



ANNUAL FIRE AND SAFETY SECURITY REPORT - 2019

*In Compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus
Crime Statistic Act*

At Stephen F. Austin State University, the safety and well-being of our students, faculty, staff and visitors is our top priority. With the support of other university departments, we have hundreds of people involved in keeping the campus safe and secure. However, a truly safe campus can only be achieved through the cooperation of all students, faculty and staff. This report is part of our effort to ensure this collaboration is effective. We hope you will read it carefully and use the information to help foster a safe environment for yourself and others on campus.

John Fields Jr., Executive Director/Chief of Police

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To print a copy of this report, visit our website at www.sfasu.edu/upd. To receive a printed copy of this report by mail, contact the University Police Department at (936) 468-2252 or updemail@sfasu.edu.

PO Box 13062, SFA Station
232 East College St.
Nacogdoches, Texas 75962-3062

936-468-2608 Police Non-Emergency
936-468-2252 UPD Administration
936-468-3984 UPD Fax

Preparation of the Annual Fire and Safety Security Report Disclosure of Crime Statistics

Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist the campus community in making sound decisions which affect their personal safety by requiring institutions of higher education to provide certain campus security information to current and prospective students and employees annually. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R. 668.46) significantly expanded institutions' obligations under the Act. The Act was also renamed the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act."

The Stephen F. Austin State University Police Department (UPD) and other key university departments are responsible for preparing and distributing the Annual Fire and Safety Security report to comply with the Clery Act. The Annual Fire and Safety Security Report is published every year by October 1st. The 2019 Annual Fire and Safety Security Report contains crime statistics for the calendar year 2018, 2017, and 2016.

The final report was composed with statistical information with input from various sources such as local law enforcement agencies, and other campus personnel. All police personnel are committed to excellence and understand the importance of a safe and secured campus. We value our community partnerships and the collaborative efforts of area first responders to offer professional preventative and reactionary services. We seek the cooperation of our SFA students, staff, facility and visitors to create and maintain a positive learning environment where the highest levels of success are achieved. This report illustrates our efforts and documents information related to safety and security.



UNIVERSITY POLICE DEPARTMENT

The University Police Department is a team of professionals working to provide a safe environment in which the educational mission of Stephen F. Austin State University can be fully realized. UPD is service oriented and tailored to meet the needs of a progressive institution. We provide crime prevention and control, criminal investigations, traffic and parking supervision, emergency first aid, the maintenance of public order, police patrol, and other related services.

The University Police Department is located at 232 E. College St. and is open for normal business between 8 a.m. and 5 p.m. Monday through Friday. There are police officers on duty 24 hours a day, seven days a week. Those requiring assistance or reporting a crime may contact the University Police Department Communications Division at (936) 468-2608 at any time. Calls are answered by a University Police Department communications officer, who is in radio contact with university police officers. In case of emergency, the University Police Department may be reached by dialing 9-1-1 and reporting the emergency.

Each semester, the University Police Department provides classes for residence hall staff and other campus leaders to promote campus safety, theft prevention and sexual assault prevention. Also, news releases concerning campus crime, traffic problems and safety suggestions are distributed as needed. The student handbook, the

faculty/staff handbook, university policies approved by the Board of Regents and the campus safety section of the university website also set forth safety tips, regulations and procedures for a safe campus.

A crime-prevention program is a continuous operation. It consists of crime-prevention information given to the residence hall staff, faculty, staff and students. These programs deal with campus safety tips, theft prevention, personal safety and the prevention of sexual assault. The university police are supportive of the university's Drug and Alcohol Abuse Prevention policy, which is distributed annually to current and prospective employees and students by various university departments. The University Police Department is obligated to enforce all laws and university rules and regulations pertaining to the possession, sale, distribution and consumption of alcoholic beverages on university-owned property. The illegal use, possession, sale, distribution or manufacturing of drugs is not tolerated on university-owned property.

LAW ENFORCEMENT AUTHORITY

University Police Department police officers are vested with all powers, privileges and immunities of peace officers within any county in which the university owns, rents, leases or otherwise controls property. These powers are in accordance with V.T.C.A. Education Code, Section 51.203, as amended by H.B. 391, effective Sept. 1, 1987. University police officers are authorized by state statute to enforce federal, state and local laws within their jurisdiction, in addition to the rules and regulations set forth by the Board of Regents of Stephen F. Austin State University.

The University Police Department has a good working relationship with other law enforcement agencies. These agencies include the Nacogdoches Police Department, Nacogdoches County Sheriff's Department, Nacogdoches ISD Police Department, Texas Department of Public Safety, Texas Rangers, FBI, Immigration and Customs Enforcement, Secret Service, and other law enforcement agencies. University police officers assist the Nacogdoches Police Department in the city areas adjacent to the campus upon request and vice versa.

There has always been a spirit of cooperation among city, county and university officers. University police officers serve city and county subpoenas and occasionally serve warrants of arrest. If city or county officers must conduct investigations or serve warrants on campus, a University Police Department officer assists them.

Each month, all campus crime statistics are submitted to the Uniform Crime Reporting Bureau's Crime Records Division in Austin, Texas. The bureau uses the FBI's "Uniform Crime Reporting Handbook" as its guide. All crimes and arrests described in the Campus Security Act of 1990 are incorporated into this report. The prompt reporting of campus crimes is encouraged through the newspaper, the student handbook, emergency telephone numbers in all campus buildings, officer briefings of residence hall supervisors and assistants, and daily interaction between the officers and the campus population. In addition, incidents which may affect security at some future date also are recorded. Reports of crimes in other jurisdictions are furnished immediately to those authorities, and local and county authorities immediately advise the University Police Department of problems on campus that are reported to them.

DAILY CRIME AND FIRE LOG

The University Police Department's Daily Crime and Fire Log shows all offenses generated and reported by or to this department and all fires that occur in residence halls. The crimes listed are those that happen on the SFA campus or external campus properties. The Daily Crime Log provides the date of report, location of occurrence, type of offense with brief description, date of occurrence and the number of suspects (if any). The Daily Crime and Fire Log can be found on the University Police Department website and is updated each business day. Any updates that may be warranted for an offense reported are posted to this page, as well. The Daily Crime and Fire Log webpages are open to the public and are printable. In addition to the Daily Crime and Fire Log webpages, a paper copy also is prepared and retained at the University Police Department. Anyone wishing to view the paper

copy of the Daily Crime or Fire Log or seeking to receive a paper copy may contact the UPD administrative office between 8 a.m. and 5 p.m. Monday through Friday. To view the Daily Crime Log webpage, go to www.sfasu.edu/upd/crime-log.asp. To view the Daily Fire Log webpage, go to www.sfasu.edu/upd/Fire-Log.asp.

The University Police Department works closely with local law enforcement to report crimes that have occurred near the SFA campus or its external properties in an effort to keep the campus community informed. If the crimes reported to local law enforcement place an imminent threat to the campus community, the University Police Department will follow the university's Timely Warning Notification policy and issue a Campus Alert.

EMERGENCY MANAGEMENT

The University Police Department serves as the primary point of Emergency Management for the university and utilizes an [Emergency Operations Plan](#) as an all-hazard emergency management guidance document. This EOP is built upon scalable, flexible and adaptable coordinating systems to align key roles and responsibilities across the university when an emergency occurs. This is because it is not always obvious at the outset of a seemingly minor event whether the incident will remain minor and contained, or whether it might be the initial phase of a larger and rapidly growing threat. This plan describes both authorities and practices for managing and coordinating the response to incidents that range from serious but isolated to large-scale incidents and natural disasters.

The EOP is founded on the principles of the [National Incident Management System](#), which provides a national template that enables federal, state and local governments and private-sector, non-governmental organizations to work together effectively and efficiently.

Implementation of this plan requires cooperation, collaboration and information sharing among all university departments, as well as with external agencies assisting the university during major emergencies and disasters.

The executive director of public safety/chief of university police serves as the emergency management coordinator and will ensure sufficient training courses are offered in Incident Command and that the university complies with standards established through NIMS guidance documents. The Emergency Management Committee, chaired by the executive director of public safety/chief of university police, will meet regularly and provide oversight for the emergency management program.

CAMPUS NOTIFICATION

TIMELY WARNING NOTIFICATION

Alerts/timely warnings are provided to heighten safety awareness and to provide students, faculty and staff timely notification of crimes that are considered to represent a serious or continuing threat to the campus community. Alerts/timely warnings will be disseminated to the area(s) of the campus affected by the emergency, which could include a portion of the campus or the entire campus. The alert may provide pertinent information related to a crime and suspect (as more specifically described below in the timely warning procedure) and may also seek information that may lead to the arrest and conviction of the offender.

The University Police Department is responsible for preparing and issuing alerts/timely warnings. When notified of a potential emergency, the supervisor on duty will immediately notify the assistant chief or chief of police. If they are unavailable, the supervisor will contact a lieutenant or the vice president for university affairs. After considering the facts surrounding the situation and potential for continuing danger to the campus community, he or she will determine if an emergency exists. If so, the assistant chief, chief of police, lieutenant or vice president for university affairs will make the decision whether to issue an alert/timely warning. This decision will be made

on a case-by-case basis. Alerts/timely warnings may be delayed if they would risk or compromise law enforcement efforts to deal with the emergency or rescue a victim. Information for alerts/timely warnings may also come from other law enforcement agencies or other officers when there is a significant threat to the safety of students, faculty or staff. Alerts/timely warnings will be issued to the campus community as soon as pertinent information about the crime is available and will be updated as needed.

Information included in alerts/timely warnings will include the following, at minimum, unless it would risk or compromise law enforcement efforts to deal with the emergency or rescue a victim:

- a concise description of the incident and type of crime, including location, date and time of occurrence,
- a physical description of the suspect, including gender and race,
- composite drawing of the suspect or photograph, if available,
- apparent connection to previous incidents, if applicable,
- race of the victim, but only if there were an apparent bias motive,
- sex of the victim, if relevant,
- injury sustained by the victim,
- date and time the campus alert was released, and
- a notice to the campus community to exercise caution.

Once the emergency has ended or the situation is no longer an imminent threat to the campus community, the assistant chief or chief of police, or, if they are unavailable, a lieutenant or the vice president for university affairs will issue an “all clear” message to the campus community.



Alerts/timely warnings may be delivered using the following means:

- outdoor siren system,
- mobile alert system (JackAlert),
- email to students' and employees' campus email accounts,
- webpage banners on all pages hosted on the main SFA web server, directing traffic to the campus alert website,
- television alert broadcast, and
- public address system from a marked University Police Department vehicle.

Any and all methods of alerts/timely warnings may be activated, depending on the emergency and the circumstances surrounding the emergency.

OUTDOOR SIREN SYSTEM

To promptly alert the campus in case of an imminent threat, SFA installed an outdoor siren system in 2007. Sirens for the centrally located outdoor alert system are located on the roof of the Ralph W. Steen Library. While the sirens may be heard inside some buildings on campus, this system is designed to provide an audible alert only to those who are outdoors.

When will the system be sounded?

The siren system will be activated when there is an imminent threat to SFA students, faculty, staff and visitors. This may include:

- severe weather, such as a tornado, that is on a direct path toward the campus, and
- the unlikely situation of an active danger, such as an armed individual on campus.

What do I do if the siren sounds?

If you hear the **weather alert** tone:

- immediately seek shelter inside the nearest building,
- move to the interior of the building on the lowest floor away from exterior windows and doors, and
- remain there until you receive an all-clear communication.

If you hear the **active danger alert** tone:

Situations of this type are unique and develop quickly. It is impossible to prescribe a course of action that will be appropriate for every potential incident. The best advice in the event of this type of warning is to:

- Immediately heighten your awareness of your surroundings, and use common sense.
- If it is obvious that the situation is occurring outdoors, immediately seek shelter inside the nearest building. If the location of the developing situation is obviously indoors and you can leave campus without endangering yourself, do so immediately.
- When indoors, secure yourself behind a locked door, if possible, in the interior of the building away from exterior windows and doors.
- Remain there until you receive an all-clear communication.
- Updates will be posted on the SFA website at www.sfasu.edu as soon as possible.

WEBSITE ALERT SYSTEM

When a campus alert is issued, a bright yellow banner is splashed across the top of every webpage hosted on the SFA website. You may click on this banner to access the campus alerts webpage. This webpage will be updated as information related to the alert becomes available. You have probably already seen the campus alert banners on the website, as these are tested monthly when they are used to remind the campus community of the monthly outdoor siren system test.

JACKALERT

The JackAlert system is available to students, faculty and staff who register their cell phones, landline phones and/or non-SFA email addresses. When an alert is issued, messages are sent to all of the devices and addresses you have registered on this system.

Remember, this system requires your registration.

Go to [mySFA](#) and click on the red “Register to Get Campus Alerts” button to start.

EMAIL ALERT SYSTEM

During a campus alert, an email is sent to every student and faculty and staff member who has an SFA email address. This email will direct individuals to the SFA website for additional information.

TELEVISION ALERT BROADCAST

The University Police Department now has the ability to broadcast JackAlert campus notifications on any television connected to the campus cable TV provider and has the appropriate tuner installed. The broadcast alerts will scroll across the bottom of the TV screen several times to allow ample opportunity to read the alert.

MONTHLY SYSTEMS TESTING

The Alerts/Timely Warning System will be tested monthly, generally on the first Wednesday of each month. The website, email and JackAlert portions of the system are used to announce the test of the outdoor siren system. Should threatening weather be near the campus when a test is scheduled, campus safety officials may choose to cancel the outdoor siren system test to avoid any possible confusion regarding weather conditions. If you have other questions regarding the alert system, contact the University Police Department at (936) 468-2608 or updemail@sfasu.edu.

LUMBERJACK GUARDIAN

The University Police Department launched the Lumberjack Guardian mobile phone app in 2015 to enhance campus safety through real-time interactive features that create a virtual safety network of friends, family and UPD. Features in the mobile app include:

- **Panic Button** directs immediate connection to campus police with GPS location and personal information that you as the user enter in your profile.
- **Tip Texting** enables anonymous, two-way crime tip reporting through text and images.
- **Personal Guardians and Safety Timer** allows students to identify UPD, friends, roommates and/or family members as "guardians" when setting their Lumberjack Guardian Safety Timer. During a timer session, guardians and/or UPD can check the status of the student. If the Safety Timer is not deactivated before it expires, the person selected as a "guardian" is automatically provided with the user's Lumberjack Guardian profile to proactively identify and check in on the individual.
- **Safety Profile** (created by the student) contains information such as residence details and medical conditions. When a student requires assistance, on or off campus, student Safety Profiles are displayed to UPD and Smart911 enabled 9-1-1 centers nationwide.

Once students, faculty or staff download the Lumberjack Guardian mobile phone app to their smart phone and connect with UPD using that smart phone, the app delivers a complete caller profile into which the user enters information. Such information includes current location, medical conditions, course schedule, addresses, photo

and other critical data. Again, the user must enter all of the information into his or her profile for UPD to see it. The personnel at UPD **cannot** see any information contained in any student's profile until the user calls the dispatch office.

Student Benefits:

- Seamlessly fits into the always-on, mobile lifestyle of today's students
- Free to ALL students and faculty and staff members
- Enhances student safety with a virtual safety network of friends, family and UPD
- Improves sense of security by providing immediate connection to trusted resources
- Gives parents a tangible indicator of the university's commitment to their student's safety

Faculty, staff and students can download the Lumberjack Guardian mobile phone app for either iPhone or Android devices by selecting the Rave Guardian app in the appropriate app store. To create a personal profile, the user must enter his or her SFA-issued email address during the profile setup.

MISSING STUDENT NOTIFICATION POLICY

This policy ([13.13](#)), along with its accompanying procedures, establishes a framework for cooperation among members of the university community, in accordance with the Higher Education Opportunity Act of 2008, aimed at locating and assisting currently enrolled students who reside in on-campus student housing and have been reported missing.

Any person having reason to believe that a student may be missing should immediately contact the University Police Department. The University Police Department shall investigate each report and immediately notify appropriate members of the university administration.

A student is presumed to be missing when his or her absence is inconsistent with established patterns of behavior, and the deviation cannot be readily explained. Before presuming that a person is missing, reasonable measures should be taken to determine whether or not the student is at another place of residence and whether or not anyone familiar with the person has seen or heard from the person recently or is aware of his or her location.

CONTACT INFORMATION:

All students shall have an opportunity to designate a contact person who will be notified in the event the student is determined to be missing. This contact information is separate from the emergency contact information a student may have provided as part of the registration process and will not be disclosed outside of a missing person investigation.

If a student fails to provide a separate contact person to be notified in a missing person investigation, the university will contact any person listed as an emergency contact for the student.

If the student deemed missing is younger than 18 and is not emancipated, the University Police Department is required to notify the parent or guardian of the missing student within 24 hours after that determination is made. Anyone who suspects a student may be missing should notify the University Police Department immediately at (936) 468-2608. Any report of a missing student made to a university office or employee should be directed immediately to the University Police Department at (936) 468-2608.

When a student is reported missing, the University Police Department shall: initiate an investigation to determine the validity of the missing person report; notify the vice president for university affairs; and make a determination as to the status of the missing student.

If the student is determined to be missing, the University Police Department shall: notify the confidential contact person identified by the missing student as the emergency contact within 24 hours and notify the dean of student affairs and the director of student services.

The vice president for university affairs shall initiate any action he or she deems appropriate under the circumstances to be in the best interest of the missing student. The University Police Department may request the assistance of other law enforcement agencies as deemed necessary in the investigation.

AWARENESS

A statement of this policy and the missing student notification procedures shall be provided in the university's annual security report in accordance with federal law and regulations.

The dean of student affairs shall have the responsibility to inform students of the provisions of this policy and the procedures set forth above.

Office of Community Standards

Students are expected to maintain standards of personal discipline that are in harmony with the educational goal of Stephen F. Austin State University; observe federal, state and local laws and university regulations; and respect the rights, privileges and property of others.



For more information on how the Office of Student Rights and Responsibilities can assist students, go to <http://www.sfasu.edu/judicial/>.

FACILITIES SAFETY AND SECURITY

Students residing in university-owned residence halls may not prop open or in any manner alter a door so that it will not properly close/lock. Any maintenance deficiencies that may compromise building security in a residence hall should be reported immediately to the director of residence life, residence hall staff or the University Police Department. Students are not allowed to admit unauthorized or uninvited persons into the residence halls. Any maintenance deficiencies that may compromise building security in any building other than a residence hall should be reported to the appropriate office in the building or the University Police Department. Although routine

lighting surveys are conducted to ensure there is adequate lighting on campus, anyone noting deficiencies in campus lighting that may compromise safety or security on campus should notify the University Police Department or the Physical Plant Department.

IDENTIFICATION

It is advisable that members of the university community have identification with them at all times. The SFA Board of Regents has the authority under Texas law to enact rules and regulations governing the conduct of all persons on campus. University police officers are commissioned peace officers empowered by the Regents to stop any person on campus for the purpose of obtaining identification. Persons without legitimate business on campus may be asked to leave. Section 51.209 of the Texas Education Code states: "The Governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may eject any undesirable person from the property on his refusal to leave peaceably on request. Identification may be required of any person on the property."

CRIME PREVENTION AND SAFETY

The University Police Department takes the safety of everyone on campus seriously and offers a wide variety of personal safety and crime-prevention programs to our community members. These courses are offered numerous times throughout each semester according to a pre-determined schedule of courses or upon request by any person or group. Persons or groups requesting that a course be taught can customize the course to cover one or several topics. This is done by contacting the University Police Department at (936) 468-2608. The courses offered include:

- **Personal Safety Awareness** – Teaches people to be more aware of their surroundings, including location, people, possible escape routes, emergency call phones and safe paths of travel. University services, such as personal escorts by vehicle or on foot, are also discussed.
- **Residential and Office Security** – Teaches basic safety protocols to follow in securing personal items such as locking their doors whether the room is occupied or unoccupied and not leaving personal items unattended in classrooms, gymnasiums, cafeterias or walking tracks.
- **Sexual Assault Awareness** – Informs of the potential dangers of leaving drinks unattended at clubs or parties and going out alone and encourages using the buddy system and knowing where and with whom you are going.
- **Rape Aggression Defense** – Provides attendees with information, tactics and considerations useful for the prevention of various crimes perpetrated against women. This course is offered free of charge to anyone interested.
- **Drug and Alcohol Awareness** – Educates attendees regarding the effects of drug and alcohol use. The attendees are made aware of how drug use will affect their academic status, possible disciplinary sanctions imposed and possible criminal charges that could be filed.

TITLE IX COMPLIANCE

Title IX of the Education Amendments of 1972 is a federal law that prohibits sex discrimination in education. Sex discrimination includes sexual harassment and sexual assault. It is the policy of Stephen F. Austin State University, in accordance with federal and state law, to prohibit unlawful discrimination as outlined in university policy [2.11](#) (Discrimination Complaints/Sexual Harassment).

The following SFA officials have responsibility for coordinating the university's efforts to comply with and carry out its responsibilities under Title IX and its implementing regulations, including the investigation of Title IX complaints:

Title IX Coordinator—Assistant Dean of Student Affairs - Services; Rusk Building, Room 301; TitleIX@sfasu.edu; (936) 468-8292

Deputy Title IX Coordinator for Students—Assistant Dean of Student Affairs - Programs; Baker Pattillo Student Center, Suite 3.105; TitleIXstudents@sfasu.edu; (936) 468-7249

Deputy Title IX Coordinator for Faculty, Staff and Third Parties—Director of Human Resources; Austin Building, Suite 201; TitleIXemployees@sfasu.edu; (936) 468-2304

Deputy Title IX Coordinator for Athletics—Senior Woman Administrator, SFA Athletics; Athletic Fieldhouse; TitleIXathletics@sfasu.edu; (936) 468-3751

Deputy Title IX Coordinator for the SFA Charter School—CEO/Principal SFA Charter School; 2428 Raguet St., Room 101B; TitleIXcharter@sfasu.edu; (936) 468-5899

Information about how to file a Title IX complaint is located at <http://www.sfasu.edu/lumberjacks-care/>.



SEXUAL MISCONDUCT

Stephen F. Austin State University is committed to maintaining a learning and working environment that is free from discrimination based on sex. Sexual misconduct is a form sex discrimination and will not be tolerated. Sexual misconduct includes sexual harassment, sexual violence, sexual assault, stalking, domestic violence and/or dating violence. Individuals who engage in sexual misconduct and other inappropriate sexual conduct will be subject to disciplinary action.

The university will take prompt disciplinary action against any individuals or organizations within its control who violate this policy. The university encourages any student, faculty or staff member or visitor to promptly report violations of this policy to a responsible university employee. A responsible university employee is defined as a university employee who has the duty to report incidents of sexual misconduct to the Title IX coordinator or other appropriate designee, or an employee whom an individual could reasonably believe has this duty. Responsible employees include all administrators, faculty, supervisory staff, residence life directors and advisers, and graduate teaching assistants, except any employee with confidentiality obligations such as physical and mental health care professionals or pastoral professionals.

The university encourages individuals who have experienced sexual misconduct to make a report to the police. Complaints of sexual misconduct may be made to the University Police Department, the Nacogdoches Police Department or any other local law enforcement authority, depending on the jurisdiction in which the incident occurred. The Title IX deputy coordinators can assist individuals with contacting these law enforcement agencies. Employees and students with protective or restraining orders relevant to a complaint are encouraged to provide a copy to the University Police Department.

The university's Sexual Misconduct Policy is comprehensive and discusses the university's response to sexual misconduct. It also provides more details concerning informal versus formal complaints, discipline process, timeframes and remedies.

To view the university's Sexual Misconduct policy in its entirety, go to <http://www.sfasu.edu/policies/sex-gender-based-discrimination-violence-harassment-misconduct-2.13.pdf>

VIOLENCE AGAINST WOMEN ACT

Stephen F. Austin State University recognizes the importance of increasing awareness of and educating women about domestic and sexual violence. Dating violence, domestic violence, sexual assault and stalking are prohibited under the Texas Penal Code and are strictly prohibited under the university's Student Code of Conduct. Below are descriptions of crimes and definitions listed in the Violence Against Women Act. Any woman seeking more information about awareness training or desiring to speak to a police officer or counselor may contact the University Police Department 24 hours a day, seven days a week at (936) 468-2608 or the Counseling Clinic from 8 a.m. to 5 p.m. Monday through Friday at (936) 468-2401.

DEFINITIONS

CONSENT: A voluntary, mutually understandable agreement that clearly indicates a willingness to engage in each instance of sexual activity. Consent to one act does not imply consent to another. Past consent does not imply future consent. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time. Any expression of an unwillingness to engage in any instance of sexual activity establishes a presumptive lack of consent.

Consent is not effective if it results from: (a) the use of physical force; (b) a threat of physical force; (c) intimidation; (d) coercion; (e) incapacitation; or (f) any other factor that would eliminate an individual's ability to exercise his or her own free will to choose whether or not to engage in sexual activity.

A current or previous dating or sexual relationship is not in itself sufficient to constitute consent. Even in the context of a relationship, there must be a voluntary, mutually understandable agreement that clearly indicates a willingness to engage in each instance of sexual activity.

The definition of consent for the crime of sexual assault in Texas found in the Texas Penal Code Section 22.011 (b): is without the consent of the other person if: (1) the actor compels the other person to submit or participate by the use of physical force or violence; (2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat; (3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist; (4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it; (5)

the other person has not consented, and the actor knows the other person is unaware that the sexual assault is occurring; (6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge; (7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat.

DATING PARTNER: Any person, regardless of sex or gender identity, involved in a relationship with another person, where the relationship is primarily characterized by social contact of a sexual or romantic nature, whether casual, serious, short-term or long-term.

DOMESTIC VIOLENCE: Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, 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 jurisdiction.

- Physical abuse: any intentional unwanted contact with the victim's body by either the perpetrator or an object within the perpetrator's control, regardless of whether such contact causes pain or injuries to the victim.
- Emotional abuse: the intentional infliction of mental or emotional distress by threat, coercion, stalking, humiliation or unwanted other verbal or nonverbal conduct.
- Sexual abuse: any sexual behavior or contact by the perpetrator that is unwanted by the victim and/or interferes with the victim's ability to consent to or control the circumstances of sexual behavior.

HOSTILE ENVIRONMENT: Exists when sex-based harassment is sufficiently severe or pervasive to deny or limit the individual's ability to participate in or benefit from the university's programs or activities or an employee's terms and conditions of employment. A hostile environment can be created by anyone involved in a university's program or activity (e.g., administrators, faculty members, employees, students and university visitors).

In determining whether a sex-based harassment has created a hostile environment, the university considers the conduct in question from both a subjective and an objective perspective. It will be necessary, but not adequate, that the conduct was unwelcome to the individual who was harassed. To conclude that conduct created or contributed to a hostile environment, the university must also find that a reasonable person in the individual's position would have perceived the conduct as undesirable or offensive.

To ultimately determine whether a hostile environment exists for an individual or individuals, the university considers a variety of factors related to the severity, persistence or pervasiveness of the sex-based harassment, including: (1) the type, frequency and duration of the conduct; (2) the identity and relationships of the persons involved; (3) the number of individuals involved; (4) the location of the conduct and the context in which it occurred; and (5) the degree to which the conduct affected an individual's education or employment.

The more severe the sex-based harassment, the less need there is to show a repetitive series of incidents to find a hostile environment. Indeed, a single instance of sexual assault may be sufficient to create a hostile environment. In this and other ways, the university applies and enforces this policy in a manner that respects the First Amendment rights of students, faculty, staff and others.

INCAPACITATION: A state of being that prevents an individual from having the capacity to give consent. For example, incapacitation could result from the use of drugs or alcohol, a person being asleep or unconscious, or because of an intellectual or other disability.

INTIMIDATION: Unlawfully placing another person in reasonable fear of bodily harm through the use of threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

OTHER INAPPROPRIATE SEXUAL CONDUCT: Includes unwelcome sexual advances, requests for sexual favors, or verbal or physical conduct of a sexual nature directed toward another individual that does not rise to the level of sexual harassment but is unprofessional, inappropriate for the workplace or classroom and is not protected speech. It also includes consensual sexual conduct that is unprofessional and inappropriate for the workplace or classroom.

SEXUAL EXPLOITATION: Occurs when an individual takes non-consensual or abusive sexual advantage of another for his or her own benefit, or to benefit anyone other than the one being exploited. Examples of sexual exploitation include, but are not limited to, engaging in voyeurism; forwarding pornographic or other sexually inappropriate material by email, text or other channels to non-consenting students/groups; and any activity that goes beyond the boundaries of consent, such as recording of sexual activity, letting others watch consensual sex, or knowingly transmitting a sexually transmitted disease to another.

SEXUAL VIOLENCE: Physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. The term includes, but is not limited to, rape, sexual assault, sexual battery, sexual coercion, sexual abuse, indecency with a child and/or aggravated sexual assault.

SEXUAL ASSAULT: An offense that meets the definition of rape, fondling, incest or statutory rape:

- a) **Rape:** the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- b) **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- c) **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d) **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

SEXUAL HARASSMENT: Unwelcome conduct of a sexual nature including, but not limited to, unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature, when submission to such conduct is made either explicitly or implicitly a term or condition of a person's student status, employment or participation in university activities; such conduct is sufficiently severe or pervasive that it interferes with an individual's education, employment or participation in university activities, or creates an objectively hostile environment; or such conduct is intentionally directed toward a specific individual and has the effect of unreasonably interfering with that individual's education, employment or participation in university activities, or creating an intimidating, hostile or offensive environment. Sexual harassment is a form of sex discrimination that includes:

- a) Sexual violence, sexual assault, stalking, domestic violence and dating violence as defined herein.
- b) Physical conduct, depending on the totality of the circumstances present, including frequency and severity, including, but not limited to:
 - i. unwelcome intentional touching; or

- ii. deliberate physical interference with or restriction of movement.
- c) Verbal conduct not necessary to an argument for or against the substance of any political, religious, philosophical, ideological, or academic idea, including oral, written, or symbolic expression, including, but not limited to:
 - i. explicit or implicit propositions to engage in sexual activity;
 - ii. gratuitous comments, jokes, questions, anecdotes or remarks of a sexual nature about clothing or bodies;
 - iii. gratuitous remarks about sexual activities or speculation about sexual experiences;
 - iv. persistent, unwanted sexual or romantic attention;
 - v. subtle or overt pressure for sexual favors;
 - vi. exposure to sexually suggestive visual displays such as photographs, graffiti, posters, calendars or other materials; or
 - vii. deliberate, repeated humiliation or intimidation based upon sex.

STALKING: 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. For the purposes of this definition:

- a) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person's property.
- 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.

RETALIATION: Any adverse action threatened or taken against someone because the individual has filed, supported, provided information in connection with a complaint of sexual misconduct or engaged in other legally protected activities. Retaliation includes, but is not limited to, intimidation, threats or harassment against any complainant, witness or third party.

FALSE COMPLAINTS: A charge of filing a false complaint may be made by the university against any person who knowingly and intentionally files a false complaint under this policy. An individual found responsible is subject to disciplinary action up to and including dismissal or separation from the university. A finding of non-responsibility does not indicate a report was false.

WHAT IS DATING VIOLENCE?

Dating violence/relationship abuse is a pattern of coercive behaviors that serves to exercise control and power in an intimate relationship. The coercive and abusive behaviors can be physical, sexual, psychological, verbal and/or emotional. Relationship abuse can occur between current or former intimate partners who have dated or lived together, currently reside together on or off campus or are otherwise connected through a past or existing relationship. It can occur in opposite-sex and same-sex relationships.

The Student Code of Conduct describes how examples of relationship abuse include, but are not limited to: attempting to cause or causing bodily injury by hitting, slapping, punching, hair pulling, kicking, sexual assault and/or other forms of unwanted physical contact that causes harm; knowingly restricting the movements of another person; isolating or confining a person for a period of time; controlling or monitoring behavior; being verbally and/or emotionally abusive; or exhibiting extreme possessiveness or jealousy.

WHAT IS SEXUAL ASSAULT?

Pursuant to the Higher Education Amendments of 1992 (Public Law 102-325), generally referred to as the Sexual Assault Victim's Bill of Rights, it becomes important to promote the reporting of all sex-crime violations as well as to outline the procedure to facilitate the reporting of all alleged violations.

Sexual assault is generally defined as attempted or actual unwanted sexual activity (Sandler, 1993).

A forcible sex offense is "any sexual act directed against another person, forcibly and/or against that person's will, in which the victim is incapable of giving consent. It includes forcible rape, forcible sodomy, sexual assault with an object and forcible fondling." Non-forcible sex offenses are acts of "unlawful, non-forcible sexual intercourse" and include incest and statutory rape. Depending on the circumstance, rape could be in either category.

Sexual abuse/sexual violence refers to a range of behaviors that are unwanted by the recipient and include remarks about physical appearance and persistent sexual advances that are undesired by the recipient. These behaviors could be initiated by someone known or unknown to the recipient, including someone he or she is in a relationship with.

Consent is defined in the Texas Penal Code as "assent in fact, whether express or apparent."

WHAT IS SEXUAL MISCONDUCT?

Sexual misconduct is any intentional sexual touching, however slight, with any object by a man or woman upon a man or woman without effective consent. Sexual touching includes any bodily contact with the breasts, groin, genitals, mouth or other bodily orifice of another or any other bodily contact in a sexual manner. Any disrobing of another or exposure to another by a man or woman without effective consent is considered a violation of this policy.

WHAT IS SEXUAL HARASSMENT?

Sexual harassment consists of any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. This includes, but is not limited to: submission to, or rejection of, such conduct that is made either implicitly or explicitly a term or condition of employment or participation in an education program; submission to, or rejection of, such conduct that is used for the basis for employment or academic decisions affecting a student; such conduct



that has the purpose or effect of interfering with a student's work or academic performance; or such conduct that creates a hostile or intimidating work or academic environment.

WHAT IS STALKING?

Stalking is defined as any pattern of conduct that has the purpose or effect of producing fear and/or creating an intimidating, hostile or offensive environment. A "pattern of conduct" is defined as two or more times and constitutes a repeated attempt to initiate unwanted, inappropriate and/or threatening interactions against a particular person or group. Examples of stalking behavior include, but are not limited to: unwelcome communication that can be face-to-face, phone, text, email, voice messages, written messages, gifts, etc.; pursuing and/or following another person or group; surveillance; trespassing; gaining unauthorized access to personal, medical, financial or any other identifying piece of information without explicit permission; or accessing email, phone or other forms of personal communication in order to follow or monitor another's activity.

Cyber-stalking is an extension of the physical form of stalking and is unacceptable at any level. Using electronic media such as the Internet, social networking sites, cell phones or similar devices or mediums to pursue, track, harass, monitor or make unwanted contact with another person is a violation of the stalking policy.

CONFIDENTIALITY

The university has an obligation to maintain an environment free of sex discrimination, thus many university employees have mandatory reporting and response obligations and may not be able to honor a complainant's request for confidentiality. Complainants who want to discuss a complaint in strict confidence may use the resources outlined as confidential support and resources. These resources include physical and mental health care professionals or a pastor.

TIMELINESS OF COMPLAINT

Complaints should be reported as soon as possible after the complainant becomes aware of the inappropriate conduct. Delays in reporting can greatly limit the university's ability to stop the harassment, collect evidence and/or take effective action against individuals or organizations accused of violating the policy.

REPORTING OF CRIMES (ON AND OFF CAMPUS)

All persons within the university community are encouraged to report criminal acts to the University Police Department, Office of Student Rights and Responsibilities or other defined university official in a timely manner. This will ensure that the criminal acts are fully investigated and referred to the criminal courts, Office of Student Rights and Responsibilities or both. If a person wishes to make an anonymous tip/report to law enforcement officials concerning a criminal act committed or suspicious activity, they may do so by contacting the University Police Department recorded tip line at (936) 468-TIPS (8477) or through the Lumberjack Guardian Tip Text. The user should be aware that this means of reporting is not for emergency notification. To report an emergency, the caller should dial 9-1-1 from any campus phone or dial (936) 468-2608 to speak directly to a communications officer.

PRESERVATION OF EVIDENCE

The preservation of evidence is crucial to the success of a criminal investigation and/or university discipline process. Victims of crimes including, but not limited to, hate or bias-related incidents, sexual assault, date rape, domestic violence, dating violence or stalking need to be mindful that any record, document or tangible item that may reasonably be expected to be requested in discovery or used in or related to litigation is potential evidence.

Physical or tangible evidence may include a wide variety of items. Examples include, but are not limited to, hard copies of records or documents, clothing worn before, during or after the commission of an offense (such as a sexual assault), electronic messaging (text, email, etc.), witnesses, photographs, videos/audio recordings and/or telephone records.

INSTITUTIONAL DISCIPLINARY ACTION

Stephen F. Austin State University shall provide a prompt, fair and impartial investigation and resolution in alleged cases of domestic violence, dating violence, sexual assault or stalking. The investigation and resolution will be conducted by an official(s) who have received the proper training on these issues and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The accuser and accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an adviser of their choice. Both the accuser and the accused shall be simultaneously informed, in writing, of the outcome of any institutional disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault or stalking and the institution's procedure for the accused and the victim to appeal the results of the institutional disciplinary proceeding. The appeal procedure is explained in detail to the accused and victim by the Office of Student Rights and Responsibilities. The accuser and the accused shall be made aware of any change to the results that occurs prior to the time that such results become final and will be notified when the results become final. Employee disciplinary actions may include, but are not limited to, written reprimands, the imposition of conditions, reassignment, suspension and dismissal. Student disciplinary actions may include, but are not limited to, probation, suspension or expulsion.

EDUCATIONAL PROGRAMS

The university's commitment to raising awareness of the dangers of sexual misconduct includes offering ongoing education through annual training and lectures by faculty, staff, mental health professionals and/or trained university personnel. The university will regularly educate and train employees and supervisors regarding the policy and conduct that could constitute a violation of the policy. Preventive education and training programs will be provided to university administrators, faculty, staff and students and will include information about risk reduction, including bystander intervention. Training on sexual harassment and sexual violence policy and procedures will be provided to law enforcement personnel, including training on their obligation to advise university administrators, faculty, staff and students of their rights to file a complaint under this policy and their right to file a criminal complaint.

Various programs addressing sexual assault, date rape, domestic violence, dating violence, stalking and related issues are presented throughout each academic year. These programs focus on the prevention, awareness, safe and positive options, and risk reduction. Programs are offered to all students, faculty, staff and visitors. These programs are conducted primarily by the University Police Department, Title IX coordinator, Student Affairs and the Residence Life Department. For more information about the programs offered and how to schedule a group or individual, go to www.sfasu.edu/upd/training-programs.asp.

ADDITIONAL RIGHTS OF VICTIMS

Stephen F. Austin State University takes the safety of all persons on the campus seriously. This is to include retaining orders of protection, no-contact orders, restraining orders or any other similar orders issued by a criminal, civil or tribal court. Any person under the protection of such an order should ensure that a current certified copy is sent to the University Police Department to keep on file.

BYSTANDER INTERVENTION

At Stephen F. Austin State University, the health, safety and welfare of our students, faculty, staff and community are paramount concerns. As such, all students, faculty and staff are expected to intervene or interrupt harmful behavior or speech that is witnessed.

Examples of bystander intervention

- Confronting people who seclude, hit on, try to make out with or have sex with people who are incapacitated;
- Speaking up when someone discusses plans to take sexual advantage of another person;
- Calling police when a person is yelling at another and it is not safe for you to interrupt;
- Interjecting yourself into a conversation in which another person seems unsafe;
- Refusing to leave the area (or calling police) if a person is trying to get you to leave so they can take advantage of another;
- Speaking up when people use racist, sexist, homophobic or other harmful language;
- Offering to drive an incapacitated friend home from a party; and
- Ensuring friends who are incapacitated do not leave the party or go to secluded places with others.

Reporting incidents that violate the Student Code of Conduct

SFA students are expected to alert appropriate officials in the event of any health or safety emergency – specifically including those involving the abuse of alcohol or drugs – even if violations of the Student Code of Conduct may have occurred in connection with such an emergency.

Because fear of possible disciplinary actions may deter requests for emergency assistance, the university has adopted the following Responsible Action Protocol to alleviate student concerns and promote responsible actions. In a situation involving imminent threat or danger to the health or safety of any individual(s), students, faculty and staff are generally expected:

- To contact emergency officials by calling 9-1-1 to report the incident;
- To remain with the individual(s) needing emergency treatment and cooperate with emergency officials, so long as it is safe to do so; and
- To meet with appropriate university officials after the incident and cooperate with any university investigation.

The university will consider the positive impact of taking responsible action in an emergency situation when determining the appropriate response for alleged policy violations by the reporting student prior to or contemporaneously with the emergency situation.

- In some such situations, this may mean that no university disciplinary action is taken or no disciplinary sanctions are imposed, but the incident will be documented and educational, community and health initiatives may be required.

- The protocol does not preclude or prevent action by police or other legal authorities.
- Failure of students to take responsible actions in an emergency situation, however, may void all protections under this provision, may constitute an aggravating factor for purposes of sanctioning and may lead to further disciplinary actions when such failure to act otherwise constitutes a violation of university rules, regulations or policies.

SEXUAL ASSAULT

Pursuant to the Higher Education Amendments of 1992 (Public Law 102-325), generally referred to as the Sexual Assault Victim's Bill of Rights, it becomes important to promote the reporting of all sex-crime violations as well as to outline the procedure to facilitate the reporting of all alleged violations. Therefore, students, faculty and staff are hereby informed of the following programs and options. Sexual assault is generally defined as attempted or actual unwanted sexual activity (Sandler, 1993).

"FORCIBLE AND NONFORCIBLE" SEX OFFENSES:

A forcible sex offense is "any sexual act directed against another person, forcibly and or against that person's will, where the victim is incapable of giving consent, and includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling." Non-forcible sex offenses are acts of "unlawful, non-forcible sexual intercourse," and include incest and statutory rape. Depending on the circumstance, rape could be in either category.

POSSIBLE SANCTIONS

Depending upon the severity of the incident, those persons found responsible under the Student Code of Conduct could be subject to a range of penalties: e.g., referral to the Counseling Center, suspension or expulsion from the university, as well as other sanctions outlined in university policies. In addition, if a given incident is referred to the criminal courts and if the accused is found guilty, the typical range of sanctions available is that afforded by the Texas Penal Code. Both the accused and the accuser are entitled to have others present during the campus disciplinary hearing. The outcome of the hearing will be made available to the accused and the accuser.

All investigations under the Sexual Misconduct policy will use the preponderance of the evidence standard to determine violations.

VICTIM RESOURCES

Those students, faculty or staff members who have become victims of domestic violence, dating violence, sexual assault or stalking are encouraged to take advantage of the services offered by Counseling Services. Information regarding off-campus resources that can assist victims of domestic violence, dating violence, sexual assault or stalking (such as counseling resources, crime victim advocates and health professionals) will be made available to victims. Crime Victim Advocates will be helpful in assisting victims with legal assistance and other non-campus services that may be available.

- | | | |
|-----------------------------|----------------|--|
| • SFA Counseling Center | (936) 468-2401 | counseling@sfasu.edu |
| • SFA Student Health Clinic | (936) 468-4008 | healthservices@sfasu.edu |
| • SFA University Police | (936) 468-2608 | updemail@sfasu.edu |



- Family Crisis Center of East TX
(936) 468-7233

An individual who experiences any form of sexual, domestic or dating violence is 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.

CHANGING ACADEMIC AND/OR LIVING ARRANGEMENTS

When appropriate, academic and on-campus living arrangements, assistance in transportation, and work situations may be modified as the direct result of domestic violence, dating violence, sexual assault or stalking. This action may be taken when requested by the victim when such modifications are reasonably available. These arrangements would be coordinated through UPD or the university's Title IX coordinator as appropriate.

CAMPUS SECURITY AUTHORITY

The definition of "Campus Security Authority" according to federal law is as follows: "an official of an institution who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline and campus judicial proceedings." For example, a dean of students who oversees student housing, a student center or student extracurricular activities has significant responsibility for student and campus activities. Similarly, a director of athletics, team coach and faculty advisor to a student group also has significant responsibility for student and campus activities. A single teaching faculty member is unlikely to have significant responsibility for student and campus activities, except when serving as an advisor to a student group. A physician in a campus health center or a counselor in a counseling center whose only responsibility is to provide care to students is unlikely to have significant responsibility for student and campus activities. Also, clerical staff members are unlikely to have significant responsibility for student and campus activity.

Defined university officials who have significant responsibility for students and campus activities include, but are not limited to:

- vice president for university affairs,
- dean of student affairs,
- assistant dean of student affairs for programs,
- assistant dean of student affairs for services,
- director of the Office of Student Rights and Responsibilities,
- directors, assistant directors and coordinators of student engagement,

- director of residence life and all residence hall staff members, including hall directors, assistant hall directors, desk assistants and community assistants,
- all head coaches and assistant coaches for all areas of athletics,
- athletic director and assistant athletic directors, and
- any individual with significant responsibility for student and campus activities

An official is defined as any person who has the authority and duty to take action or respond to particular issues on behalf of the institution.

The intent of including non-law enforcement personnel as Campus Security Authorities is to acknowledge that many people, students in particular, are hesitant about reporting crimes to the police but may be more inclined to report incidents to other campus officials. Persons making reports to mental health and/or pastoral officials are treated as confidential, but individuals are encouraged to report any and all incidents to the University Police Department for investigation. Reports of criminal activity made to a university official not bound by a privilege statute must report this potential crime to the appropriate law enforcement authorities.

CRIME PREVENTION TIPS

If a crime is to be committed, the offender must have the desire, ability and opportunity to commit crime. Law enforcement can do little to remove the offender's desire and ability to commit crimes, but together we can remove the element of opportunity. THIS IS CRIME PREVENTION. You can remove the temptation of opportunity by taking a few simple precautions.

PROTECT YOUR PROPERTY:

1. Lock your door every time you leave—even for short trips down the hall (for instance, to visit your neighbors or coworkers).
2. Do not leave valuables lying out in the open.
3. Engrave your driver's license number on all valuable property (Operation ID).
4. Record the serial numbers and brand names of all property.

PROTECT YOURSELF:

1. Lock your door when you take a nap or retire for the evening.
2. Require identification before admitting someone unfamiliar into your room.
3. Do not walk alone at night. Stay on lighted walkways, and use the Police Escort Service.
4. Report suspicious people or circumstances. Stop a crime before it happens.
5. Offer your confidential assistance to the University Police Department.

SAFETY PROTOCOLS

The safety of all persons and property on the SFA campus is of utmost importance. Together we can accomplish this goal. Below are protocols set out to assist persons regarding personal and property safety.

LOCK-DOWN

A lock-down procedure is used to secure all or part of the campus for the purpose of removing people from harm's way and attempting to prevent a perpetrator(s) from entering our facilities. It is also a method of

“sheltering in place” during a potential or actual event involving a threat of violence against the campus community. While there might be other instances in which a lock-down is initiated, this directive would typically involve an “active shooter” situation in which an intruder enters a building or campus grounds and threatens the personal safety and welfare of our students, faculty, staff and guests.

The University Police Department, along with cooperating agencies, have adopted accepted law enforcement response procedures, which are designed to contain and terminate such threats as quickly as possible.

If a “Lock-Down” is ordered:

Secure the immediate area:

- If able, lock or barricade the door. Block the door using whatever is available: desks, tables, file cabinets, other furniture, books, etc.
- After securing the door, stay behind solid objects away from the door as much as possible.
- If an assailant enters your room and leaves, lock or barricade the door behind them.
- If safe to do so, allow others to seek refuge with you.
- Avoid hiding in restrooms—they typically cannot be secured.

Take protective actions to reduce your vulnerability:

- Close blinds.
- Block windows.
- Turn off radios and computers.
- Silence cell phones.
- Place signs in exterior windows to identify your location and the location of injured persons.
- Keep people calm and quiet.
- After securing the room, people should be positioned out of sight and behind items that might offer additional protection—walls, desks, file cabinets, bookshelves, etc.
- Do not sound the fire alarms. This may cause others to flee the buildings and put them at risk.
- Call University Police using 9-1-1 from a campus phone or (936) 468-2608 from a cell phone.

If you find yourself in an open area such as an auditorium or gym, immediately seek protection:

- Put something between you and a potential assailant.
- Escape if you know where the assailant is and there appears to be a safe escape route immediately available to you.
- If in doubt, find the safest area available and secure it the best way you can.

FIRE

Learn the location of fire extinguishers, exits and manual pull stations in your area and how to use them.

If a fire occurs:

1. Activate the pull station building alarm system. IMMEDIATELY contact UPD at 9-1-1 from a campus phone or (936) 468-2608 from a cell phone.
2. If a minor fire appears controllable, promptly direct the charge of the fire extinguisher toward the base of the flame, only if you can do so safely.
3. Evacuate when prompted by continuously sounding fire alarms or by an official announcement.
4. Be aware of and make use of designated primary and alternate evacuation routes.
5. Leave the building in an orderly manner without rushing or crowding—DO NOT USE THE ELEVATOR DURING A FIRE.
6. Provide aid to those who need it in an emergency evacuation situation.
7. Smoke is the greatest danger in a fire, so stay near the floor where air will be less toxic.
8. Once outside:
 - Always evacuate crosswind and/or upwind away from any fire emergency by a safe route.
 - Evacuate to at least 300 feet from the building and out of the way of emergency vehicles.
9. Report any individuals who have been injured or left behind to emergency responders.
10. If requested, assist emergency crews.
11. DO NOT RETURN TO AN EVACUATED BUILDING until an all-clear is officially announced.

NOTE: Should you become trapped inside a building during a fire and a window is available, place an article of clothing (shirt, coat, etc.) outside the window as a marker for rescue crews. If there is no window, then stay near the floor where the air will be less toxic. Shout at regular intervals to alert emergency crews of your location.

IMPORTANT: After an evacuation, report to your department head to let him or her know your status.

WEATHER

When a severe weather or tornado warning is issued:

Seek shelter immediately.

A. If inside a building:

1. Go to the lowest level of the building, if possible.
2. Stay away from windows.
3. Go to an interior hallway.
4. Use arms to protect head and neck in a “drop and tuck” position.
5. Avoid the most dangerous locations of a building, usually along south and west sides and at corners.

B. If there is no time to get inside:

1. Lie in a ditch or low-lying area or crouch near a strong building.
2. Be aware of potential for flooding.
3. Use arms to protect head and neck in a “drop and tuck” position.
4. Use jacket, cap, backpack or any similar items, if available, to protect face and eyes.

EVACUATION

In most cases, an evacuation would apply only to the buildings that are immediately affected. In some cases, an evacuation could apply to the entire campus. Some of the events that might call for an evacuation could also require sheltering-in-place based on your proximity to the event. You should heed official requests and use common sense when you cannot receive an official announcement.

Some events that might prompt an evacuation are:

- Major fire or explosion
- Hazardous materials release (also see Shelter-in-Place)
- Chemical/biological/radiological spill (also see Shelter-in-Place)
- Flooding
- Earthquake
- Structural failure
- Bomb threat
- Weapons (also see Armed Subjects)

PROCEDURE FOR EVACUATION

1. Evacuate a building when prompted by continuously sounding fire alarms or by an official announcement.
2. Be aware of and make use of designated primary and alternate evacuation routes.
3. Close classroom or office doors as you leave.
4. Leave the building in an orderly manner without rushing or crowding—DO NOT USE THE ELEVATOR.
5. Provide aid to those who need it in an emergency evacuation situation.
6. Be aware of and follow instructions given by UPD and other officials. You may be asked to proceed on foot to designated areas or evacuate the campus entirely.
 - Always evacuate crosswind and/or upwind away from any emergency by a safe route.
 - Evacuate to at least 300 feet from the building and out of the way of emergency vehicles.
7. Report any individuals who have been injured or left behind to emergency responders.
8. DO NOT RETURN TO AN EVACUATED BUILDING until an all-clear is officially announced.

SHELTER – IN – PLACE

Sheltering-in-place is the use of any classroom, office or building for the purpose of providing temporary shelter. Since many of the events that would require sheltering-in-place might also require evacuation based on your proximity to the event, you should heed official requests and use common sense when you cannot receive an official announcement.

Shelter-in-Place: Hazardous Material Release

1. Receive a shelter-in-place announcement.
2. Immediately move indoors.
3. Close all windows and doors to shelter and seal as best you can, using towels, clothes or paper.
4. If there appears to be air contamination within the shelter, place a paper mask, wet handkerchief or wet paper towel over the nose and mouth for temporary respiratory protection.
5. Continue to follow the instructions given by the response authorities.

ARMED SUBJECTS

If you witness any armed individual on campus at any time, or if an individual is acting in a hostile or belligerent manner, immediately contact the University Police Department at 9-1-1 from a campus phone, or (936) 468-2608 from a cell phone.

If the armed subject is outside the building:

- Turn off all the lights. Close and lock all windows and doors.
- If you can do so safely, get all students on the floor and out of the line of fire.
- Move to a core area of the building, if safe to do so, and remain there until an “all-clear” instruction is given by an authorized known voice.
- If the staff or students do not recognize the voice that is giving instruction, they should not change their status.
- Unknown or unfamiliar voices may be misleading and designed to give false assurances.

If the armed subject is inside the building:

- If it is possible to flee the area safely and avoid danger, do so.
- Contact UPD at 9-1-1 from a campus phone or (936) 468-2608 from a cell phone, with your location if possible.
- If flight is impossible, lock all doors and secure yourself in your space.
- Get down on the floor or under a desk and remain silent.
- Get students on the floor and out of the line of fire.
- Wait for the “all-clear” instruction.

If the armed subject comes into your class or office:

- There is no one procedure the authorities can recommend in this situation.
- Attempt to get the word out to other staff if possible, and call UPD at 9-1-1 from a campus phone, or (936) 468-2608 from a cell phone, if that seems practical.
- Use common sense. If hiding or fleeing is impossible, attempt to negotiate with the individual.
- Attempting to overcome the armed subject with force is a last resort that should only be initiated in the most extreme circumstances.
- Remember, there may be more than one active armed subject.
- Wait for the “all-clear” instruction.

- Be careful not to make any changes to the scene of the incident since law enforcement authorities will investigate the area later.
- In case you must flee, get as far away from the shooting scene as possible and then contact authorities.

Watch the "[Run. Hide. Fight. - Surviving an Active Shooter Event](#)" video. Thanks to the City of Houston Mayor's Office of Public Safety and Homeland Security for permission to use the "Run. Hide. Fight" video.

DISRUPTIVE INDIVIDUALS

If you witness a disruptive individual on campus at any time, immediately contact UPD at 9-1-1 from a campus phone or (936) 468-2608 from a cell phone.

Who is a disruptive individual?

- An individual who makes threats of physical harm to you, others or themselves,
- An individual who has a weapon ([Refer to armed subjects protocol](#)),
- An individual who behaves in a bizarre manner or exhibits unstable behavior patterns, or
- An individual who appears to be intoxicated or under the influence of a controlled substance.

What action should I take?

- Contact UPD at 9-1-1 from a campus phone or (936) 468-2608 from a cell phone.
- Give your name and campus location with a brief explanation of the situation.
- Take note of the individual's age, personal appearance, clothing, vehicle or any other information that would help identify the individual.

Express your authority with non-verbal cues.

- Sit or stand erect.
- Square your shoulders.
- Smile and make eye contact.



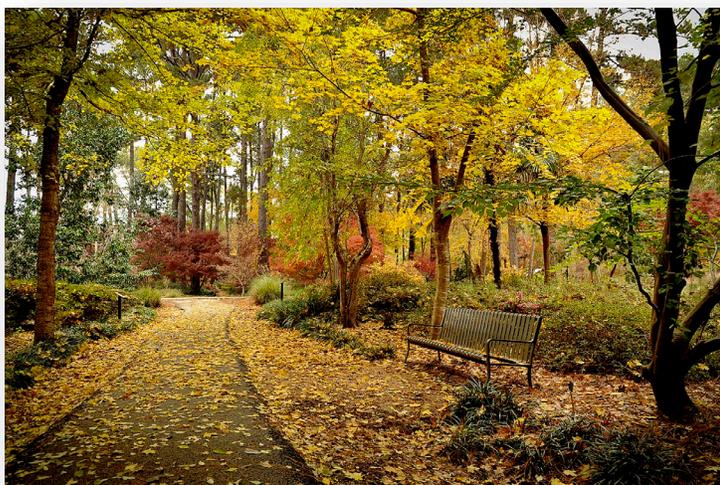
- Speak clearly and distinctly.
- Maintain a constant voice volume—not too loud.

Cues to avoid.

- Do not touch your face.
- Observe the individual's personal space—do not stand too close.
- Do not touch the person.
- Do not slouch, glare or sigh at the individual.

Anger Management Tactics

- Get their attention: Use their name.
Ask them to sit down.
- Acknowledge their feelings:
Paraphrase what they say so they will know you are listening.
- Get them moving: Offer a chair, move them to a private area if possible.
- Offer assistance: Use the word “we” to include them in the solution process.
- Tell them exactly what you can do for them and when.
- Offer an alternative if appropriate.
- Advise co-workers of the potential problem if possible.
- Call for aid immediately if you sense the situation is getting out of hand.



NOTIFICATION OF PENALTY FOR FALSE ALARM OR REPORT

In accordance with Subchapter E, Chapter 51.219 (Notification of Penalty for False Alarm or Report) of the Texas Education Code, each institution of higher education is required to notify all incoming students as soon as practical and all other students no later than Oct. 1 of the penalty of making a false alarm or report involving an institution of higher education. A new amendment to a current state law was enacted by the 83rd Texas Legislature relating to making or causing a false alarm or report involving a public or private institution of higher education. This affects not only our campus community but all college/university campuses statewide. As a result of this newly amended law, Section 42.06(b) of the Texas Penal Code has been amended to read “an offense under this section is a Class A Misdemeanor unless the false report is of an emergency involving a public or private institution of higher education or involving a public, primary or secondary school, public communications, public transportation, public water, gas or power supply or other public service in which event the offense is a State Jail Felony.” The university takes a strong stance against persons making or causing a false report or alarm that disrupts the living and/or educational process associated with this university. Any person found having initiated or caused a false alarm or report could be charged in the appropriate criminal court for violation of this law and also referred to the Office of Student Rights and Responsibilities for violation of the Student Code of Conduct. Any person with knowledge of anyone making or causing a false alarm or report may contact the University Police Department at (936) 468-2608 or may report this anonymously utilizing the Eyewitness Text Tips by texting the information to 67283. Begin your text message with SFASUTIP {space} and type your message. Both of these options are monitored 24 hours a day, seven days a week.

KNOW WHAT TO DO

LOCKDOWN

Put something between you and the danger



WHEN: Issued if there is an emergency or violence on campus.

How: JackAlert. Outdoor sirens also may activate using the “active danger” tone.

- ACTIONS:**
1. Lock or barricade doors, turn out lights, and remain quiet.
 2. Warn others, if possible.
 3. Fight to defend yourself as a last resort.
 4. Wait for official notice before resuming activities.

SHELTER-IN-PLACE

Find a safe place in a building



WHEN: Issued if severe/dangerous weather, environmental hazard, or other hazardous situation is imminent.

How: JackAlert. Outdoor sirens also may activate using the “dangerous weather” tone.

- ACTIONS:**
1. Seek shelter inside interior rooms or hallways away from glass.
 2. Wait for official notice before resuming activities.

EVACUATE

Leave your building immediately



WHEN: Issued if there is a danger inside or near your building

How: JackAlert and/or the fire alarm system in your building.

- ACTIONS:**
1. Leave the building; assist the disabled.
 2. Take valuables and cell phone with you.
 3. Proceed to outside pre-designated assembly area.
 3. Wait for official notice before re-entering.

For more information: www.sfasu.edu/dps

AUTOMATIC ELECTRONIC DEFIBRILLATORS

Stephen F. Austin State University currently has more than 80 AED devices placed across campus. Use of these devices is automated, and instructions are provided by the device when it is opened.

Demonstrations on how to use these AEDs can be arranged through the University Police Department at (936) 468-2252 or updemail@sfasu.edu or the Department of Campus Recreation at (936) 468-3507.

Current AED Locations

Academic Facilities

- McGee Business Building - Main Lobby, First Floor
- Cole Concert Hall - Main Lobby
- Education Annex - Main Lobby
- McKibben Education Bldg. - Main Lobby
- Liberal Arts North - Main Hallway, First Floor
- Library - Lobby, First Floor
- Math - Main Lobby, First Floor
- Miller Science - Main Lobby, First Floor
- Nursing Building - Main Hallway
- Turner Auditorium - Main Lobby
- Agriculture Building - Main Lobby
- Upper Arts Building - Main Lobby
- Lower Arts Building - Main Lobby
- Boynton Building Main Lobby
- Chemistry Building - Main Lobby
- Ferguson Building - Main Lobby
- Fine Arts Annex - Main Lobby
- Forestry Building - Main Lobby
- Forestry Lab Building - Main Lobby
- HPE Building - Main Lobby, Second Floor
- Human Sciences North Building - Main Lobby
- Human Sciences South Building - Main Lobby
- Human Services Building - Main Lobby
- Military Science Building - Main Lobby
- Kennedy Auditorium - Main Lobby
- Early Childhood Research Center - Main Hallway
- Social Work Building - Main Lobby
- Music Building - Main Lobby
- Miller Science Building - Main Lobby
- STEM Building - first, second, third and fourth floor

Residence Halls

- Griffith Hall - Main Lobby
- Hall 10 - Main Lobby
- Hall 14 - Main Lobby
- Hall 16 - Main Lobby
- Kerr Hall - Main Lobby
- Lodge - Main Lobby
- Mays Hall - Main Lobby
- North Hall - Main Lobby
- South Hall - Main Lobby



- Steen Hall - Main Lobby
- Village Bldg. 1 - Center Building Lobby
- Village Bldg. 2 - Center Building Lobby
- Village Bldg. 3 - Center Building Lobby
- Lumberjack Landing - Main Lobby
- Hall 20 - Main Lobby
- Wisely Hall - Main Lobby
- **Athletic Facilities**
 - Field House (West Entrance-Outside)
 - Press Box (Inside Stairwell)
 - Wellness Center
 - William R. Johnson Coliseum (Front Door)
 - Tennis Complex - Exterior Wall of Tennis Office Bldg.
- **Other Campus Facilities**
 - Student Center - First Floor (Atrium at Food Court Entrance)
 - Student Center - Second Floor (Grand Ballroom Lobby by Stairwell Entrance)
 - Student Recreation Center - Front Desk
 - Student Recreation Center - First Floor by the Gym
 - Student Recreation Center - Second Floor Track by Racquetball Courts
 - Student Recreation Center - Second Floor by Multi-Purpose Studio
 - Student Recreation Center - Lifeguard Office
 - HPE Building - Equipment Cage
 - Alumni Center Building - Main Lobby
 - Grounds and Transportation - Main Lobby
 - Purchasing Building - Main Lobby
 - Physical Plant Administration Building - Main Lobby
 - Parking and Traffic Office - Main Lobby
 - East College Dining Hall - Main Lobby
 - Rusk Building - Main Lobby, Second Floor
 - Austin Building - Main Lobby, Second Floor
- **Portable**
 - All university police patrol vehicles
 - Campus Recreation for use at Intramural Fields

REPORTABLE CRIMES UNDER THE CLERY ACT

Institutions of higher education must disclose reported offense, not the findings of a court, coroner, jury or the decision of a prosecutor. Per the Clery Act, institutions must classify crimes based on the Federal Bureau of Investigation's Uniform Crime Reporting Handbook. For sex offenses only, institutions use definitions from the FBI's National Incident-Based Reporting System edition of the UCR. Institutions also classify hate crimes according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crimes Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards.

There are some crimes that institutions should not include in their Institutional Clery Statistic Disclosure. These are non-Clery Act crimes, unfounded crimes and crimes not committed in geographical locations as specified by the Clery Act. Only sworn or commissioned law enforcement personnel may "unfound" a crime that is reported and investigated by law enforcement authorities and found to be false or baseless.

- Murder & Non-Negligent Manslaughter—The willful killing of one human being by another.
- Negligent Manslaughter—The killing of another person through gross negligence.

- Robbery—The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- Sex Offenses-Forcible—Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will when the victim is incapable of giving consent.
- Sex Offenses-Non-forcible—Unlawful, non-forcible sexual intercourse to include incest and statutory rape.
- Aggravated Assault—An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed).
- Burglary—The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
- Motor Vehicle Theft—The theft or attempted theft of a motor vehicle (this classifies as motor vehicle theft in all cases in which automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding).
- 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.
- Arrests for Weapon Law Violations—The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.
- Arrests for Drug Abuse Violations—Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).
- Arrests for Liquor Law Violations—The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).
- Disciplinary Referrals for Weapon Law Violations
- Disciplinary Referrals for Drug Abuse Violations
- Disciplinary Referrals for Liquor Law Violations



- Hate Crimes – All above related offenses plus those listed below.
 - Larceny-Theft—The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.
 - Simple Assault—An unlawful physical attack by one person upon another in which 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.
 - Intimidation—To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
 - Destructive/Damage/Vandalism of Property—To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Annual Crime Statistics

		Total SFASU Campus	Unfounded Crimes Reports	SFASU Campus Housing	Public Property	Non-SFASU Campus	Hate Crime
Murder	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Forcible Sexual Assault	2016	4	0	4	0	0	0
	2017	5	0	5	0	0	0
	2018	7	0	7	0	2	0
Fondling	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Incest	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Non-Forcible Sexual Assault	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Robbery	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Aggravated Assault	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Burglary	2016	4	0	4	0	0	0
	2017	1	0	1	0	0	0
	2018	5	0	5	0	0	0
Motor Vehicle Theft	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Manslaughter	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Arson	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Liquor Violation Arrest	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0		0	0	0
Liquor Violation Referred for Campus Disciplinary Action	2016	84	0	70	0	1	0
	2017	70	0	57	0	2	0
	2018	84	0	81	0	0	0
Drug Violation Arrest	2016	11	0	3	0	2	0
	2017	15	0	3	2	2	0
	2018	12	0	5	0	0	0
Drug Violation Referred for Campus Disciplinary Action	2016	52	0	25	0	0	0
	2017	78	0	26	0	7	0
	2018	50	0	13	0	0	0
Weapons Violation Arrest	2016	1	0	0	0	0	0
	2017	1	0	1	0	0	0
	2018	0	0	0	0	0	0
Weapons Violation Referred for Campus Disciplinary Action	2016	2	0	2	0	0	0
	2017	0	0	0	0	0	0
	2018	0	0	0	0	0	0

Violence Against Women Statistics

On March 7, 2013, the Violence Against Women Reauthorization Act of 2013 was signed by the President of the United States with provisions and amended sections of the Higher Education Act of 1965 otherwise known as the Jeanne Clery Disclosure of Campus Security policy and Campus Crime Statistics Act or Clery Act. Although the Department of Education has not completed the rulemaking process and the final draft has not gone into effect, institutions must make a good faith effort to comply with the statutory provisions. In doing so, the institutions are required to compile statistics for incidents of domestic violence, dating violence, sexual assault and stalking. To view the definitions of domestic violence, dating violence, sexual assault and stalking and for more information regarding the Violence Against Women Act, please refer back to page 11 of this document.

		Total SFASU Campus	Unfounded Crimes Reports	SFASU Campus Housing	Public Property	Non-SFASU Campus	Hate Crime
Domestic Violence	2016	0	0	0	0	0	0
	2017	1	0	1	0	0	0
	2018	0	0	0	0	0	0
Dating Violence	2016	5	0	4	0	0	0
	2017	1	0	1	0	0	0
	2018	5	0	2	0	0	0
Stalking	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
	2018	1	0	0	0	0	0

HATE CRIMES

A hate crime is defined as: a crime that manifests evidence that the perpetrator intentionally selected the victim because of the victim’s actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.

Additional offenses statistics only if they are classified as Hate Crimes. Other offenses that are classified as Hate Crimes are included in the Annual Crime Statistics on page 33.

	2016	2017	2018
Larceny-Theft	0	0	0
Simple Assault	0	0	0
Intimidation	0	0	0
Vandalism	0	0	0

The University Police Department had no hate crimes reported in 2016, 2017 or 2018.

Fire Safety

The purpose of this section is to document all fires that occur in any on-campus housing property owned, rented, leased or otherwise controlled by Stephen F. Austin State University. This report is in compliance with the Higher Education Opportunity Act (34 CFR 668.49(c)).

Fire Statistics

2016

Location	Date	Cause of Fire	Number of Deaths	Number of Injuries	Damaged Property Value
Poultry Farm	6/12/2016	Chicken litter	0	0	\$50
Mays Hall	8/8/2016	Cord from air conditioner	0	0	\$20
		Total:	0	0	\$70

Fire Statistics

2017

Location	Date	Cause of Fire	Number of Deaths	Number of Injuries	Damaged Property Value
Poultry Farm	6/25/2017	Chicken house at broiler farm. Gas line fell onto heater and caused fire	0	0	\$1,500
		Total:	0	0	\$1,500

Fire Statistics

2018

Location	Date	Cause of Fire	Number of Deaths	Number of Injuries	Damaged Property Value
Kerr Hall (Hall18)	2/20/2018	Mattress damaged from electric blanket	0	0	\$50
Lumberjack Village (building one)	7/21/2018	Microwave damaged from cooking fire	0	0	\$50
Beef Farm	11/14/2018	Agriculture building destroyed by fire	0	0	\$634,345
		Total:	0	0	\$634,445

On-Campus Housing Safety Guidelines for Candles/Open Flames/Cooking

By order of the state fire marshal, candles (with or without wicks), candle warmers, wax warmers (Scentsy), potpourri pots, incense, oil lamps, lava lamp, plug-in oil air fresheners and other devices that use an open flame are not permitted in rooms for decoration or for any other purpose, as stated in NFPA 101, the National Fire Protection Association and Life Safety Code. Wax hand sculptures are approved. Residence Life staff members will confiscate candles, and the Department of Environmental Health, Safety and Risk Management may confiscate any of the aforementioned items. Students found in violation of this policy will face disciplinary action, and a fee may be charged to the students' accounts.

COOKING GUIDELINES

To prevent smoke build-up, fires and building evacuations, please take the following precautions:

- Do not leave stove unattended when cooking; always stay with your food.
- Keep exhaust ducts clear (pots and pans can block exhaust ducts) and turned on when cooking.
- Keep oven, broiler and top burners clean (splattered food/grease causes smoke).
- Keep anything that can catch fire (potholders, oven mitts, wooden utensils, paper or plastic bags, food packaging, towels, etc.) away from the stovetop.
- Burners/stoves/broilers will continue to cook after being turned off. Remove pots/food immediately. Stay with stove until it cools down.
- Do not open the front door to air out smoke; this may set off the building alarm. Open windows, and if you have a fan, use it to blow heat and smoke away from the front door or smoke detector.
- Do not use the stove/oven to heat your unit.

For more tips on cooking fire safety, visit the U.S. Fire Administration website at <http://www.usfa.fema.gov/prevention/outreach/cooking.html>.

SMOKING/VAPING/TOBACCO

SFA is a tobacco- and vape-free campus. The use of all tobacco and vape products (including cigarettes, cigars, pipes, smokeless tobacco, e-cigarettes, vaporizers, vape pens, hookahs, blunts, pipes snuff and related products) is prohibited on all SFA property. This policy applies to all students, faculty and staff members, and visitors.

ELECTRICAL POWER STRIPS AND EXTENSION CORDS

Residents must use Occupational Safety and Health Administration Nationally Recognized Testing Laboratory approved surge protectors (electrical power strips with built-in circuit breakers) if additional electrical outlets are needed. Multiple plug adapters, splitters and extension cords are not permitted. Power strips should never be plugged into each other, and cords should not be under carpet or stapled.

ELECTRICAL SAFETY GUIDELINES

Students are encouraged to follow safety precautions at all times. The following are some tips for community living (taken from the Underwriters Laboratories Inc. website):

- Do not overload power strips or outlets. When cords overheat, they can deteriorate quickly and cause a potential shock/fire hazard.
- Use a power strip with an over-current protector, which will shut off power automatically if there is too much current being drawn.
- Be wary of electrical outlets that get too hot to touch. If it feels warm, unplug all appliances and enter a work order at the front desk immediately.
- Do not connect multiple power strips together.
- Do not route cords under doors or carpet. This could cause them to overheat or ignite.
- Do not staple cords. This could damage the insulation and expose wire.

- Use light bulbs with correct wattage for lamps. If the wattage is not noted on the lamp, do not use a bulb with more than 60 watts.
- Halogen lights/lamps are not permitted on campus.
- Never plug more than one high-wattage appliance into a single outlet.
- Check all appliances for frayed or cracked cords and make sure to replace them.
- If power goes out in your unit, immediately report this to the front desk.
- Become familiar with the location of the nearest fire extinguisher and know how to use it.

FIRE SUPPRESSION ON CAMPUS

All on-campus student housing facilities have smoke alarms in each bedroom and fire alert systems in the common areas. On-campus housing facilities have the following fire suppression systems installed:

On-Campus Residential Facility	Fire Extinguisher	Fire Alarm System	Fire Suppression System
Hall 10	Yes	Yes	Sprinkler
Hall 11 – Mays Hall	Yes	Yes	Sprinkler
Hall 12 – South Hall	Yes	Yes	Sprinkler
Hall 14	Yes	Yes	Sprinkler
Hall 15 – Griffith Hall	Yes	Yes	Sprinkler
Hall 16	Yes	Yes	Sprinkler
Hall 17 – Steen Hall	Yes	Yes	Sprinkler
Hall 18 – Kerr Hall	Yes	Yes	Sprinkler
Hall 20	Yes	Yes	Sprinkler
Hall 5 – Wisely Hall	Yes	Yes	Sprinkler
Hall 9 – North Hall	Yes	Yes	Sprinkler
Lumberjack Lodge	Yes	Yes	Sprinkler
Lumberjack Village	Yes	Yes	Sprinkler
Lumberjack Landing	Yes	Yes	Sprinkler
Patio Square Apartment	Yes	Yes	No

FIRE SAFETY DRILLS

To promote fire safety with the campus residents, the university conducts fire drills with each occupied residence hall each semester. These fire drills are conducted in association with the Residence Life Department, University Police Department, University Environmental Health, Safety, and Risk Management, University Physical Plant, and the Nacogdoches Fire Department.

On-Campus Residential Facility	FALL 2018	SPRING 2018	SUMMER 2018
Hall 10	SEPTEMBER 2018	January 23, 2018	N/A
Hall 11 – Mays Hall	SEPTEMBER 2018	January 23, 2018	N/A
Hall 12 – South Hall	SEPTEMBER 2018	January 23, 2018	N/A
Hall 14	SEPTEMBER 2018	January 22, 2018	N/A
Hall 15 – Griffith Hall	SEPTEMBER 2018	January 23, 2018	N/A
Hall 16	SEPTEMBER 2018	January 22, 2018	N/A
Hall 17 – Steen Hall	SEPTEMBER 2018	January 22, 2018	N/A
Hall 18 – Kerr Hall	SEPTEMBER 2018	January 23, 2018	N/A
Hall 20	SEPTEMBER 2018	January 22, 2018	N/A
Hall 5 – Wisely Hall	SEPTEMBER 2018	January 22, 2018	N/A
Hall 9 – North Hall	SEPTEMBER 2018	January 23, 2018	N/A
Lumberjack Lodge	SEPTEMBER 2018	January 22, 2018	N/A
Lumberjack Village	SEPTEMBER 2018	January 23, 2018	N/A
Lumberjack Landing	SEPTEMBER 2018	January 22, 2018	N/A
Patio Square Apartment	SEPTEMBER 2018	N/A	N/A

N/A – NO FIRE DRILL PERFORMED.



REPORTING OF CRIMES (ON AND OFF CAMPUS)



All persons within the university community are encouraged to report criminal acts to the University Police Department, Office of Student Rights and Responsibilities or other defined university official in a timely manner. This will ensure that the criminal acts are fully investigated and referred to the criminal courts, Office of Student Rights and Responsibilities or both. If a person wishes to make an anonymous tip to law enforcement officials concerning a criminal act committed or suspicious activity, they may do so by contacting the University Police Department recorded tip line at (936) 468-TIPS (8477) or through the Lumberjack Guardian Tip Text. The user should be aware that this means of reporting is not for emergency notification. To report an emergency, the caller should dial 9-1-1 from any campus phone or dial (936) 468-2608 to speak directly to a communications officer.

REPORTING OF CRIMES THAT OCCUR OFF CAMPUS

The University Police Department makes a good faith effort to stay informed of all criminal activity involving students at off-campus locations and areas adjacent to the university campus. All persons are encouraged to report any criminal activity or suspicious activity that occurs off campus to the city or county law enforcement agencies.

Additionally, there are certain faculty and/or staff members who accompany and are responsible for the oversight of field trips, overnight school-sponsored trips and study abroad trips and are considered Campus Security Authorities and have a responsibility to notify the University Police Department of crimes committed in the location the students are staying and learning. Under the Clery Act, if a criminal offense is committed in the residential facility being used to house students in support or in relation to the institution's educational purpose and/or a facility that is rented/leased in support or in relation to the institution's educational purpose on a recurring basis or for a long duration, then the crimes must also be reported to the campus police department for inclusion in their departmental crime statistics. For clarification, only the portion of the residential facility (hotel, motel, apartment complex, private housing, etc.) or facility (convention center, lab, classroom, meeting room, etc.) that is under the control of the institution's group is reportable and the public access areas used to gain access to the portion under the institution's control. For example, if the science department has a group staying at ABC Hotel and rents an entire floor of rooms for student use every summer or for several nights, then any crime that is committed on the rented floor while the students are there is to be reported as well as the entire lobby area including restrooms, the stairwell up to the rented floor and the elevator up to the rented floor. If the crime happened at any time before the students arrived or any time after they departed, the crime would not need to be reported. Only the crimes committed while the facilities are under the institution's control or rented are reportable.

This would be the same for any facility rented/leased for support of the educational purpose. It does not matter whether it is a foreign or domestic trip; the crimes have to be reported.

Alcohol and Illegal Drug Policies

DISCIPLINARY SANCTIONS

Students

[University policy 10.4](#), Section 2 of the Student Code of Conduct states in part: “It is the policy of Stephen F. Austin State University that any unlawful manufacture, possession, use, delivery or sale of any controlled substance or illegal drug, or the delivery or sale of any simulated illegal substance, is strictly prohibited. Moreover, it is the policy of the state of Texas and of this university that this institution will be as free of illegal drugs as it can possibly be. Therefore, in accordance with state law and university policy, any student who is determined, through the regular disciplinary procedures of the university, to have violated this policy will be suspended from the university for no more than two years and no less than the remainder of the current semester. At the discretion of the vice president for university affairs, a student suspended under this policy may, under certain conditions, remain enrolled at the university on disciplinary probation. These conditions can include substance abuse evaluation, treatment and/or counseling. Any cost for services or treatment not offered as a student service on campus will be the responsibility of the student.”

Employee

[University policy 13.11](#) states that the university prohibits all employees (full-time and part-time faculty, staff and students) from engaging in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or alcoholic beverage in the workplace, or reporting to work under the influence of alcoholic beverages or illegal drugs. None of the funds appropriated to the university by the state legislature for travel expenses may be expended for alcoholic beverages.

Observance of the policy regarding alcoholic beverages and illegal drugs is a condition of employment for all university employees. An employee violating this policy shall be subject to employment discipline up to and including termination, or shall be required to undergo satisfactory participation in a drug abuse assistance or rehabilitation program, such as the Employee Assistance Program of the university.

Any employee directly engaged in the performance of work pursuant to the provision of a federal grant or contract who is convicted of violating a criminal drug statute shall notify his/her immediate supervisor of the conviction no later than five days after the conviction. The immediate supervisor shall promptly report the conviction to the appropriate vice president and the director of research services. On behalf of the university, the director of research services shall notify the federal agency grantor or contractor of the conviction within 10 days of the university's receipt of notice from the employee or of receipt of other actual notice.

TYPES OF ILLEGAL DRUGS

Illicit drugs include narcotics, such as heroin or morphine; depressants, such as barbiturates, Quaaludes or valium; stimulants, such as cocaine or "crack"; hallucinogens, such as PCP, LSD or mescaline; cannabis, such as marijuana or hashish; inhalants, such as nitrous oxide, amyl nitrite (poppers) or various hydrocarbon solvents; and designer drugs, such as α -methylfentanyl (China White), methamphetamine (Ecstasy) or meperidine (Demerol).

Narcotics - Narcotics initially produce a feeling of euphoria that is often followed by drowsiness, nausea and vomiting. Tolerance may develop rapidly, and dependence is likely. The use of contaminated syringes may result in diseases such as AIDS, endocarditis (inflammation of the lining of the heart) and hepatitis.

Depressants - The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness and relaxed muscles, but a somewhat larger dose can cause slurred speech, ataxia or unstable gait and altered perception. Very large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence.

Stimulants - Cocaine stimulates the central nervous system. Immediate effects include dilated pupils; elevated blood pressure, heart and respiratory rates; and increased body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose with long-term use eroding the nasal septum. Injection of cocaine with unsterile equipment can cause AIDS, hepatitis and other diseases.

Preparation of freebase, which involves the use of volatile solvents, can result in death or injury from fire or explosion. Cocaine can produce psychological and physical dependency. In addition, tolerance develops rapidly. Crack or freebase rock is highly addictive. Physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia and seizures. Overdoses occur easily.

Hallucinogens - Phencyclidine (PCP) users frequently report a sense of distance and estrangement. Time and body movement are slowed down. Muscular coordination worsens, and senses are dulled. Speech is blocked and incoherent. Chronic PCP users report persistent memory problems and speech difficulties. Mood disorders, such as depression, anxiety and violent behavior, may also occur. In late stages of chronic use, users often exhibit paranoid and violent behavior and experience hallucinations. Large doses may produce convulsions and coma, heart failure, lung problems, and/or ruptured blood vessels in the brain. Lysergic acid (LSD), mescaline and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness and tremors. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to LSD, mescaline and psilocybin. The user may experience panic, confusion, suspicion, anxiety and loss of control. Delayed effects or flashbacks can occur even after use has ceased.

Inhalants - The chemicals in most inhalants are rapidly absorbed in the lungs and exert their central nervous system effects within seconds, producing an altered mental state for about five to 15 minutes. Immediate effects of inhalants include nausea, sneezing, coughing, nose bleeds, fatigue, lack of coordination and loss of appetite. Solvents and aerosol sprays can decrease the heart and respiratory rates and impair judgment. Amyl and butyl nitrite can cause rapid pulse, headaches and involuntary passing of urine and feces. Inhalation of toluene as well as other hydrocarbons has been associated with kidney and liver damage, peripheral nerve problems, convulsions, encephalopathy (organic brain damage) and other central nervous system disorders. Sudden death associated with both glue sniffing and especially the inhalation of aerosols containing halogenated hydrocarbons (Freon) has been reported and is thought to be secondary to cardiac arrhythmias (abnormal electrical conduction patterns in the heart).

Marijuana - The short-term effects of marijuana include distortion of time perception, increased heart rate, and dilation of blood vessels and loss of short-term memory. Also decreased are visual perception and psychomotor skills, which have adverse effects on driving ability. The effects of long-term use include loss of motivation, chronic bronchitis, decreased vital lung capacity and an increased risk of lung cancer. Tolerance and psychological dependence do develop with marijuana.

Designer Drugs - Designer drugs are synthetic chemical modifications of older drugs of abuse that are designed and manufactured in covert laboratories and sold at great profit for recreational use. These drugs can be several hundred to several thousand times stronger than the drugs they are designed to imitate. Designer drugs similar to opiates include fentanyl, Demerol and "China White." The narcotic analogs of designer drugs can cause symptoms such as those seen in Parkinson's disease—uncontrollable tremors, drooling, impaired speech, paralysis and irreversible brain damage. Analogs of amphetamines and methamphetamines cause nausea, blurred vision, chills, or sweating and faintness. Psychological effects include anxiety, depression and paranoia. Withdrawal problems include sweating, diarrhea, fever, insomnia, irritability, nausea and vomiting, and muscle and joint pain.

STATE AND FEDERAL PENALTIES

Federal Law

Offense	Minimum Punishment	Maximum Punishment
Manufacture, distribution or dispensing drugs (includes marijuana)	A term of imprisonment not more than 20 years, and a minimum fine of \$1 million	A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed \$4 million (for an individual) or \$20 million (if other than an individual)
Possession of drugs (including marijuana)	Civil penalty in amount not to exceed \$10,000	Imprisonment for not more than 20 years or not less than five 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 up to 15 years and a fine not to exceed \$250,000

Texas Law

Offense	Minimum Punishment	Maximum Punishment
Manufacture or delivery of controlled substances (drugs)	Confinement in the Texas Department of Criminal Justice State Jail facility for a term of not more than two years or less than 180 days or confinement in a community correctional facility for not more than one year and a fine not to exceed \$10,000	Confinement in TDCJ for life or for a term of not more than 99 years or less than 15 years and a fine not to exceed \$250,000
Possession of controlled substances (drugs)	Confinement in jail for a term of not more than 180 days and a fine not to exceed \$2,000	Confinement in TDCJ for life or for a term of not more than 99 years or less than 15 years and a fine not to exceed \$250,000
Delivery of marijuana	Confinement in jail for a term of not more than 180 days and a fine not to exceed \$2,000	Confinement in jail for a term of not more than 180 days and a fine not to exceed \$2,000
Possession of marijuana	Confinement in jail for a term of not more than 180 days and a fine not to exceed \$2,000	Confinement in jail for a term of not more than two years or less than 30 days or confinement in TDCJ for a term of not more than 10 years or less than two years and a fine of not more than \$10,000

Driving while intoxicated (includes intoxication from alcohol, drugs, or both)	Confinement in jail for a term of not more than two years or less than 72 hours and a fine of not more than \$2,000 and possible loss of driver's license and license surcharge up to \$2,000 per year for three years	Confinement in jail for a term of not more than two years or less than 30 days or confinement in TDCJ for a term of not more than 10 years or less than two years and a fine of not more than \$10,000
Public intoxication		A fine not to exceed \$500
Purchase or consumption or possession of alcohol by a minor	A fine of not more than \$500	For a subsequent offense, a fine of not less than \$250 or more than \$2,000
Sale of alcohol or furnishing alcohol to a minor	A fine of up to \$4,000 and/or up to one year in jail	Both of these
Driving under the influence of alcohol by a minor	A fine of not more than \$500 and community service related to education about or prevention of misuse of alcohol	A fine of not less than \$500 or more than \$2,000, confinement in jail not to exceed 180 days and/or both and community service related to education about or prevention of misuse of alcohol

ALCOHOL AND DRUG ABUSE COUNSELING RESOURCES

Consistent with its educational mission, the university has personnel in the Counseling Center and the university Health Clinic available to counsel students who seek assistance in dealing with alcohol and/or drug abuse and have not been charged with a violation of university policy or the Board of Regents' Rules and Regulations. Additional information on drug and alcohol counseling resources in the Nacogdoches and surrounding area is available in the Office of Student Rights and Responsibilities located on the third floor of the Thomas J. Rusk Building.

AREA CRIME STATISTICS

In an effort to provide our university community with a better outlook at crimes committed, not only on the Stephen F. State University campus but also in close proximity to the university campus, we have worked with the City of Nacogdoches Police Department to provide you with these statistics. Below is a breakdown of the crime statistics from the Nacogdoches Police Department that occurred near the boundaries of the SFA campus. **Those include two (2) Motor Vehicle Thefts, one (1) Sexual Assault, one (1) Robbery, five (5) Burglaries and three (3) Burglary of Motor Vehicles.**

If you would like to view the crime statistics for the entire City of Nacogdoches or the County of Nacogdoches, go to http://www.txdps.state.tx.us/administration/crime_records/pages/crimestatistics.htm.

CAMPUS CARRY LAW (SENATE BILL 11)

During the 84th Texas Legislative Session, Senate Bill 11 (SB11) was passed, allowing persons with a License to Carry (LTC) a handgun, under Texas Government Code Section 411.2031 and other applicable laws, to carry their handgun in a concealed manner on public university campuses, effective Aug. 1, 2016. The law allows universities to establish policy restricting certain areas/events of the campus where concealed carry will not be allowed, as well as establish storage requirements in residence halls.

Under SFA Policy [13.9](#), Firearms, Explosives and Ammunition, the university has designated the following locations as locations where the carrying of a concealed handgun is prohibited:

- Early Childhood Research Center – Entire premise including fenced grounds
- Human Services Building (other than the telecommunications area) – Entire Premise
- Student Health Clinic – Entire premise
- Third Floor of the Rusk Building – First and second floors are not excluded from concealed carry.
- A location where a high school, collegiate or professional sporting event takes place and where club or intramural athletic competition is taking place
- Nonpublic, secure portions of the University Police Department
- Occasional, reasonable, temporary restrictions by the university president for five days

CAMPUS STORAGE – GENERAL

No on-campus storage for handguns will be provided; license holders may store handguns at the University Police Department in accordance with UPD policies and procedures.

CAMPUS STORAGE - RESIDENTIAL FACILITIES

A license holder residing in campus housing may carry a concealed handgun into campus housing and may store his/her handgun in campus housing except during periods of absence, such as spring break and the periods between fall and spring semesters. When storing a handgun in campus housing, he/she must store the handgun in his/her residential room, in a secured area or occupant-provided locked and secure container. Handguns may not be stored in designated campus housing during summer camps or other events attended by minors. Handguns may never be stored in campus housing by any person other than the residential room occupant. Residents may not store a handgun for any other resident or person.

A LTC holder employed as full-time residential staff in campus housing may store his/her handgun in his/her residence at all times in a secure area or resident-provided locked, secure container.

GENERAL INFORMATION

No licensee may carry his or her handgun in an open manner, and he or she must ensure that the handgun is carried in a concealed manner at all times. The license holder must keep the concealed handgun on or about his or her person at all times, including when being carried in a purse or backpack.

A license holder is not required to disclose whether he or she has a license or is currently carrying a concealed handgun to anyone except a magistrate or peace officer.

Effective notice of where handguns may not be carried will be provided at all permanently and temporarily excluded locations by adequate signage at the location.

It is the responsibility of the licensee to know the permanently excluded locations as well as temporary locations.

Any license holder who carries a concealed handgun on a portion of the premises or grounds excluded by policy, or carries a partially or wholly visible handgun, may be arrested and charged under Texas Penal Code 46.035 with Unlawful Carrying of Handgun by a License Holder, a Class A Misdemeanor punishable by up to one year in jail, a fine up to \$4,000, or both jail time and a fine.

WHAT TO DO IF YOU OBSERVE A VISIBLE WEAPON

Contact the University Police Department. Call 9-1-1 from an on-campus phone or (936) 468-2608 from a cell phone.

EDUCATION AND TRAINING FOR CAMPUS CARRY

The University Police Department offers several educational and training courses developed to assist the community in complying with the Campus Carry Law. These courses are offered free of charge and will focus on topics such as the campus carry law, proper concealment, safety protocols and safe storage. Offered courses are listed below:

CAMPUS CARRY 101

This two-hour course is designed to provide participants with knowledge to assist them in properly carrying a licensed handgun on the SFA campus. Topics will include Texas handgun laws, SFA handgun policies, basic handgun safety, proper handgun concealment techniques and interaction with police officers.

HANDGUN SAFETY

This one-hour course is designed to teach participants more in-depth how to safely carry, handle and store a handgun, with an emphasis on concealed handgun skills. Topics will include general handgun safety, handgun operation and maintenance, proper handgun carrying techniques, and safe handgun storage methods.

HOW TO CARRY A HANDGUN

This one-hour course is designed to provide participants with more in-depth tips and options that will help them when choosing a method of carrying a handgun. Topics will include open carry vs. concealed carry, weapon selection, holster selection and concealment techniques.

TEXAS GUN LAWS

This one-hour course is designed to provide a more in-depth practical, easy-to-understand overview to raise participants' awareness of current Texas gun laws. Topics will include unlawful carrying of weapons, places weapons are prohibited, weapons on campus, weapons in vehicles and authority of police officers.

THE DEFENSIVE MENTALITY

This one-hour course is designed to teach participants more in-depth methods to avoid dangerous situations and prevent violence. Topics will include situational awareness, conflict avoidance and resolution, and consequences of deadly force.

SURVIVING VIOLENCE

This one-hour course is designed to teach participants more in-depth what actions to take when faced with a violent situation in the workplace or classroom environment. Topics will include recognizing potential violence indicators, emergency and non-emergency reporting methods, active shooter survival tactics, and interacting with first responders.

* Handgun Safety, How to Carry a Handgun, Texas Gun Laws, The Defensive Mentality and Surviving Violence can be taught as individual one-hour classes or can be combined to be taught as a five-hour class.

To view more information concerning Campus Carry at SFA, visit www.sfasu.edu/campuscarry.

To register for a course or to see a list of available courses and times, go to <http://www.sfasu.edu/upd/training-programs.asp>.

UNIVERSITY POLICE DEPARTMENT SERVICES

ESCORTS AND EVENING SHUTTLE BUS SERVICE

In the interest of safety of the faculty, staff, students and visitors to the campus, the Parking and Traffic Division of the University Police Department operates an evening shuttle bus service beginning the day before classes start during the fall and spring semesters. This shuttle service runs Sunday through Thursday each week during the fall and spring semesters and on special occasions. The shuttle service operating hours are from 5:30 p.m. to 1:30 a.m. each evening of operation. The route of the shuttle service allows for a 15-minute route through the campus. The buses are ADA-compliant and wheelchair accessible. There is also a website (www.nextbus.com) that the students can visit to see where the bus is in its route.

Six bus stops have been strategically placed on the campus in an attempt to accommodate those in need of the service. The locations are as follows:

- #1 Lot 46 at the foot bridge
- #2 Wilson Drive near the Ag Building/Wilson Garage
- #3 Baker Street and Caroline Street (near Lumberjack Village/Mays Hall)
- #4 Vista Drive at the Baker Pattillo Student Center
- #5 East College Street at Raguet Street
- #6 Steen Hall/East College Cafeteria

[To view a campus map with the bus stops, click here.](#)

If you feel unsafe walking from the building to the bus stop or from the bus stop to the building, you may call the University Police Department Communications Division at (936) 468-2608 or utilize any of the emergency call boxes to request a walking escort to and from the bus stop. Once the shuttle service has ended for the evening and on Friday or Saturday nights, you may call the University Police Department Communications Division at (936) 468-2608 or utilize an emergency call box to request a safe escort between any two points on campus.

VEHICLE ASSISTS

Should you experience difficulty in starting your vehicle, or in the event you lock your keys in your vehicle, police personnel will be glad to assist you. To request assistance, use a police call box or call the University Police Department Communications Division at (936) 468-2608.

EMERGENCY CALL BOXES

Emergency Call Boxes have been placed at various locations on the Stephen F. Austin State University campus. These call boxes are bright yellow and labeled “POLICE” or “EMERGENCY” in block letters. The newer call boxes that have been placed on the campus have a bright blue light on the top of the call box for easier recognition. The operation of these call boxes is easy. You push the appropriate button and talk directly into the speaker when the call is answered. Your call goes directly to our University Police Communications Center. Call boxes can be used to request police assistance, escorts, and help with vehicle problems and information.

COMMUNITY SAFETY TRAINING

The University Police Department offers a wide variety of crime prevention programs to our community members. These courses are offered numerous times a semester either by a pre-scheduled course or upon request by any person or group. Persons or groups requesting that a course be taught can customize the course to cover one or more topics. This is done by contacting the University Police Department at (936) 468-2608. Such programs include, but are not limited to: Sexual Assault Awareness, Rape Aggression Defense (RAD), Alcohol and Drug Awareness, How Not To Be A Victim, Office Safety, Resident Hall Safety and Personal Safety. To register for a course or to see a list of available courses and times, go to <http://www.sfasu.edu/dps/training-programs.asp>.

DEFENSIVE DRIVING COURSE

The University Police Department offers a TEA-approved Defensive Driving course that is open for any person to attend. This course can satisfy the requirements set forth for a ticket dismissal or insurance purposes only. Visit our website at www.sfasu.edu/upd to view the schedule of classes offered and print a registration form or call (936) 468-2252 to inquire about the dates and to register by phone.

PROPERTY REGISTRATION

The Property Registration System is designed to allow students and faculty to register their property in the event that it is lost or stolen. Law enforcement can use certain product information to specifically identify and recover property using national and statewide databases. Insurance companies often require product information for the products in question to be protected under an insurance policy. The Property Registration System is a tool to allow you to organize the identifying information of your personal property such as computers, cell phones, musical instruments, bicycles, MP3 players or iPod/iTouch players and any other items featuring an attribute that identifies your property from other similar property.

The Property Registration System can be accessed through [mySFA](#). Navigate to the MyServices section in [mySFA](#). The UPD Property Registration System is located in the left navigation bar. Visit [mySFA](#) to access your account and begin entering your property information.

Important Phone Numbers to Remember

SFA UPD Communications Center (Dispatch)	(936) 468-2608
University Health Clinic	(936) 468-4008
Office of Student Rights and Responsibilities	(936) 468-2703
Counseling Services	(936) 468-2401

TELEPHONE NUMBERS:

Police Emergency: 911

Fire Emergency:	911
EMS Emergency:	911
Police Non-Emergency:	(936) 468-2608
UPD Administration:	(936) 468-2252
UPD Administration Fax	(936) 468-3984
Parking and Traffic	(936) 468-7275
Parking and Traffic Fax	(936) 468-7089
UPD Email Contact	updemail@sfasu.edu

For more information concerning the Campus Crime Statistics and the Campus Sex Crime Prevention Act, visit our website at www.sfasu.edu/dps

SEX OFFENDER REGISTRY

State law requires anyone convicted of or placed on deferred community supervision for certain offenses to register as a sexual offender. Offenders who committed “sexually violent” offenses (most contact offenses) must register for the remainder of their lives, even after completing probation or parole. Others (some non-contact offenses) may not be required to register 10 years after the completion of their terms of probation or parole.

You may access the Texas Sex Offender Registry at <https://records.txdps.state.tx.us/SexOffender/PublicSite/Index.aspx>.

