such legacies will contribute to the framework for documenting and understanding the nature and pace of ecosystem, regional, and global changes in environmental conditions; ecological processes; and biodiversity.

CBFS is important because of its proximity to Houston, population 2.2 million, the largest city in the Southern United States. The urban sprawl is rapidly expanding and will soon touch the southern edge of the Sam Houston National Forest, less than 30 miles from Huntsville. CBFS may play a critical role in research related to the sustainability of biotic resources and the quality of human life in this rapidly changing landscape.

GIBBS RANCH AGRICULTURAL COMPLEX

Founded in 1910, the School of Agriculture Sciences at SHSU has a long history and rich tradition of providing top-notch education to students on the path toward agricultural careers. A mainstay of this tradition for the past two decades is the beautiful 1,585-acre Gibbs Ranch. Located just north of Huntsville, this hands-on learning and research laboratory has long served to cultivate the students of SHSU in animal, plant sciences, agribusiness, and agricultural engineering technology.

The goal for the new multi-facility project is to propel Gibbs Ranch to one of the premier agricultural teaching and research facilities in the country. The campus development plan envisions a complex that will ultimately encompass ten new structures, and significant exterior improvements through two phases of construction.

04 Statistical Guidelines

PREPARING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: the SHSU PD, SHSU PD through SHSU Campus Security Authorities (CSAs), or the Huntsville Police Department of crimes that occur on Clery Geography for SHSU.

Excerpt from Policy FO-64- Sam Houston State University Policy on Clery

- 3.03 Disclose Crime Statistics – Crime statistics for incidents that occur on our Clery Act geography must be disclosed on the Annual Security Report.

The Compliance Coordinator is responsible for gathering crime statistics from the University Police Department (UPD), Department of Housing and Residential Life, the Office of Institutional Diversity & Inclusion and Title IX (Recently renamed Office of Title IX & Discrimination Resolution), Dean of Students (Student Conduct and Community Standards and Student Involvement), local law enforcement, and other CSAs.

To view crime definitions, refer to the [Clery Act Crime Definitions webpage](#).

Unfounded crimes must be disclosed if any of the listed crimes are found to be false or baseless by UPD or any other local law enforcement agency. The Clery Act has specific guidelines for classifying a reported offense as unfounded.

If you wish to be aware 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/crime-statistics.html> under crime statistics main campus. Additional statistics for separation campuses can be found on the same page.

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. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made annually to all Campus Security Authorities (as defined by federal law) which includes: All Deans, Assistant Deans, Directors and Assistant Directors, and others found under CSA listings by title.

By SHSU PD procedure, all the statistics are gathered, compiled, and reported to the University community via this report, which is published by the Office of Compliance and Insurance, who also submits the annual crime statistics published in this brochure to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website. This is done in partnership with UPD.

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.

Unfounded Crimes

SHSU PD may on occasion, due to investigation and the totality of information, un-found a crime if it is determined to be false or baseless. If the statistic was originally reported, it may be removed from any statistics originally reported, and it would be included in the total count of unfounded crimes for the year in which it was reported. The un-founding of the crime requires changing the reported crime in the daily log or police activity report within two business days once the investigation is completed.

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 manifest 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 present 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 and under SHSU PD Policy, 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.

MAIN (HUNTSVILLE, WALKER COUNTY) STATISTICS

Main Campus		On		Public		Residential
Primary Crimes	Year	Campus	Noncampus	Property	Total	Facilities*
Murder/Non-Negligent Manslaughter	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Rape	2022	10	0	0	10	9
	2021	6	0	0	6	6
	2020	11	0	0	11	11
Fondling	2022	4	0	0	4	4
	2021	1	0	0	1	1
	2020	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2021	2	0	0	2	2
	2020	1	0	0	1	0
Aggravated Assault	2022	5	0	0	5	3
	2021	3	0	0	3	2
	2020	0	0	0	0	0
Burglary	2022	12	0	0	12	7
	2021	14	1	0	15	8
	2020	3	0	0	3	1
Motor Vehicle Theft	2022	4	0	0	4	0
	2021	1	0	0	1	0
	2020	0	0	0	0	0
Arson	2022	2	0	0	2	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

Arrests and Referrals for Disciplinary Action		On Campus		Public Property		Residential Facilities*
	Year		Noncampus		Total	
Liquor Law Violation Arrests	2022	26	0	0	26	21
	2021	18	0	0	18	11
	2020	7	0	2	9	7
Drug Law Violation Arrests	2022	62	3	30	95	20
	2021	37	0	42	79	22
	2020	42	0	35	77	20
Weapons Law Violation Arrests	2022	1	0	2	3	1
	2021	0	0	4	4	0
	2020	0	0	1	1	0
Liquor Law Violation Referrals for Disciplinary Action	2022	3	0	0	3	3
	2021	1	0	0	1	1
	2020	2	0	0	2	2
Drug Law Violation Referrals for Disciplinary Action	2022	3	0	0	3	3
	2021	2	0	0	2	1
	2020	1	0	0	1	1
Weapons Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	2	2	0
	2020	0	0	0	0	0
		On Campus		Public Property		Residential Facilities*
VAWA Offenses	Year		Noncampus		Total	
Domestic Violence	2022	15	0	0	15	15
	2021	9	0	0	9	8
	2020	1	0	0	1	0
Dating Violence	2022	3	0	0	3	2
	2021	1	0	0	1	1
	2020	4	0	1	5	3
Stalking	2022	16	0	0	16	11
	2021	5	0	0	5	5
	2020	1	0	0	1	1

Residential Facility crime statistics are a subset of the On-Campus category, i.e., they are counted in both categories.

UNFOUNDED CRIMES

If a crime is reported as occurring On-Campus, in On-campus Residential Facilities, in or on Non-campus 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.

The total number of unfounded crimes for the 2022 calendar year at this campus is 0.

The total number of unfounded crimes for the 2021 calendar year at this campus is 0.

The total number of unfounded crimes for the 2020 calendar year at this campus is 0.

HATE CRIME REPORTING:

There were no hate crimes reported for Main Campus in 2022, 2021, or 2020.

THE WOODLANDS CENTER (THE WOODLANDS, MONTGOMERY COUNTY) STATISTICS

Primary Crimes	Year	On Campus	Noncampus	Public Property	Total	Residential Facilities*
Murder/Non-Negligent Manslaughter	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Aggravated Assault	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Burglary	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2021	1	0	0	1	0
	2020	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

Arrests and Referrals for Disciplinary Action		On Campus		Public Property		Residential Facilities*
	Year		Non-campus		Total	
Liquor Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Drug Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Weapons Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
VAWA Offenses	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*
Domestic Violence	2022	0	0	0	0	0
	2021	1	0	0	1	0
	2020	0	0	0	0	0
Dating Violence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Stalking	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

*Residential Facility crime statistics are a subset of the On Campus category, i.e., they are counted in both categories.

**There are no residential facilities on this campus.

UNFOUNDED CRIMES

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Non-campus 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.

The total number of unfounded crimes for the 2022 calendar year at this campus is 0.

The total number of unfounded crimes for the 2021 calendar year at this campus is 0.

The total number of unfounded crimes for the 2020 calendar year at this campus is 0.

HATE CRIME REPORTING:

There were no hate crimes reported for The Woodlands Center in 2022, 2021, or 2020.

THE COLLEGE OF OSTEOPATHIC MEDICINE (CONROE, MONTGOMERY COUNTY) STATISTICS

Primary Crimes	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*
Murder/Non-Negligent Manslaughter	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Manslaughter by Negligence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Fondling	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Incest	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Statutory Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Robbery	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Aggravated Assault	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Burglary	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Motor Vehicle Theft	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Arson	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-

Arrests and Referrals for Disciplinary Action		On Campus		Public Property		Residential Facilities*
	Year		Noncampus		Total	
Liquor Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Drug Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Weapons Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Liquor Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Drug Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Weapons Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
VAWA Offenses	Year	On Campus	Noncampus	Public Property	Total	Residential Facilities*
Domestic Violence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Dating Violence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-
Stalking	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	-	-	-	-	-

**Residential Facility crime statistics are a subset of the On Campus category, i.e., they are counted in both categories.*

***There are no residential facilities on this campus.*

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. It should be noted this campus opened in August of 2020.

The total number of unfounded crimes for the 2022 calendar year at this campus is 0.

The total number of unfounded crimes for the 2021 calendar year at this campus is 0.

The total number of unfounded crimes for the 2020 calendar year at this campus is 0.

HATE CRIME REPORTING:

There were no hate crimes reported for The College of Osteopathic Medicine in 2022, 2021, or 2020.

CENTER FOR BIOLOGICAL FIELD STUDIES STATISTICS

		On		Public		Residential
Primary Crimes	Year	Campus	Non-campus	Property	Total	Facilities*
Murder/Non-Negligent Manslaughter	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Aggravated Assault	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Burglary	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

Arrests and Referrals for Disciplinary Action		On Campus		Public Property		Residential Facilities*
	Year		Non-campus		Total	
Liquor Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Drug Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Weapons Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
VAWA Offenses	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*
Domestic Violence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Dating Violence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Stalking	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0

*Residential Facility crime statistics are a subset of the On Campus category, i.e., they are counted in both categories.

**There are no residential facilities on this campus.

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.

The total number of unfounded crimes for the 2022 calendar year at this campus is 0.

The total number of unfounded crimes for the 2021 calendar year at this campus is 0.

The total number of unfounded crimes for the 2020 calendar year at this campus is 0.

HATE CRIME REPORTING:

There were no hate crimes reported for Center for Biological Field Studies in 2022, 2021, or 2020.

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 are not recorded in the submitted Annual Security Report. Other agencies supply information in a format that only includes all 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.

05 Criminal Offenses

DEFINITIONS

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

Murder and 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, 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.

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.

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.

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.

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 destroy willfully or maliciously, 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 is 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, Stalking, Domestic Violence, & Dating Violence

SAM HOUSTON STATE UNIVERSITY RESPONSE TO SEXUAL AND GENDER VIOLENCE

INTRODUCTION

Sam Houston State University prohibits discrimination on the basis of sex in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts also can be forms of sex-based discrimination and are prohibited whether sexually based or not and include dating violence, domestic violence, and stalking.

Sam Houston State University issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs and procedures that address sexual assault, domestic violence, dating violence and stalking whether the incident occurs on or off campus and when it is reported to a university official.

In this context, Sam Houston State University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

The TSUS Sexual Misconduct Policy classifies sexual misconduct matters as either Title IX Sexual Harassment or Non-Title IX Sexual Misconduct. Allegations of sexual misconduct shall be classified as Title IX Sexual Harassment provided:

- The sexual misconduct meets the definition of Title IX Sexual Harassment.
- The sexual misconduct occurred against a person participating in or attempting to participate in a university's education program or activity; and,
- The sexual misconduct occurred against a person located within the United States.
- Sexual Misconduct that does not meet all the requirements does not constitute Title IX Sexual Harassment and shall be classified as Non-Title IX Sexual Misconduct.

Title IX Sexual Harassment refers to sexual misconduct that meets one or more of the following three behaviors:

- A university's employee conditioning provision of an aid, benefit, or service of the university on an individual's participation in unwelcome sexual conduct ("quid pro quo" harassment which may be express or implied and need not be "severe" or "pervasive" as a single incident is inherently "offensive" and jeopardizes equal educational access;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the university's education program or

activity, or

- “Sexual Assault,” “Dating Violence,” “Domestic Violence” or “Stalking” as defined in referenced statutes.

Sexual Harassment under other applicable state and federal law means unwelcomed sex-based verbal or physical conduct that:

- In the employment context, unreasonably interferes with a person’s work performance or creates an intimidating, hostile, or offensive work environment; or
- In the education context, is sufficiently severe, persistent, or pervasive that the conduct interferes with the student’s ability to participate in or benefit from education programs or activities at a post-secondary educational institution.

Sexual Misconduct is a broad term encompassing a range of non-consensual sexual activity or unwelcome behavior of a sexual nature. The term includes but is not limited to sexual assault, sexual exploitation, sexual intimidation, sexual harassment, domestic violence, dating violence, and stalking. Sexual misconduct can be committed by men or women, strangers, or acquaintances, and can occur between or among people of the same or opposite sex.

University refers to Sam Houston State University.

UNIVERSITY PROHIBITED CONDUCT

The TSUS, its colleges and universities are committed to creating and maintaining educational communities in which everyone is respected, appreciated, and valued. The TSUS diligently strives to foster an environment that permits and encourages everyone to perform at their highest levels in academia. **The TSUS focus on tolerance, openness, and respect is key in providing every member of the TSUS community with basic human dignity free from harassment, exploitation, intimidation, or other sexual misconduct (to include domestic violence, dating violence, sexual assault and stalking as defined below).** 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.

The TSUS and its universities are firmly committed to maintaining an educational environment free from all forms of sex discrimination. Sexual misconduct, as defined in this policy, is a form of sex discrimination and will not be tolerated. The TSUS and universities will maintain an environment that promotes prompt reporting of all types of sexual misconduct and timely and fair resolution of sexual misconduct complaints. The universities will take prompt and appropriate action to eliminate sexual misconduct when such is committed, prevent its recurrence, and remedy its effects. This policy defines and describes prohibited sexual conduct, establishes procedures for processing complaints of sexual misconduct, permits appropriate sanctions and identifies available resources.

Dating Violence is violence committed by a person:

- who is or has been in a social relationship of a romantic or intimate nature with the Victim; and
- where the existence of such a relationship shall be determined based on a consideration of the

following factors:

- the length of the relationship
- the type of relationship; and
- the frequency of interaction between the persons involved in the relationship

Family (Domestic) Violence includes felony or misdemeanor crimes 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 cohabitated with the victim as a spouse or intimate partner or roommate, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Texas, or 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 State of Texas.

Retaliation means any adverse action threatened or taken against a person because they have filed, supported, or provided information in connection with a complaint of sexual misconduct, including but not limited to direct and indirect intimidation, threats, and harassment.

Sexual Assault means any form of non-consensual sexual activity representing a continuum of conduct from forcible rape to non-physical forms of pressure designed to compel individuals to engage in sexual activity against their will.

Sexual Assault is defined as forcible or nonforcible sex offenses under the FBI's Uniform Crime Reporting (U.C.R) program [20 U.S.C. 1092 (f)(6)(A)(v)], which includes these two offense categories:

Sex Offenses, Forcible: Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.

Forcible Rape: (Except Statutory Rape) The carnal knowledge of a person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

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

Sexual Assault with an Object: To use an object or instrument to – unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her

temporary or permanent mental or physical incapacity.

Sex Offenses, Nonforcible: (Except Prostitution Offenses) Unlawful, nonforcible sexual intercourse.

- Incest: Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Examples of sexual assault include, but are not limited to, the following nonconsensual sexual activity:

1. Sexual intercourse (vaginal or anal);
2. Oral sex;
3. Rape or attempted rape;
4. Penetration of an orifice (anal, vaginal, oral) with the penis, finger or other object;
5. Unwanted touching of a sexual nature;
6. Use of coercion, manipulation, or force to make someone else engage in sexual touching, including touching of breasts, chest, buttocks and genitalia;
7. Engaging in sexual activity with a person who is unable to provide consent; or
8. Knowingly transmitting a sexually transmitted disease to another.

Sexual Exploitation occurs when a person takes nonconsensual or abusive sexual advantage of another for their own advantage or benefit, or to benefit or advantage anyone other than the one being exploited.

Examples can include, but are not limited to, the following behaviors:

- Prostituting another;
- Non-consensual electronically recording, photographing, or transmitting intimate or sexual utterances, sounds or images without the knowledge and consent of all parties involved;
- Voyeurism (spying on others who are in intimate or sexual situations);
- Going beyond the boundaries of consent (such as letting friends hide in a closet to watch another friend having consensual sex); or
- Distributing intimate or sexual information about another person without that person's consent.

Sexual Violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. All such acts are forms of sexual misconduct.

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress.

RELATED UNIVERSITY POLICIES

Sam Houston State University prohibits sexual assault, sexual harassment, dating violence, domestic violence, and stalking. University policies define these terms and explain how Sam Houston State University addresses these issues when they are reported to a university official.

The following university policies address these issues:

- TSUS Sexual Misconduct Policy
- Non-Discrimination Policy (PRE-29)
- Code of Student Conduct

FEDERAL CLERY ACT DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

Domestic Violence:

- i. A felony or misdemeanor crime of violence committed —
 - A) By a current or former spouse or intimate partner of the victim;
 - B) By a person with whom the victim shares a child in common;
 - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - D) 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; or
 - E) 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.
- ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

- ii. For the purposes of this definition —
 - A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - B) Dating violence does not include acts covered under the definition of domestic violence.
- iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- **Rape** is defined as 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.
- **Fondling** is defined as the touching of the private parts of another person for the purposes 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** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

Stalking:

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to —
 - A) Fear for the person's safety or the safety of others; or
 - B) Suffer substantial emotional distress.
- ii. For the purposes of this definition —
 - A) Course of conduct means two or more acts, including, but not limited to, acts 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.
 - B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- iii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

CRIMINAL CONDUCT AND STATE DEFINITIONS

The State of Texas criminalizes domestic violence, family violence, sexual assault, and stalking. Law enforcement can investigate a reported crime.

Dating Violence. Dating Violence, as defined by the Texas Family Code, Section 71.0021, states dating violence means an act, other than a defensive measure to protect oneself, by an actor that:

1. is committed against a victim or applicant for a protective order:
 - a. with whom the actor has or has had a dating relationship;
 - or
 - b. because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
2. is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury, assault, or sexual assault.

For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:

1. the length of the relationship;
 2. the nature of the relationship; and
 3. the frequency and type of interaction between the persons involved in the relationship.
4. A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a “dating relationship” under Subsection (b).

Family Violence. (Domestic Violence included) Domestic Violence, Family Violence, as defined by the Texas Family Code, Section 71.004, states family violence means:

1. an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
2. abuse, as that term is defined by Sections 261.001(1)(C), (E), (G), (H), (I), (J), and (K), by a member of a family or household toward a child of the family or household; or
3. dating violence, as that term is defined by Section 71.0021.

Sexual Assault. Sexual Assault, as defined by the Texas Penal Code, Section 22.011, states a person commits an offense if the person:

1. intentionally or knowingly:
 - A. causes the penetration of the anus or sexual organ of another person by any means, without that person’s consent;
 - B. causes the penetration of the mouth of another person by the sexual organ of the actor, without that person’s consent; or
 - C. causes the sexual organ of another person, without that person’s consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
2. intentionally or knowingly:
 - A. causes the penetration of the anus or sexual organ of a child by any means;
 - B. causes the penetration of the mouth of a child by the sexual organ of the actor;
 - C. causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
 - D. causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
 - E. causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

CONSENT (STATE LAW DEFINITION)

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

- (1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion;
- (2) the actor compels the other person to submit or participate by threatening to use force or

violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat;

- (3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
 - (4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
 - (5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
 - (6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
 - (7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
 - (8) the actor is a public servant who coerces the other person to submit or participate;
 - (9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
 - (10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser;
 - (11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code;
 - (12) the actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor;
 - (13) the actor is a coach or tutor who causes the other person to submit or participate by using the actor's power or influence to exploit the other person's dependency on the actor; or
 - (14) the actor is a caregiver hired to assist the other person with activities of daily life and causes the other person to submit or participate by exploiting the other person's dependency on the actor.
- Texas Code Ann. §22.011(b).

Stalking. Stalking, as defined by the Texas Penal Code, Section 42.072, states a person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:

- 1. constitutes an offense under Section 42.072, or that the actor knows or reasonably should know the other person will regard as threatening:
 - A. bodily injury or death for the other person;
 - B. bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
 - C. that an offense will be committed against the other person's property;
- 2. causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death

or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and

3. would cause a reasonable person to:

- A. fear bodily injury or death for himself or herself;
- B. fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
- C. fear that an offense will be committed against the person's property; or
- D. feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

SEXUAL ASSAULT REPORTING, POLICY, AND PREVENTION POLICY STATEMENT

Excerpt from TSUS Sexual Misconduct Policy & Procedures

Texas State University System Sexual Misconduct Policy and Procedures Educational programs and campaigns citation 34 CFR 668.46(j). Procedures victims should follow citation 34 CFR 668.46(b) (11)(i) Procedure's institutions should follow citation 668.46(b)(11)(ii) Procedures for institutional disciplinary action citation 34 CFR 668.46(k).

"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."

Sam Houston State University is firmly committed to maintaining an educational environment free from all forms of sex discrimination. In accordance with federal and state law, the University prohibits discrimination on the basis of sex and gender, as well as prohibits sexual misconduct including sexual harassment, sexual assault, dating/interpersonal violence and stalking. Sexual Misconduct, as defined in our policy, is a form of sex discrimination and will not be tolerated. The University will maintain an environment that promotes prompt reporting of all types of Sexual Misconduct and timely and fair resolution of Sexual Misconduct complaints. The University will take prompt and appropriate action to eliminate Sexual Misconduct when such is committed, prevent its recurrence, and remedy its effects. Our policy defines and describes prohibited sexual conduct, establishes procedures for processing complaints of sexual misconduct, permits appropriate sanctions, and identifies available resources.

Sam Houston State University prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the university community. Toward that end, Sam Houston State University issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual

assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a University official.

CONSENT CONTINUED-

Consent is defined by the TSUS System as an informed and freely and affirmatively communicated willingness to participate in a particular sexual activity. Consent can be expressed either by words or by clear and unambiguous actions, as long as those words or actions create mutually understandable permission regarding the conditions of each instance of sexual activity. It is the responsibility of the person who wants to engage in the sexual activity to ensure that s/he has the consent of the other to engage in each instance of sexual activity. (The definition of consent for the crime of sexual assault in Texas can be found at Texas Penal Code Section 22.011) The Component will consider the following factors in determining whether consent was provided:

- 1) consent is a voluntary agreement or assent to engage in sexual activity;
- 2) someone who is incapacitated cannot consent;
- 3) consent can be withdrawn at any time;
- 4) past consent does not imply future consent;
- 5) silence or an absence of resistance does not imply consent;
- 6) consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another.
- 7) coercion, force, or threat invalidates consent; and
- 8) being intoxicated or under the influence of alcohol, drugs, or any other substance is never an excuse for engaging in Sexual Misconduct.

The definition of consent is used to determine whether consent was given in an investigation of a crime.

RISK REDUCTION

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have downloaded a rideshare app or have coordinated transportation with friends.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your

- surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
 10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
 11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
 12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
 13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
 14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
 15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
 16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
 17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Risk reduction is defined as remedies designed to:

- Understand and respect personal boundaries
- Decrease perpetration
- Take affirmative responsibility for alcohol and drug consumption and acknowledge alcohol

and drugs lower sexual inhibitions and make a person vulnerable to someone who views a person under the influence as a target.

REPORTING INCIDENTS OF SEXUAL MISCONDUCT

Reporting Options and Protocols (TSUS Sexual Misconduct Policy section 4)

General Information. Each Component will identify and provide complete contact information for their Title IX Coordinator and all Deputy Coordinators in various locations, including but not limited to the Component's website; the Student's handbook; the Dean of Students Office; Human Resources; and Campus Police or Security; or their equivalents. Once a Complaint or Report of Sexual Misconduct is received by the Component, the Title IX Coordinator will determine the appropriate grievance process for resolution.

4.2. Victim Reporting Options. Although a victim of Sexual Misconduct may decline to report the incident, the Component supports, encourages, and will assist those who have been the victim of Sexual Misconduct to report the incident to any of the sources below. The alleged victim may use a pseudonym form when making a report to a law enforcement agency.

4.2.1. Title IX Coordinator. Any incident of Sexual Misconduct may be brought to the attention of the Title IX Coordinator. The Title IX Coordinator will discuss with the reporting Party the options for:

- 4.2.1.1. Filing a Formal Complaint of a Title IX Sexual Harassment incident, if applicable;
- or,
- 4.2.1.2. Filing a Report of a Non-Title IX Sexual Misconduct incident, if applicable.

4.2.2. Responsible Employee. An individual may report alleged Sexual Misconduct to a Responsible Employee.

4.2.3. Official with Authority. An individual may report alleged Sexual Misconduct to an Official with Authority. A Report to an Official with Authority will impose Actual Knowledge on the Component provided the reported incident of Sexual Misconduct meets the definition of Title IX Sexual Harassment. Each Component will identify and provide contact information of the Official with Authority in various locations, including but not limited to the Component's website and the applicable online handbooks.

4.2.4. Component Police or Security. An individual may report an incident of Sexual Misconduct to the Component police or security. Although the Component strongly encourages reporting Sexual Misconduct to the police, a victim may request administrative action by the Component with or without filing a police report. Filing a police report does not obligate the victim to continue with criminal proceedings or Component disciplinary action. Components shall provide to the victim the contact information for the campus police or security personnel.

4.2.5. Campus Security Authority. A Report of Sexual Misconduct may be made to a Campus Security Authority (CSA) as defined in each Component's Annual Security Report. All CSAs will promptly inform the Title IX Coordinator of the Complaint or Report and comply with all other

reporting obligations required by the Clery Act.

4.2.6. Local Law Enforcement. An individual may, but is not required to, report an incident of Sexual Misconduct directly with local law enforcement agencies. At the victim's request, the Component will assist the victim with reporting the incident of Sexual Misconduct to law enforcement.

4.2.7. Electronic Reporting. Each Component shall provide an option for electronic reporting of an incident of Sexual Misconduct. The electronic reporting option must:

4.2.7.1. enable an individual to report the alleged offense anonymously; and

4.2.7.2. be easily accessible through a clearly identifiable link on the Component's internet website home page. (For more information on anonymity, see Section 4.2.8 and Section 4.8.)

4.2.8. Anonymous Reports. Individuals who chose to file anonymous reports are advised that:

4.2.8.1. it may be very difficult, and in some cases, not possible for the Component to investigate an anonymous Report; and

4.2.8.2. filing a Report is not necessary in order to secure Supportive Measures through the Component.

4.3. Preservation of Evidence. Preservation of evidence is critical in incidents of Sexual Misconduct. If you experience sexual violence, you are encouraged to seek immediate medical care. Also, preserving DNA evidence can be key to identifying the perpetrator in a sexual violence case. Victims can undergo a medical exam to preserve physical evidence with or without police involvement. If possible, this should be done immediately. If an immediate medical exam is not possible, individuals who have experienced a sexual assault may have a Sexual Assault Forensic Exam (SAFE) performed by a Sexual Assault Nurse Examiner (SANE) within 4 days of the incident. With the victim's consent, the physical evidence collected during this medical exam can be used in a criminal investigation; however, a person may undergo a SAFE even without contacting, or intending to contact, the police. To undergo a SAFE, go directly to the emergency department of the nearest hospital that provides SAFE services.

4.4. Employee Mandatory Reporting. A Responsible Employee who has knowledge of Sexual Misconduct must report promptly to the Title IX Coordinator all relevant details known to the Employee about the alleged Sexual Misconduct shared by the Complainant or Reporting Party. A Responsible Employee must share all information relevant to the investigation, and if applicable, redress of the incident, including whether the Complainant has expressed a desire for confidentiality in reporting the incident.

4.4.1. Before a Complainant reveals any information to a Responsible Employee, the Employee should inform the Complainant of the Employee's reporting obligations. If the Complainant requests anonymity and confidentiality, the Employee should refer the Complainant to Confidential Employees. A Responsible Employee may not honor a request for anonymity or confidentiality.

4.4.2. A Responsible Employee should not share information with law enforcement without the Complainant's consent unless the Complainant has also reported the incident to law enforcement.

4.4.3. If the Complainant reports an incident to the Responsible Employee and requests confidentiality or no investigation, the Employee should tell the Complainant that the Component will consider the request but cannot guarantee that the Component will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the Responsible Employee will inform the Title IX Coordinator of the Complainant's request for confidentiality or no investigation.

4.4.4. A Responsible Employee will promptly report to the Title IX Coordinator all incidents of Sexual Misconduct, provided:

4.4.4.1. the employee is in the course and scope of employment at the time the employee witnesses or receives information regarding the occurrence of Sexual Misconduct.

4.4.4.2. the employee reasonably believes the incident constitutes Sexual Misconduct; and,

4.4.4.3. the incident of Sexual Misconduct was committed either by or against an enrolled Student or an Employee of the Component at the time of the Sexual Misconduct.

4.4.5. A Component may expand, but shall not narrow, the reporting obligations of Responsible Employees under this subsection.

4.4.5.1. A Component that expands the reporting obligations of a Responsible Employee shall inform such Responsible Employees of their mandatory reporting obligations.

CONFIDENTIALITY

Excerpt from the TSUS Sexual Misconduct Policy section 3.15

3.15. Confidentiality

3.15.1. The identity of the following individuals is confidential and not subject to disclosure under the Texas Public Information Act, unless such individual(s) waive nondisclosure in writing:

3.15.1.1. an alleged victim of an incident of Sexual Misconduct;

3.15.1.2. a person who reports an incident of Sexual Misconduct;

3.15.1.3. a person who sought guidance from the Component concerning such an incident;

3.15.1.4. a person who participated in the Component's investigation of such an incident;

or,

3.15.1.5. a person who is alleged to have committed or assisted in the commission of Sexual Misconduct, provided that after completion of the investigation, the Component determines the Complaint or Report to be unsubstantiated or without merit.

3.15.2. The identity of the individual(s) referenced in Section 3.15.1 may only be disclosed to the following:

3.15.2.1. a Component, as necessary to conduct an investigation and resolution of the investigation;

3.15.2.2. the person or persons alleged to have perpetrated the incident of Sexual Misconduct defined in this Policy, to the extent required by other law;

3.15.2.3. a law enforcement officer, as necessary to conduct a criminal investigation;

3.15.2.4. potential witnesses to the incident, as necessary to conduct an investigation; or,

3.15.2.5. a health care provider in an emergency situation, as determined necessary by the Component.

3.15.3. Information reported to a health care provider or other medical provider employed by a Component is confidential and may be shared by the provider only with the Complainant's consent. The provider must provide aggregate data or other non-identifying information regarding incidents of Sexual Misconduct to the Component's Title IX Coordinator.

3.15.4. Breaches of confidentiality or privacy committed by Employees receiving a Complaint or Report of alleged Sexual Misconduct or investigating the Report of alleged Sexual Misconduct may result in disciplinary sanctions.

3.15.5. Release of information to the individuals referenced in Section 3.15.2 shall not be construed as a voluntary disclosure for purposes of the Texas Public Information Act.

3.15.6. If there is a direct conflict between the requirements of FERPA and the requirements of Title IX, such that enforcement of FERPA would interfere with the primary purpose of Title IX to eliminate sex-based discrimination in schools, the requirements of Title IX override any conflicting FERPA provisions.

The Texas Public Information Act permits the identity of Victims of sexual assault to be withheld from those seeking records under the Act (Texas Attorney General Open Records Decision 339 (1982)). <https://www.texasattorneygeneral.gov/sites/default/files/ord-files/ord/2020/ord19820339.pdf>

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 January of 2022, to request information from SHSU involving records use the following information:

Mail

Virginia Yount
Legal Assistant and Public Information
Coordinator
Box 2045, SHSU
Huntsville, TX 77341

Fax

(936) 294-2423

In Person

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

Email

openrecords@shsu.edu

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 (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

The Texas Public Information Act permits the identity of Victims of sexual assault to be withheld from those seeking records under the Act (Texas Attorney General Open Records Decision 339 (1982). [Open Records Decisions | Office of the Attorney General \(texasattorneygeneral.gov\)](#))

According to the TSUS System Wide Sexual Misconduct policy confidentiality of victims will follow the procedure outlined below.

Confidentiality

3.15.1. The identity of the following individuals is confidential and not subject to disclosure under the Texas Public Information Act, unless such individual(s) waive nondisclosure in writing:

3.15.1.1. an alleged victim of an incident of Sexual Misconduct;

3.15.1.2. a person who reports an incident of Sexual Misconduct;

3.15.1.3. a person who sought guidance from the Component concerning such an incident;

3.15.1.4. a person who participated in the Component's investigation of such an incident; or,

3.15.1.5. a person who is alleged to have committed or assisted in the commission of Sexual Misconduct, provided that after completion of the investigation, the Component determines the Complaint or Report to be unsubstantiated or without merit.

3.15.2. The identity of the individual(s) referenced in Section 3.15.1 may only be disclosed to the following:

3.15.2.1. a Component, as necessary to conduct an investigation and resolution of the investigation;

3.15.2.2. the person or persons alleged to have perpetrated the incident of Sexual Misconduct defined in this Policy, to the extent required by other law;

3.15.2.3. a law enforcement officer, as necessary to conduct a criminal Investigation;

3.15.2.4. potential witnesses to the incident, as necessary to conduct an investigation; or,

3.15.2.5. a health care provider in an emergency situation, as determined necessary by the Component.

Contact information for reporting:

Sam Houston State University Police Department (936) 294-1800

Huntsville Police Department (936) 291-5480

Walker County Sheriff's Office (936) 435-2400

Montgomery County Sheriff's Office (936) 760-5800

Director and Title IX Coordinator (Any complaint can be reported)

Natalie Isaac

(936) 294-2329 | nisaac@shsu.edu

Senior Investigator & Deputy Title IX Coordinator

Chris Kowalski

(936) 294-3088 | cjk001@shsu.edu

Title IX Deputy Coordinator for Athletics Chris Thompson

(936) 294-3542 | ctthompson@shsu.edu

COMPLAINANT & RESPONDENT RIGHTS

You have the right 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

Title IX and university policies protects students and employees from discrimination and sexual misconduct. If accused of such behaviors, you also have rights as a respondent.

Complainant and Respondent Rights- Know Your Nine

1. Title IX prohibits gender discrimination in education programs that receive federal funding. This means all public and charter k-12 schools, some private k-12 schools, and nearly all colleges and universities.
2. Sexual harassment, including sexual assault, is a type of gender discrimination that's banned by Title IX. [What to Report](#)
3. Title IX is not exclusive to female students. Title IX applies to and protects all students, faculty, and staff.
4. Schools must have established procedures for handling gender discrimination and sexual assault. [Reporting](#)
5. Schools must take prompt action to ensure complainants continue their education free of ongoing harassment. [Support Services](#)
6. Schools must not retaliate against someone filing a complaint and must have procedures to protect complainants from retaliation. [Support Services](#)
7. Schools can issue "No Contact" directives to prevent accused respondents from interacting with victims and other parties. [Support Services](#)
8. Sexual harassment and assault create a hostile environment that interferes with students' abilities to benefit from educational programs.

9. If a school knows (or has actual knowledge) about sexual harassment, including sexual assault, that creates a hostile environment, Title IX requires the school to eliminate the harassment, prevent its reoccurrence, and address its effects.

WRITTEN NOTIFICATION

The Investigator will determine and implement interim measures as appropriate and necessary for the Complainant's safety and to limit potential retaliation. Such measures may include, but are not limited to (TSUS Sexual Misconduct Policy section 3.18):

- Campus no-contact orders
- Reassignment of housing or work assignments
- Temporary withdrawal or suspension from the Component, in accordance with System Rules and Regulations Chapters IV § 2.2(14), V § 2.141, and VI § 5. (14)
- Escort or transportation assistance
- Modification of class schedules
- Restrictions from specific activities or facilities

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at SHSU Health Center or other hospitals in the nearby vicinity. In Texas, evidence may be collected even if you chose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to university adjudicators/ investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with University Police Department or other law enforcement to preserve evidence if the victim decides to report the incident to law enforcement or the University at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Texas Constitution (Article 1, Section 30)

The State of Texas intends that victim of violent crimes receive the following safeguards, assurances, and considerations: The Texas Constitution (Article I, Section 30) provides victims of violent crimes with the right, upon their request, to receive notice about court proceedings and the conviction, sentence, imprisonment, and release of the accused. For more information about victim rights notification, visit <https://texasattorneygeneral.gov/cvs/victimnotification> or call VINE 24-hour- information on jail status and

court events: (877) 894-8463.

Involvement of Law Enforcement and Campus Authorities

Although the university strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether to make such a report. Furthermore, victims have the right to decline to notify law enforcement. **However, the University Police Department, SHSU Health Center, SHSU Counseling Center or the Office of Title IX & Discrimination Resolution) will assist any victim with notifying law enforcement if the victim so desires.** University Police Department may also be reached directly by calling (936) 294-1800 in person at 2424 University Ave, Huntsville, TX 77341 Additional information about the SHSU University Police Department Police department may be found online at: <https://www.shsu.edu/police/>.

In addition, to the University Police Department, reports can be made to Huntsville Police Department by calling 936-294-5480 or 911 in case of an emergency.


Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Natalie Isaac; titleix@shsu.edu; 1831 University Ave, Thomason Building, Suite 302; (936) 294-3080 by calling, writing, or coming into the office to report in person and University Police Department (if the victim so desires). Reports of all domestic violence, dating violence, sexual assault and stalking made to University Police Department will automatically be referred to the Title IX Coordinator for review regardless of if the complainant chooses to pursue criminal charges.

Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The University has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and a Respondent, such as changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The University will make such accommodations or protective measures, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the SHSU University Police Department or local law enforcement. Students and employees should contact the Office of Equity and Title IX and/or the Title IX Coordinator.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the University, below are the procedures that the University will follow:

Incident Being Reported	Procedure SHSU  Will Follow
Sexual Assault, Stalking, Dating Violence, and Domestic Violence	<ol style="list-style-type: none"> 1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care 2. SHSU will assess immediate safety needs of complainant 3. SHSU will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 4. SHSU will provide complainant with referrals to on and off campus mental health providers 5. SHSU will assess need to implement interim or long-term protective measures, if appropriate. 6. SHSU will provide the victim with a written explanation of the victim's rights and options 7. SHSU will provide a "No trespass" directive to accused party if deemed appropriate 8. SHSU will provide written instructions on how to apply for Protective Order 9. SHSU will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution 10. SHSU will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 11. SHSU will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation

Victims may request that directory information on file with the University be withheld by request through the Title IX Coordinator in conjunction with the Registrar's Office

Regardless of whether a victim has opted-out of allowing the University to share "directory information," personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, SHSU will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such

confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

ADJUDICATION OF VIOLATIONS

The University's disciplinary process includes **a prompt, fair, and impartial initial investigation, and final resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within the timeframe specified in each policy the institution maintains.** However, each procedure allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. University officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually by the TSUS Office of General Counsel on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to investigate and a hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

- a. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
- b. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
- c. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
- d. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The University will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. Advisor refers to the person who may accompany the Party to any and all meetings, hearings, or proceedings and provides support, guidance, or advice to the Party. The Advisor may not directly participate in any meeting, hearing, or proceeding, except for the limited purpose of conducting oral cross-examination during a live hearing in a Title IX Sexual Harassment matter. The Advisor may not conduct oral cross examination during a hearing in a Non-Title IX Sexual Misconduct matter as defined in the TSUS Sexual Misconduct Policy.
- e. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim, and final decision of any disciplinary proceeding; and

- f. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the result once the appeal is resolved.

Whether or not criminal charges are filed, the University or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

Texas State University System Sexual Misconduct Policy and Procedures are applicable to both students and employees.

REPORTING OPTIONS AND PROTOCOLS

A victim of sexual misconduct is encouraged to report to any of the sources listed below along with other procedures to follow which include:

- Reports may be made in person, online reporting form, phone or via email
- Preservation of evidence is critical in incidents of sexual harassment, sexual assault, dating violence, or stalking or any other sexual misconduct. **Victims are encouraged to go to a hospital for treatment and preservation of evidence as soon as practicable after such an incident if applicable. This evidence is essential and may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order.**
- Consider preserving evidence in a paper bag in case you choose to pursue charges. Possible evidence might be physical (clothing, bedding, letters, etc.) or electronic (photos, emails, texts messages, etc.). Other evidence that can be gathered may include phone records, social media messages, text message history, etc.
- Complainants may report to local law enforcement and Sam Houston State University officials as listed below:
- Individuals who make a complaint through the Title IX Coordinator have the option to also pursue a criminal complaint. A criminal investigation into the matter does not preclude the component from conducting its own investigation. The result of a criminal investigation does not determine whether sexual misconduct, for purposes of this Policy, has occurred.
- Interim measures are issued as appropriate and necessary for the victim/complainant's safety and to limit potential retaliation. Such measures may include but are not limited to campus no- contact orders. SHSU will honor any order of protection, no contact order, restraining order or similar lawful order issued by any criminal, civil or tribal court.

How the University Determines Whether This Policy will be Used

This Policy applies to all students, faculty, staff, and Third Parties within the System or its Components' Education Programs or Activities and prohibits Sexual Misconduct committed by or against students, faculty, staff, or Third Parties. The Policy applies to:

- all incidents of Sexual Misconduct;
- all incidents of Sexual Misconduct occurring on or after the effective date of this Policy;
- all incidents of Title IX Sexual Harassment; and
- with the exception of incidents of Title IX Sexual Harassment, all incidents of Non-Title IX Sexual Misconduct occurring prior to the effective date of this Policy are controlled by the Policy in effect at that time.
- This policy supersedes existing policies. In the case of allegations of Sexual Misconduct, this policy supersedes any conflicting Sexual Misconduct procedures and policies set forth in other Component policies.
- This Policy applies to all incidents of Sexual Misconduct. However, provisions of the Policy that do not apply to Title IX Sexual Harassment are so indicated, as are provisions of the Policy that are exclusive to Title IX Sexual Harassment.

Steps in the Disciplinary Process

The responsible component administrator will issue a decision regarding sanctions simultaneously to the Complainant, Respondent, and Title IX Coordinator in writing within seven (7) class days of receipt of the finding. The Dean of Students is the administrator responsible for imposing sanctions for students. The Title IX Coordinator will determine whether the Respondent's status is that of student, staff, or faculty for disciplinary purposes.

'Preponderance of the evidence' means the greater weight and degree of credible evidence. Preponderance of the evidence is the standard for determining allegations of sexual misconduct under this Policy.

POSSIBLE SANCTIONS MAY INCLUDE (TSUS SEXUAL MISCONDUCT POLICY SECTION 3.12)

Sanctions. Sanctions for a Finding of a Policy violation will depend upon the nature and gravity of the misconduct and/or any record of prior discipline for Sexual Misconduct. Sanctions include, but are not limited to, the following:

3.12.1. Students

- 3.12.1.1. no-contact orders;
- 3.12.1.2. probation (including disciplinary and academic probation);
- 3.12.1.3. expulsion from campus housing;

- 3.12.1.4. restricted access to activities or facilities;
- 3.12.1.5. mandated counseling (this may include, but not be limited to education programs and batterer intervention);
- 3.12.1.6. disqualification from student employment positions;
- 3.12.1.7. revocation of admission and/or degree;
- 3.12.1.8. withholding of official transcript or degree;
- 3.12.1.9. bar against readmission;
- 3.12.1.10. monetary restitution;
- 3.12.1.11. withdrawing from a course with a grade of W, F, or WF;
- 3.12.1.12. relevant training;
- 3.12.1.13. suspension;
- 3.12.1.14. deferred suspension
- 3.12.1.15. written warning; or
- 3.12.1.16. expulsion.

3.12.2. Employees

- 3.12.2.1. withholding a promotion or pay increase;
- 3.12.2.2. reassigning employment, including, but not limited to demotion in rank;
- 3.12.2.3. terminating employment;
- 3.12.2.4. barring future employment from System or Component;
- 3.12.2.5. temporary suspension without pay;
- 3.12.2.6. compensation adjustments;
- 3.12.2.7. no-contact orders;
- 3.12.2.8. relevant training; or,
- 3.12.2.9. recommendation to revoke tenure.

Range of protective measures the institution may offer to the victim may include, but are not limited to (TSUS Sexual Misconduct Policy section 3.8)

- Campus no-contact orders
- Reassignment of housing or work assignments
- Temporary withdrawal or suspension from the Component, in accordance with System Rules and Regulations Chapters IV § 2.2(14), V § 2.141, and VI § 5. (14)
- Escort or transportation assistance
- Modification of class schedules
- Restrictions from specific activities or facilities

The System and Components will maintain an environment that promotes prompt reporting of all types of

Sexual Misconduct and timely and fair resolution of Sexual Misconduct complaints. The Component shall make every reasonable effort to ensure that the investigation and resolution of a Complaint occurs in as efficient a manner as possible, with an expectation that the process (exclusive of any appeal procedures) will generally be completed within 120 calendar days of the Complaint, absent extenuating circumstances.

All Title IX Coordinators, Deputy Coordinators, Investigators, and those with authority over sexual misconduct hearings and appeals shall receive training each academic year including knowledge of offenses, investigatory procedures, due process, policy, and procedure. Training for these officials should address but not be limited to the following topics (TSUS Sexual Misconduct Policy section 10.2.3):

- Appellate training overview on Title IX background, obligations, policy and procedure, and board role.
- Hearing board trainings to review investigation, consider appropriateness of sanctions and techniques on procedural errors or omissions.
- Faculty training overview on reporting requirements, confidentiality, retaliation and basic policy and procedural rules related to sexual misconduct.
- The accuser and the accused will be provided with the same opportunities to be accompanied by an advisor of their choice. Both Complainant and Respondent may have one representative and/or one advisor present at all meetings a party has with the Investigator, Title IX Coordinator, Deputy Coordinator, or other Component administrator related to a complaint. (TSUS Sexual Misconduct Policy section 7.4).
- The representative or advisor may provide support, guidance or advice to the Complainant or Respondent, but may not otherwise directly participate in the meetings.

Anticipated Timelines

Sam Houston State University shall make every reasonable effort to ensure that the resolution of a Sexual Misconduct Complaint or Report occurs in as efficient a manner as possible, with an expectation that the process (exclusive of any appeal procedures) will generally be completed within one hundred and twenty (120) calendar days of the date a Complaint or Report is submitted.

Decision-Making Process

- Non-Title IX Sexual Misconduct Grievances
 - The Title IX Coordinator will communicate the finding in writing simultaneously to the Complainant, Respondent, and Component Administrator.
 - The Title IX Coordinator will make a written finding as to whether:
 - No reasonable grounds exist that the Sexual Misconduct Policy was violated, and the matter is closed, or
 - It is more likely than not that Respondent violated the Sexual Misconduct Policy,

and which specific sections of the Policy were violated.

- The finding shall include the Title IX Coordinator's basis for the decision and recommended sanctions, if any.
- Complainant or Student Respondent may elect to dispute the finding and/or the sanction through a due process hearing. Procedures for the hearing are outlined in the System Rules and Regulations, Chapter VI §§ 5.7-5.9 and the Component's Student Discipline Procedures.
- Title IX Sexual Misconduct Grievances
 - The Title IX Coordinator will assign completed investigation to the Hearing Board
 - Live Hearing will take place to determine:
 - No reasonable grounds exist that the Sexual Misconduct Policy was violated, and the matter is closed, or
 - It is more likely than not that Respondent violated the Sexual Misconduct Policy, and which specific sections of the Policy were violated.
 - The finding shall include the Hearing Board's basis for the decision and sanctions, if any.

Complainant or Student Respondent may elect to dispute the finding and/or the sanction through a due process hearing. Procedures for the hearing are outlined in the System Rules and Regulations, Chapter VI §§ 5.7-5.9 and the Component's Student Discipline Procedures.

STANDARD OF EVIDENCE

Presumption of Non-Responsibility. Any person accused of Sexual Misconduct under this Policy is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Preponderance of the Evidence Standard. The Decision Maker will weigh the admissible evidence using the preponderance of the evidence standard.

Range of Protective Measures Available to a Victim Alleging Misconduct

- Campus no-contact orders
- Reassignment of housing or work assignments
- Temporary withdrawal or suspension from the Component, in accordance with System Rules and Regulations Chapters IV § 2.2(14), V § 2.141, and VI § 5. (14)
- Escort or transportation assistance
- Modification of class or work schedules
- Restrictions from specific activities or facilities

University-Initiated Protective Measures

In addition to those protective measures previously described the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to: a University order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures may constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Sam Houston State University.

ASSISTANCE FOR VICTIMS: WRITTEN RIGHTS & OPTIONS

Victims of dating violence, domestic violence, sexual assault or stalking will be provided with written documentation of their rights and options. Documentation will include written set of materials including detailed information on resources and options of "what to do." Victims will be given the option to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by campus authorities in notifying such authorities. This also includes the right not to report if this is the victim's desire.

Victims will also be given the right to notification of and options for interim safety measures such as changing academic and living situations following an act of sexual assault, if requested and if changes are reasonably available.

Your rights can also be found at <https://www.shsu.edu/titleix/yourrights.html>.

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- an explanation of the procedures for institutional disciplinary action

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution.

Range of protective measures the institution may offer to the victim may include, but are not limited to (TSUS Sexual Misconduct Policy section 4)

- Campus no contact orders
- Reassignment of housing or work assignments
- Temporary withdrawal or suspension from the Component, in accordance with System Rules and Regulations Chapters IV § 2.2(14), V § 2.141, and VI § 5. (14)
- Escort or transportation assistance
- Modification of class schedules
- Restrictions from specific activities or facilities

The System and Components will maintain an environment that promotes prompt reporting of all types of Sexual Misconduct and timely and fair resolution of Sexual Misconduct complaints. The Component shall make every reasonable effort to ensure that the investigation and resolution of a Complaint occurs in as efficient a manner as possible, with an expectation that the process (exclusive of any appeal procedures) will generally be completed within 120 calendar days of the Complaint, absent extenuating circumstances.

Additional sanctions for state offenses are outlined in the table on next page.

Type of Order:	Who Can File:	Court:	Based On:
Domestic Violence Civil Protection Order – up to 5 years, can be renewed**	Family or household members including: <ul style="list-style-type: none"> • Spouses, former spouses • Parent, child, foster parent • People who have kids together • Intimate partners who lived together in the last 5 years • Same sex couples are eligible 	Domestic Relations Court – where victim lives, where abuser lives or has a business, or where incident(s) occurred	Causing or trying to cause injury or placing someone in fear of imminent serious harm (Courts use different requirements for how recent the incident must be)
Stalking Protection Order - up to 5 years, can be renewed**	Any person who is a victim of stalking. No relationship with stalker is required.	Common Pleas Court - where victim lives (if family or household member, can be filed as DV Protection Order, see above)	Pattern of conduct (2 or more events), closely related in time, that cause distress or make a victim believe the stalker will cause harm
Sexually Oriented Offense Protection Order - up to 5 years, can be renewed**	Any person who was a victim of a sexually oriented offense (see ORC 2950.01). No relationship with offender is required. Case does not have to be criminally prosecuted.	Common Pleas Court – where victim lives	Sexual assault or unwanted sexual contact (see ORC 2950.01)
Juvenile Protection Order – until abuser reaches age 19	Victim of abuse by a person who is under age 18, or the victim’s parent or other household member, or other parties the Court approves	Juvenile Court – where victim lives	Assault, stalking, sexual offenses, threats of harm or aggravated trespass

RIGHTS OF VICTIMS AND THE INSTITUTION'S RESPONSIBILITIES FOR ORDERS OF PROTECTION ("NO CONTACT" ORDERS) OR SIMILAR LAWFUL ORDERS ISSUED BY A CRIMINAL, CIVIL, OR TRIBAL COURT OR BY THE INSTITUTION

Sam Houston State University complies with Texas law in recognizing orders of protection including restraining orders, no contact orders, or similar lawful order. A complainant may then meet with Campus Police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom location, or allowing a student to complete assignments from home, etc. The University cannot apply for a legal order of protection, no contact order, or restraining order for a victim from the applicable jurisdiction(s).

The victim is required to apply directly for these services IN CONJUNCTION WITH local law enforcement and the Title IX Coordinator. Protection from abuse orders may be available through the Office of Institutional Diversity & Inclusion.

The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the University receives a report that such an institutional no contact order has been violated, the University will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

ACCOMMODATIONS AND PROTECTIVE MEASURES AVAILABLE FOR VICTIMS

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Sam Houston State University will provide written notification to students and employees about accommodations available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim's request, and to the extent of the victim's cooperation and consent, university offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective measures or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the Title IX Coordinator or designee in person or by visiting

<https://www.shsu.edu/titleix/reporting.html> to complete online reporting. If the victim wishes to receive assistance in requesting these accommodations, she or he should contact the Title IX Coordinator or designee as well.

ON AND OFF CAMPUS SERVICES FOR VICTIMS

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Sam Houston State University will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. Title IX provides a list of Support Service on their website: <https://www.shsu.edu/titleix/supportservices.html#supportive-measures> .

These resources include but are not limited to the following:

On Campus Services

Service	Type of Services	Service Provider	Contact Information
Counseling	Counseling Services	SHSU Counseling Center	(936) 294-1720
Health	Health Care Services	SHSU Health Center	(936) 294-1805
Mental Health	Mental Health Services	SHSU Counseling Center	(936) 294-1720
Legal Assistance	Legal Services and Assistance	SHSU Legal and Mediation Services	(936) 294-1717
Visa and Immigration Assistance	International Student and Scholar Services	SHSU International Programs	(936) 294-4737
Student Financial Aid	Financial Services Assistance	SHSU Financial Aid SHSU Money Management Center	(936) 294-2600 (936) 294-2600
Jack Staggs Counseling Clinic	Mental Health Services	Department of Counselor Education	(936) 294-1121

Off Campus Services

Service	Type of Services	Service Provider	Contact Information
Counseling	Counseling Services	Tri-County	(800) 659-6994
Health	Medical Services	Huntsville Memorial	(936) 291-3411
Mental Health	Mental Health Services	Tri-County Behavioral	(800) 659-6994
Victim Advocacy	Victim Assistance	SAAFE House	(936) 291-3369
Legal Assistance	Legal Assistance	Attorney General	(800) 983-9933
Visa and Immigration Assistance	Visa and Immigration Assistance	Homeland Security	(405) 561-4546

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- Rape, Abuse and Incest National Network - <http://www.rainn.org/>
- Department of Justice - <https://www.justice.gov/ovw/sexual-assault>
- Department of Education, Office for Civil Rights - <http://www2.ed.gov/about/offices/list/ocr/index.html>
- Federal Student Aid-<https://studentaid.gov/>
- Texas Association Against Sexual Assault (TAASA)- (512) 474-7190
- Texas Department of Public Safety- Victim Services – (512) 424-2211
- National Sexual Assault Hotline- (800) 656-4673
- National Domestic Violence Hotline (800) 799-7233

07 Weapons, Drugs, and Alcohol

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, including carrying, possessing, etc. This violation 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)

- 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 AND SYSTEM POLICIES REGARDING WEAPONS, DRUGS AND ALCOHOL

Excerpts from the TSUS Rules and Regulations –<https://www.tsus.edu/about-tsus/policies.html>

Prohibition of Weapons

Prohibition of Other Weapons. Except as provided in a System Component's Concealed Handgun Policy and in Subparagraph 4.61 below, it is a violation of these Rules and Regulations to possess, carry or otherwise cause a firearm or other prohibited weapon, licensed or otherwise, concealed or otherwise, to be brought onto the premises of a System Component.

4.61 "Premises of a System Component" as used in this Subparagraph means a structure and the land (including parking lots, garages, or other appurtenances, on which the structure is situated) over which this Board has ownership or control. This prohibition extends to leased, borrowed or other facilities where a System or Component function, event, or activity takes or is taking place but does not apply to:

4.611 Presidentially-approved academic or other programs (for example, ROTC or administrator residences, wildlife management programs, or Component sponsored or approved events);

4.612 Law enforcement personnel, acting in performance of their duties;

4.613 The transporting of such firearms, handguns, or other prohibited weapons for registration with and storage by the Component public safety office; or the President's home and grounds;

4.614 Permitted tracts of the Christmas Mountains area with a special access permit as outlined in the System Christmas Mountains Ranch Policy; or,

4.615 Transportation of a firearm or ammunition in a locked, privately-owned or leased motor vehicle by a person, including a student enrolled at the Component, who holds a license to carry a handgun under Texas Government Code, Chapter 411, subchapter H, and lawfully possesses the firearm or ammunition: a) on a street or driveway located on the campus of the Component; or b) in a parking lot, parking garage, or other parking area located on the campus.

4.62 "Prohibited Weapons" as defined by Texas Penal Code, section 46.01, includes the following:

4.621 "Club" meaning and instrument (for example, a blackjack, nightstick, mace, numb chuck or tomahawk) that is specifically designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person;

4.622 "Explosive weapon," meaning any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror (whether such a weapon is

designed, made, or adapted for delivery or shooting);

4.623 “Firearm,” meaning any device designed, made, adapted, or readily adaptable to expel a projectile through a barrel by using the energy generated by an explosion or burning substance (excluded are antique or curio firearms manufactured before 1899 or replicas thereof, provided they do not use rim fire or center fire ammunition), including, but not necessarily limited to handguns, machine guns, rifles, “zip guns,” stun guns, and “short-barrel firearms”;

4.624 “Knife,” meaning any bladed, hand instrument that is capable of inflicting serious bodily injury or death by cutting or stabbing a person with the instrument;

4.625 “Location-restricted knife,” meaning a knife with a blade over five and one-half inches.

4.626 “Knuckles,” meaning any instrument that consists of finger rings or guards made of a hard substance and that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

4.627 “Hoax bomb,” meaning a device that: a) reasonably appears to be an explosive or incendiary device; or, b) by its design causes alarm or reaction of any type by policy, public safety, or other administrators at a System Component, who are charged with assuring campus safety;

4.628 “Chemical dispensing device,” meaning a device (other than a chemical dispenser sold commercially for personal protection) that is designed, made, or adapted for the purpose of dispensing a substance capable of causing adverse psychological or physiological effect on a human being.

Policy information regarding Alcohol

4.1 Alcohol Policy. System Components shall not sell, serve or permit the sale, service, or consumption of alcohol on campus, except in "special use" buildings or facilities designated by the President. Students who are 21 years of age or older, who do not reside in alcohol-free living areas may be permitted to have alcohol in their rooms, but not in common areas of residence halls. The President may restrict possession or consumption of alcohol (as permitted under this policy) to specified residential areas including apartments. Students who are permitted to have alcohol under this policy may not share or provide alcohol to students or other persons who are under 21. Nothing herein shall be taken as an assumption of risk or responsibility on the part of the Board of Regents of The Texas State University System, or its System Components for any injuries or damage, of whatever kind, resulting from a student's possession or use of alcohol, whether such use is legal or illegal.

Policy information regarding Drugs

Sam Houston State University prohibits the unlawful possession, use, and sale of illegal drugs on campus. The SHSU PD is responsible for the enforcement of Federal and State drug laws.

TSUS excerpt from Rules & Regulation

6) Illegal use of drugs, narcotics, or controlled substances. A faculty member 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, shall be subject to termination, suspension or other discipline as determined by the President

or the President's designee. That an employee is charged in a criminal case, or is found "not guilty" therein, shall not be construed as prohibiting administrative enforcement of these Rules and Regulations. If, in the judgment of the President or the Board of Regents, the best interests of the students or the Component or the System so dictate, the employee may be immediately removed from contact with students and other employees, pending resolution of disciplinary proceedings; [...]

(12) Illegal possession, use, sale, or distribution of any quantity, whether usable or not, of any drug, narcotic, or controlled substance;

(20) 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, shall be subject to discipline, ranging from mandatory, university or college approved counseling to expulsion. Mitigating or aggravating factors in assessing the proper level of discipline shall include, but not necessarily be limited to, the student's motive for engaging in the behavior; disciplinary history; effect of the behavior on safety and security of the university or college community; and the likelihood that the behavior will recur. A student who has been suspended, dismissed, probated, or expelled from any system Component shall be ineligible to enroll at any other system Component during the applicable period of discipline. The registrar of each Component is authorized to make an appropriate notation on the student's transcript to accomplish this objective and to remove the notation when the student's disciplinary record has been cleared.

SHSU DRUG FREE CAMPUS & WORKPLACE

Sam Houston State University (SHSU) is committed to ensuring the safety and health of its students and employees.

SHSU has implemented the Drug Free Workplace Policy (HR-23) that prohibits the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs or alcohol by students and employees on University property, at any school activities, or while employees are on official duty. All students and employees are required to obey the law and to comply with the Rules and Regulations of the Board of Regents, Texas State University System and SHSU institutional rules. The unlawful manufacture, distribution, dispensation, possession, or use of drugs or alcohol by employees will result in disciplinary action up to and including separation of employment.

The SHSU Drug Awareness and Prevention program is a three-part program to inform students and employees about:

Promote awareness of health risks involved in the use of illicit drugs and the abuse of alcohol, which often result in poor health and premature death.

Provide help services to all SHSU students and employees for drug and alcohol counseling, treatment, and rehabilitation.

Local sanctions, which include fines and/or imprisonment for violation of local, state, or federal drug laws. SHSU upholds laws, which prohibit the possession, use, or distribution of controlled substances. Anyone

who is found to be in violation of these laws will be referred to the appropriate legal authority for prosecution.

In compliance with the Drug Free Schools and Communities Act, SHSU publishes information regarding the University's prevention programs related to drug and alcohol abuse prevention which include standards of conduct that prohibit the unlawful possession, use, and distribution of alcohol and illegal drugs on campus and at institution-associated activities; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use and abuse; and a description of available counseling, treatment, rehabilitation and/or re-entry programs for SHSU students and employees. A complete description of these topics, as provided in the University's annual notification to students and employees, is available online at: [Alcohol & Drugs \(shsu.edu\)](http://shsu.edu/Alcohol&Drugs).

STANDARDS OF CONDUCT

Excerpt from Dean of Students – Administration of the Student Code of Conduct -

Under the direction of the Vice President for Student Affairs, the Dean of Students or designee shall be primarily responsible for the administration of the Student Code of Conduct.

A. The Department of Housing and Residential Life or designee will work closely with the Dean of Students or designee in resolving minor disciplinary problems resulting from the alleged violation of regulations involving residence hall residents.

B. The Woodlands and College of Osteopathic Medicine or designee may resolve disciplinary problems resulting from the alleged violation of regulations occurring at The Woodlands or College of Osteopathic Medicine involving students not enrolled in classes at Huntsville campus. Any disciplinary issues with the potential of resulting in a suspension or expulsion should be referred to the Dean of Students Office (Student Conduct) for review.

1. The Dean of Students or designee will discuss the findings and determination of an appropriate sanction with the student if the student is available. In cases where the Dean of Students or designee determines that the allegations against the accused student are true, but the only sanction assessed is a warning, the student may not request a hearing. For sanctions other than warnings, the Dean of Students or designee will give the student an opportunity to either accept or reject the Dean of Students or designee's decision.
2. If the student accepts the Dean of Students or designee's decision, the student shall so indicate in writing and waive their rights to a hearing. The Dean of Students or designee may then assess the disciplinary sanction.
3. If the student does not accept the Dean of Students or designee's decision, the Dean of Students or designee will initiate the hearing procedure (see section 3.05).

C. Investigation of Alleged Title IX (TSUS Sexual Misconduct Policy) Violations.

1. Allegations of a Title IX violation will be referred to the Title IX Coordinator, who will

investigate according to the Texas State University System (TSUS) Sexual Misconduct Policy. The Title IX Coordinator will investigate all alleged violations of the TSUS Sexual Misconduct Policy.

2. When Student Conduct or the designated investigator is assigned a Title IX case for investigation, generally, those categorized under section 2.02 AE of this code, the investigation will be done in compliance with the TSUS Sexual Misconduct Policy.

Disciplinary Procedures

A. Investigation—The Dean of Students or designee will investigate information that a student may have violated a university policy. During the investigation, the Dean of Students or designee will give the student an opportunity to explain the incident, unless the student is unavailable. The Dean of Students or designee may conduct an investigation and make an administrative determination in the absence of a student if the student does not respond within the time period specified in any notice to the student. The Dean of Students or designee may place a registration hold, preventing a student from registering for additional courses, until the student responds to the notice, or a decision is finalized.

B. Administrative Review—If the Dean of Students or designee concludes, based on the preponderance of evidence standard, that the student has violated the Student Code of Conduct, the Dean of Students or designee will determine an appropriate disciplinary sanction.

1. The Dean of Students or designee will discuss the findings and determination of an appropriate sanction with the student if the student is available. In cases where the Dean of Students or designee determines that the allegations against the accused student are true, but the only sanction assessed is a warning, the student may not request a hearing. For sanctions other than warnings, the Dean of Students or designee will give the student an opportunity to either accept or reject the Dean of Students or designee's decision.
2. If the student accepts the Dean of Students or designee's decision, the student shall so indicate in writing and waive their rights to a hearing. The Dean of Students or designee may then assess the disciplinary sanction.
3. If the student does not accept the Dean of Students or designee's decision, the Dean of Students or designee will initiate the hearing procedure (see section 3.05).

C. Investigation of Alleged Title IX (TSUS Sexual Misconduct Policy) Violations.

1. Allegations of a Title IX violation will be referred to the Title IX Coordinator, who will investigate according to the Texas State University System (TSUS) Sexual Misconduct Policy. The Title IX Coordinator will investigate all alleged violations of the TSUS Sexual Misconduct Policy.
2. When Student Conduct or the designated investigator is assigned a Title IX case for investigation, generally, those categorized under section 2.02 AE of this code, the investigation will be done in compliance with the TSUS Sexual Misconduct Policy.

Disciplinary Penalties

A. Penalties—Mitigating or aggravating factors in assessing the proper level of discipline may include, but are not limited to, the student's motive for engaging in the behavior; disciplinary history; effect of the behavior on safety and security of the university community; and the likelihood that the behavior will recur. The following penalties comprise the range of official university actions that may be taken when, based on the preponderance of the evidence, a student is determined to have engaged in prohibited conduct. These penalties are not exclusive and may be imposed with other sanctions.

1. Warning—A written notice to the student that a violation of a published university policy has occurred and that the continuation of such conduct or actions could result in further disciplinary action.
2. Restricted privileges—Denial or restriction of one or more university privileges granted to students. These may be but are not limited to: parking privileges; dining facility privileges; visitation privileges; use of university computers, computer facilities or systems; and participation in athletics or other extracurricular activities. Loss or restriction of privileges does not entitle a student to a refund of fees, paid or due.
3. Special project—The requirement that the student complete a special project, for example, writing an essay or attending a special class or lecture.
4. Restitution—Paying for physical or property damage, losses or misappropriation, either monetarily or by the performance of specific duties.
5. Cancellation of residence hall contract.
6. Disciplinary probation—An indication that the student is not in good standing and that their continued enrollment is contingent upon adherence to published university policies. Probation automatically restricts the following privileges:
 - a. A student on disciplinary probation is ineligible to be elected or hold any executive office of any student organization recognized by Sam Houston State University; and
 - b. A student on disciplinary probation may not represent the university in any special or honorary role.
7. Withholding an official transcript or degree.
8. Cancellation of pre-registered courses, prohibition against readmission or restriction from pre-registration.
9. Denial or non-recognition of a degree.
10. Loss of or ineligibility for a student grant or loan.
11. Deferred Suspension—Like disciplinary probation, an indication that the student is not in good standing and that their continued enrollment is contingent upon adherence to published university policies. In addition to the restrictions of disciplinary probation, it is understood that a subsequent violation shall result in suspension.
12. Suspension—Separation from the university for a definite term during which the student shall not be permitted to: earn university credit at Sam Houston State University, be on university-owned property nor participate in any university activity. A student who has been suspended from any Texas State University System component shall be ineligible to enroll at any other system component during the period of suspension.
13. Expulsion—Permanent separation from the university. A student who has been expelled from any Texas State University System component shall be ineligible to enroll at any other system component during the period of expulsion.

B. Recording of Penalties—The registrar of each component is authorized to make an appropriate notation on the student's transcript to accomplish a sanctions objective and to remove the notation when the student's disciplinary record has been cleared. In addition to Sam Houston State University, the Texas State University System includes all Lamar University, Texas State University, and Sul Ross State University campuses. The penalties provided in subsections 3.03A, 8, 9, 12, and 14 may be noted on the student's permanent transcript. Any record of penalty, except for expulsion, not noted on the transcript shall be

removed no later than seven years after the penalty is assessed.

C. Finality of Penalties—No penalty shall take effect until disciplinary action becomes final. Except for the discretionary review described in section 4.04, disciplinary action becomes final when:

1. During administrative review:
 - a. upon acceptance by the student of the Dean of Students or designee's decision
 - b. if the only sanction is a warning; or
 - c. upon notification to the student of the decision of the Dean of Students or designee and the expiration of the time in which to request a formal hearing to the hearing board.
2. In the event of a hearing:
 - a. the sanction assessed is a warning; or
 - b. upon notification to the student of the decision of the hearing panel and the expiration of the time in which to file a notice of appeal to the Vice President for Student Affairs
3. Upon notification to the student of the decision of the Vice President for Student Affairs.
4. An exception to the imposition of penalties is in place for Sexual Misconduct Policy violation cases. See the TSUS Sexual Misconduct Policy for additional procedures.

Interim Disciplinary Action

A. The President or Vice President for Student Affairs or their designee may take immediate interim disciplinary action, including suspension, pending a hearing, against a student for allegedly violating a university policy when the student's continuing presence is reasonably believed to pose:

1. a danger to persons or property; or
2. an ongoing threat of disrupting the academic process.

B. The university official involved shall notify the student of the interim disciplinary action by the most expeditious means available. Thereafter, the Dean of Students or designee may offer the student an opportunity to have an administrative review or to immediately initiate the hearing procedures provided in this code. If the latter option is chosen, a hearing shall be held no later than 12 class days after the interim disciplinary action is imposed.

Hearings

A. Hearing Board—At the beginning of each fall semester, the President makes all appointments. The University Faculty Senate nominates twelve full-time faculty with alternating two-year terms ending August 31. Six administrative staff members are appointed by the President with alternating two-year terms ending August 31. The Student Government Association also submits twelve nominees to serve one-year terms expiring at the end of the academic year (May 31); students may be assigned to assist with the resolution of matters that do not involve potential violations of the Sexual Misconduct Policy. During hearings, new appointments, whether appointed for one hearing or the remainder of the current academic year, shall have all the qualifications, authority and responsibilities of a board member appointed at the beginning of the fall semester. The hearing officer shall preside over the disciplinary hearing.

B. Students' Rights—Each student who requests a hearing or who is given an interim disciplinary sanction shall be afforded:

1. Notice—Written notification at least five class days before the hearing specifying:
 - a. the university policy alleged to have been violated
 - b. a summary of the facts alleged to constitute the violation
 - c. the date, time and location of the hearing
 - d. the names of expected witnesses and a summary of their expected testimony
 - e. a description of other evidence that the Dean of Students or designee will present at the hearing
 - f. notification if the Dean of Students or designee intends to use legal counsel for other than advisory purposes as provided in 3.05, B, 3
 - g. a statement that the student must provide a list of witnesses and a summary of their expected testimony to the Dean of Students or designee at least 48 hours before the hearing
 - h. the names of the hearing officer and student members of the hearing panel

2. Hearing—This is an opportunity for the student to attend the hearing and present relevant evidence. If the student fails to attend, the hearing may proceed. The student may present their own defense against the charges and may produce either oral testimony or written statements of witnesses on their behalf.

3. Representative—This is an opportunity for the student to have an advisor or counsel present at meetings with the Dean of Students or designee and during hearings. The student will provide the representative at their expense. The university is not obligated to arrange for or provide a representative.

- a. To the extent that the Dean of Students or designee uses legal counsel for other than advisory purposes during the hearing, the student shall be afforded the same opportunity. The Dean of Students or designee will notify the student of the Dean of Students or designee's intent to use legal counsel when providing the notification described in 3.05, B, 1.

- b. The student's representative may not address the panel, question witnesses or the Dean of Students or designee, or participate in the hearing except to offer advice and counsel to the student.

4. Challenge to Impartiality—This is an opportunity for the student to challenge the impartiality of the hearing officer or a student member of the hearing panel. This challenge must be made at any time before the introduction of testimony or other evidence. The person challenged will be the sole judge as to whether they can serve with fairness and objectivity. If the person challenged chooses not to serve and an alternate is not readily available, the Dean of Students may appoint a special replacement for that case.

C. Notification of Evidence—At least 48 hours before the hearing, both the Dean of Students or designee and the student will provide the other party with the names of witnesses, summaries of testimony, documents and other evidence to be presented at the hearing.

D. Burden of Proof—The Dean of Students or designee has the burden of presenting the evidence and the burden of substantiating the violation by the preponderance of the evidence.

E. Questioning Witnesses—The Dean of Students or designee, the student and members of the hearing panel may question witnesses regarding relevant matters.

F. Recording—The hearing, except for the panel’s deliberation, will be recorded. If the student or the Dean of Students or designee desires to appeal the panel’s findings, a copy of the hearing recording and records presented at the hearing will be forwarded to the Vice President for Student Affairs. Students may request an electronic copy of the hearing at no cost. Requests for additional records that incur an expense will be paid by the requesting party.

G. Postponement—The Dean of Students may postpone a hearing for good cause. A request for postponement must be filed with the Dean of Students Office at least 24 hours before the hearing.

H. Hearing Officer—The hearing officer will determine the procedure to be followed, rule on the admissibility of evidence and control decorum in the hearing.

I. Attendance—Upon the request of the student or the Dean of Students or designee, or upon their own initiative, the hearing officer may issue a written request for a witness to appear and testify or to produce documents at a hearing. Requests shall be personally delivered, sent by certified mail, or sent from a university email address to the witness’ designated university email account. Students who are requested to appear at hearings are expected to comply.

J. Confidentiality—During the hearing, only the members of the hearing committee, Dean of Students or designee and their counsel, the student and their advisor, and the witness currently testifying will be allowed in the hearing room. A witness may only remain in the hearing room during introductions, the explanation of procedural rules and while testifying unless both the student(s) party to the hearing and the Dean of Students or designee consent. All persons present at the hearing shall treat matters discussed with confidence.

K. Relevant Evidence—Legal rules of evidence shall not apply to hearings. Any relevant evidence shall be admitted, if it is credible and is the sort that reasonable people would rely upon in the conduct of their affairs.

L. Not Compelled to Testify—Students may not be compelled to testify against themselves.

M. Procedural Steps

1. The hearing officer will invite all parties entitled to be present into the hearing room or platform in use for remote participation.
2. The hearing officer will read a statement of confidentiality.
3. The hearing officer will state the university policy alleged to have been violated.
4. The Dean of Students or designee will present evidence of the student’s violation of the policy.
5. Each party may present their own defense against the charges or relevant information.
6. The parties may question the witness(es).
7. The parties may present rebuttal evidence.

8. The parties may present brief summations.
9. The hearing officer will dismiss the parties, and the hearing committee will deliberate and determine by a majority vote whether the student has violated a university policy. If the committee finds that the student did violate a university policy, it will assess the penalty. The hearing officer shall report in writing the committee's findings and the penalty, if any, to be assessed.
10. The hearing officer will present the hearing panel's decision to the Dean of Students or designee for prompt and simultaneous notification to the parties entitled to such notification. If the student is found to have violated a university policy, and if a disciplinary penalty has been assessed, the notification will include information on the student's right to appeal to the VPSA.

APPEAL PROCESS

Vice President for Student Affairs (VPSA)

Except for the discretionary review described in section 4.04, in cases in which the sanction assessed is a verbal or written warning or probation, the decision of the hearing panel is final. In cases in which the sanction assessed is beyond a warning or probation, either party may appeal to the VPSA based on:

- A. whether or not a fair hearing was afforded (A fair hearing includes notice of the alleged misconduct and an opportunity to present evidence.)
- B. whether or not the sanctions levied were appropriate to the offense
- C. whether or not the finding was supported by the evidence
- D. whether or not new evidence is introduced that was not available at the time of the hearing An appeal is not a rehearing of the original case; the VPSA's review will focus on arguments addressing the basis, listed above, of the appeal.

Notice

Either party appealing to the VPSA must give written notice to the VPSA no later than five business days after the hearing panel's decision. All supporting documentation, including written arguments, when appropriate or requested, shall be filed with the VPSA no later than five business days after notice of appeal is given. The parties, at the discretion of the VPSA, may submit oral or written arguments to support their positions.

Action

Upon appeal, the VPSA will review the materials presented at the hearing and may require the parties to submit written material or oral statements. The VPSA shall respond to the appeal within 10 business days after all the documentation is received and all testimony is heard. The VPSA may postpone a decision for good cause.

- A. If the student is required to appear in person before the VPSA, the student may have a representative present, as provided in section 3.05, B, 3.
- B. The VPSA may approve, reject, or modify the decision of the hearing committee or may require that the committee reopen the hearing to hear additional evidence or to reconsider the decision.
- C. The VPSA will inform the student(s), the Dean of Students or designee, and the hearing officer of their decision in writing. The VPSA's decision is final except for the discretionary review described below.

Discretionary Review

The VPSA, the President or the Board of Regents may, on their initiative, review any disciplinary case and upon such review may approve, reject or modify the lower decision, or may remand the decision to the hearing officer or hearing panel for presentation of additional evidence and reconsideration of the decision.

RESIDENCE HALLS GUIDANCE

Excerpt from Residence Life Handbook, 2023-2024

ALCOHOL.

THE POSSESSION OR CONSUMPTION OF ALCOHOLIC BEVERAGES BY PERSONS UNDER THE LEGAL AGE IS STRICTLY PROHIBITED. The legal age for possession and/or consumption of alcoholic beverages in the State of Texas is 21 years of age. For those of legal age, the possession and consumption of alcoholic beverages on any property owned and/or controlled by Sam Houston State University 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. All residents and guests who are 21 years of age and choose to drink within a resident room/apartment are still responsible for their behavior and abiding by the Residence Life expectations and policies. All private parties held in student rooms/apartments must be confined to the specific room/apartment with the door closed. For safety reasons, no more than 8 people should be in a residence hall room or apartment and no more than 12 per suite. Any public advertisement of private room/apartment parties is prohibited. Residents under the influence of alcohol or other drugs, regardless of age, will not be allowed to participate in university housing sponsored events.

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. Empty containers of alcohol may be considered evidence of prior consumption. At any given time, if there is a combination of 21(+) year old students (of which one must be an occupant of the room/apartment) and underage students in a room/apartment, there should only be one open alcohol container per 21(+) year old student. Each alcohol container must be disposed of before another is opened, otherwise, the minors in the room/apartment are in violation of the alcohol policy. The University Police Department 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. The occupants of the room will be responsible for all actions of guests whether the occupants are in the room/apartment at the time of the violation. In addition, students that make a conscious decision to remain present during, or fail to report, illegal activities (being present during the presence or consumption of alcohol) will be found in violation of the Department of Residence Life alcohol policy.

Possession of alcoholic beverages in public areas will be permitted only in the process of transporting the beverages to and from the resident's room/apartment. While in transit, the beverage must be in a closed container and the beverage container must be in a sack or a sealed box. Kegs, party balls and alcoholic beverages in punch form are not permitted in resident's rooms/apartments. The use of alcoholic beverages in any public area or any area accessible to the public, including hallways or lounges, is prohibited.

Alcoholic beverages may not be brewed or distilled in residence halls/apartments.

All University regulations, including the Code of Student Conduct and Department of 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. Illegal alcohol will be destroyed immediately.

For the first alcohol violation, students will be assessed a \$50.00 fine, referred to Health Promotions Office for Educational class, and referred to the Dean of Students' Office for further disciplinary action. A second violation will result in a \$75.00 fine, Residence Life probation, referred to Health Promotions Office for Educational class, and a referral to the Dean of Students' Office for further disciplinary action. Any additional offense will result in a \$200.00 fine and immediate referral to the next disciplinary level. In addition, the housing contract will be terminated. Students should be aware that an amendment to the Family Educational Rights and Privacy Act (Warner Amendment) allows University officials the option to contact parents of students who are under 21 years of age and are found to be in violation of SHSU policies and/or laws of the State of Texas concerning the consumption or possession of alcoholic beverages.

ALCOHOL CONTAINERS. Bottles, cans, and any other container packaged as an alcoholic beverage container may not be displayed in student rooms/apartments. Alcoholic beverage containers will be destroyed immediately. Empty alcohol containers should not be displayed or used as a decorative item at any time. Residents 21 years or older who are found in violation of this policy are issued a warning for their first offense. Residents 21 years of age and older who display open alcohol containers after their first offense are referred to the Dean of Students' Office for further disciplinary action.

(See ALCOHOL)

Rationale: University officials can't determine when alcohol has been consumed when there are empty "open" containers in a room/apartment. Any minor that is present while there are open container(s) present is in violation of the University alcohol policy and can be found in violation of state law. Any occupant of the room/apartment that is 21 years of age or older can be issued a ticket for "contributing to a minor" if there are open containers present while minors are in the room/apartment.

DRUGS.

Students will be found in violation of the Department of Residence Life drug policy in each of the following scenarios:

- 1.) 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 in or outside the residence hall.
- 2.) Possession of any drug paraphernalia (such as bongs, hookahs, water pipes, rolling papers, scales, grinders etc.).
- 3.) Any resident who has possessed, 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". Examples include but are not limited to (synthetic marijuana, K-2, Kush, Serenity, Bath Salts, Delta 8, "over the counter" medicines, cleaning products etc.).

- 4.) Any resident who possesses prescription medications for which the student does not have a valid prescription. All prescription medications must be stored in pharmacy issued container, including the pharmacy label containing students name to whom the medication was prescribed.
- 5.) Students that make a conscious decision to remain present during, or fail to report, illegal activities (being present during the presence or consumption of illegal drugs or drug paraphernalia).

Any resident found in violation of the DRUG policy will receive Residence Life disciplinary action, up to and including housing contract termination and a referral to the Dean of Students' Office for further disciplinary action. 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. The occupants of the room will be responsible for all actions of guests whether the occupants are in the room/apartment at the time of the violation.

Students should be aware that an amendment to the Family Educational 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.

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.

Notwithstanding 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.

POTENTIAL PENALTIES

Sam Houston State University (SHSU) is committed to ensuring the safety and health of its students and employees. This communication serves as official notice of both the Drug-Free Schools and Campuses and Drug and Alcohol Abuse Prevention regulations.

The SHSU Drug Free Workplace Policy (HR-23) prohibits the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs or alcohol by students and employees on University

property, at any school activities, or while employees are on official duty. All students and employees are required to obey the law and comply with the Texas State University System Rules and Regulations and SHSU institutional rules. Unlawful manufacture, distribution, dispensation, possession, or use of drugs or alcohol by employees will result in disciplinary action up to and including separation of employment. Students shall be subject to discipline, ranging from mandatory, university or college approved counseling to expulsion.

The SHSU Drug Awareness and Prevention program is a three-part program to inform students and employees about:

1. Health risks involved in the use of illicit drugs and the abuse of alcohol, which often result in poor health and premature death.
2. Help is available to all SHSU students and employees for drug and alcohol counseling, treatment, and rehabilitation.
 - o Students may contact the SHSU Counseling Center at (936) 294-1720 for help regarding substance abuse and addiction issues.
 - o All Sam Houston State University faculty, staff and family members have access to the University of Texas Employee Assistance Program (UTEAP). One of the services an EAP provides is referral to Substance Abuse Professionals for assistance to help resolve issues related to alcohol and drug problems. To schedule an appointment call (800) 346-3549.
3. Sanctions include fines and/or imprisonment for violation of local, state, or federal drug laws. SHSU upholds laws, which prohibit the possession, use, or distribution of controlled substances. Anyone who is found to be in violation of these laws will be referred to the appropriate legal authority for prosecution. More details about SHSU discipline and the penalties under state and federal law are in the SHSU Annual Security Report. The SHSU 2021 Annual Security & Fire Safety Report is posted on the website.

Penalties outlined in the Office of Health Promotion Annual Notification-

1. Written warning
2. Restricted privileges – denial or restriction of one or more university privileges granted to students (e.g., parking privileges, dining facility privileges, etc.)
3. Special project, such as writing an essay or attending a specific class or lecture
4. Restitution
5. Cancellation of residence hall contract
6. Disciplinary probation
7. Withholding an official transcript or degree
8. Cancellation of pre-registered courses, prohibition against readmission or restriction from pre-registration
9. Denial or non-recognition of degree

10. Loss of or ineligibility for a student grant or loan

11. Deferred suspension

12. Suspension

13. Expulsion from the university

Penalties Under Texas Law				
Offense/Authority		Minimum Punishment		Maximum Punishment
Manufacture or delivery of controlled substances (drugs)		Sentence of 2 years to 10 years		Sentence of 20 to 99 years and a fine of >\$500,000
Delivery and Possession of Marijuana		Sentence not to exceed 180 days, and a fine of >\$1,000		15 to 99 years or less than 15 years and a fine of >\$250,000
Driving while intoxicated (includes intoxication from alcohol, drugs, or both)		Sentence of 72 hours to 2 years, and a fine of \$100-\$2,000		Sentence of 30 days to 2 years, or TDC for a term of 60 days to 5 years, and a fine of \$500-\$2,000
Public intoxication		Fine of \$25-\$200		A fine of >\$200
Purchase of alcohol by a minor				A fine of \$200-\$500
Consumption of alcohol by a minor		Fine of \$25-\$200		A fine of \$100-\$500
Possession of alcohol by a minor		Fine of \$25-\$200		A fine of \$100-\$500
Penalties Under Federal Law				
Offense/Authority		Minimum Punishment		Maximum Punishment
Manufacture, distribution, or dispensing drugs (including marijuana)		Imprisonment term not to exceed 1 year and minimum fine of \$1,000		Life imprisonment without release (not eligible for parole) and a fine of \$800,000 (for an individual) to \$20,000,000 (other than individual)
Possession of drugs (including marijuana)		Imprisonment for not less than 1 year and a fine of not more than \$1,000		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
Operation of a Common Carrier under the influence of alcohol or drugs		Imprisonment for not less than 1 year		Imprisonment for up to 15 years, and a fine not to exceed \$250,000
Federal Tracking Penalties				
Drug/Schedule	Quantity	Penalties	Quantity	Penalties
Cocaine (Schedule II)	50-4999 gm mixture	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.	5 kg < mixture	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.
Cocaine Base (Schedule II)	28-279 gm mixture		280 gm < mixture	
Fentanyl (Schedule II)	40-399 gm mixture		400 gm < mixture	
Fentanyl Analogue (Schedule I)	10-99 gm mixture		100gm < mixture	

Heroin (Schedule I)	100-999 gm mixture	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.	1 kg< mixture	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.
LSD (Schedule I)	1-9 gm mixture		10 gm< mixture	
Methamphetamine (Schedule II)	5-49 gm pure or 50-499 gm mixture		50 gm< pure or 500 gm< mixture	2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
PCP (Schedule II)	10-99 gm pure or 100-999 gm mixture		100 gm< pure or 1 kg< mixture	

Associated Health Risks and Effects of Alcohol and Drugs, (NIH, Updated 2020)

Alcohol (Ethyl Alcohol)		
Found in beer, wine,and liquor	Administration	Immediate Effects
	Swallowed	<i>In low doses:</i> euphoria, mild stimulation, relaxation, and lowered inhibitions. <i>In higher doses:</i> drowsiness, slurred speech, nausea, emotional volatility, lossof coordination, visual distortions, impaired memory, sexual dysfunction, and loss of consciousness.
Health Risks	Increased risk of injuries, violence, fetal damage (in pregnant women), depression, neurologicdeficits, hypertension, liver and heart disease, addiction, and fatal overdose	
Marijuana		
Other Names	Administration	Immediate Effects
Blunt, dope, ganja, grass, herb, joint, bud, Mary Jane, pot, reefer, green, trees, smoke, skunk, weed, edibles, mota, hierba	Smoked, Vaped or Swallowed	Enhanced sensory perception and euphoria followed by drowsiness/relaxation; slowed reaction time; problems with balance and coordination; increased heart rate and appetite. THC vaping products mixed with the filler Vitamin E acetate (and possibly other chemicals) has led to serious lung illnesses and deaths.
Health Risks	Panic attacks, psychosis, cough, frequent respiratory infections, possible mental health decline, and addiction	
Nicotine		
Other Names	Administration	Immediate Effects
Found in cigarettes,cigars, bidis, and smokeless tobacco	Smoked, Snorted, Chewed, Vaped	Mild euphoria and relaxation. Increased blood pressure, breathing,and heart rate. Vaping products: Some are mixed with the filler Vitamin E acetate and other chemicals, leading to serious lung illnesses and deaths.
Health Risks	Greatly increased risk of cancer, especially lung cancer when smoked and oral cancers whenchewed. Chronic bronchitis, emphysema, heart disease, cataracts, and pneumonia.	
Fentanyl		
Other Names	Administration	Immediate Effects
Fent, Fenty, Apache, King Ivory, Blue diamond, snowflake, tango and cash, murder 8	Swallowed, snorted smoked, injected, transdermal patch	Feelings of exhilaration, drowsiness, nausea, confusion, constipation, sedation, problems breathing, unconsciousness.

Health Risks	Paranoia, violent behavior, psychosis, weight loss, insomnia, cardiovascular complications, stroke, seizures, brain damage, addiction, overdose, and death.	
Xylazine		
Other Names	Administration	Immediate Effects
Tranq, Tranq dope, Zombie	Injected, smoked, or snorted	Euphoria, sedation, difficulty breathing, low blood pressure, slow heart rate
Health Risks	Skin ulcers, abscesses, stroke, seizures, brain damage, addiction, amnesia, overdose, and death.	
Inhalants		
Other Names	Administration	Immediate Effects
Solvents: paint thinners, gasoline, andglues 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
Health Risks	Depression, memory impairment, sudden death, and damage to cardiovascular and nervoussystem	
Amphetamine		
Other Names	Administration	Immediate Effects
Biphetamine, Dexedrine: bennies, black beauties, crosses, hearts, LA turnaround, speed, truck drivers, uppers	Swallowed, snorted, smoked, or injected	Feelings of exhilaration, increased energy, mental alertness, tremors, reduced appetite, irritability, anxiety, panic, and increased heart rate, bloodpressure, body temperature, and metabolism
Health Risks	Paranoia, violent behavior, psychosis, nasal damage from snorting, weight loss, insomnia, cardiacor cardiovascular complications, stroke, seizures, and addiction	
Methamphetamine		
Other Names	Administration	Immediate Effects
Desoxyn: meth, ice, crank, chalk, crystal,fire, glass, go fast, speed	Swallowed, snorted, smoked, or injected	Feelings of exhilaration, increased energy, mental alertness, tremors, reduced appetite, irritability, anxiety, panic, and increased heart rate, bloodpressure, body temperature, and metabolism
Health Risks	Paranoia, violent behavior, psychosis, nasal damage from snorting, severe dental problems, weightloss, insomnia, cardiac or cardiovascular complications, stroke, seizures, and addiction	
Heroin		
Other Names	Administration	Immediate Effects

Diacetylmorphine: smack, horse, brown sugar, dope, H, junk, skag, skunk, white horse, China white, and cheese (with OTC cold medicine and antihistamine)	Injected, smoked, or snorted	Euphoria, drowsiness, impaired coordination, dizziness, confusion, nausea, sedation, feeling of heaviness in the body, slowed or arrested breathing, and constipation	
Health Risks	Endocarditis, hepatitis, HIV, addiction, and fatal overdose		
Anabolic Steroids			
Other Names	Administration	Immediate Effects	
Anadrol, Oxandrin, Durabolin, Depo- Testosterone Equipoise: roids, juice, gym candy, and pumpers	Injected, swallowed, or applied to skin	Builds muscles and improves athletic performance. Acne and no intoxication effects.	
Health Risks	Hostility, aggression, hypertension, blood clotting, cholesterol changes, and liver cysts <i>In adolescents:</i> premature stoppage of growth <i>In males:</i> prostate cancer, reduced sperm production, shrunk testicles, and breast enlargement <i>In females:</i> menstrual irregularities and development of beard and other masculine characteristics		
Ketamine			
Other Names	Administration	Immediate Effects	
Ketalar SV: Cat Valium,K, Special K, and Vitamin K	Injected, smoked, or snorted	Anxiety, tremors, numbness, memory loss, nausea, feelings of being separate from one’s body and environment, impaired motor function, andanalgesia	
Health Risks	Impaired memory, delirium, death, respiratory depression, and arrest		
Cocaine			
Other Names	Administration	Immediate Effects	
Cocaine hydrochloride:blow, bump, C, candy, Charlie, coke, crack, flake, rock, snow, toot, base, <i>pase</i> , <i>perrico</i> , and <i>hielo</i>	Smoked, snorted, or injected	Feelings of exhilaration, increased energy, mental alertness, reduced appetite, irritability, weight loss, insomnia, and increased heart rate, bloodpressure, body temperature, and metabolism	
Health Risks	Tremors, cardiac or cardiovascular complications, anxiety, panic, paranoia, violent behavior, psychosis, nasal damage from snorting, stroke, seizures, and addiction		
Designer Drugs			
Name	Other Names	Administration	Effects and Health Risks
MDMA	Ecstasy, Adam, clarity,Eve, lover’s speed, Molly, X, peace, and uppers	Swallowed or snorted	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.

Synthetic Cathinones	Bath Salts, Bloom, Cloud Nine, Cosmic Blast, Flakka, Ivory Wave, Lunar Wave, Scarface, Vanilla Sky, and White Lightning	Swallowed, snorted, or injected	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.
Synthetic Cannabinoids	K2, Spice, Black Mamba, Bliss, Bombay Blue, Fake Weed, Fire, Genie, Moon Rocks, Skunk, Smacked, Yucatan, and Zohai	Smoked or swallowed (brewed as tea)	Increased heart rate, vomiting, agitation, confusion, hallucinations, anxiety, paranoia, heart attack, increased blood pressure, and reduced blood supply to the heart

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 aid 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.

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

Jack Staggs Counseling Clinic. The Clinic is a training facility for Masters and Doctoral level students who are enrolled in a counselor education program at Sam Houston State University. Counselor education faculty supervise all counseling sessions provided by counselors-in-training. The Counseling Clinic offers counseling services to students and to the community.

Services Offered:

- Adolescent Counseling
- Couple Counseling
- Family Counseling
- Group Counseling
- Individual Counseling
- Play Therapy
- Sand Tray Therapy

There are two locations for services located at the Huntsville Main Campus, adjacent to the College of Education and in Conroe at The Woodlands Campus. To schedule an appointment or receive more information please visit their website.

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.

SHSU Student Wellness. The Student Wellness office serves to educate and inform the SHSU community about health and well-being. Student Wellness works proactively with the Student Health Center and continuously has events, programs, and tabling events where students can get information on drugs and alcohol. In addition, we provide education to residence halls, student organizations, and classes on the dangers of alcohol and drug abuse and tips on responsible alcohol use.

Timely Care- SHSU Counseling Center is now partnered with Timely Care to deliver a new virtual health and well-being platform for students. Through either a mobile app or your desktop, Timely Care provides 24/7 access to virtual care at no cost.

Whether you're feeling anxious or overwhelmed, you can talk to a licensed provider to get the care you need via phone or secure video visits.

What services are available?

- TalkNow - 24/7, on-demand emotional support.
- Scheduled Counseling - Select the day, time, and mental health provider of your choice. (9 visits per year)
- Health Coaching - Support for developing healthy behaviors.
- Psychiatry - Advanced mental health care, available upon counseling center referral.
- Basic Needs Support - Get connected to low or reduced-cost community resources.
- Self-Care Content - Yoga and meditation sessions and group conversations with our providers on a variety of health and well-being topics.

VICTIM NOTIFICATION FOR CRIME VICTIMS

Your Rights as a Victim

The Texas Constitution provides victims of crime with the right, upon their request, to receive notice about court proceedings and the conviction, sentence, imprisonment, and release of the accused.

A victim of crime is defined by Chapter 56 of the Code of Criminal Procedure, as (1) someone who is the victim of sexual assault, kidnapping or aggravated robbery, trafficking of persons, or injury to a child, elderly individual or disabled individual or who has suffered bodily injury or death because of the criminal conduct of another; (2) the close relative spouse, parent, adult brother, or sister, or child) of a deceased victim; or (3) the guardian of a victim.

The law also applies to victims of juvenile crime, including victims who suffer property loss. The State of

Texas intends that victim of violent crimes receive the following safeguards, assurances, and considerations: The Texas Constitution (Article I, Section 30) provides victims of violent crimes with the right, upon their request, to receive notice about court proceedings and the conviction, sentence, imprisonment, and release of the accused. For more information about victim rights notification, visit <https://texasattorneygeneral.gov/cvs/victim-notification> or call VINE 24-hour- information on jail status and court events: 1-877-894-8463.

The Texas State University System 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 such institution 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 purpose of this paragraph.

08 Access & Security

CAMPUS FACILITIES SECURITY & ACCESS

During normal business hours the administrative and academic facilities at SHSU are open and accessible to students, staff, faculty, and visitors of the University. After normal business hours and during breaks, these facilities are locked and only accessible to authorized individuals. SHSU police officers conduct routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances.

General operating hours for the campus are 8:00 am to 5:00 pm Monday through Friday. It is the policy of the University that other than during normal working hours, all buildings shall be locked unless a scheduled program or activity is in progress. All buildings, offices, and classrooms are to be locked when they are not occupied.

Access to facilities, outside of normal business hours and operations, is approved by the requestor's department chair, dean, and or vice president. This information is then sent to Facilities for proper access to be granted to the requested building and/or office.

RESIDENCE FACILITIES ACCESS

The Department of Residence Life offers increased security through the use of the Bearkat OneCard system. All residence halls are equipped with exterior door card access. White Hall only has card access for its lobby and Bearkat Village only has card access for the club room and laundry rooms. Exterior doors are locked 24 hours a day after move-in. Each of the main doors is equipped with a card reader. Sliding the magnetic stripe on the back of the ID card will give access to the assigned hall. Only the residents of your hall are coded for access to your hall; therefore, it is important not to admit non-residents without an escort. This system offers better security because once a lost card is reported, the ID card can be quickly deactivated so that no one else can use it. Some other features of this system and related security policies are:

1. Should any card be used in a reader that is not authorized to access that particular hall, the system will identify the ID number, record the unauthorized attempt, and deny access.
2. Should there ever be a power outage, back-up batteries will allow the system to continue to operate for a limited time.
3. Contact hall/apartment staff if a temporary hall entry card is needed.
4. Guests should contact their host and must be escorted within the hall by their host.
5. Damages to a card reader can be assessed to an individual or group-billed.

Typically, during the check-in process at the beginning of each semester, the exterior doors will be unlocked within certain time periods to assist with students moving in.

A lost Bearkat OneCard requires immediate action due to building security, personal identification, as well as potential meal plan and money theft. Report lost cards immediately to staff and the Bearkat OneCard Office.

Based on separate policies and procedures for both SHSU Residence Life and SHSU PD, Housing staff and SHSU PD officers monitor security in the residential facilities and encourage building residents to report suspicious or unusual activity. If an emergency, call UPD at 936 294-1000, or dial 911. Non-emergency is 936 294-1800.

Additional information regarding FAQs (Card Access) can be found in the Resident Life Student Handbook 2023-2024.

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. In addition to Officers making these checks, both Residence Life and Facilities do periodic checks throughout the year as part of their day-to-day operations. 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. Repairs are completed when a request is made for repair through the FAMIS system for any exterior lighting attached to residential halls. For attached lighting, work orders are completed through Star Rez. FAMIS and Star Rez 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.

09 Programs & Outreach

SECURITY, SAFETY AWARENESS AND CRIME PREVENTION PROGRAMMING

All SHSU crime prevention and security awareness programs encourage students, staff, faculty, and visitors to be responsible for their own safety and security for and safety/security of others. One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of the Sam Houston State University to inform students of good crime prevention and security awareness practices. Presentations are scheduled based on requests from students, faculty, staff, and student organizations.

The University Police Department's CORE group provides several presentations to continually improve the safety on the Sam Houston State University campus. Officers normally engage in an "open forum" style discussion with participants and may provide relative, personal, past experiences. Following each presentation, participants will be given the opportunity for questions and answers.

The following is a list of topics our CORE team covers during our individual programs. The programs typically last 30 minutes to one hour, with ample time at the end of the program for question-and-answer sessions. If you have a topic for a presentation that is not listed, please contact us via email to discuss adding it to CORE's routine presentations. Please note: officers are volunteering their personal time to conduct presentations. In the event you need to cancel, please do so 48 hours in advance. If you have any questions, please contact our community outreach team at police@shsu.edu.

During the 2022-2023 academic year, SHSU offered approximately 45 crime prevention and security awareness programs through the University Police Department. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year. Below is a list of trainings that are available for academic year 23-24. They can be requested by contacting our community outreach team by completing the Request Program Presentation form found here: [Awareness Program Request Form](#)

Awareness Programs Available for Request-

Alcohol & Drug Abuse Awareness and Prevention - (Ongoing/Upon Request)

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.

Bystander Intervention -- (Ongoing/Upon Request)

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 also an individual's rights and laws.

Civilian Response to Active Shooter Events (C.R.A.S.E.) - (Ongoing/Upon Request)

This presentation is designed and built on the "Avoid, Deny, Defend" strategy developed by the Advanced Law Enforcement Rapid Response Training (ALERRT). 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.

Domestic Violence Awareness - (Ongoing/Upon Request)

Learn various awareness, prevention, and intervention techniques regarding Domestic Violence, Dating Violence, and/or Roommate Violence. Participants will learn how to recognize violence and how to utilize different prevention strategies and intervention techniques to combat domestic violence. Officers will discuss the state and federal laws and share safety awareness tips related to domestic violence. Additionally, various assistance resources will be discussed, with informational pamphlets handed out for further discussion amongst participants.

Identity Theft Awareness Prevention - (Ongoing/Upon Request)

Most victims of identity theft become victims because they are not aware of the methods criminals use to gather information. Participants will gain awareness of the dangers of identity theft by learning about the various styles of identity theft, including but not limited to scams, data breaches, and phishing. Participants will learn about various strategies to protect their personal information and help prevent becoming a victim to identity theft.

Interacting with Law Enforcement - (Ongoing/Upon Request)

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 also an individual's rights and laws.

Robbery Awareness and Prevention- (Ongoing/Upon Request)

This presentation provides information related to robbery in businesses or office buildings, with participants learning different strategies to assist with preventing robberies within their work environments. Techniques taught by officers include information related to Crime Prevention through Environmental Design (CPTED) and response strategies utilized by law enforcement officials and civilians. Participants will be given additional safety information to raise their awareness of their surroundings and ways that they can further prevent robberies in their offices.

Sexual Assault Awareness - (Ongoing/Upon Request)

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.

Situational Awareness- (Ongoing/Upon Request)

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.

Stalking Awareness and Prevention- (Ongoing/Upon Request)

Stalking is a terrifying invasion of an individual's sense of security and of their personal safety. This presentation provides awareness, prevention, and intervention techniques, with participants learning how to properly record and report incidents and recognize stalking behaviors. Officers will outline prevention strategies, safety awareness tips, and related laws so that all participants know how to best protect themselves.

Travel (Spring Break/Summer) Safety- (Ongoing/Upon Request)

Traveling to new environments for spring break and summer can be an exciting time, but it is important to keep vigilant regarding your personal safety. Participants will learn about keeping their property safe while traveling, and officers will discuss how to make responsible decisions related to alcohol and drug use.

Workplace Violence Awareness and Prevention- (Ongoing/Upon Request)

Participants will learn various techniques to protect themselves within the workplace. Learn how to recognize behavior before it can escalate to a potentially violent situation. Topics will include prevention strategies, intervention techniques, and safety awareness tips to stay safe while working in close environments.

Public Safety Orientation for Parents and Students - (Ongoing/Upon Request)

SHSU Public Safety Services and program offerings made available to both the parents and students, including security escort services, parking assistance, and information about reporting crimes and response to timely Warnings and Emergency Notifications. *Virtual Option

Public Safety Orientation for Parents - (Ongoing/Upon Request)

SHSU Public Safety Services and program offerings made available to both the parents and students, including security escort services, parking assistance, and information about reporting crimes and response to timely. These presentations are typically held during the summer for New Student Orientation. *Virtual Option

Warnings and Emergency Notifications - (Ongoing/Upon Request)

Additional information concerning strategies for parents involved with communication and recognition of possible warning signs of trauma or unfavorable activities, and best practices to express support of their children.

Stop the Bleed- (Ongoing/Upon Request)

Stop the Bleed is a national awareness campaign and call-to-action. Stop the Bleed is intended to foster and encourage bystanders to become trained, equipped, and empowered to help in a bleeding emergency before

professional help arrives.

Until Help Arrives – (Ongoing/Upon Request)

Life-threatening emergencies can happen fast and emergency responders aren't always nearby. You may be able to save a life by taking simple actions immediately. You Are the Help Until Help Arrives.

ALICE- Alice Active Shooter Response- (Upon Request)

Life-threatening emergencies can happen fast and emergency responders aren't always nearby. You may be able to save a life by taking simple actions immediately. You Are the Help Until Help Arrives.

CERT- Campus Community Emergency Response Training (C-Cert)- (Ongoing/Upon Request)

The Community Emergency Response Team (CERT) program educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. You will also receive campus specific information. This training program includes a certification that can be used nationwide.

Kat Safety Bash- (held annually)

This is an annual event with community partners will host, demonstrations and present displays that simulate real-life situations for students and community members. These demonstrations range from K9 bomb detection to mock dorm room fire demonstration, with other engaging displays. Topics covered will include fire safety, alcohol/drug abuse awareness, sexual assault/domestic violence awareness, seatbelt and vehicle safety, interactions with law enforcement and community public safety involvement (CERT, Blood Donation, etc.), weapons safety, and more.

HEALTH

The Office of Student Wellness operates within the SHSU Student Health Center under the direction of the Executive Director of Health and Wellbeing 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: Recreational Sports Center

Address: 801 Bowers Blvd., Suite 115 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.

A complete description of these topics, as provided in the University’s annual notification to students and employees, is available online at: <https://www.shsu.edu/dept/student-health-center/health-promotion/>

Mass Email Notification

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

Additionally, Human Resources sends out an annual Drug-Free Campus and Workplace email at the beginning of the fall semester.

Texas Online Alcohol Awareness & SHARP Program.

Students who are mandated to complete the Texas State alcohol education program by a judge for alcohol policy violations (e.g., minor in possession or public intoxication) are provided the option to complete the Texas Online Alcohol Awareness program or The Sam Houston Alcohol Referral Program (SHARP). Both programs are 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.

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. In addition, KIN 2115 students are encouraged to attend Student Wellness's Fall/Spring into Health Fair, where students can receive more information about how to support their own health and wellness.

BYSTANDER INTERVENTION

SHSU provides numerous avenues to be aware of the part you can play in intervention and prevention of Sexual Harassment within programs as listed above. Bystander Intervention strategies can work in many areas of bias and discrimination as well.

Bystander Intervention

Bystanders are individuals who observe or witness the conditions that perpetuate violence. They are

not directly involved but have the choice to intervene, speak up, or report.

Bystander intervention actions includes:

- Pay Attention
Be alert to things that make you feel uncomfortable. Keep an eye on anything that's worrying. Don't ignore the 'little' stuff.
 - Signs of sexual pressure, unwanted attention, or disrespect.
 - Someone who is way too drunk.
 - Worried looks.
 - Anyone who seems scared or confused.
- Decide
Should someone intervene?
 - Is the situation heading in a bad direction?
 - Does someone need help? If you can, check in with whomever you are aiming to help but if you can't, trust your instincts.
- Make a Plan
Fit your intervention to the situation. Be creative and strategic.
 - Who's in the best position to act? Call on friends, allies, hosts, authority figures- or do something yourself.
 - When's the best moment? Now? Later? Do you need time to plan or to organize either?
- Make it Happen
Stay calm. Follow your plan. Be Ready to get help if you need it.
 - Look for allies. Be alert for others trying to help, too.
 - Start by using the lightest touch you can.
 - Act even if you feel awkward or nervous.

If you think intervention may lead to violence, back away and call UPD at 936 294-1000 or 911.

Techniques-

- **Think small.** Small interventions can be the most effective. Use humor and creativity. Act early. Act often.
- **Offer help.** Signal your concern and willingness to act. It's okay if you are turned down at first or altogether. Simply offering to help changes the dynamics.
- **De-Escalate.** Be calm and respectful. Shift the focus away from the problem.
- **Think big.** Most interventions are small. But some problems are so deeply entrenched that they require sustained action. Find allies and make plans.

- **Disrupt the situation.** Intrude. Make a joke. Change the topic. Spill something. Be a third wheel.
- **Make space.** Separate the person at risk from the source of danger. Set some alternative plan in motion, or create a diversion.
- **Name the problem.** Acknowledging that things aren't right can go a long way.
- **Slow things down.** Give people time to extricate themselves if that's what they want.
- **Be safe.** If you think you are in danger, step back and get help.

ADMINISTRATIVE REQUIREMENTS - PREVENTION AND OUTREACH

Excerpt from TSUS Sexual Misconduct Policy & Procedures

10. Administrative Requirements

10.1. Component Website Requirements. A Component shall create and maintain a web page dedicated solely to this Policy.

10.1.1. The web page shall be easily accessible through a clearly identifiable link on the Component's internet website home page.

10.1.2. The Component's internet website home page shall contain a clearly identifiable link to enable an individual to make an anonymous Report of an incident of Sexual Misconduct.

10.2. Comprehensive Prevention & Outreach Program. Components shall distribute the sexual misconduct policy to all students, faculty, and staff annually. Each Component shall develop and implement a comprehensive prevention and outreach program on Sexual Misconduct. The comprehensive prevention and outreach program must address a range of strategies to prevent Sexual Misconduct. The program must also include a victim empowerment program, a public awareness campaign, primary prevention, bystander intervention and risk reduction strategies. The Component will engage in the risk reduction strategies outlined below to limit the risk of Sexual Misconduct for the campus community.

10.2.1. Primary Prevention Training. Primary prevention training programs shall be designed to promote awareness of sexual offenses, and to incorporate risk reduction strategies to enable community members to take a role in preventing and interrupting incidents of Sexual Misconduct.

10.2.1.1. The Component training will be based upon research and will be assessed periodically for effectiveness.

10.2.1.2. Specifically, training will include:

10.2.1.2.1. definitions of Sexual Misconduct offenses which are prohibited by the Component, as defined by applicable law;

10.2.1.2.2. definition of consent as defined by Texas law;

10.2.1.2.3. awareness and prevention of rape, acquaintance Rape, Sexual Harassment, Domestic Violence, Dating Violence, Sexual Assault, and Stalking;

10.2.1.2.4. risk reduction, such as recognition of warning signs of possible Sexual Misconduct, situational awareness, and safety planning;

10.2.1.2.5. bystander intervention, to encourage identification of situations that might lead to Sexual Misconduct, and promote safe intervention as a means to prevent the misconduct (bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene);

10.2.1.2.6. options for reporting Sexual Misconduct and the confidentiality that may attach to such reporting;

10.2.1.2.7. the grievance process for Sexual Misconduct, as described in this Policy;

10.2.1.2.8. procedures for accessing possible Sanctions for Sexual Misconduct, as described in this Policy;

10.2.1.2.9. campus and community resources available to Complainants or Respondents;

10.2.1.2.10. interim safety measures available for Complainants; and,

10.2.1.2.11. descriptions of additional and ongoing Sexual Misconduct prevention and awareness campaigns and training.

10.2.1.3. Each entering freshman and undergraduate transfer Student, and new employees shall attend an orientation regarding Sexual Misconduct and the Sexual Misconduct Policy during the first semester or term of enrollment or employment. The Component shall establish the format and content of the orientation, which may be provided online. The orientation must include the name, office location, and contact information of the Component's Title IX Coordinator. The orientation must contain a statement regarding:

10.2.1.3.1. the importance of a victim of Sexual Harassment, Sexual Assault, Dating Violence, or Stalking going to a hospital for treatment and preservation of evidence, if applicable, as soon as practicable after the incident;

10.2.1.3.2. the right of a victim of Sexual Harassment, Sexual Assault, Dating Violence, or Stalking to report the incident to the Component and to receive a prompt and equitable resolution of the Report; and,

10.2.1.3.3. the right of a victim of a crime to choose whether to report the crime to law enforcement, to be assisted by the institution in reporting the crime to law enforcement, or to decline to report the crime to law enforcement.

10.2.2. Ongoing Sexual Misconduct Education. The Component's commitment to raising awareness of the dangers of Sexual Misconduct shall include ongoing education.

10.2.2.1. Ongoing education must include:

10.2.2.1.1. the same information as the primary training;

10.2.2.1.2. the name, office location and contact information of the Component's Title IX Coordinator, provided to Students by email at the beginning of each semester;

10.2.2.1.3. include a public awareness campaign; and,

10.2.2.1.4. include a victim empowerment program.

10.2.2.2. Ongoing education may include, but is not limited to:

10.2.2.2.1. annual training, lectures by faculty, staff, mental health professionals, and/or trained non-Component personnel;

10.2.2.2.2. dissemination of informational materials regarding the awareness and prevention of Sexual Misconduct; and,

10.2.2.2.3. event programming, both campus-wide, and coordinated with and delivered to individual groups on campus.

10.2.3. Training of Title IX Personnel. Title IX personnel includes Title IX Coordinators, Deputy Coordinators, investigators, Decision Makers, and facilitators of informal resolution processes.

10.2.3.1. All Title IX personnel shall receive training each academic year including:

10.2.3.1.1. knowledge of offenses, including specific definitions of Sexual Misconduct offenses which are prohibited by the Component as defined by applicable law;

10.2.3.1.2. the scope of the Component's Education Programs and Activities, in

order to identify situations that require a response under Title IX; and,

10.2.3.1.3. investigatory procedures, due process, and Component Policy and procedures related to Sexual Misconduct.

10.2.3.2. All Title IX personnel shall receive training in the following areas:

10.2.3.2.1. how to conduct an investigation and grievance process, including hearings, appeals, and informal resolution processes; and,

10.2.3.2.2. how to serve impartially, including avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

10.2.3.3. Investigators shall receive training on issues of relevance to create an investigative Report that fairly summarizes relevant evidence.

10.2.3.4. Decision Makers shall receive the following training:

10.2.3.4.1. the use of technology to be used in a live hearing, to be received prior to that hearing; and,

10.2.3.4.2. issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant.

10.2.3.5. Materials used in training of Title IX Personnel must not rely on sex stereotypes and must promote impartial investigations and adjudications of Formal Complaints of sexual harassment.

10.2.4. Trauma-Informed Investigation Training. Each peace officer employed by a Component shall complete training on trauma-informed investigation into allegations of Sexual Harassment, Sexual Assault, Dating Violence, and Stalking.

10.2.5. Posting of Training Materials. All materials used to train Title IX personnel as described in Section 10.2.3 must be made publicly available on the Component's website. This requirement applies regardless of whether materials were created by or procured by the Component.

10.2.6. Memoranda of Understanding Required. To facilitate effective communication and coordination regarding allegations of Sexual Harassment, Sexual Assault, Dating Violence, and Stalking a Component shall enter into a memorandum of understanding with one or more:

10.2.6.1. local law enforcement agencies;

10.2.6.2. sexual harassment, Sexual Assault, Dating Violence, or Stalking advocacy groups; and,

10.2.6.3. hospitals or other medical resource providers.

PRIMARY PREVENTION AND AWARENESS PROGRAMS

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. **Every incoming student, including undergraduate transfer students, and new employee 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.

Get Inclusive 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.

Requirements for 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 includes information about sexual violence, consent and bystander intervention.

Requirements for Employees

Faculty and staff members are required to complete the online SHSU Sexual Misconduct Employee Training within 30 days of their hire date. This training includes definitions defined in the TSUS Sexual Misconduct Policy, Responsible Employee/Mandatory Reporter requirements and procedures for

victims. At the end of this training an assessment is given and the employee must sign and acknowledgement of their responsibility as a Mandatory Reporter.

Requirements for Title IX Staff

All Title IX personnel shall receive training each academic year. The Annual Title IX training is presented by the TSUS Office of General Counsel. This training includes federal regulations, updates and changes related to Sexual Harassment, Sexual Assault, Dating Violence and Stalking. Case studies are shared, in addition to investigative procedures/guidance and adjudication processes.

Awareness Campaign and Programs

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

- Employee Mandatory Reporter Training
- Sexual Assault Awareness Month
- Sex in the Dark
- Let's Talk About Consent
- Painting with a Purpose Event
- Human Sex Trafficking Survivor Panel
- Dating App Safety-Health Huts and Peer Health Ambassador Group
- Denim Day Stories
- Take Back the Night
- Steal for Teal Baseball and Softball Program
- Kat Safety Bash

Students, faculty, or staff may also request specialized presentations for groups and organizations. Specifically, the University offered the following **primary prevention and awareness programs** for all **incoming students** in 2022:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Title IX	Ongoing	Online	SA, DoV, DaV, S, C

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The University offered the following **primary prevention and awareness programs** for all **new employees** in 2022:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Title IX	Ongoing	Online	SA, DoV, DaV, S, C

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

Ongoing Sexual Misconduct Training

The component's commitment to raising awareness of the dangers of sexual misconduct includes offering ongoing education in the form of annual trainings/awareness. Ongoing awareness may include dissemination of informational materials regarding the awareness and prevention of sexual misconduct.

- Programming, such as Let's Talk About Consent, Sexual Assault Awareness Month, Mandatory Employee Training and Take Back the Night and the materials used to promote these activities.
- Programming delivered to individual groups on campus (e.g., all student athletes, Greek Life organizations and new student orientations)
- Annual Title IX Coordinator and Investigator Training
- Annual Hearing Board and Appellate Authority Training
- Annual Title IX/Sexual Misconduct training for Residence Life Staff (Hall Directors and Resident Assistants)
- Annual Title IX/Sexual Misconduct Awareness Training for Special Populations
 - Athletics
 - Fraternity & Sorority Life
 - Student Organization Advisors
 - Orientation Leaders
 - ROTC
 - Campus Recreation
 - Graduate & Undergraduate Instructor Academy

Websites containing information and resources <http://www.shsu.edu/titleix/>
<http://www.shsu.edu/katsafe/sexual-assault.html>

The University offered the following **ongoing awareness and prevention programs** for **students and employees** in 2022:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Alcohol and Drug Abuse: Awareness and Prevention	Ongoing	Various Locations on Campus	SA, C
Domestic Violence Abuse	Ongoing	Various Locations on Campus	SA, DoV, DaV, S, C
Situational Awareness	Ongoing	Various Locations on	SA

		Campus	
Stalking Awareness and Prevention	Ongoing	Various Locations on Campus	SA, S, C
Travel (Sprint Break/Summer) Safety	Ongoing	Various Locations on Campus	SA, S, C
Title IX	Ongoing	Various	SA, DoV, DaV, S, C
Title IX Hosted Drugs/Alcohol Impact	Requested	Various	SA, C
Consent Training	Requested	On Campus	C

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

SEX OFFENDER REGISTRATION –

CAMPUS SEX CRIMES PREVENTION ACT MEGAN’S LAW (COMMONLY KNOWN AS THE ADAM WALSH CHILD PROTECTION AND SAFETY ACT OF 2006) The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. In Texas, convicted sex offenders must register with the Texas Department of Public Safety (TxDPS). This information can be found on the TxDPS website at <https://www.dps.texas.gov/section/crime-records-service/texas-sex-offender-registration-program>

Additionally, information can be found on UPD’s website: [Registered Sex Offenders | University Police Department | Department of Public Safety | Sam Houston State University \(shsu.edu\)](#)

10 Emergency Response & Evacuation Procedures

Emergency Response and Evacuation Procedures are located at

<https://www.shsu.edu/katsafe/evacuation.html>

TESTING EMERGENCY RESPONSE

SHSU maintains an Emergency Response Basic Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

SHSU units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans. Emergencies occurring on campus should be reported to (936) 294-1000 or dial 911, and calls will be responded to then transferred.

In conjunction with other emergency agencies, such as the State of Texas Department of Emergency Management, Walker County Department of Emergency Management, City of Huntsville Emergency Management, SHSU conducts emergency response drills and exercises each year such as tabletop exercises and/or field exercises. Though this test may be on one campus per year the coordination will include representatives from all campuses. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Tests of the emergency notification systems on campus, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution and are tested monthly except for when the University is closed for holidays or between semesters.

Each test is documented by procedure by the departments involved, and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. All testing conducted in 2022 was announced.

Additionally, Emergency Management is responsible for annually publicizing emergency response and evacuation procedures to the campus community in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act. This primarily occurs through via email “blast” sent to employees and students.

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/prepare-for-emergencies.html> .

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.

The website above highlights the information available on the KatSafe website and phone/tablet application that includes text and video instructions.

As part of announced combined emergency management exercises, SHSU Emergency Management will annually send a notification to the SHSU community through a campus-wide email, directing students, faculty, and staff to visit the Katsafe site (referenced above) where all the evacuation and response information is held that meets the requirements of the Higher Education Opportunity Act (HEOA).

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

All buildings for SHSU on-campus properties, through the Building Liaison program by SHSU policy FO-FM-61 (through Finance-Operations and Facilities Management), have received training.

EMERGENCY 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/> .

Also found on the evacuation website is the generalized evacuation video also produced by SHSU.

All buildings for SHSU on-campus properties, through the Building Liaison program by policy (through Finance-Operations and Facilities Management), have received training.

In the event of a fire, the university expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the Sam Houston State University UPD. Students and/or staff are informed where to relocate to by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, Sam Houston State University policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting

or suppression activity as this is inherently dangerous and each community member's only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

Residence Life paraphrased evacuation procedures found under the direction of Federal Law (HEOA) can be found under Chapter 11 of this report.

You are responsible for your safety! During an emergency, do not rely on an alarm or an alert. For certain emergencies, such as an active shooter, bomb threat, or natural gas leak, fire alarms or strobe lights may not be used to signal an evacuation and rely on verbal directions. When the fire alarm system is activated, occupants **MUST** evacuate the building, closing doors behind and reassemble at the designated location(s) required under SHSU policy and procedure as found in both Emergency Management planning and in the Residence Life Guidelines. The designated sites may change due to environmental conditions. Pay attention to directions from UPD Officers or other first responders.

SHELTER-IN-PLACE PROCEDURES

What it Means to “Shelter-in-Place”

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

Basic “Shelter-in-Place” Guidance

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

How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, SHSU PD, Housing Staff members, other University employees, Local Police Department, or other authorities utilizing the University's emergency communications tools.

How to “Shelter-in-Place”

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

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
 - An interior room;

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

Always treat alarms as if they are real, protecting yourself and others.

In the event of a fire, or the fire alarm is activated, SHSU expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 or the SHSU PD at 936 294-1000.

Shelter-in-Place for 1- or 2-Story Building May have an attic and/or basement

Active Shooter
Run, Hide, Fight.
What to do: Run away from shooter. Call 911 if safe to do so. Hide if you cannot get away safely. Silence electronic devices. Lock and block doors, close blinds, turn off lights. Fight as a last resort.
How long to stay: If you are not able to run to safety, stay in place until law enforcement gives you notice that the danger is over.

Hurricane (High Wind, Flooding, Storm Surge)
Shelter-in-Place: For high wind go to a windowless room on the lowest level. For flooding go as high as possible but not into the attic.
What to do: For high wind, go to a small, interior, windowless room in the lowest level.
How long to stay: Stay inside until local authorities provide other instructions.

Thunderstorm
Shelter-in-Place: Stay inside.
What to do: Pay attention to weather reports. Be ready to change plans if necessary. Unplug appliances, avoid using running water or landline phones.
How long to stay: For the length of the storm.

Winter Storm
Shelter-in-Place: Stay inside. Limit time outside.
What to do: Avoid carbon monoxide poisoning by using generators and grills ONLY outdoors, 20 feet from the house and away from windows. Never heat a building with a gas stove top or oven.
How long to stay: For the length of the storm.

Pandemic
Shelter-in-Place: Stay Home. Minimize access to your home from anyone not isolating with you.
What to do: Reduce trips outside to only essential requirements. Clean surfaces often with disinfectant. Wash hands for 20 seconds frequently with soap. Avoid touching your eyes, nose, or mouth. Gather supplies in case you need to stay home for several days or weeks.
How long to stay: As advised by local public health officials.

Chemical Hazard
Shelter-in-Place: Stay inside and seal the room. Use duct tape and plastic sheeting to seal around the windows and doors.
What to do: Lock all doors and windows. Drink stored water, not water from the tap. Turn off the air conditioner, furnace, and fans. Close the fireplace damper and seal off any other place where air may come in from outside.
How long to stay: Should not last longer than a few hours. Listen to authorities to know when it is safe to leave.


Flooding
Shelter-in-Place: If the floodwaters rise to a dangerous level, get on the roof if possible and call 911.
What to do: Listen for current emergency information and instructions. Use a generator or other gasoline-powered machinery ONLY outdoors and 20 feet from the house and away from windows.
How long to stay: Stay inside until authorities indicate it is safe to leave.

Flash Flooding

Earthquake
Shelter-in-Place: Stay where you are and Drop, Cover, and Hold On. Get under and hold on to sturdy furniture. Protect the head and neck with arms or pillows.
What to do: Drop, Cover, and Hold On. If in a bed, turn onto stomach and cover your head and neck with a pillow.
How long to stay: Until the shaking stops.

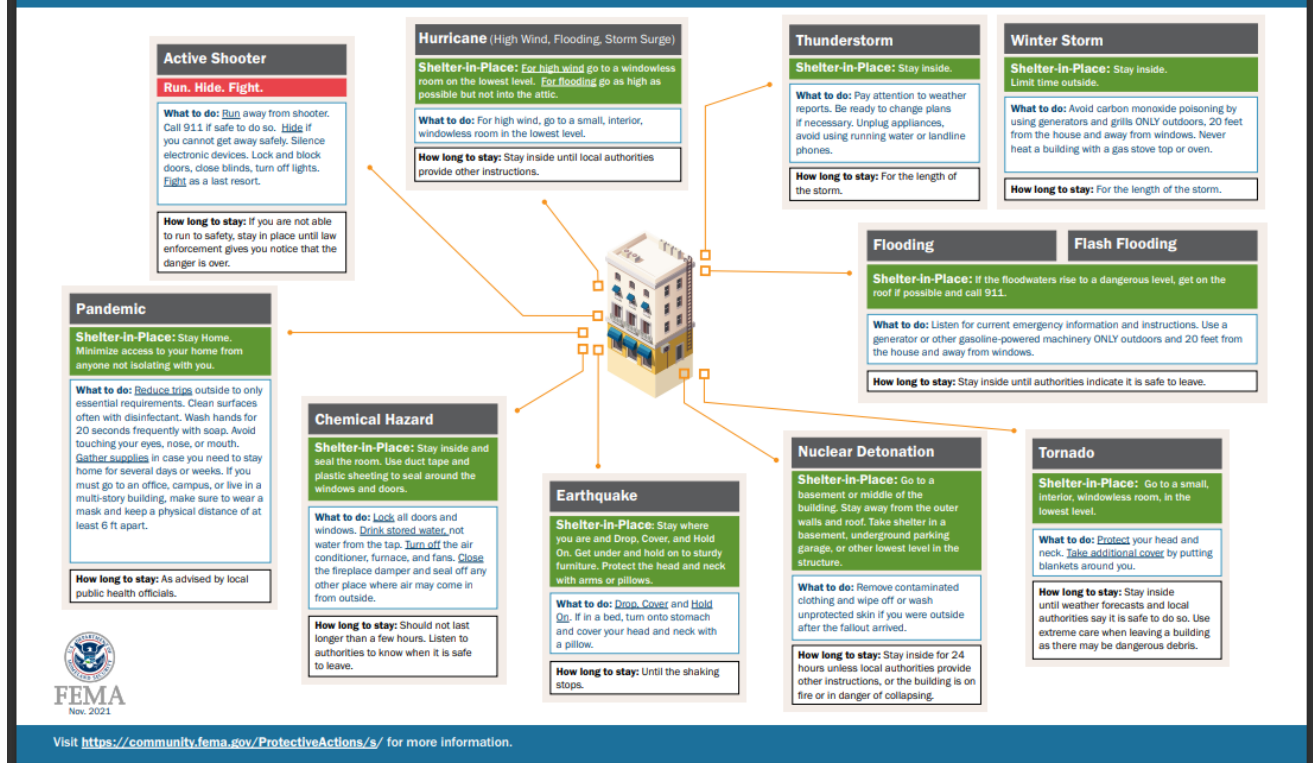
Nuclear Detonation
Shelter-in-Place: Go to a basement or middle of the building. Stay away from the outer walls and roof.
What to do: Remove contaminated clothing and wipe off or wash unprotected skin if you were outside after the fallout arrived.
How long to stay: Stay inside for 24 hours unless local authorities provide other instructions, or the building is on fire or in danger of collapsing.

Tornado
Shelter-in-Place: Go to a small, interior, windowless room, in the lowest level.
What to do: Protect your head and neck. Take additional cover by putting blankets around you.
How long to stay: Stay inside until weather forecasts and local authorities say it is safe to do so. Use extreme care when leaving a building as there may be dangerous debris.

 **FEMA**
Nov. 2021

Visit <https://community.fema.gov/ProtectiveActions/s/> for more information.

Shelter-in-Place for Multistory Buildings Includes condos, apartments, offices, and schools



FEMA Shelter in Place Pictograms for 1-or 2- Story Buildings and Multistory Buildings. [FEMA Shelter-in-Place Pictogram](#)

11 Fire Safety Residence Halls

FIRE SAFETY RESIDENCE HALLS

The Office/Individual Responsible for the Fire Log, Fire Safety Statistics and the ASR Annual Fire Report is Assistant Director for Facilities and Risk Management Katy Pelton. The procedures for record retention and Clery report requirements are documented as part of the Department of Residence Life standard operating procedures for the Facilities and Risk Management position. Information about fire safety policies, fines, procedures for reporting fires, evacuation procedures, availability of records are publicized on the SHSU Residence Life website under the safety page <https://www.shsu.edu/dept/residence-life/communitylife/firesafety.html>.

The Residence Life Office is located at 910 Bearkat Boulevard and retains the records supporting this ASR submission and meeting Clery Act requirements for fire statistics. This office is supervised by the Executive Director for Residence Life and Lowman Student Center Joellen Tipton.

Clery Act citation references to this document:

Fire log requirement citation 34 CFR 668.49(d)

Annual fire safety report citation 34 CFR 668.49(b)

Fire statistics disclosure requirement citation 34 CFR 668.49(c)

Introduction

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. Residence Life Policies and Procedures are all directed towards the safety of our students and visitors and is constantly reviewed for improvements.

Definition of Fire

Under the Federal Institutional fire safety regulations citation 34 CFR 668.49, and for the purposes of 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 is to be reported immediately to 911 or University Police Department (24-hours) emergency (936) 294-1000.

SHSU Residence Life requests that all fires be reported regardless of extinguishment, as there could be smoldering that reignites and/or damages to electrical systems that need to be repaired immediately.

Evacuation Procedures for 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 drills and unplanned alarms, Residence Life staff evacuate the building along with the residents and do not assist with evacuating residents. Hall staff will not knock on doors, force evacuation, or key into resident rooms.

Residence Life Policies for Safety-Security: Fall 2022, Spring 2023, and Summer 2023
Residence Life Handbook for the 2022-2023 Academic Year
Weblink: <https://www.shsu.edu/dept/residence-life/>

The Residence Life handbook is published according to the university fiscal year. Updates are published each Fall semester prior to student move-in. Historical copies of the handbook are kept on file, electronically, with the Department of Residence Life.

Residence Life annually reviews and adjusts policy and procedures in relation to the safety and security of our on-campus residents.

If you discover or suspect a fire:

Call 911. Provide as much information as possible to the dispatcher. Sound the building fire alarm.

Listed are some potential fire hazards that should not occur in residence halls.

1. **Abuse of electrical supply** - Use of electrical devices to obtain an excessive number of outlets can result in the overload of circuits.
2. **Waste** - All waste should be disposed of on a daily basis. Blocking exit paths is prohibited by law. Corridors and stairs must be kept free from obstacles.
3. **Storage** - Blocking exit paths is prohibited by law. Doorways, corridors and stairs must be kept free of obstacles, therefore no storage is allowed in any public area or hallway.
4. **Flammable liquid storage** - gasoline, paint, glue, etc., must not be stored in residential buildings.
5. **Unattended Appliance** - Percolators, irons, etc., should never be left unattended.

Obey any Residence Life staff instructions in any emergency or fire situation.

In case of fire:

1. DO NOT PANIC. REMAIN CALM.
2. If there is smoke in the room, keep low to the floor.
3. Before opening a door, feel the door and the doorknob. If they are hot, do not open the door.
4. Before opening a door, brace yourself against it and open it slightly. If heat or heavy smoke is present, close the door and stay in the room.
5. If you can leave the room, take your room key, and close all doors behind you.

6. Go to the nearest exit or stairs. If the exit contains dense smoke, find another escape route. Posted in each room, hallway, and stairwell are evacuation plans for your reference.
7. After evacuating the building, meet at your designated area and stand clear. Listen as you evacuate for changes in your designated area due to possible changes in the outside environment.
8. If all exits are blocked, stay in your room. Remain calm.
9. Call 911. Tell them where you are and that you need assistance.
10. Open a window slightly to let fresh air in. Take care not to draw smoke into the room or feed the fire by creating a draft.
11. Draw water from the bathroom to keep towels and sheets wet.
12. Place wet towels and sheets around doors and cracks.
13. Hang an object out the window to attract fire department's attention (sheet, blanket, or jacket).
14. If heavy smoke is present, place wet towel over your nose and mouth and keep low to the floor.

THE FIRE AND LIFE SAFETY EQUIPMENT (fire alarms, fire extinguishers, emergency lighting and exit sign) ARE FOR THE SAFETY OF ALL PERSONS RESIDING IN THE HALL. MISUSE OF THESE ITEMS WILL NOT BE TOLERATED BY THE UNIVERSITY.

EVACUATE THE BUILDING ANY TIME A FIRE ALARM IS ACTIVATED, EVEN IF THERE IS NO ACTUAL PROOF OF FIRE.

Resident Agreement

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 Resident Agreement contains the following acknowledgement:

_____ (Initial) Acknowledgment of Residence Hall Policies

Residence Hall Policies

Policies and procedures in all residential facilities will always be consistently and strictly enforced. 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.

PREVENTATIVE MEASURES

CANDLES AND INCENSE. Candles, candle/oil/wax warmers, plug-ins, 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.

Rationale: Candles/Incense are considered extreme fire hazards and have been banned by the State Fire Marshal for all residence halls/apartments.

COOKING AND COOKING APPLIANCES. (Residence Halls Only) Cooking and cooking appliances are not allowed in student rooms. This includes flame-less Chemical Heaters (found in military M.R.E.'s and commercial Heater Meals). 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.

Rationale: A large number of appliances could overload electrical circuits in the hall. Cooking in student rooms may create fire hazards, problems with waste disposal and may contribute to pest problems.

Note: Cooking and cooking appliances are allowed in Bearkat Village Apartments, Copper Village Apartments, and San Jacinto Studio Apartments.

DOORS (ROOM). Decorative stickers and gel clings are not allowed on room doors due to the damage that is caused by the residue and/or paint removal. Materials hung from "grip-a-strips" can hang no further than 18 inches from the grip-a-strip and must remain within the width of the grip-a-strip. No materials can be posted on the outside surface of the room entry door or door frame.

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 approved 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. (See EXTENSION CORDS).

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. (See ELECTRICAL POWER STRIPS, HOLIDAY DECORATIONS).

FIRE ALARMS AND FALSE FIRE ALARMS. If a fire alarm is sounded due to actions and/or student's negligence and the student can be identified, then that student will be billed \$250.00 for the fire alarm and possibly referred to the Dean of Students Office, plus the student will be billed for any damage the fire caused to university property.

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. 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 in public areas of all residential facilities, in accordance with the fire code. 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. Possession of a halogen lamp will result in a fine of \$50.00. The student must remove the lamp from the building immediately.

Rationale: Several universities have experienced residence hall fires due to the amount of heat these lamps produce.

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.

Rationale: Space heaters and radiators become very hot and therefore can cause damage or fires.

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 allowed as long as they are powered by battery only. Parameters of this policy are listed below.

- Lights must be powered by battery only.
- Lights must not be installed in a manner that creates a tripping hazard.
- Lights must be in good working condition with no visible damage or fraying.
- Lights must be stamped with Underwriter’s Laboratory (UL) label.
- Lights must not pass-through doorways or above ceiling tiles.
- Lights must not be installed in locations where they will be exposed to moisture (i.e., bathrooms/shower areas).

- Lights must not be installed using staples, tacks, nails, or any other means that may damage the wiring.
- Lights must be used as intended by the manufacturer.
- Any violation of this policy will result in a \$50 fine.

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

LIGHT BULBS. The use of light bulbs must be in accordance with the rating of the light fixture.

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.

Rationale: There are risks of personal injury or fire. Acetate may get too hot and melt onto the fixture. Even when the acetate does not melt, it holds heat rather than allowing it to diffuse, resulting in a possible short that could cause a personal injury or a fire.

MATERIAL SAFETY DATA SHEETS (MSDS). Material Safety Data Sheets can be obtained by contacting Residence Life Facilities Maintenance at (936) 294-4474 or our custodial contractor at (936) 294-3771.

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 un-approved microwave found in student rooms. A microwave oven has been provided in the public area in each hall. 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.

Rationale: Most of the residence halls are not wired to handle the use of microwaves in residence hall rooms and would create power outages as well as possible fire hazards.

PARTIES. Because of the small size of residence hall rooms/apartments, there should be no more than 8 people in a room or 12 people in a suite at one time. A smaller number of people may be asked to disperse if they are excessively loud or unruly. Rooms or apartments on campus that have more than the maximum allowed will be in violation of the visitation policy, and subject to further disciplinary action.

ROOM ENTRY. The University reserves the right to enter a resident's room, during regular business hours and at other times with advance notice, if possible, to the resident, for the following reasons:

- To conduct periodic maintenance, custodial, and safety checks
- To perform necessary maintenance
- When the University reasonably believes any person(s) occupying the room may be physically harmed or in danger
- When the University reasonably believes that University rules, regulations, and/or policies are being violated

When University officials enter a resident's room, the University officials may perform

administrative searches of residents' personal property in the room.

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, AED stations, Narcan stations, 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. Sam Houston State University 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.

TELEPHONES. The University does not provide phone lines in individual student rooms. Public phones are provided in the hallways for emergency use only. (See COMMUNICATIONS)

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.

Notwithstanding 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

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

FIRE SAFETY TRAINING

Training and Education for Fire Safety

Sam Houston State University Department of 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 (see attached for floor meeting fire safety agenda).

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. During the planned drill, residence life staff will walk public areas as they evacuate to ensure proper functioning of emergency equipment.

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 Sam Houston State University Police Department. Any physical malfunctions with equipment are reported to Residence Life Maintenance via an online work order or called in 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 Sam Houston State University Police Department (UPD) or the Residence Life Maintenance Office. UPD 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 LOG INFORMATION

Prior to 2019 all fire incidents were documented via a Residence Life incident report and sent to the office of Sam Houston State University Risk Management for record keeping and inclusion in the annual fire report as required by Clery.

Starting in 2019 a copy of the Residence Life fire safety log is maintained at the Residence Life Office. Fire logs will be maintained on an Excel spreadsheet and available for printing and distribution as needed or requested. All fire logs will be kept on record for seven calendar years, following the Clery reporting calendar.

In the event of a fire incident, a Residence Life incident report is written by the first responding residence life employee. Additional information is included in the report by the following:

- SHSU Residence Life full time employees (if applicable)
- Copy of report from SHSU Facilities Management (if applicable)
- Copy of report from Huntsville Police Department (if applicable and available)
- Copy of report from Huntsville Fire Department (if applicable and available)
- Information about any repairs made (if applicable)
- SHSU Residence Life damage report to note any cost associate with repairs (if applicable)

An initial notification is made to SHSU Environmental Health & Safety Office at the time of the incident. As the SHSU Residence Life incident report is updated, a copy is sent to SHSU Environmental Health & Safety Office up to and including a final report.

Updating of the Fire Log

The person primarily responsible for updating the fire log is the Assistant Director for Facilities and Risk Management. In the event she is out of the office the following individuals will make updates (based on availability): Zachary Taylor, or Katelyn Earp, or Kyle Ashton.

Fire Drill Evaluations

- Fire drill and incident evaluation forms are now electronic via a Qualtrics survey. Information collected is noted below. At the conclusion of each academic year, the reports are printed and filed with other records. They are kept on file for three academic years following the academic year in which the record was obtained.

Preventative Maintenance and Inspections

- Annual inspection of all fire systems Fire Alarm and Fire Sprinkler (FA & FS) completed by a licensed contractor with the supervision and assistance of SHSU employed fire technician(s).
- Fire Pumps tested and maintained per National Fire Protection Association (NFPA) 25
- Monthly testing of smoke detectors by residence life staff in the following residential locations: Bearkat Village, Sam Houston Village, Raven Village White Hall 109-118 and floors 2-4.
- Monthly visual inspection of smoke alarms by residence life staff in the following residential locations: Baldwin House, Belvin Hall, Crawford House, Creager House, Estill Hall, Elliott Hall, Jackson-Shaver Hall, Lone Star Hall, Mallon House, Piney Woods Hall

Completed improvements in fire safety – 2021&2022

- Fire training videos were updated to include removal of references to demolished buildings and made available to Residence Life staff. They continue to be available to Residence Life staff via Blackboard.
- Continued inspections of equipment.
- No projects were completed due to lack of funding. Projects that need to be complete include install of sprinkler suppression systems and tying fire panels to the SHSU Police Department.

Plans for future improvements in fire safety

- Establishing proper signage, equipment, policies and guidelines for training for students and staff on evacuation of differently abled individuals. The Residence Life office has reached out to SHSU Environmental Health & Safety in an attempt to establish a volunteer program to help with the evacuation of differently abled individuals. Residence Life is waiting on the University to establish campus wide procedures that can be modified and implemented in the residence halls.
- Establishing Points of Refuge in our residential facilities. Contact has been made with Environmental Health & Safety Office about this initiative. Residence Life is waiting on the University to establish campus wide procedures that can be modified and implemented in the residence halls.
- Including the request to have fire systems updated in Belvin & Elliott Hall so that they include a sprinkler system.
- We project to request this as part of a major renovation project during the FY25 and FY 26 years.

*** Jackson Shaver Hall is currently out of commission and is being remodeled. Remodeling began in May 2023.

* The following dorms were demoed in 2021:

- Anne Shaver House
- Gibbs House
- Houston House
- Rachel Jackson House
- Spirit House
- Texas House
- Tripod House
- Woodland House

**Bearkat Village Bldg. E is the clubhouse for the Bearkat Village facility; therefore it is not listed as a residential facility.

FIRE STATISTICS

2022 Statistics

	2022					
	STATISTICS AND RELATED INFORMATION REGARDING FIRE IN RESIDENTIAL FACILITIES FOR FY 22					
Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire No.	Cause & Category of Fire	No. of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Anne Shaver House -1640 Avenue I, Huntsville, Texas 77340	Demoed in 2021					
Baldwin House- 1327 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. A, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. B, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA

Bearkat Village Bldg. C, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. D, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. F 2400 Montgomery Rd, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. G 2401 Montgomery Rd Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. H, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. I, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. J, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. K, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. L, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA

Belvin-Buchanan Hall, 1008 17th Street, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Copper Village Apartments (Bldg. A-D), 2000 Sycamore Ave., Huntsville, TX 77340 (Previously called Millennium Square)	0	NA	NA	NA	NA	NA
Crawford House, 1319 A 17th Street, Huntsville Texas, 77340	0	NA	NA	NA	NA	NA
Creager House, 1327 A 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Elliott Hall, 1006 17th Street, Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Estill Hall, 1002 Bearkat Blvd, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Gibbs House, 1661 A Avenue 1, Huntsville, Texas 77340	Demoed in 2021					
Jackson-Shaver Hall, 1201 17th Street, Huntsville Texas 77340	1	1	Unintentional/ Open Flames	0	0	\$0-\$99
Houston House, 1661 Avenue J, Huntsville, Texas 77340	Demoed in 2021					

Lone Star Hall, 910 Bearkat Blvd., Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Mallon House, 1319 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Piney Woods Hall, 2120 Avenue J, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Rachel Jackson House 1660 Avenue, Huntsville Texas 77340	Demoed in 2021					
Randel House (Demo 2019), 824 Bowers Blvd, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Raven Village, 2133 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
San Jacinto Hall, 923 Bearkat Blvd., Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Sam Houston Village, 1600 Sam Houston Village, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Spirit House, (Renamed in 2019 from Sigma Sigma Sigma) 1660 A Avenue, Huntsville, Texas 77340	Demoed in 2021					

Spivey House (Demo 2019), 1929 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Texas House, (Renamed in 2019 from Zeta Tau Alpha House) 1661 Avenue J, Huntsville, Texas 77340	Demoed in 2021					
Tripod House (Renamed in 2019 from Alpha Chi Omega House), 1640 Avenue I, Huntsville, Texas 77340	Demoed in 2021					
Vick House (Demo 2019), 1929 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Woodland House (Renamed in 2019 from Alpha Delta Pi House) 1641 A Avenue I, Huntsville, Texas 77340	Demoed in 2021					
White Hall, 2100 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA

***Copper Village, previously called Millennium Square in 2022, did not become solely resident housing until August 2023. During 2022, the complex had residents that were not students, as well as students present.

2021 Statistics

	2021					
	STATISTICS AND RELATED INFORMATION REGARDING FIRE IN RESIDENTIAL FACILITIES FOR FY 21					
Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire No.	Cause Category & of Fire	No. of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Anne Shaver House -1640 Avenue I, Huntsville, Texas 77340	Demoed in 2021					
Baldwin House- 1327 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. A, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. B, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA

Bearkat Village Bldg. C, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. D, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. F 2400 Montgomery Rd, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. G 2401 Montgomery Rd Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. H, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. I, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. J, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. K, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. L, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA

Belvin-Buchanan Hall, 1008 17th Street, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Crawford House, 1319A 17th Street, Huntsville Texas, 77340	0	NA	NA	NA	NA	NA
Creager House, 1327A 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Elliott Hall, 1006 17th Street, Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Estill Hall, 1002 Bearkat Boulevard, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Gibbs House, 1619 Avenue J, Huntsville, Texas 77340	Demoed in 2021					
Jackson-Shaver Hall, 1201 17th Street, Huntsville Texas 77340	1	1	Unintentional/ Open Flames	0	0	\$0-\$99
Houston House, 1641 Avenue J, Huntsville, Texas 77340	Demoed in 2021					
Lone Star Hall, 910 Bearkat Boulevard., Huntsville, Texas 77340	1	1	Unintentional/ Electrical	0	0	\$0-\$99

Mallon House, 1319 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Piney Woods Hall, 2120 Avenue J, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Rachel Jackson House 1660 Avenue I, Huntsville Texas 77340	Demoed in 2021					
Randel House (Demo 2019), 824 Bowers Blvd, Huntsville, Texas 77340	Demoed in 2019					
Raven Village, 2133 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Sam Houston Village, 1600 Sam Houston Village, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Spirit House, (Renamed in 2019 from Sigma Sigma Sigma) 1660 Avenue, Huntsville, Texas 77340	Demoed in 2021					
Spivey House (Demo 2019), 1929 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Texas House, (Renamed in 2019 from Zeta Tau Alpha House) 1661 Avenue J, Huntsville, Texas 77340	Demoed in 2021					

Tripod House (Renamed in 2019 from Alpha Chi Omega House), 1640 Avenue I, Huntsville, Texas 77340	Demoed in 2021					
Vick House (Demo 2019), 1929 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Woodland House (Renamed in 2019 from Alpha Delta Pi House) 1641 Avenue I, Huntsville, Texas 77340	Demoed in 2021					
White Hall, 2100 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA

2020 Statistics

	2020					
	STATISTICS AND RELATED INFORMATION REGARDING FIRE IN RESIDENTIAL FACILITIES FOR FY 20					
Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire No.	Cause Category & of Fire	No. of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Anne Shaver House -1640 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Baldwin House- 1327 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. A, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. B, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA

Bearkat Village Bldg. C, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. D, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. F 2400 Montgomery Rd, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. G 2401 Montgomery Rd Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. H, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. I, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. J, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. K, 2401 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Bearkat Village Bldg. L, 2400 Montgomery Rd, Huntsville Texas 77340	0	NA	NA	NA	NA	NA

Belvin-Buchanan Hall, 1008 17th Street, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Crawford House, 1319A 17th Street, Huntsville Texas, 77340	0	NA	NA	NA	NA	NA
Creager House, 1327A 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Elliott Hall, 1006 17th Street, Huntsville, TX 77340	0	NA	NA	NA	NA	NA
Estill Hall, 1002 Bearkat Boulevard, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Gibbs House, 1619 Avenue J, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Jackson-Shaver Hall, 1201 17th Street, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Houston House, 1641 Avenue J, Huntsville, Texas 77340	1	1	Unintentional/ Electrical	0	0	\$0-\$99
Lone Star Hall, 910 Bearkat Boulevard., Huntsville, Texas 77340	0	NA	NA	NA	NA	NA

Mallon House, 1319 17th Street, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Piney Woods Hall, 2120 Avenue J, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Rachel Jackson House 1660 Avenue I, Huntsville Texas 77340	0	NA	NA	NA	NA	NA
Randel House (Demo 2019), 824 Bowers Blvd, Huntsville, Texas 77340	Demoed in 2019					
Raven Village, 2133 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Sam Houston Village, 1600 Sam Houston Village, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Spirit House, (Renamed in 2019 from Sigma Sigma Sigma) 1660 Avenue, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Spivey House (Demo 2019), 1929 Avenue I, Huntsville, Texas 77340	Demoed in 2019					
Texas House, (Renamed in 2019 from Zeta Tau Alpha House) 1661 Avenue J, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA

Tripod House (Renamed in 2019 from Alpha Chi Omega House), 1640 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
Vick House (Demo 2019), 1929 Avenue I, Huntsville, Texas 77340	Demoed in 2019					
Woodland House (Renamed in 2019 from Alpha Delta Pi House) 1641 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA
White Hall, 2100 Avenue I, Huntsville, Texas 77340	0	NA	NA	NA	NA	NA

FIRE SYSTEM INFORMATION PER RESIDENCE HALL (2023-2024 ACADEMIC YEAR)

BUILDING	Fire Alarm Monitoring (By UPD)	Fire Sprinkler System	Smoke Alarms in Residence Sleeping Rooms	Smoke Detection in Common Areas	Fire Extinguishers	Evacuation Plans Posted	Number of Fire Drills in Calendar Year 2022	Evaluations	Note
Baldwin House- 1327 17th Street, Huntsville, Texas 77340	YES	NO	YES	NO	YES	YES	2	YES	
Bearkat Village Bldg. A, 2401 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. B, 2400 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. C, 2401 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. D, 2400 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. F 2400 Montgomery Rd, Huntsville, Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. G 2401 Montgomery Rd Huntsville, TX 77340	YES	YES	YES	YES	YES	YES	4	YES	

Bearkat Village Bldg. H, 2400 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. I, 2401 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. J, 2400 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. K, 2401 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Bearkat Village Bldg. L, 2400 Montgomery Rd, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	4	YES	
Belvin-Buchanan Hall, 1008 17th Street, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	
Copper Village Apartments Bldg. A, 2000 Sycamore Ave., Huntsville, TX 77340 (Previously called 2000 Sycamore-Millennium Square)	NO	YES	YES	YES	YES	NO	0	NO	Complex will be live as fully fledged hall 08/2023
Copper Village Apartments Bldg. B, 2000 Sycamore Ave., Huntsville, TX 77340 (Previously called 2000 Sycamore-Millennium Square)	NO	YES	YES	YES	YES	NO	0	NO	Complex will be live as fully fledged hall 08/2023

Copper Village Apartments Bldg. C, 2000 Sycamore Ave., Huntsville, TX 77340 (Previously called 2000 Sycamore-Millennium Square)	NO	YES	YES	YES	YES	NO	0	NO	Complex will be live as fully fledged residence hall 08/2023
Copper Village Apartments Bldg. D, 2000 Sycamore Ave., Huntsville, TX 77340 (Previously called 2000 Sycamore-Millennium Square)	NO	YES	YES	YES	YES	NO	0	NO	Complex will be live as fully fledged residence hall 08/2023
Crawford House, 1319A 17th Street, Huntsville Texas, 77340	YES	NO	YES	YES	YES	YES	2	YES	
Creager House, 1327A 17th Street, Huntsville, Texas 77340	YES	NO	YES	YES	YES	YES	2	YES	
Elliott Hall, 1006 17th Street, Huntsville, TX 77340	YES	YES	YES	YES	YES	YES	2	YES	
Estill Hall, 1002 Bearkat Boulevard, Huntsville, Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	
Jackson-Shaver Hall, 1201 17th Street, Huntsville Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	Jackson-Shaver is offline for Academic year 23/24. The dorm was shut down for renovations in May 2023.

Lone Star Hall, 910 Bearkat Boulevard., Huntsville, Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	
Mallon House, 1319 17th Street, Huntsville, Texas 77340	YES	NO	YES	YES	YES	YES	2	YES	
Piney Woods Hall, 2120 Avenue J, Huntsville, Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	
Raven Village, 2133 Avenue I, Huntsville, Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	
Sam Houston Village, 1600 Sam Houston Village, Huntsville, Texas 77340	YES	YES	YES	YES	YES	YES	2	YES	
San Jacinto Hall, 923 Bearkat Blvd., Huntsville, TX 77340	YES	YES	YES	YES	YES	YES	2	YES	
White Hall, 2100 Avenue I, Huntsville, Texas 77340	YES	NO	YES	YES	YES	YES	2	YES	

Please direct questions about this report to the Sam Houston State University Office of Compliance and Insurance at CleryCompliance@shsu.edu or by calling (936)294-1065.

A COLLABORATIVE EFFORT BY:

Office of Compliance and Insurance

Responsible for Clery Compliance coordination and preparation of report and U.S. Department of Education (DOED) reporting.

Public Safety Services

Responsible for statistics, CSAs, emergency procedures, and publishing all information.

Office of Student Wellness

Responsible for alcohol & drug information.

Office of Title IX & Dispute Resolution

Responsible for sexual misconduct & discrimination.

Dean of Students' Office (DOSO)

Responsible for information regarding student conduct procedures and policy.

Residence Life

Responsible for fire safety information.

Facilities Management

Responsible for access and property information.

Integrated Marketing Communications (IMC)

Responsible for email distribution and uploading to the website.

Report completed: August 28, 2023
Report finalized: September 22, 2023