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# UTEP Annual Campus Security and Fire Safety Report

UTEP Police Department

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# THE UNIVERSITY OF TEXAS AT EL PASO

## ANNUAL SECURITY AND FIRE SAFETY REPORT

October 1, 2017



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## INTRODUCTION

The University of Texas at El Paso (UTEP) and the University Police Department place a high priority on campus safety for its students, faculty, staff, and visitors. The department is composed of dedicated and committed staff who, in partnership with the UTEP community, works to maintain safe environments. Safety is a shared responsibility that involves members of the community and departments working cooperatively to solve problems and proactively address issues to enhance the quality of life and the safety and security of the UTEP community.

This report provides information about safety and security programs and services at The University of Texas at El Paso. Accompanying this information are crime statistics on incidents that have occurred within the area as defined by The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). This also includes crimes statistics documented by municipal police for the public areas immediately adjacent to The University of Texas at El Paso campus. In addition to data collected, we include crime statistics for properties owned and controlled by UTEP, but not immediately adjacent to the main campus. The Campbell building and graduate business center (GBC) are considered separate campuses, and crime statistics are recorded separately from the main campus statistics.



## UTEP MAIN CAMPUS

The University of Texas at El Paso is a four-year state university and is a component institution of the University of Texas System. UTEP offers 72 bachelors 73 masters and 21 doctoral degrees with others in development. The University's current enrollment is 23,992 undergraduate, graduate, and doctoral students.

The main UTEP campus sits on 421 acres with 80 buildings and facilities. The main campus is located at 500 West University Avenue, El Paso, Texas 79968. UTEP is an open campus. Many campus buildings and facilities are accessible to members of the campus community, guests, and visitors Monday through Friday during regular business hours. After hours, and during weekends and holidays, outside doors are locked to protect persons and property. After-hours users may be questioned by university police and should carry appropriate identification at all times. To learn more go to [www.utep.edu](http://www.utep.edu)

## CAMPBELL BUILDING CAMPUS

The Campbell Building campus offers a range of nationally-accredited professional education programs on the health, rehabilitation, and human services fields. The programs located here include Clinical Laboratories Science, Kinesiology, Social Work, Public Health, Physical and Occupational Therapy, Speech-Language Pathology, Rehabilitation Counseling, and Pharmacy. The Campbell Building campus is located at 1101 North Campbell Street, El Paso, Texas 79902, approximately 1.3 miles from The University of Texas at El Paso main campus. The perimeter of the facility is access controlled (swipe card), and only authorized personnel are allowed into the facility. Also, the facility has an intrusion alarm, which is activated upon closing the facility. UTEP Police Department responds to any intrusion or fire alarms. A UTEP Public Safety Officer is assigned to the Campbell Building from 6:00 a.m. – 2:00 p.m. and 2:00 p.m. – 10:00 p.m. Monday-Friday. The Public Safety Officers are responsible for providing a safety escort service, securing the facility, authorizing entries into labs and classrooms, providing customer service, as well as creating a safe and secure study, learning, and working environment.



## GRADUATE BUSINESS CENTER CAMPUS (GBC)

The Graduate Business Center (GBC) campus focuses on graduate business, education, and research. The GBC is housed in the Chase Tower located at 201 East Main Drive, El Paso, Texas 79901 – Suite 110, at the center of the El Paso’s business district. GBC campus is located approximately 2.2 miles away from The University of Texas at El Paso main campus. The facility is access controlled (swipe card) and only authorized personnel is allowed on the 1<sup>st</sup> and 5<sup>th</sup> floor. The hours of operation are Monday – Friday from 8:00 a.m. – 10:00 p.m. and Saturday from 8:00 a.m. – 5:00 p.m.



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



The “Jeanne Clery Act” is named in memory of 19-year-old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986. Pursuant to United States Code Section 1092(f), the “Jeanne Clery Disclosure Act,” and the Code of Federal Regulations (CFR), each institution of higher education in the United States that participates in federal student aid programs must produce and distribute an annual report containing crime statistics and statements of security policy. On April 20, 2017, the U.S. Department of Education increased fines for violations of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to **\$54,789**.

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1<sup>st</sup> that contains three (3) years’ worth of crime statistics and certain campus security policy statements, including sexual assault policies.
- Disclosure crime statistics for the campus, unobstructed public areas immediately adjacent to or running through the campus, and certain non-campus facilities including Greek housing and remote classrooms. The statistics are gathered from university police, local law enforcement, and other University/College officials who are Campus Security Authorities. Such authorities are persons who have “significant responsibility for students and campus activities.”
- Provide “Timely Warning” notices of those crimes that have occurred and pose an “ongoing threat to the students and employees.”
- Disclosure, in a public crime log, any crime that took place on campus, or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.
- If a report is determined to be “unfounded” (false or baseless- meaning that the offense neither occurred nor was attempted), is the disposition. A decision to “unfound” a report can only be made by the investigating agency. An “unfounded” report may be removed from the crime statistics. The number of unfounded cases will be documented in the Annual Security Report.

For additional information, please visit: <http://clerycenter.org/>

## PREPARATION OF THE ANNUAL SECURITY REPORT

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

El Paso Police Department (EPPD) crime reports are researched through I-Leads Crime Reporting System to obtain crime statistics for the adjacent public property. Adjacent public property is described as the sidewalks and streets, as well as any public property directly across from the campus boundaries. University Police Department and EPPD share the same crime reporting system and can research crime reports for both departments.

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

## CRIME AND INCIDENT LOG

The Crime and Incident Log is updated by the University Police Department within two business days and includes all crimes reported to the University Police Department. A hard copy is available at the University Police Department – 3118 Sun Bowl Dr., El Paso, Texas 79968 and Campbell Building – 1101 North Campbell Street, El Paso, Texas 79902

To view an electric copy, please visit: [www.utep.edu/police](http://www.utep.edu/police)

Click on the right pane under – **Crime/Incident & Fire Report Log**





## REPORTING CRIME STATISTICS

### A. Policies for preparing the annual disclosure of campus crime statistics.

The University of Texas at El Paso coordinates the collection and reporting of crime statistics as specified by federal law. The information is compiled into a report. Each year, enrolled students are notified via e-mail of the website where this report can be accessed and reviewed. Faculty and staff receive similar notifications either by e-mail or through campus mail. Copies of this report can also be obtained from the Office of the Vice President for Student Affairs.

All prospective employees may obtain a copy of this report from Human Resources Services. Copies of this report will be provided to others upon request. Stakeholders involved in the collection of data include the following offices: The University of Texas at El Paso Police Department, Dean of Students, Office of Institutional Compliance, Residence Life, Office of Student Conduct and Conflict Resolution, Environmental Health and Safety Office, Office of International Programs, Athletics, as well as the El Paso Police Department (EPPD).

Also, The University of Texas at El Paso Police Department investigates and reviews all reports of criminal activity occurring in its jurisdiction regardless of the source. Campus departments involved in the collection of crime statistics are provided guidance annually regarding the requirements of federal law, including categorization of criminal activities and tabulation of the locations involved in reporting crimes and arrests. The University Police Department, through a cooperative arrangement with the El Paso Police Department, obtains relevant crime statistics from the EPPD database, which provides appropriate crime codes, dates, times, nature and the locations of crimes committed within the City of El Paso.

### B. Statistics on the following crimes and offenses are to be reported in the Annual Security Report (ASR).

#### I. **Criminal Homicide:** These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.

- Murder and Non-negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.
- Manslaughter by Negligence is defined as the killing of another person through gross negligence.

#### II. **Sexual Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape** is the penetration, no matter how slight, of the vaginal or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Fondling** is 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 mental incapacity.
- **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent.

**III. Robbery:** Robbery is 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.

**IV. Aggravated Assault:** Aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is accompanied by the use of a weapon, or by means likely to produce death or great bodily harm.

**V. Burglary:** Burglary is the unlawful entry of a structure to commit a felony or a theft.

**VI. Motor Vehicle Theft:** Motor vehicle theft is the theft or attempted theft of a motor vehicle.

**VII. Arson:** Willful or malicious burning, or an attempt to burn, a dwelling house, public building, motor vehicle or aircraft, or personal property.

**VIII. Hate Crimes:** A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. *Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported.*

- **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks, or African Americans, whites.

- **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholic, Jew, Protestants, atheists.
- **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
- **Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual perceived gender, e.g., male or female.
- **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender-non conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly on biological criteria, while "ethnicity" also encompasses additional cultural factors.
- **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to, or associated with, people of a certain national origin.
- **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such a disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

## IX. Annual Security Report – Terms and Definitions

### VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2013 (VAWA)

The Violence Against Women Act (VAWA) amendments to the Clery Act expand the rights afforded to campus survivors of sexual assault, domestic violence, dating violence, and stalking.

#### VAWA Definitions

**Domestic Violence:** Is defined as a felony or misdemeanor crime of violence committed:

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

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

For the purpose of this definition:

- Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating Violence does not include acts covered under the definition of domestic violence.

**Stalking:** Is defined as engaging in the course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.



**Arrest and Disciplinary Referrals for Violation of Weapons, Drug Abuse and Liquor Law****Violation of Weapons:**

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

**Drug Abuse Violations:**

The violation of laws prohibiting the production, distribution and /or use of certain controlled substances, or the equipment or devices utilized in the preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrest violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

**Liquor Law Violations:**

The violation of state or local laws or ordinance prohibiting the manufacture, sale, purchase, transportation, possession or use of alcohol beverages, not including driving under the influence and drunkenness.

**Arrest** for Clery Act purposes is defined as persons processed by arrest, citation, or summons. Classified as arrest:

- Those persons arrested and released without a formal charge being placed against them. (An arrest has occurred when a law enforcement officer detains an adult with the intention of seeking charges against the individual for a specific offense(s) and a record is made of the detention.)
- Any situation where a young person, in lieu of actual arrest, is summoned, cited or notified to appear before the juvenile or youth court, or similar official for violation of the law.
- Only violations by a young person where some police or official action is taken beyond a mere interview, warning or admonishment.

**XI. Referred for disciplinary action** is defined as the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

**XII. Unfounded Crimes:** A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

### **Ongoing Prevention and Awareness Campaigns**

Refers to campaigns that are sustained over time focused on increasing awareness or understanding of topics relevant to sexual assault, domestic violence, dating violence, and stalking prevention. These programs occur at different levels throughout the institution (i.e. faculty, staff, athletes, on-campus residents, and incoming students) and utilize a range of strategies that include developmentally appropriate content for the specific audience and their knowledge and awareness level, and provide positive and concrete ways for individuals to get involved.

### **Risk Reduction**

Refers to approaches that seek to mitigate risk factors that may increase the likelihood of perpetration, victimization, or bystander inaction. Risk reduction focuses on helping individuals and communities address the institutional structures or cultural conditions that facilitate sexual violence, dating violence, domestic violence and stalking to increase safety. Examples include, but are not limited to, general crime prevention education, campus escort program, programs that educate on how to create individual and community safety plans and strategies, and bystander intervention programs that educate the campus on how to recognize and interrupt situations of harm, and the UTEP Miner Alert System that notifies the campus community of immediate threats to security.

### **Bystander Intervention**

Is recognizing a potentially harmful situation or interaction and choosing to respond in a way that could positively influence the outcome.

### **Awareness Programs**

Programs, campaigns, or initiatives that increase knowledge of the issues of sexual assault, domestic violence, dating violence and stalking, and share information and resources to prevent interpersonal violence and promote safety. Examples include Awareness Month campaigns, educational programming, and/or poster campaigns.

### Primary Prevention Programs

Programming, initiatives, and strategies intended to stop domestic violence, dating violence, sexual assault, and/or stalking, promote positive and healthy behaviors and beliefs, change behavior and social norms, and promote healthy relationships and healthy sexuality.

### **XV. UTEP CLERY CRIME STATISTICS 2017 CALENDAR YEAR**

This report is a summary of crimes reported on the Main Campus of UTEP, 500 W. University Ave. The Clery Crime Statistics will not always match UCR statistics due to different definitions. Included are the previous three years of crime statistics: 2016, 2015, and 2014.

<b>GEOGRAPHIC LOCATION - 500 WEST UNIVERSITY AVENUE</b>							
<b>CRIMINAL OFFENSES</b>	<b>YEAR</b>	<b>ON-CAMPUS PROPERTY</b>	<b>ON-CAMPUS STUDENT HOUSING FACILITIES</b>	<b>ON- CAMPUS TOTAL</b>	<b>NON CAMPUS BUILDINGS/ PROPERTY</b>	<b>ADJACENT PUBLIC PROPERTY</b>	<b>TOTAL FOR ALL CATEGORIES</b>
<b>MURDER/NON-NEGLIGENT MANSLAUGHTER</b>	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MANSLAUGHTER BY NEGLIGENCE</b>	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>RAPE</b>	<b>2016</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>
	<b>2015</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FONDLING</b>	<b>2016</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
	<b>2015</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
	<b>2014</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>INCEST</b>	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>STATUTORY RAPE</b>	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ROBBERY</b>	<b>2016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>AGGRAVATED ASSAULT</b>	<b>2016</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>
	<b>2015</b>	<b>9</b>	<b>1</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>10</b>
	<b>2014</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>BURGLARY</b>	<b>2016</b>	<b>11</b>	<b>15</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>26</b>
	<b>2015</b>	<b>20</b>	<b>7</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>27</b>
	<b>2014</b>	<b>10</b>	<b>3</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>13</b>
<b>MOTOR VEHICLE THEFT</b>	<b>2016</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>4</b>
	<b>2015</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
	<b>*2014*</b>	<b>*4</b>	<b>0</b>	<b>*4</b>	<b>0</b>	<b>0</b>	<b>*4</b>
<b>ARSON</b>	<b>2016</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
	<b>2015</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>2014</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Total of (3) On-Campus unfounded Crimes in 2016</b>							
<b>Total of (2) On-Campus unfounded Crimes in 2015</b>							
<b>***Total of (5) On-Campus unfounded Crimes in 2014***</b>							

2017- ANNUAL SECURITY AND FIRE SAFETY REPORT

GEOGRAPHIC LOCATION - 201 MAIN STREET- GRADUATE BUSINESS CENTER							
CRIMINAL OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
MURDER/NON-NEGLIGENT MANSLAUGHTER	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
RAPE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
FONDLING	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
INCEST	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
STATUTORY RAPE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ROBBERY	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
AGGRAVATED ASSAULT	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
BURGLARY	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
MOTOR VEHICLE THEFT	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ARSON	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0



# 2017- ANNUAL SECURITY AND FIRE SAFETY REPORT

GEOGRAPHIC LOCATION - 1101 NORTH CAMPBELL - CAMPBELL BUILDING							
CRIMINAL OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
MURDER/NON-NEGLIGENT MANSLAUGHTER	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
RAPE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
FONDLING	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
INCEST	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
STATUTORY RAPE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ROBBERY	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
AGGRAVATED ASSAULT	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
BURGLARY	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	1	0	1	0	0	1
MOTOR VEHICLE THEFT	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ARSON	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0

2017- ANNUAL SECURITY AND FIRE SAFETY REPORT

GEOGRAPHIC LOCATION - 500 WEST UNIVERSITY AVENUE							
VAWA OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
DOMESTIC VIOLENCE	2016	1	0	1	0	0	1
	2015	1	0	1	0	0	1
	2014	0	0	0	0	0	0
DATING VIOLENCE	2016	4	1	5	0	0	5
	2015	1	2	3	0	0	3
	2014	0	3	3	0	0	3
STALKING	2016	10	1	11	0	0	11
	2015	11	0	11	0	0	11
	2014	15	1	16	0	0	16

GEOGRAPHIC LOCATION - 201 MAIN STREET - GRADUATE BUSINESS CENTER							
VAWA OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
DOMESTIC VIOLENCE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DATING VIOLENCE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
STALKING	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0

GEOGRAPHIC LOCATION - 1101 NORTH CAMPBELL - CAMPBELL BUILDING							
VAWA OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
DOMESTIC VIOLENCE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DATING VIOLENCE	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
STALKING	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0

# 2017- ANNUAL SECURITY AND FIRE SAFETY REPORT

GEOGRAPHIC LOCATION - 500 WEST UNIVERSITY AVENUE							
OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/PR OPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
ARREST: WEAPONS: CARRYING, POSSESSION, ETC.	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	1	0	1	0	0	1
ARREST: DRUG ABUSE VIOLATIONS	2016	16	10	26	0	3	29
	2015	3	8	11	0	1	12
	2014	5	3	8	0	0	8
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2016	0	4	4	0	0	4
	2015	1	3	4	0	0	4
	2014	0	2	2	0	0	2
ARREST: LIQUOR LAW VIOLATIONS	2016	0	1	1	0	0	1
	2015	0	2	2	0	0	2
	2014	6	0	6	0	0	6
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2016	1	18	19	0	0	19
	2015	0	1	1	0	0	1
	2014	0	7	7	0	0	7

GEOGRAPHIC LOCATION - 201 MAIN STREET - GRADUATE BUSINESS CENTER							
OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
ARREST: WEAPONS: CARRYING, POSSESSION, ETC.	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ARREST: DRUG ABUSE VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ARREST: LIQUOR LAW VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0

## 2017- ANNUAL SECURITY AND FIRE SAFETY REPORT

GEOGRAPHIC LOCATION - 1101 NORTH CAMPBELL - CAMPBELL BUILDING							
OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
ARREST: WEAPONS: CARRYING, POSSESSION, ETC.	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ARREST: DRUG ABUSE VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	1	1
	2014	0	0	0	0	2	2
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
ARREST: LIQUOR LAW VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
	2014	0	0	0	0	0	0

GEOGRAPHIC LOCATION - 500 WEST UNIVERSITY AVENUE							
OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
HATE CRIMES:	2016	0	0	0	0	0	0
RACE							
GENGER							
RELIGION	2015	0	0	0	0	0	0
SEXUAL ORIENTATION							
ETHNICITY							
NATIONAL ORIGIN	2014	0	0	0	0	0	0
DISABILITY							
GENDER IDENTITY							



GEOGRAPHIC LOCATION - 201 MAIN STREET - GRADUATE BUSINESS CENTER							
OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
HATE CRIMES:	2016	0	0	0	0	0	0
RACE							
GENGER							
RELIGION	2015	0	0	0	0	0	0
SEXUAL ORIENTATION							
ETHNICITY							
NATIONAL ORIGIN	2014	0	0	0	0	0	0
DISABILITY							
GENDER IDENTITY							

GEOGRAPHIC LOCATION - 1101 NORTH CAMPBELL - CAMPBELL BUILDING							
OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	ON-CAMPUS TOTAL	NON CAMPUS BUILDINGS/ PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL FOR ALL CATEGORIES
HATE CRIMES:	2016	0	0	0	0	0	0
RACE							
GENGER							
RELIGION	2015	0	0	0	0	0	0
SEXUAL ORIENTATION							
ETHNICITY							
NATIONAL ORIGIN	2014	0	0	0	0	0	0
DISABILITY							
GENDER IDENTITY							

If you have any questions about the crime statistics or safety issues on campus, please don't hesitate to contact the University Police Department at (915) 747-6236.

#### Adjacent Public Areas:

300 to 400 Arizona; 1100 N. Campbell; 400 to 500 Crosby; 1600-1700 Hawthorne; 900 to 1000 Heisig and 1300 Heisig; 1100 Kansas; 1500-1540 Lawton; 2900 N Mesa; 2200-2700 N. Oregon; 300-500 Nevada; 1200 to 1300 Prospect; 3000-3300 Sun Bowl Dr.; 300 W. Shuster; 100 E Glory; 1100 Florence; 1700 Randolph; 300-500 W. Rim

## UNIVERSITY POLICE AUTHORITY AND JURISDICTION

The University of Texas at El Paso Police Department is the main campus law enforcement authority. The UTEP Police Department's authority, jurisdiction, and responsibility are to enforce all applicable local, state, and federal laws. Officers have the authority and duty to conduct criminal investigations, arrest violators, and suppress campus crime. University of Texas System Police Officers are licensed as peace officers by the Texas Commission on Law Enforcement (TCOLE). University Police Department officers are duly sworn peace officers under the Texas Education Code, section 51.203, and the Texas Code of Criminal Procedures, Article 2.12. Officers are vested with all the powers, privileges, and immunities of peace officers while within the jurisdiction of the University of Texas System or otherwise in the performance of their assigned duties.

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

Criminal violations are processed through the El Paso District Attorney's Office, El Paso County Attorney's Office, or Federal Criminal Justice System. Officers may also issue court appearance traffic and Class C Misdemeanor citations through the El Paso County Justice of the Peace Courts (JP-1).

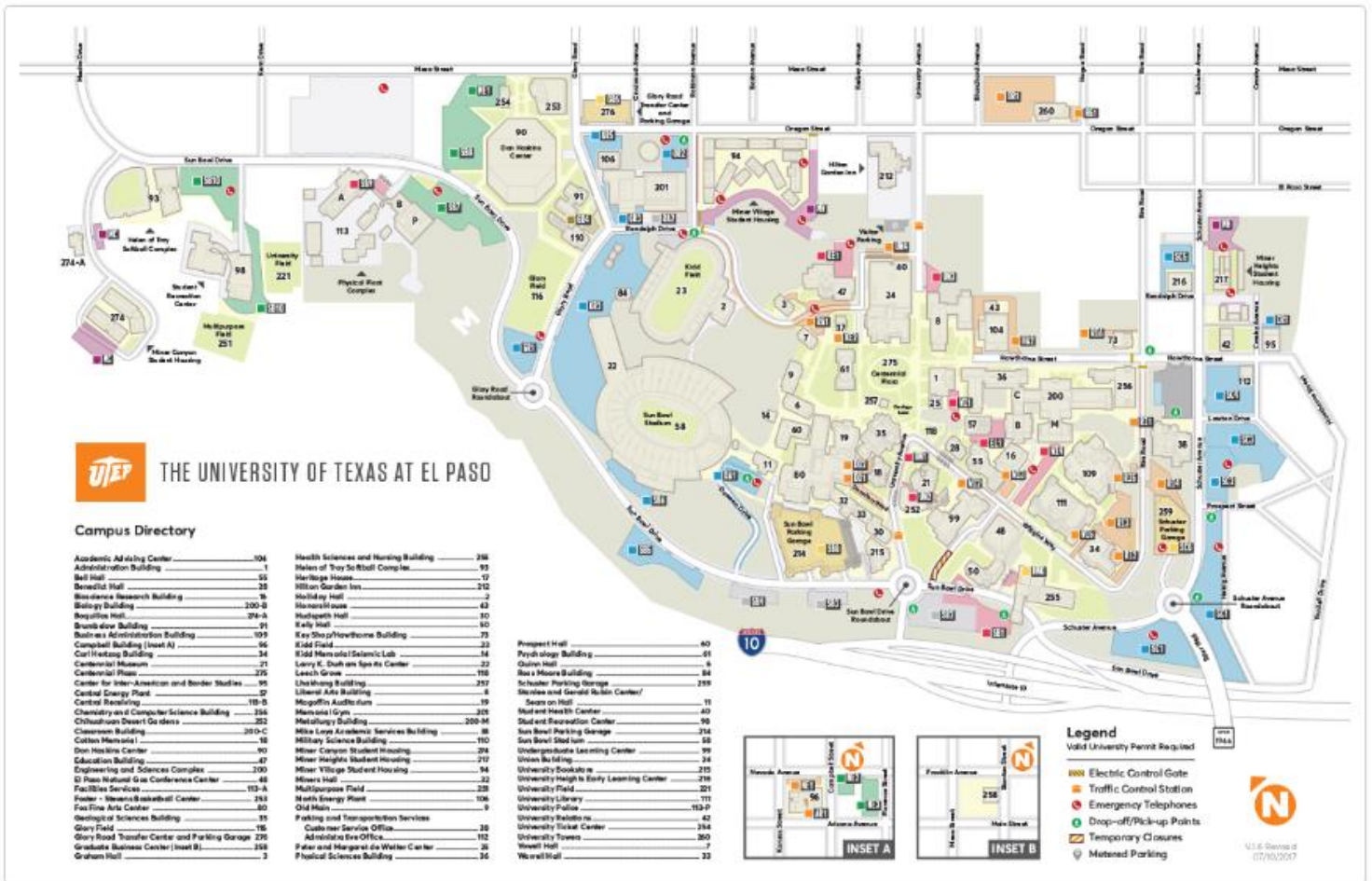
The UTEP Police Department works in close partnership with the El Paso Police Department (EPPD), the El Paso County Sheriff's Office (EPSO), Texas Department of Public Safety (TXDPS), District Attorney's Office, County Attorney's Office and all federal law enforcement entities. There are no Memorandums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

The primary jurisdiction of peace officers commissioned by the University of Texas System Police, and employed by the UTEP Police Department, includes all property owned, leased, rented, or otherwise under control of The University of Texas at El Paso.





# CAMPUS MAP





## REPORTING CRIMINAL ACTIONS AND TIMELY WARNINGS

Reporting criminal actions and timely warnings refers to policies, procedures and facilities for reporting criminal actions or other emergencies occurring on campus, and the University's response to such reports.

### A) Current Policy for Timely Warnings

The University Police Department has the responsibility to provide Timely Warnings about reported crimes to the campus community in a manner that will aid in the prevention of similar crimes

### B) When is a Timely Warning issued?

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

### C) Timing of the Warning:

1. In an immediate and serious threat (e.g., an active shooter on campus), a warning may need to be issued immediately with few facts, and then continually updated until the threat is contained or neutralized.
2. If the threat that is less immediate, the warning can go out later after facts are more fully developed.

**\*\*The requirement for Timely Warnings is not limited to violent crimes or crimes against persons\*\***

### D) Decision to issue a Timely Warning

1. A warning must be issued when both of the following conditions are met: arson, aggravated assault, criminal homicide, robbery, sex offenses, illegal weapons possession, burglary, motor vehicle theft, or any crime determined to be a hate crime is reported to the University Police Department or other campus security authorities (CSA), and the crime is considered by the University to represent a continuing threat to students or employees.
2. A warning may be issued regarding other crimes as deemed necessary by the University Police Department.
3. The Chief of Police, or his designee, is responsible for making the decision whether a timely warning will be issued.

### E) Determining Whether a Continued Threat Exists

In order to keep the UTEP community informed about serious crimes and security issues, Timely Warnings may be issued in the form of a Crime Alert. Timely Warnings or Crime Alerts are issued on a case-by-case basis in a manner that will provide notification to the campus community about certain reportable criminal incidents that occur on, or very near the campus. The institution must also believe the criminal incident ***poses a continuing threat to the community***, and the alert will aid in the prevention of similar crimes in the future. In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of University Police, constitutes an ongoing or continuing threat, a campus-wide Timely Warning will be issued. The warning will be issued through the UTEP e-mail system to students, faculty, and staff. Depending on the particular circumstances of the crime, especially in situations that could pose an immediate threat to the community and individuals, the University Police Department may also post a notice on the campus-wide electronic bulletin board or the University Police website at: **Timely Warning – Crime Alerts** and work with University Communications to provide the university community with more immediate notification. Anyone with information warranting a Timely Warning should report the circumstances to the University Police Department by phone at (915) 747-5611, or in person at the office located at 3118 Sun Bowl Drive.

Whether a reported crime constitutes a continuing threat must be decided on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible compromising law enforcement efforts.

1. Examples of crimes that could constitute a continuing threat include but are not limited to;
  - a) A serial crime that targets certain campus populations such as sex crimes or race-based crimes in which the perpetrator has not been apprehended; or
  - b) A crime in which there is no apparent connection between perpetrator and victim and the perpetrator has not been apprehended.
2. Crimes that could not constitute a continuing threat include but are not limited to;
  - a) Crimes in which the perpetrator has been apprehended, thereby neutralizing the threat.
  - b) Crimes in which an identified perpetrator targets specific individuals to the exclusion of others, such as domestic violence.

**F) Content of the Timely Warning**

The Timely Warning must contain sufficient information about the nature of the threat to allow members of the campus community to take action to protect themselves, such as:

- a) Statement of the incident
- b) Possible connection(s) to previous incidents, if applicable
- c) Physical description of the suspect
- d) Composite drawing of the suspect, if available
- e) Date and time the warning was released and/or
- f) Other relevant and important information

In some cases, law enforcement may need to keep some facts confidential to avoid compromising an ongoing or continuing investigation.

**G) Method of Distribution**

1. The warning must be distributed in a manner reasonably likely to reach the entire campus community.
2. Depending on the circumstances, any of the following methods, or combination thereof, may be used:
  - a) Campus-wide e-mails
  - b) Miner Alert text messages
  - c) The University's home page
  - d) UTEP Today message boards
  - e) Posting of notices
  - f) Press releases

**H) Reporting Crime**

Individuals may report alleged criminal actions (including sex offenses) or emergencies that occur on the University campus. All University community members and guests are encouraged to report emergencies immediately. This includes suspected criminal activity such as, but not limited to: suspicious activities or behaviors, health emergencies, fires, crime, and violation(s) of University policies and procedures.

Individuals can report a crime by:

- I. Dialing the UTEP Police Department at (915) 747-5611;
- II. Dialing 9-1-1 (Police, Ambulance & Fire);

**III.** Visiting the UTEP Police Department in person at 3118 Sun Bowl Dr. - Open 24 hrs. 7 days a week;

**IV.** Using the “Blue Light” emergency call boxes on campus in locations throughout the campus;

**V.** Contacting an officer in uniform on vehicle patrol, bike patrol, or foot patrol;

**VI.** Contacting a community service guard located at the traffic control stations at any entrance to Inner Campus on University Ave.;

**VII.** Asking any UTEP supervisor or manager to assist with reporting a crime;

**VIII.** Using yellow emergency call boxes located strategically within buildings (hallways, classrooms, or labs).

**IX.** Using emergency phones found in elevators

**X. Students** may contact the Student of Life/Dean of Students, Office of Student Conduct and Conflict Resolution, Residence Life, Athletics, University Counseling Center;

**XI. Employees** may contact the Office of Institutional Compliance

**I)** The University Police Department will review reports of alleged criminal activity it receives and either dispatch a uniformed officer immediately or refer the report for subsequent investigation depending upon the nature and seriousness of the offense involved. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the crime was committed. All criminal incidents are investigated by the University Police Department. University Police responses include, but are not limited to;

**I.** Immediate response to emergencies through dispatch of one or more uniformed officers

**II.** Investigation of reports in accordance with University Police Department procedure

**III.** Arrest and filing of charges, depending upon the circumstances of the incident

**IV.** Referring alleged offenders to appropriate campus agencies, such as the Office of Student Conduct and Conflict Resolution

**V.** Issuing “Timely Warnings” of crimes that represent a continuing threat to the university community

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

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

**J)** Victims or witnesses wishing to make voluntary reports of criminal activity in confidence may do so by requesting that the agency or person to whom a report is made maintain confidentiality with regard to the identity of the individual making the report. Reports of this nature will be honored to the extent permitted by state law, criminal investigatory requirements, and university judicial process. These confidential reports are counted and disclosed in the crime statistics for the University, but, as with all other crimes included in the annual crime report, no personally-identifiable information included.

**K)** Students may also report incidents of crime to any University Administrator, Official or Unit Supervisor, identified as a Campus Security Authority (CSA), who is then responsible for promptly notifying the University Police Department of the reported incident. The police will determine if it is a Clery reportable offense.

**L)** All University community members and guests are encouraged to report emergencies and suspected criminal activity such as, but not limited to: suspicious activity or behavior, crime in progress, health or medical emergencies, fires, crime violations, and violations of University policies and procedures. Reports can be made in person at 3118 Sun Bowl Drive, by dialing 9-1-1 (Police, Fire & Ambulance), or by calling UTEP Police Department at (915) 747-5611. The University Police Department operates 24 hours/ 7 days a week.

**M)** The University also provides other methods to report an emergency, request assistance, or to report suspicious behavior or activity. Emergency “Blue Light” Call Boxes are strategically placed in campus parking areas. These phones are activated by opening the yellow call box and lifting the phone receiver or by pressing the red emergency button. In addition, buildings are equipped with small yellow emergency call boxes placed in strategic locations and activated by the push of a button. Lastly, elevators are equipped with emergency phones which are activated by picking up the phone receiver, or by the push of the button. The system connects the caller directly with the University Police Department Telecommunications Division.



## POLICY STATEMENT

It is the policy of the University to provide an educational and working environment for its students, faculty, and staff that is free from sex and gender discrimination, sexual harassment, sexual assault, sexual misconduct, interpersonal violence (including domestic violence and dating violence), and stalking. In accordance with federal and state law, the University prohibits discrimination on the basis of sex and gender and prohibits sexual harassment, sexual assault, sexual misconduct, interpersonal violence, and stalking.

The University will not tolerate sex and/or gender discrimination (including discrimination on the basis of gender orientation, gender identity, or gender expression), sexual harassment, sexual misconduct or physical abuse, threats of violence, physical assault, or any form of sexual violence, including but not limited to, sexual assault, acquaintance rape, domestic violence, dating violence, or stalking. These unacceptable behaviors are hereafter collectively referred to as “prohibited conduct.” Individuals who alone, or in concert with others, participate, or attempt to participate, in prohibited conduct described in this policy are subject to disciplinary actions by the University, notwithstanding any action that may or may not be taken by civil or criminal authorities.

As a result, The University of Texas at El Paso issued a statement to acquaint the community with its commitment to non-discrimination, informing the community where to report incidents, whether on or off-campus, and where to find more information about the institution’s Equal Opportunity/Non-Discrimination and Sexual Harassment policies. In this context, The University of Texas at El Paso prohibits the offenses of domestic violence, dating violence, sexual assault and stalking, and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

The University strongly urges students, faculty, staff, and third parties to promptly report incidents of prohibited conduct as provided in this policy. Responsible Employees of the University (as defined below) are required to promptly report incidents of prohibited conduct as provided in this policy. The University will respond to all reports of prohibited conduct. As described in this policy, the University will conduct a prompt, fair, and impartial investigation and resolution for complaints and, where appropriate, issue remedial measures and/or sanctions. The standard of evidence that will be used in the investigation and resolving complaints made under this policy is the “preponderance of the evidence” standard. This standard is met if the allegation is deemed more likely to have occurred than not.



For the purpose of this policy, the below definitions apply. However, some of these terms are also defined under federal and/or Texas State law.

**Complaint:** A signed document or other report, including verbal reports (if appropriately acknowledged) alleging a violation of this policy.

**Complainant:** a person who submits a complaint alleging a violation of this policy.

THE UNIVERSITY OF TEXAS AT EL PASO

## WHAT TO DO ABOUT SEXUAL VIOLENCE

The University of Texas at El Paso (UTEP) is committed to creating and maintaining an environment free from all forms of sexual violence including sexual harassment, sexual assault, dating violence, domestic violence and stalking. Such behaviors are prohibited at UTEP both by law and by University and UT System policy.

## TITLE IX

THE UNIVERSITY OF TEXAS AT EL PASO

UTEP COMMUNITY OF CARE

## WHAT IS SEXUAL VIOLENCE?

*Sexual violence refers to physical sexual acts perpetrated against a person's will or where an individual is incapable of giving consent due to an intellectual disability or use of drugs and/or alcohol. Sexual violence can occur between friends, classmates, spouses, romantic interests, acquaintances, or strangers. Examples of sexual violence include rape, sexual assault, sexual battery, and sexual coercion. Dating violence, domestic violence, and stalking are also serious offenses.*

*Please see [admin.utep.edu/eoaa](http://admin.utep.edu/eoaa) for additional information on these issues.*

## CAMPUS SECURITY AUTHORITIES (CSA)

A “**Campus Security Authority**” is defined as 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. An official is defined as any person who has the authority and the duty to take action or respond to particular issues, on behalf of the institution.

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

Campus Professional Counselors when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Crimes that should be reported are:

- Murder and non-negligent manslaughter
- Negligent manslaughter
- Rape
- Fondling
- Incest
- Statutory Rape
- Robbery
- Domestic Violence
- Stalking
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- All hate crimes that fall under the listed Clery reportable offenses listed above. (UCR index crimes)
- All liquor, drug, or weapons law violations

<b>Campus Security Authorities</b>	
<b>University Police Department</b>	<b>(915) 747-5611</b>
Chief of Police- Cliff Walsh	
Assistant Chief of Police- Ray Rodriguez	
Captain Micki Lintz	
Lieutenant Pete Hensgen	
Lieutenant Louie Martinez	
Any Police Officer	
Any Public Safety Officer	
<b>Title IX Coordinator and Deputy Coordinators</b>	
Title IX Coordinator- Sandy Vasquez	(915) 747-5662
Title IX Deputy Coordinator- Dr. Charlie Gibbens	(915) 747-5648
Title IX Deputy Coordinator- Dr. Catie McCorry-Andalis	(915) 747-5648
<b>Athletic Department</b>	
<b>(915) 747-5347</b>	
Director – Bob Stull	(915) 747-6822
Associate Athletic Director-Chris Park	(915) 747-8759
Senior Associate Athletic Director- Julie Levesque	(915) 747-6806
Any staff member	
Any student supervisor or student aid	
<b>Dean of Students Office</b>	
<b>(915) 747-5648</b>	
Associate Vice President and Dean of Students	(915) 747-5648
Dr. Catie McCorry- Andalis	
Any staff member	

<b>Office of the Assistant Vice President for Student Support</b>		<b>(915) 747-7448</b>
Interim Assistant Vice President – Dr. Charlie Gibbens		(915) 747-5648
<b>Office of International Programs/Study Abroad</b>		<b>(915) 747-5664</b>
Any staff member		
<b>Office of Institutional Compliance</b>		<b>(915) 747-6478</b>
Any staff member		
<b>Office of Student Conduct and Conflict Resolution</b>		<b>(915) 747-8694</b>
Director- Jovita Simon		(915) 747-8694
Assistant Director- Aaron Thompson		(915) 747-8694
Coordinator- Arely Hernandez		(915) 747-8694
<b>Student Engagement and Leadership Center</b>		<b>(915) 747-5670</b>
Director Student Engagement- Nicole Aguilar		(915) 747-5670
Assistant Director- Angie Moreno		(915) 747-5670
Event Services Coordinator-Mallory Garcia		(915) 747-5670
<b>Student Housing</b>		<b>(915) 747-5352</b>
Executive Director Housing Services- Dr. Charles Gibbens		(915) 747-5352
Assistant Director Administration- Rosa Sandoval		(915) 747-6116
Assistant Director Residential Education- Elisa Espinoza		(915) 747-6117
Any Residence Life Coordinator		
Any Residence Life Assistant		
<b>Recreational Sports</b>		<b>(915) 747-5103</b>
Director- Hector Munoz		(915) 747-5103
Associate Director- Chris Stachewicz		(915) 747-5103
Associate Director- Ruben Espinoza		(915) 747-5103
Associate Director- Kim Keeton-Pettit		(915) 747-5103

Any staff member	
Any student supervisor	
<b>Union Services (915) 747-5711</b>	
Director- Ofelia A. Dominguez	(915) 747-5711
Assistant Director- Edgar Palacios	(915) 747-5711
Any staff member	
Any student supervisor	
<b>Student Health Center (915) 747-5624</b>	
Director- Louise P. Castro	(915) 747-5624
Manager- Eileen J. Aguilar	(915) 747-5624
Business Manager- David Porras	(915) 747-5624
Office Supervisor- Alma Dominguez	(915) 747-5624
Any staff	
Any student supervisor	
<b>Vice President of Student Affairs</b>	<b>(915) 747-5076</b>
Vice President for Student Affairs- Dr. Gary Edens	(915) 747-5076
Assistant Vice President for Student Success- Louie Rodriguez	(915) 747-5076
Any staff member	

Students and employees are strongly encouraged to report sexual assaults to 9-1-1 or University Police by calling (915) 747-5611. Reports can also be made with any Campus Security Authorities (CSA) whether the assault took place on or off campus. The University Police Department is also available 24 hours a day, 7 days a week and located at 3118 Sun Bowl Drive.

**JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT, AS AMENDED BY THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT (VAWA) OF 2013**

The University of Texas at El Paso does not discriminate on the basis of sex in the operation of its educational programs and activities. The commitment to non-discrimination applies to both employment in and admission to such programs and activities. Sexual harassment and sexual violence are types of sex discrimination. Sexual violence may also include rape, sexual assault, sexual battery, and sexual coercion, dating violence, domestic violence, and stalking.

For a complete copy of The University of Texas at El Paso policy governing Equal Opportunity/Non-Discrimination, please visit:

[Equal Opportunity/Non-Discrimination Policy](#)

Sexual Misconduct and Harassment visit:

[Sexual Misconduct and Harassment Policy](#)

Student Conduct visit:

[Student Conduct Policy](#)



The University has established a **Campus Clery and SAVE Act Compliance Team**. The team consists of members from Student Affairs, Human Resources, the University Police, Judicial Affairs, the Title IX Coordinator, Deputy Title IX Coordinators, and Residence Life Staff. The team meets quarterly and is responsible for developing, reviewing, and revising protocols, and proposing policies and procedures as well as programs, activities, and training initiatives for addressing sexual violence and the prevention of such violence.

**General Provisions:** All students are expected and required to obey federal, state, and local laws, to comply with the Regents' Rules and Regulations, with the University of Texas System and University rules and regulations, with directives issued by an administrative official of the U.T System or The University of Texas at El Paso in the course of his or her authorized duties, and to observe standards of conduct appropriate for an academic institution.

## A) Definitions

There are numerous terms by the University in our policies and procedures including:

**Consent:** A voluntary, mutual 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 person. 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.

An individual's manner of dress or the existence of a current or previous dating or sexual relationship between two or more individuals does not in and of itself constitute consent to engage in a particular sexual activity. 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.

**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.

**Non-Consent:** is defined in Texas as “physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent due to the victim’s use of drugs or alcohol.” An individual may be unable to give consent due to an intellectual or other disability. An individual under the age of 17 years of age cannot give consent.

**Sexual Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape** is the penetration, no matter how slight, of the vaginal or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Fondling** is 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 mental incapacity.
- **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent.

**Domestic Violence:** Is defined as a felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person’s acts under domestic or family violence laws of the jurisdiction in which the crime violence occurred.

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

For the purpose of this definition-

- Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse
- Dating Violence does not include acts covered under the definition of domestic violence.

**Stalking:** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress

**B) Education and Prevention Programs**

The University engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault, and stalking. Educational programming consists of primary prevention and awareness programs for incoming students and new employees, and ongoing awareness and prevention campaigns for students, faculty and staff that:

- a) Identifies domestic violence, dating violence, sexual assault, and stalking as prohibited conduct;
- b) Defines what behavior constitutes domestic violence, dating violence, sexual assault and stalking;
- c) Defines what behavior and actions constitute consent to sexual activity in the State of Texas;
- d) Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm, or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than by a bystander;
- e) Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks.
- f) Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The University has developed an educational campaign consisting of presentations and activities that include distribution of educational materials to new and returning students and employees; participating in, and presenting information and materials during, new student orientation; plans, programs and activities throughout the year on a regular basis, including sessions such as guest speakers, information tabling, the Clothesline Project, "Take Back the Night," and an annual poster series; and facilitates training programs regarding the role students, faculty, and staff have in assisting students who disclose abuse or an assault.

**The University offered the following primary prevention and awareness programs for incoming students in 2016:**

<b>Name of Program</b>	<b>Date Held</b>	<b>Audience</b>	<b>Which Prohibited Behavior Covered?</b> SA = Sexual Assault DoV = Domestic Violence DaV = Dating Violence S = Stalking
<b>Freshmen Student Orientation</b>	January 12, 2016 April 7, 2016 May 20, 2016 June 3, 2016 June 13 - 16, 2016 June 27 – 30, 2016 July 11 – 14, 2016 July 25 – 28, 2016 August 1 – 4, 2016 August 15-16, 2016 October 20, 2016 December 15, 2016	<b>New Freshmen Students</b>	<b>SA, DoV, DaV, S</b>
<b>Early College Student Orientation</b>	April 8, 2016 October 20 -21, 2016	<b>Early College Students</b>	<b>SA, DoV, DaV, S</b>
<b>Transfer Orientation</b>	January 8, 2016 March 24, 2016 April 16, 2016 May 5, 2016 June 3, 2016 June 7, 2016 June 22, 2016 July 7, 2016 July 21, 2016 August 10, 2016 November 4, 2016 November 10, 2016 November 19, 2016 December 13, 2016	<b>New Transfer Students</b>	<b>SA, DoV, DaV, S</b>
<b>Orientation Leader Training</b>	January 14, 2016	<b>Student Leaders</b>	<b>SA, DoV, DaV, S</b>

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<b>Orientation Leader Training</b>	<b>February 19, 2016</b>	<b>Student Leaders</b>	<b>SA, DoV, DaV, S</b>
<b>Graduate Student Professionals Orientation</b>	<b>August 18, 2016</b>	<b>Graduate Students</b>	<b>SA, DoV, DaV, S</b>
<b>Graduate Student Orientation Fair</b>	<b>August 19, 2016</b>	<b>Graduate Students</b>	<b>SA, DoV, DaV, S</b>
<b>New Student – Parent Orientation (English)</b>	<b>June 13, 2016 June 27, 2016 July 11, 2016 July 25, 2016 August 1, 2016</b>	<b>Students Parents</b>	<b>SA, DoV, DaV, S</b>
<b>New Student – Parent Orientation (Spanish)</b>	<b>June 14, 2016 June 28, 2016 July 12, 2016 July 26, 2016 August 2, 2016</b>	<b>Students Parents</b>	<b>SA, DoV, DaV, S</b>
<b>University 1301 Presentation</b>	<b>February 9, 2016 February 11, 2016 February 16, 2016 April 28, 2016 August 31, 2016 September 13, 2016 October 5, 2016 November 17, 2016</b>	<b>Students</b>	<b>SA, DoV, DaV, S</b>
<b>Sexual Assault Awareness Month – Clothesline Project</b>	<b>April 14, 21, 26, 27, 2016</b>	<b>Students</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Tabling Event</b>	<b>April 19, 2016</b>	<b>Students</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Resource Fair</b>	<b>April 27, 2016</b>	<b>Students</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Take Back The Night</b>	<b>April 28, 2016</b>	<b>Students</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Movie Panel Discussion</b>	<b>April 20, 2016</b>	<b>Students</b>	<b>SA</b>
<b>Green D.O.T Training</b>	<b>April 22, 2017</b>	<b>Students</b>	<b>SA, DoV, DaV, S</b>
<b>Domestic Violence Awareness Month-Tabling Event</b>	<b>October 7, 2016</b>	<b>Students</b>	<b>DoV</b>



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<b>Domestic Violence Awareness Month – Tabling Event</b>	<b>October 9, 2016</b>	<b>Students</b>	<b>DoV</b>
<b>Domestic Violence Awareness Month – Advocacy Fair</b>	<b>October 20, 2016</b>	<b>Students</b>	<b>DoV</b>



**The University offered the following primary prevention and awareness programs for  
incoming faculty and staff in 2016:**

Name of Program	Date Held	Audience	Which Prohibited Behavior Covered? SA = Sexual Assault DoV = Domestic Violence DaV = Dating Violence S = Stalking
New Employee Orientations	January 5, 2016 January 11, 2016 January 14, 2016 January 25, 2016 February 1, 2016 February 15, 2016 March 7, 2016 March 21, 2016 April 4, 2016 April 18, 2016 May 16, 2016 June 20, 2016 June 26, 2016 August 1, 2016 September 6, 2016 September 12, 2016 September 19, 2016 September 26, 2016 October 3, 2016 October 17, 2016 November 7, 2016 November 21, 2016 December 5, 2016 December 19, 2016	Faculty/Staff	SA, DoV, DaV, S

The University offered the following on-going prevention and awareness programs including educational materials for students, faculty, and staff in 2016:

Name of Program	Date Held	Audience	Which Prohibited Behavior Covered? SA = Sexual Assault DoV = Domestic Violence DaV = Dating Violence S = Stalking
Jeanne Clery Act	January 12, 2016 February 5, 2016 June 10, 2016 July 8, 2016 September 30, 2016 December 9, 2016	Staff Faculty	SA, DoV, DaV, S
Staff Development Training Personal Safety & Protection	May 20, 2016 June 3, 2016 November 18, 2016	Staff Faculty	SA, DoV, DaV, S
Staff Development Training Workplace Violence Preparedness & Prevention	April 15, 2016 April 22, 2016 August 19, 2016 November 11, 2016	Staff Faculty	SA, DoV, DaV, S
Staff Development Training Personal Safety & Protection	May 20, 2016 June 3, 2016 November 18, 2016	Staff Faculty Students	SA, DoV, DaV, S
Staff Development Training Cyberstalking	February 26, 2016 March 18, 2016 September 9, 2016	Staff Faculty Students	SA, DoV, DaV, S
Rape Aggression Defense (RAD) Training	January 2016 April 2016 June 2016 July 2016	Female Faculty Staff Students	SA, DoV, DaV, S
National Stalking Awareness Month	January 1 – 31, 2016	Students Faculty Staff	S
Dating Violence Awareness Month	February 2016	Students Faculty Staff	DaV

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<b>Title IX Training</b>	<b>June 9, 2016</b> <b>June 20, 2016</b> <b>July 11, 2016</b> <b>July 19, 2016</b> <b>July 20, 2016</b> <b>August 1, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>SA, DoV, DaV, S</b>
<b>VAWA Training</b>	<b>July 28, 2016</b>	<b>Faculty</b> <b>Staff</b>	<b>SA, DoV, DaV, S</b>
<b>Sexual Assault Awareness Month – Clothesline Project</b>	<b>April 14, 21, 26, 27, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Tabling Event</b>	<b>April 19, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Resource Fair</b>	<b>April 27, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Take Back The Night</b>	<b>April 28, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>SA</b>
<b>Sexual Assault Awareness Month – Movie Panel Discussion</b>	<b>April 20, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>SA</b>
<b>Green D.O.T Training</b>	<b>April 22, 2017</b>	<b>Students</b>	<b>SA, DoV, DaV, S</b>
<b>Domestic Violence Awareness Month-Tabling Event</b>	<b>October 7, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>DoV</b>
<b>Domestic Violence Awareness Month – Tabling Event</b>	<b>October 9, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>DoV</b>
<b>Domestic Violence Awareness Month – Advocacy Fair</b>	<b>October 20, 2016</b>	<b>Students</b> <b>Faculty</b> <b>Staff</b>	<b>DoV</b>

## DISCLOSURES TO ALLEGED VICTIMS OF CRIMES OF VIOLENCE

The University of Texas at El Paso will, upon written request, disclose to the alleged victim of a crime of violence, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, The University of Texas at El Paso will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

The University has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges, as well as the availability of medical, counseling, and support services, and additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation, or working accommodations, if reasonably available. Students needing accommodations should contact Dr. Catie McCorry-Andalis, Associate Vice President and Dean of Students at [cmandalis@utep.edu](mailto:cmandalis@utep.edu), (915) 747-5648 or stop by the Office of Student Life located in the Union, Union West 102 **or** Dr. Charles Gibbens, Associate Vice President for Student Support at [cegibbens@utep.edu](mailto:cegibbens@utep.edu), (915) 747-5648. Employees needing accommodations should contact Ms. Sandy Vasquez, Assistant Vice President for Equal Opportunity and Compliance Services at [svasquez@utep.edu](mailto:svasquez@utep.edu), (915) 747-5662 or stop by Kelly Hall, room 302.

After an incident of sexual assault, domestic violence, or dating violence, victims should consider seeking medical attention immediately by visiting the UTEP Health Center located on the first floor of Union East or go to a local hospital's emergency department. **Sierra Medical Center is the only hospital in El Paso County that performs sexual assault examinations.** Sierra Medical Center is located at 1625 Sierra Medical Drive, (915) 747-4000. Medical attention at the local hospital is required in order to preserve valuable evidence should the victim decide to seek prosecution through the criminal justice system. It is important to know that if the victim goes to the hospital, local police may be contacted.



It is also important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where he or she was assaulted if the offense occurred within the past 96 hours so that evidence as may be necessary to the proof of criminal activity may be preserved. If a victim of sexual assault does remove his/her clothing, he/she is encouraged to take the clothes in which they were assaulted with them to the hospital in a paper bag, not in a plastic bag, in order to preserve evidence. Furthermore, if you suspect that you have been given a predatory drug like Rohypnol or GHB, please let the staff at the UTEP Health Center or local hospital know. A urine sample can be collected within 72 hours of a sexual assault for predatory drug testing. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to police and the University investigations and hearings. If a victim reports and incident of sexual assault, domestic violence, dating violence, or stalking to the University Police Department, and the incident is beyond the jurisdiction of the campus, University Police Department will assist victims with notifying the local police department if they so desire. Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make a report and victims have the right to decline involvement with the police.

#### **University Disciplinary Action:**

The University will provide resources to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary action to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making the investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with University Police

Department or other law enforcement agencies to preserve evidence in the event that the victim changes her/his mind at a later date.

If a report of sexual assault, domestic violence, dating violence or stalking is reported to the University, the procedures that University will follow, as well as a statement of the standard of evidence that will be used in any judicial hearing on campus arising from such a report, are listed below.

#### **A. Sexual Assault:**

Sexual Assault cases are referred to the Title IX Coordinator and Deputy Title IX Coordinators and are adjudicated by the institutions Judicial Officer or Hearing Officers for students and the Office of Equal Opportunity for faculty and staff using a preponderance of evidence standard.

#### **Procedure Institution will follow:**

- Depending on when reported (immediate vs. delayed report), the institution will provide complainant with access to medical care.
- The Institution will assess the immediate safety needs of complainant.
- The Institution will assist the complainant with contacting campus police and provide complainant with contact information for local police department.
- The Institution will provide the complainant with referrals to on-campus University Counseling Center and off-campus mental health providers and victim advocate services.
- The Institution will assess the need to implement interim or long-term protective measures including, but not limited to, change of on-campus residence, class schedule, parking privileges, or “No Contact” directives between all parties involved.
- The Institution will issue a Criminal Trespass Warning to accused party if deemed appropriate.
- The Institution will provide instructions to the complainant on how to apply for a protective order.
- The Institution will provide a copies of the Sexual Misconduct policy.
- The Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged, and what the outcome of the hearing is or if the hearing is conducted.
- The Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

**B. Stalking:**

Stalking cases involving students are referred to the Office of Student Conduct and Conflict Resolution and adjudicated using a preponderance of evidence standard. Stalking cases involving employees are referred to the Office of Equal Opportunity and adjudicated using a preponderance evidence standard. If the stalking is sexually based, it may fall under the institution's Equal Opportunity/Non-Discrimination policy, Sexual Misconduct and Harassment policy, or Student Code of Conduct policies and if so, be referred to the Title IX Coordinator and Deputy Title IX Coordinator for adjudication using a preponderance of evidence standard.

**Procedure Institution will follow:**

- The Institution will assess the immediate safety needs of complainant.
- The Institution will assist the complainant with contacting campus police and provide the complainant with contact information for local police department.
- The Institution will provide the complainant with referrals to on campus University Counseling Center and off-campus mental health providers and victim advocate services.
- The Institution will assess the need to implement interim or long-term protective measures including but not limited to change of on-campus residence, class schedule, parking privileges, "No Contact" directives between all parties involved.
- The Institution will issue a Criminal Trespass Warning to accused party if deemed appropriate.
- The Institution will provide instructions to the complainant on how to apply for a protective order.
- The Institution will provide information to the complainant on how to preserve evidence.
- The Institution will provide copies of the Sexual Misconduct policy.

**C. Domestic Violence:**

Domestic Violence cases involving students are referred to the Office of Student Conduct and Conflict Resolution (OSCCR) and adjudicated using a preponderance of evidence standard. Domestic Violence cases involving employees are referred to the Office of Equal Opportunity and adjudicated using a preponderance evidence standard.

**Procedure Institution will follow:**

- The Institution will assess the immediate safety needs of complainant.
- The Institution will assist the complainant with contacting campus police and provide complainant with contact information for local police department.
- The Institution will provide the complainant with referrals to on-campus University Counseling Center and off-campus mental health providers and victim advocate services.
- The Institution will assess the need to implement interim or long-term protective measures including but not limited to change of on-campus residence, class schedule, parking privileges, “No Contact” directives between all parties involved.
- The Institution will issue a Criminal Trespass Warning to accused party if deemed appropriate.
- The Institution will provide the complainant instructions on how to apply for a protective order.
- The Institution will provide information to the complainant on how to preserve evidence.
- The Institution will provide a copy of the Sexual Misconduct policy.

**D. Assistance for Victims: Rights & Options**

Regardless of whether a victim elects to pursue a criminal complaint, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights. Further, The University of Texas at El Paso complies with Texas law in recognizing orders of protection. Additionally, any person who obtains an order of protection from another state, or any reciprocal state, should provide a copy to the UTEP Police Department, the Title IX Coordinator, and the Deputy Title IX Coordinators. A complainant may then meet with the UTEP Police to develop a Safety Action Plan (SAP). The SAP is a plan for campus police and the victim to reduce the risk of harm while on campus, arriving at campus, or leaving campus. This plan may include, but is not limited to: safety escorts, special parking arrangements, providing a temporary cell phone, changing classroom location, or allowing a student to complete assignments from home.

To the extent of the victim's cooperation and consent, university departments will work cooperatively to ensure that the complainant's health, physical safety, work, and academic status are protected, pending the outcome of a formal university investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic living or working situations in addition to counseling, health services, and assistance in notifying appropriate local law enforcement. Additionally, identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint, or delivering resources or support services to the complainant. The University does not publish the name of crime victims, nor house identifiable information regarding victims in the campus police department Daily Crime Log or online. Victims may request to withhold directory information on file from public sources by contacting the UTEP Registration and Records Office by visiting the Mike Loya Academic Services Building, Room 107 or calling (915) 747-5544 or emailing [records@utep.edu](mailto:records@utep.edu)

## On Campus Resources for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Department	Location	Webpage	Phone
UTEP Police Department	3118 Sun Bowl Drive	<a href="http://admin.utep.edu/police">http://admin.utep.edu/police</a>	911 Emergency (915) 747-5611
Dean of Students	Union West 102	<a href="http://sa.utep.edu/dean/">http://sa.utep.edu/dean/</a>	(915) 747-5648
Office of Student Conduct and Conflict Resolution (OSCCR)	Union East 303	<a href="http://sa.utep.edu/osccr">http://sa.utep.edu/osccr</a>	(915) 747-8694
Equal Opportunity Office	Kelly Hall 302	<a href="http://utep.edu/eoaa">http://utep.edu/eoaa</a>	(915) 747-5662
Senior Women's Administrator for Athletics	Brumbelow Bulding 201 Glory Road	<a href="http://utepathletics.com">http://utepathletics.com</a>	(915) 747-5347
Counseling and Psychological Services	Union West 202	<a href="http://sa.utep.edu/counsel">http://sa.utep.edu/counsel</a>	(915) 747-5302
Student Health Center	Union East 100	<a href="http://chs.utep.edu/health/">http://chs.utep.edu/health/</a>	(915) 747-5624
Human Resources	Administration Building - 206	<a href="http://admin.utep.edu/hr">http://admin.utep.edu/hr</a>	(915) 747-5202
Employee Assistance Program	Administration Building - 206	<a href="http://admin.utep.edu/Default.aspx?tabid=6793">http://admin.utep.edu/Default.aspx?tabid=6793</a>	1-866-EAP-2400

## OFF CAMPUS RESOURCES

Department	Location	Phone
Center Against Sexual Assault and Family Violence (CASFV)	580 Giles	24/7 Crisis Hope Line: (915) 593-7300
Sierra Medical Center Emergency	1625 Sierra Medical Drive	(915) 747-4000
El Paso Police Department: Victim Services/Domestic Violence		(915) 212-4000
New Mexico: La Pinon Sexual Assault Recovery services of Southern New Mexico		(575) 526-3437
Ciudad Juarez, Chihuahua Mexico: Casa Amiga		(011565) 6-90-83-00 / (011565) 6-90-83-01
Ft. Bliss Family Advocacy Program		(915) 568-9129 OR (915) 568-9134
Ft. Bliss 24/7 Domestic Violence Hotline		(915) 269-2013
Ft. Bliss Sexual Assault Hotline		(915) 245-8991
24/7 Domestic Violence Hotlines		1-800-799-7233 (National) OR 1-800-787-3224 (TTY)
24/7 Sexual Assault Hotline		1-800-656-HOPE (National)



## Adjudication of Violations

Whether or not criminal charges are filed, the University, or a person, may file a complaint alleging that a student or employee violated the University policy governing Equal Opportunity/Non-Discrimination, Sexual Misconduct and Harassment, or Student Conduct. Reports of all sexual assault, domestic violence, dating violence, and stalking made to the University Police Department will automatically be referred to the Title IX Coordinator and Deputy Title IX Coordinators for investigation regardless of if the complaint chooses to pursue criminal charges.

The University disciplinary process will include a prompt, fair, and impartial investigation and resolution process. Investigators, Judicial Officers, and Hearing Officers are trained annually on the issue related to domestic violence, dating violence, sexual assault, and stalking, and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The University procedures provide that:

1. The accuser and the accused student each have the opportunity to attend a hearing before a properly trained judicial officer or hearing officer;
2. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process, and to be accompanied by that advisor at any meeting or hearing. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing;
3. A decision is based on the preponderance of evidence standard, i.e., “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused individual violated the university’s policy?”
4. The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, as well as any changes to the results or disciplinary actions prior to the time that such results become final; and
5. The accuser and the accused each have the right to appeal the outcome of the hearing and will be notified simultaneously in writing of the final outcome after the appeal is resolved.

A person alleging sexual assault, domestic violence, dating violence, or stalking may also utilize the complaint and investigatory procedures set forth in the university's policy against Sexual Misconduct and Harassment: [Office of Student Conduct and Conflict Resolution](#)

All conduct proceedings against students, however, will be resolved through the University Student Conduct process: <http://sa.utep.edu/osccr/>

When a complainant does not consent to the disclosure of his or her name, or other identifiable information, to the alleged perpetrator, the university's ability to respond to the complaint may be limited.

### **Confidentiality**

The University will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of the law. In accordance with the Texas Code of Criminal Procedures Article 57, victims may use a pseudonym to protect their identity. A pseudonym is a set of initials or a fictitious name chosen by the victim to be used in public files and records concerning sexual assault.

### **Sanctions and Protective Measures**

In all cases, investigations that result in a finding of more likely than not that a violation of policy occurred will lead to the initiation of disciplinary procedures against the accused individual. University sanctions include, but are not limited to disciplinary warning, disciplinary probation, withholding of grades and/or transcripts, suspension of rights and privileges, suspension, expulsion, loss of employment, or other penalty deemed appropriate under the circumstances. The University may implement protective measures following the report of sexual assault, domestic violence, dating violence and/or stalking which may include some or all of the following actions: change in academic living arrangements, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

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

### **Sex Offender Registration**

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

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

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

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

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

Information regarding sex offender registration files is available through the Texas Department of Public Safety (TXDPS) website at: [Texas Department of Public Safety \(TXDPS\) Website](#)

Texas Department of Public Safety (TXDPS) Sex Offender search Mobile Application for iPhone and Android can be downloaded. [Texas DPS Mobile Application Overview](#)

## ALCOHOL

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

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

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

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



**TEXAS STATE LAW – ALCOHOL POSSESSION AND CONSUMPTION**

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

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



## DRUGS

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

When the standards of conduct regarding illicit drugs are violated, sanctions may be imposed by the Office of Student Life. Possible sanctions include, but are not limited to, assignment to community service, suspension, suspension of privileges, suspension for a specified amount of time, or expulsion. The University will impose a minimum disciplinary penalty of suspension for a specified period of time or suspension of rights and privileges, or both, for conduct related to the use, possession, or distribution of drugs that are prohibited by state, federal, or local law.

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

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

## EDUCATIONAL PROGRAMS

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

The Counseling and Psychological Service Center offers programs throughout the semester to individuals and groups upon request and facilitates a Recovery program for those who have struggled with alcohol use and abuse. The University Counseling Center also offers referrals to outside assistance agencies which can provide further assistance to students, faculty, and staff.

For more information regarding the University Counseling and Psychological Services and related programming, contact Counseling and Psychological Services at (915) 747-5302. The Center is located in the Union West Building Room 202.

More information can be obtained by visiting: [Counseling and Psychological Services](#)

### **University Police Individual Reflective Experience (I.R.E) Program**

The premise of the UTEP Police Department I.R.E. Collaborative rests upon the idea that through coordinated mentoring, education, and awareness efforts the student can be encouraged to take responsibility and change at-risk behaviors to enhance their quality of life, promote their academic success and be a positive force to enhance community safety while building positive relationships based on trust and open communication.

Students identified by the Office of Student Conduct and Conflict Resolution (OSCCR) are referred to the program coordinator and begin the I.R.E. collaborative 4 step process.

**Step one:** One-on-one initial meeting with the program coordinator

**Step two:** Student assigned a written reflection paper

**Step three:** Student attend education and awareness workshops

**Step four:** One-on-one final meeting coordinator

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

[Office of Safe and Healthy Students](#)

[Alcohol Awareness](#)

## **WEAPONS POLICY**

Beginning August 1, 2016, individuals with a Texas license to carry (LTC) previously known as concealed handgun license (CHL) will be allowed to carry concealed handguns on public university campuses throughout the state.

In accordance with Texas Penal Code, Chapter 46, it is a felony to intentionally, knowingly, or recklessly possess a firearm, illegal knife, or prohibited weapon (with or without License To Carry a Handgun-LTC) on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles (i.e. UTEP shuttle bus service) under the direct control of the educational institution.

UTEP's campus carry policy and a complete list of exclusion areas are available at [Campus Carry Policy](#)

## NOTIFICATION OF MISSING STUDENTS WHO RESIDE IN ON-CAMPUS HOUSING



RESIDENCE LIFE

THE UNIVERSITY OF TEXAS AT EL PASO

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the University Police Department at (915) 747-5611.

The University Police will generate a missing person report and initiate an investigation. After investigating the missing person report, should UTEP PD determine that the student is missing and has been missing for more than 24 hours, UTEP will notify the El Paso Police Department and the student's emergency contact no later than 24 hours after the student is determined missing. If the missing student is under the age of 18 and is not an emancipated individual, UTEP officials will notify the student's legal parent or guardian immediately after the University Police Department has determined that the student is missing. In addition to registering an emergency contact, students residing in on-campus housing have the option to select a confidential contact person to be contacted by UTEP in the event the student is determined to be missing for more than 24 hours. If a student has selected a confidential contact person, UTEP will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify and select a confidential contact can do so through the UTEP Department of Residence Life at (915) 747-5352. The contact information is confidential. This information will be accessible only to authorized campus officials and law enforcement, and will not be disclosed except for the missing person investigation.

## UPDATING CONTACT INFORMATION

Student(s) are encouraged to update their primary cell phone number and emergency contact information and keep the information current.

## **EMERGENCY NOTIFICATION and EVACUATION PROCEDURES**

Emergencies may range from inclement weather and building evacuations to campus closures. The University of Texas at El Paso has redundancy of systems in place to communicate with the university community in the event of these and other possible emergencies. Depending on the type of emergency, the University may use some or all of the following tools to communicate with students, faculty, and staff.

- I.** University Group E-mail: During emergencies, a group e-mail is sent to every student, faculty, and staff member.
- II.** Text Messaging System: Miner Alert is an alert notification system used to immediately contact faculty, staff, and students during urgent or emergency situations with useful information and updates by sending text messages to cell phones or wireless devices.
- III.** University Homepage: Information may be posted to the institution's website at [www.utep.edu](http://www.utep.edu).
- IV.** UTEP Today Message Boards: LCD monitors are placed strategically in campus buildings.
- V.** Press Release: The Public Information Officer (PIO) may send a press release and make contact with local media. Because UTEP is a commuter campus, the University depends a great deal on broadcast media to notify students, faculty, and staff members of emergencies before and during their commutes.
- VI.** Telephone Calling Tree: The President's Office has a telephone tree of department contacts that is initiated during an emergency.
- VII.** Public Safety Patrol Car Announcements: University Police Department patrol cars are equipped with PA systems, which officers can use to provide instructions to pedestrians during emergencies.
- VIII.** Fire Panel System: Residence Halls such as Miner Village and Miner Heights are equipped with fire panel systems.

## EMERGENCY MANAGEMENT

At The University of Texas at El Paso, Office of Emergency Management (OEM) is a function within the Department of Environmental Health and Safety. Its mission is “To ensure Life Safety is the Number ONE priority within the University. This is accomplished through the means of planning, prevention, mitigation, response, and recovery from all-hazards.”

OEM has the goal to create a safe campus community by assisting in our University’s capacity to manage and mitigate incidents when they occur. These are achieved by risk assessment, hazard analysis, written plans and procedures, training, drills, and exercises. It includes:

- Reviewing and updating the University’s Emergency Management Plan on a regular basis.
- Providing campus tips or guidelines for students, faculty, and staff about personal and university preparedness to which includes the University’s Emergency Management Plan.
- Coordinating and developing emergency preparedness exercises using an all-hazard approach.
- Presenting to university departments, classes and organizations about emergency management and personal safety and protection.

## EMERGENCY PREPAREDNESS

An emergency is often a sudden and unexpected occurrence that requires a response to help provide life, safety, and property protection. It’s very important that for all emergency and hazardous incidents, whether man-made or naturally caused, that the course of action for the emergency condition or incident as a whole be determined by the On the Scene Incident Commander with supporting personnel, departments, and agencies assisting as needed or required. This may include an incident involving an active shooter, fire, or any other emergency incidents.

In preparing for possible incidents, fire drills are conducted twice a year in student housing, usually at the beginning of fall and spring semesters. Additionally, other designated occupancies on campus will have fire drills during the calendar year. These require evacuation from the building and allow the occupants to experience emergency alarm conditions in a controlled manner. These drills are coordinated with EH&S (Environmental Health and Safety), University Police, Facilities and the Building Management to help ensure safety through emergency preparedness and practice.



## EVACUATION

An emergency incident or hazardous condition may occur in an area of campus or a large event such as a sporting event. If so, an immediate evacuation may be necessary. Individuals may need to be directed and assisted in this process.

Often, evacuations will be limited to one building. This is known as a limited evacuation. An example of that would be when a fire alarm is activated due to a reported fire and smoke conditions. In this instance, the primary objective is life safety, and the best course of action is to **immediately exit** the building and relocate to an area pre-designated in an evacuation plan.

- Pre-designated areas may be parking lots, open fields, or even entry into another nearby building.
- Emergency Responders in coordination with Campus Police may direct occupants to other areas based upon the conditions on the scene.

In some instances, a large-scale evacuation is necessary which includes multiple buildings, large areas, or the entire campus. These incidents present unique challenges in which hazardous conditions may be so significant that the time period for rapid notification to the campus community is significantly diminished. The overarching principle, in this case, is to expedite the process of evacuation for preservation of life and safety. Such a large magnitude occurrence will require multijurisdictional coordination to achieve an effective evacuation safely.

Have an exit strategy! [Have an Exit Strategy](#)

## SHELTER IN PLACE

- Shelter in Place is a course of action whereby the occupants of a building or structure remain inside where they are. This may occur during periods of severe weather such as a thunderstorm and high winds or during a release of a hazardous material from another location. The safest action may be to remain sheltered inside a building and not be exposed to a potentially toxic gas or vapor.

## AREAS OF REFUGE

- An area of refuge is a location in a building designed to hold occupants during a fire or other emergency when evacuation is not safe or possible. Occupants can wait there until rescued by emergency responders.

## ACTIVE SHOOTER

Although the likelihood of an active shooter incident occurring on campus is extremely low, we must be prepared for the unexpected.

- An active shooter is an individual actively engaged in killing or attempting to kill people in a confined populated area. This type of incident occurs quickly and with little or no warning. It is important that everyone react quickly to protect themselves and assist others.

## LOCKDOWN

If there is an unsafe incident on campus, instructions to evacuate or remain in place will be provided.

- Follow instructions.
- Remain in the classroom or office if safe to do so.
- If in a hallway move to a room that can be locked.
- Stay away from window(s).
- Lock all door(s) or barricade.
- If outside attempt to enter a building that you are familiar with.
- Wait until notice is given that all is clear and it is safe to move.

## INFORMATION AND RESOURCES

Emergency Management is located within the Environmental Health and Safety department at 1851 Wiggins Avenue, Carl Hertzog Building. The direct phone number is (915) 747-7124. After hours members of EH&S and OEM can be reached at any time through the Police Department Dispatch Office by calling (915)747-5611.

Office of Environmental Health and Safety: <http://www.utep.edu/ehs/emergency-managment.html>

Federal Emergency Management Agency (FEMA): [www.fema.gov](http://www.fema.gov)

Ready- Prepare, Plan, Stay Informed: [www.ready.gov](http://www.ready.gov)

## **FIRE SAFETY**

If a fire occurs in a University of Texas at El Paso building, community members should immediately notify the University of Texas at El Paso Police Department at (915) 747-5611 or 9-1-1. The University Police Department will initiate a response through the computer-aided dispatch system which links directly to all Fire and Emergency Medical response services. This system can summon the fire department quickly. If a member of the UTEP Community finds evidence of a fire that has been extinguished, and the person is not sure whether the University Police Department has already responded, the community member should immediately notify the University Police Department to investigate and document the incident.

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

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

## FIRE LOG

A **Fire Log** is available for review 24 hours a day on the University Police Department website at <http://www.utep.edu/police> and it is also available at the University Police Department Station located at 3118 Sun Bowl Drive. It is contained in the same notebook with the “Crime Log.” The information in the fire log includes the nature, date, time, and general location of all fires occurring on the University campus. It is a continuous log showing all fire and arson cases in the Student Residential Areas for the last 90 days. The log is in reverse chronological order with the most recent fire/arson events listed at the top.

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

## ANNUAL FIRE REPORT

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

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

In 2016 the on-campus residential facilities at The University of Texas at El Paso consisted of apartments in the “Miner Village” complex, the “Miner Heights” complex and the new “Miner Canyon” complex. Miner Village consists of twelve 3-story buildings in a single complex. Miner Heights consists of two 2-story buildings and a single 3-story building in a single complex. And the new Miner Canyon facility is two 4-story residential halls. If smoke or other smoke-like situation occurs in a UTEP residential building, or if a fire sprinkler flow causes a detection initiation, an automatic fire detection, and alarm system will alert the occupants and the University Police Department.

In the case of a fire, or fire-related emergency, Residents and Residence Life staff immediately evacuate the building and place a call to the University Police Department Dispatcher at (915) 747-5611 or by dialing 9-1-1 regarding specifics of an evacuation incident. University Police Department also initiates a response upon detection, as the department has direct communications with the El Paso Fire Department and can summon the fire department quickly through this communication link. The University Police Department will also notify the campus Environmental Health and Safety (EH&S) department at (915) 747-7124.

According to the UT System Fire and Life Safety Group, and the UT System Office of General Counsel, any fires that occur on the grounds of residential facilities are to be included in the Fire log, as well as documented in the Fire Safety Report for the applicable year.

## **FIRE PROTECTION EQUIPMENT AND SYSTEMS**

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

## **POLICIES REGARDING POTENTIAL FIRE SOURCES**

Smoking is prohibited throughout the residential facilities complex. Microwaves are restricted to one only per apartment, and any appliance with exposed heating elements cannot be used. Open flames such as candles and incense are not allowed. These and other rules and policies can be found in the Residence Life Online Handbook, which can be found at [Residence Life Handbook](#)

## **FIRE AND LIFE SAFETY INSPECTIONS**

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



## STATISTICS AND INFORMATION REGARDING FIRES IN UTEP RESIDENTIAL FACILITIES

January 1, 2016, to December 31, 2016

MINER VILLAGE FACILITY	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	DATE	TIME	CAUSE OF FIRE	NUMBER OF FIRES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
Exterior Grounds	0	0	N/A	N/A	N/A	0	0	0
Davis	0	0	N/A	N/A	N/A	0	0	0
Mimbres	0	0	N/A	N/A	N/A	0	0	0
Hueco	0	0	N/A	N/A	N/A	0	0	0
Guadalupe	0	0	N/A	N/A	N/A	0	0	0
Franklin	0	0	N/A	N/A	N/A	0	0	0
Indio	0	0	N/A	N/A	N/A	0	0	0
Chisos	0	0	N/A	N/A	N/A	0	0	0
Del Norte	0	0	N/A	N/A	N/A	0	0	0
Tinaja	0	0	N/A	N/A	N/A	0	0	0
Sacramento	0	0	N/A	N/A	N/A	0	0	0
Capitan	0	0	N/A	N/A	N/A	0	0	0
Eagle	0	0	N/A	N/A	N/A	0	0	0
<b>MINER HEIGHTS FACILITY</b>								
Exterior Grounds	0	0	N/A	N/A	N/A	0	0	0
Cottonwood	0	0	N/A	N/A	N/A	0	0	0
Ocotillo	0	0	N/A	N/A	N/A	0	0	0
Mesquite	0	0	N/A	N/A	N/A	0	0	0
<b>MINER CANYON FACILITY</b>								
Exterior Grounds	0	0	N/A	N/A	N/A	0	0	0
Whispering Springs	0	0	N/A	N/A	N/A	0	0	0
Copper Canyon	1	1	3/16/2016	12:24 P.M.	TOASTER	0	0	0

**FIRE SAFETY AMENITIES IN UTEP RESIDENTIAL FACILITIES**

<b>MINER VILLAGE FACILITY</b>	<b>FIRE ALARM MONITORING ON SITE BY CAMPUS POLICE</b>	<b>FULL SPRINKLER SYSTEM</b>	<b>SMOKE DETECTOR</b>	<b>FIRE EXTINGUISHERS</b>	<b>EVACUATION PLANS AND PLACARDS</b>	<b>NUMBER OF EVACUATION DRILLS PER ACADEMIC YEAR</b>
Davis	YES	YES	YES	YES	BY WEB	2
Mimbres	YES	YES	YES	YES	BY WEB	2
Hueco	YES	YES	YES	YES	BY WEB	2
Guadalupe	YES	YES	YES	YES	BY WEB	2
Franklin	YES	YES	YES	YES	BY WEB	2
Indio	YES	YES	YES	YES	BY WEB	2
Chisos	YES	YES	YES	YES	BY WEB	2
Del Norte	YES	YES	YES	YES	BY WEB	2
Tinaja	YES	YES	YES	YES	BY WEB	2
Sacramento	YES	YES	YES	YES	BY WEB	2
Capitan	YES	YES	YES	YES	BY WEB	2
Eagle	YES	YES	YES	YES	BY WEB	2
<b>MINER HEIGHTS FACILITY</b>	YES	YES	YES	YES	BY WEB	2
Cottonwood	YES	YES	YES	YES	BY WEB	2
Ocotillo	YES	YES	YES	YES	BY WEB	2
Mesquite	YES	YES	YES	YES	BY WEB	2
<b>MINER CANYON FACILITY</b>	YES	YES	YES	YES	BY WEB	2
Whispering Springs	YES	YES	YES	YES	BY WEB	2
Copper Canyon	YES	YES	YES	YES	BY WEB	2

## **FIRE SAFETY – TRAINING AND EDUCATION**

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

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

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

## **Fire Safety Tips**

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

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

## SECURITY AND ACCESS TO CAMPUS FACILITIES

The campus and University property are maintained for use by students, faculty, and staff. Access to campus facilities may be restricted as necessary to comply with Rules and Regulations of the Board of Regents of the University of Texas System and to meet safety and security requirements as determined by university officials.

Many campus buildings and facilities are accessible to members of the campus community, guests, and visitors Monday through Friday during normal business hours. After hours, weekends, and holidays, all outside and interior offices, labs, classrooms are secured to protect persons and university assets. Residence Life (Student Housing located in Miner Village, Miner Heights, and Miner Canyon) provides a range of services and security procedures designed to ensure the reasonable comfort of residents and invited guests.

**University Housing** – UTEP operates three on-campus housing areas for students. Security access gates and doors are located throughout the complex. Guests are required to be escorted by a resident and must be prepared to show identification at all times. Students are encouraged to keep their doors locked for their own personal safety. Miner Village and Miner Heights have individual apartments with mechanical locks in which a key is utilized to lock the exterior door. Miner Canyon has individual apartments with electronic access locks in which students use their Miner Gold Card to access the building, apartment, and room door. When students lock themselves out of their assigned apartment Resident Life Assistants may be contacted to grant students' access to their rooms.

UTEP Police Officers and Public Safety Officers do not unlock doors in student housing except in case of a serious emergency. Residents are encouraged to report all suspicious persons to the Residence Life staff or the UTEP Police Department. For more information regarding on-campus housing call the Department of Residence Life at (915) 747-5352.

**Campbell Building Campus**– A Public Safety Officer is assigned to this facility Monday through Friday. After regular business hours, the facility is protected by patrols and a security alarm system which is monitored by the UTEP Police Department.

**Greek Housing** – The University of Texas at El Paso does not maintain Greek Housing.

## **FACILITIES SECURITY**

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

Employees and Students are required to have their UTEP ID card in their possession at all times and to present it upon request by any University Official, per the University Texas System Rules and Regulations of the Board of Regents, Rule 80101, Section 3. The UTEP ID card can be obtained through the Miner Gold Card Services located inside the Mike Loya Academic Services Building, Room 116.

## **MAINTENANCE**

University facilities, lighting, and landscaping are maintained to promote campus safety. The University also provides emergency “Blue Light” phones installed throughout the campus. University Police Officers regularly test the emergency phones and submit work orders for those in need of repair. Officers also routinely report the need for replacement lights and any other physical hazards to Facilities Services for maintenance or repair. Malfunctioning lights, and other unsafe conditions are reported to Facilities Services for repair or correction on a daily basis. Emergency Phone problems are reported to the Information Technology (IT) Department for repair on a daily basis. Any student, faculty, staff, or visitor who observes a possible unsafe condition is encouraged to notify UTEP Police for further attention to the problem by calling (915) 747-5611. Students who reside in the Residential Facilities on campus should report maintenance issues to the Department of Residence Life at (915) 747-5352

## GENERAL CRIME PREVENTION

The Crime Prevention Unit assesses and analyzes crime prevention needs by implementing initiatives, safety awareness, fostering community growth and development. This is accomplished through education, awareness, services, and ultimately student success. The goal is to provide a safe and secure learning and working environment for our students, faculty, staff members, and visitors.

Crime Prevention is the anticipation, recognition, and appraisal of a crime risk. The crime triangle identifies three factors; **Desire**, **Ability**, and **Opportunity**.

### DESIRE

The desire of a criminal to commit a crime.

### ABILITY

The criminal's ability to commit a crime.

### OPPORTUNITY

The criminal's opportunity to commit crimes.

You can prevent crime by not giving the criminal the opportunity. Stay alert and use good judgment by knowing whom and what is around you at all times. You can avoid becoming an easy target.

## CRIME PREVENTION PROGRAMS

- **Safety Escort Service:** The UTEP Police Department provides a 24/7 escort service when individuals feel they need extra security. University Police provide on-campus safety escorts to enhance student safety and peace of mind. Students can call (915) 747-5611 to request this service.
- **Office Interviews on Crime Prevention Topics:** The Office of Support Services of the University Police Department is available for an interview by persons seeking information for speeches, papers, or articles for class assignments.
- **Campus Safety Presentations:** Information and safety tips are provided at New Student Orientation, Transfer Student Orientation, Parent Orientation, Study Abroad Pre-departure Orientation, New Employee Orientation, Safety Stops, Early College Ready, and other programs to the university community. Presentations are also available to campus groups and classes. Please call (915) 747-6640 or (915) 747-6338 for additional information or to schedule a presentation.
- **Ride-A-Long Program:** Participants may ride or walk with an officer on patrol for up to a two-hour period to gain firsthand knowledge of police procedures and operations.
- **Bicycle Registration:** Students can register their bicycle with the University Police. In the event a bicycle is stolen and later recovered, this allows the University Police to match the bicycle with your information and permits the department to return the property to its rightful owner. Officers on bicycle or vehicular patrol can assist with registering a bicycle. You can also call (915) 747-6640 or (915) 747-6338 to request this service.
- **Operation Identification:** This program helps safeguard your personal property by affixing or engraving one's driver's license or state-issued identification card number onto personal property. Call (915) 747-6640 or (915) 747-6338 to protect and safeguard your personal property or look for upcoming dates, times, and location(s) on the UTEP Today monitors.
- **Motor Vehicle Assistance:** Motor vehicle assistance is available by contacting University Police by using the nearest Blue Light Emergency Call Boxes, or dialing (915) 747-5611. Please be prepared to provide your name, vehicle description/color, and location. Please note that individuals will be required to sign a waiver to have this service performed.



- **Rape Aggression Defense (R.A.D.):** The Rape Aggression Defense is a program of realistic self-defense tactics and techniques for women. R.A.D. is a comprehensive, women-only course that begins with awareness, prevention, risk reduction, and risk avoidance. For more information and to register online, please visit [www.utep.edu/police](http://www.utep.edu/police).
- **Alcohol Awareness Week:** Alcohol Awareness Week at UTEP is designed to bring awareness to the UTEP community, particularly our students, about the use and abuse of alcohol. This includes health risks, social problems, resources available, what it means to drink responsibly, and the impact alcohol can have on one's classmates, friends, family, and community members.
- **Lost & Found Property:** All lost and found items turned into the University Police Lost & Found section are stored for safekeeping a minimum of 90 days. To report lost property items call (915) 747-6640 or (915) 747-6338. Lost and found inquiries can also be submitted to [lostandfound@utep.edu](mailto:lostandfound@utep.edu). After 90 days, the found property is transferred to the Surplus Property Department for public auction or other disposition. To claim found property items, individuals are required to present a valid Texas Driver's license, Miner Gold Card ID, or a valid photo ID card from another recognized source. Individuals must be able to accurately describe the property that was lost in order to claim property from the lost & found section.

**NOTE:** Property with little or no monetary value and property considered a health hazard such as chemicals, food and food containers, hats, cosmetics, water bottles, and clothing will be destroyed by the Lost & Found section.

- **Asset Protection Surveys:** Surveys are conducted to identify vulnerabilities to assets and will include recommendations for improving protection of persons, campus assets, facilities, and buildings.
- **National Prescription Take Back Day Initiative:** Provides a venue to safely dispose expired medications. The dates, times, and locations of this service will be announced to the campus community. For more information call Support Services Division at (915) 747-6640.

- **VIN Etching:** VIN etching is the process of placing a light but visible stencil of your vehicle identification number on each window and the windshield of the vehicle. The dates, times, and locations of this service will be announced to the campus community. For more information call Support Services Division at (915) 747- 6640.

## CRIME PREVENTION SAFETY TIPS

- For Emergencies call 9-1-1(Police, Fire & Ambulance).
- For general inquiries, or to report a crime call, University Police (915) 747-5611.
- Always be aware and alert of your surroundings.
- Avoid walking alone at night- Use the Buddy System.
- Report suspicious activities immediately.
- Call University Police for a Safety Escort Service (915) 747-5611.
- Avoid shortcuts, deserted areas, alleys, and poorly lit streets.
- Don't text and walk - you can become distracted and unaware of your surroundings.
- Know your campus - Familiarize yourself with building names, room numbers, and streets.
- Know the exits of the building where you study, work, or visit.
- Keep doors and windows locked to your dorm/apartment at all times.
- Avoid sleeping in common areas on campus.

## Personal Vehicle

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

## **Personal Property**

- Never leave your valuables unattended/unsecured.
- Engrave your personal valuables with your state issued driver's license number.

## **Security in the Student Resident Housing Areas**

- Report your lost or stolen key to your dorm/ apartment to Residence Life Assistant immediately, and change your lock immediately.
- Keep your room door locked and secured at all times.
- Never leave your door open when you are napping or sleeping.
- Don't mark your room key or keychain with the apartment number.
- Do not give anyone a key to your room.
- At night, have your keys ready before you reach the door.
- Engrave your personal valuables with your state-issued driver's license.
- To prevent identity theft, shred credit card applications, credit-advance checks, and all other papers with your personal information on them before you throw them in the garbage.
- Get to know your neighbors. This is an excellent way to build a sense of community, as well as extra eyes and ears in reporting suspicious activities or behavior.
- Know where the nearest fire extinguisher is located in your apartment complex.
- Make sure ovens and stovetops are turned off after every use - Double check if you have to.
- Have an EXIT strategy in case of an emergency.
- Know your exits in the building in case of a fire or evacuation.
- Keep your bicycle indoors when going on vacation, secure it with a U-type lock to a bike rack.
- Remove all items from inside your car to discourage theft.

## **When someone is at your door**

- Always look through the peephole or window to see who it is before you unlock the door.
- Do not open the door to solicitors.
- If you do not recognize the visitor, ask them questions through the door so they can identify themselves.

- Report suspicious activities or person(s) immediately to University Police (915) 747-5611.
- Emergency Call 9-1-1(Police, Fire & Ambulance)
- Preprogram University Police Department's number into your cell phone: (915) 747-5611.

### Apartment Hunters Checklist

- Is the property located in a safe neighborhood?

To look up crime safety facts by zip code or apartment complex visit:

<http://www.raidsonline.com/?address=El%20Paso%2CTX>

- Are address numbers or building numbers clearly visible for police, fire, and ambulance in case of an emergency?

This helps police, firefighters, and EMS locate your residence in an emergency.

- Are public areas well lit?

Whether you are standing in the parking lot or outside your front door, adequate lighting allows you to distinguish the facial expressions of someone standing 10 feet away at any time of day.

- Is the property maintained or cared for?

Uncared property or structures attract the criminal element or activity.

- Are shrubs and trees around the property well maintained?

Overgrown plant life provides a hiding place for potential intruders, so be particularly wary of shaggy shrubs in neighborhoods with high crime rates!

- Are locks on the doors changed/re-keyed with each new resident?

Ask to see documentation of the last time the locks were changed. Also, find out if you can have the locks changed by an independent locksmith.

- Does the apartment/house have a working smoke detector?

For fire safety, your home must have at least one smoke detector and two emergency escape routes! (There should also be a fire extinguisher either inside the apartment/house, or outside within plain view of the front door.)

Become familiar with emergency exits in the complex in case of a fire- Have an Exit Strategy.

## AUTO THEFT PREVENTION

**Fact:** A car is stolen in Texas every 5 minutes. The following community safety tips could help keep you and your vehicle safe. Here are some helpful safety tips that can minimize the risk of your car being burglarized or stolen.

- Never leave expensive property (CD Cases, laptops, cell phones, money, purses, wallets and iPods) in plain view in your car. **Don't tempt thieves by leaving valuables in sight.**
- Secure all valuables in your trunk or take them with you.
- Always lock your car whenever it is unattended.
- Park in well-lit areas.
- If you park in an attended lot, only leave your ignition key and take the garage door remote with you.
- Never leave your car running unattended, even if you will be gone for a minute.
- Close your windows completely when parking.
- Do not leave your vehicle registration in your car.
- Do not leave personal information inside the glove box (social security number, bank account numbers, passwords, credit card numbers or statements). These can be used to steal your identity.
- Park with your wheels turned towards the curb; doing so makes it difficult for someone to tow your vehicle away.
- If you have an anti-theft device, activate it upon leaving.
- If your vehicle is stolen or burglarized, report it immediately to University Police at (915) 747-5611. Be ready to provide them with vehicle year, make, and model, color vehicle identification number (VIN) and your license plate number.

Please visit [TXDMV Auto Theft Prevention Website](#) for additional information.

## PROTECTING YOUR bicycle

Bicycles are among the most popular forms of transportation on college campuses. Help protect your bike by taking these simple steps.

- Never leave your bicycle unsecured and unattended.

- Always secure your bicycle, even for just a few minutes.
- Invest in high-quality U-Type Lock.
- If using a cable lock, make sure the cable goes through the front wheel, rear wheels and bike frame.
- Always check the lock is secure by pulling on it.
- Write down serial numbers and the model of your bike. Keep it in a safe place.
- Register your bicycle for free with the University Police by calling (915) 747-6640.
- Inspect before you ride (air, brakes, and crank).
- Obey all traffic laws.
- Pay attention to your surroundings.
- Give proper signals when turning or stopping.
- Always wear a helmet.

#### **PLAN YOUR ROUTE:**

- Pick routes to and from class that you feel confident riding.

#### **HOW TO PROPERLY SECURE YOUR BICYCLE:**

- Use a U-Type Lock.
- Detach front tire.
- Place front tire against the side of bike frame near the crank pedals.
- Thread the U-Lock through the bike frame, front tire, and rear tire.
- If your seat has a quick release mechanism, it is recommended to remove the seat and take it with you.

## AUTOMATED TELLER MACHINES (ATM) SAFETY TIPS

- When arriving at an ATM, look around, and if you see anything that makes you uncomfortable, or anyone who looks suspicious, **DO NOT USE THE ATM, LEAVE THE AREA IMMEDIATELY!**
- Try to avoid using an ATM by yourself, especially at night. Use the Buddy System.
- Make sure the ATM area is well-lit.
- **Call Police 9-1-1 (Police, Fire & Ambulance).**
- Have your access card and any other documents you need ready when you approach an ATM.
- If someone else is using the ATM, **STAY ALERT** of your surroundings.
- Look up and around every few seconds while transacting your business.
- **Protect your Personal Identification Number (PIN).**
- Do not enter your PIN if anyone else can see the screen or keypad.
- Use your body to shield your PIN from onlookers. Don't give your PIN out to others.
- When your transaction is finished, be sure you have your card and your receipt and leave immediately.
- Avoid counting or otherwise displaying large amounts of cash.
- As you leave, be aware of anything suspicious. If you think you are being followed, go to an area with a lot of people and call police immediately call **9-1-1 (Police, Fire & Ambulance).**

## OFFICE SECURITY

- Never leave your valuables unattended. Secure them in a drawer or closet.
- Never leave your keys in plain view in your office, your room, or in the door lock.
- Report missing or lost key(s) immediately.
- Report suspicious activity or person(s) immediately to University Police- (915) 747-5611



**HELPFUL PHONE NUMBERS**

POLICE/FIRE/EMS	911
ON CAMPUS EMERGENCY	911
UTEP POLICE	915-747-5611
UTEP POLICE ADMINISTRATIVE OFFICES	915-747-6636
UTEP OFFICE OF STUDENT CONDUCT & CONFLICT RESOLUTION	915-747-8694
UTEP OFFICE OF STUDENT LIFE/DEAN OF STUDENTS	915-747-5648
UTEP EQUAL OPPORTUNITY OFFICE	915-747-5662
UTEP COUNSELING CENTER	915-747-5302
UTEP STUDENT HEALTH CENTER	915-747-5624
UTEP UNIVERSITY STUDENT ENGAGEMENT	915-747-5291
UTEP RESIDENCE LIFE	915-747-5352
SIERRA MEDICAL CENTER	915-747-4000
UNIVERSITY MEDICAL CENTER	915-544-1200
EL PASO POLICE DEPARTMENT (NON-EMERGENCY)	915-832-4400
EL PASO FIRE DEPARTMENT (NON-EMERGENCY)	915-568-5283
EL PASO COUNTY SHERIFF'S OFFICE	915-546-2280
CENTER AGAINST SEXUAL AND FAMILY VIOLENCE - 24 HOURS CRISIS	915-593-7300
DOMESTIC VIOLENCE ABUSE HOTLINE	1-800-799-7233
NATIONAL SUICIDE PREVENTION HOTLINE	1-800-273-8255
MENTAL HEALTH CRISIS LINE	915-779-1800
VETERAN CRISIS LINE	1-800-273-8255
TEXAS ROAD CONDITIONS	1-800-452-9292
TEXAS ROAD SIDE ASSISTANCE	1-800-525-5555
NEW MEXICO ROAD CONDITIONS	1-800-432-4629

## ADDITIONAL RESOURCES

**U.S. Department of Education:** <http://ope.ed.gov/security/Index.aspx>

- Provides rapid customized reports for public inquiries relating to campus crime and fire data.

**Casa Amiga:** <http://www.casa-amiga.org.mx/>

- Promotes a culture of non-violence through equality and respect.  
Address: Durango No. 1916- Facc. Paseo De Las Torres 32575, Juárez Chihuahua, México  
Phone Number: (011656) 6-90-83-00  
Phone Number: (011656) 6-90-83-01

**Center Against Sexual and Family Violence:** <http://www.casfv.org/>

- Assists clients in the healing of issues arising from the experience of sexual violence.
- Dedicated to the prevention of sexual assault and stalking while supporting victims and survivors ages 14 and up.  
580 Giles, El Paso, Texas 79915  
24/7 Crisis Hope Line – (915) 593-7300 or 1-800-727-0511

**La Pinon Sexual Assault Recovery Services of Southern New Mexico:**

<http://lapinon.org/index.htm>

- Provides comprehensive sexual assault recovery services for sexual abuse victims and their families.
- 525 South Melendres St., Las Cruces, New Mexico 88005
- 24-Hour Crisis Hotlines: 1 (575) 526-3437 (Las Cruces) -1 (888) 595-7273 (Toll-Free)

Prepared By: The University of Texas at El Paso- University Police and Environmental Health and Safety Office

