UNIVERSITY OF TEXAS AT ARLINGTON

2016 ANNUAL CAMPUS SECURITY REPORT

AND

FIRE SAFETY REPORT

UNIVERSITY OF TEXAS AT ARLINGTON (Main Campus)

UNIVERSITY OF TEXAS AT ARLINGTON SANTA FE (Ft. Worth, TX)

UNIVERSITY OF TEXAS AT ARLINGTON RESEARCH INSTITUTE (Ft. Worth, TX)
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The University of Texas at Arlington (UTA) is concerned with the safety of its students, faculty, staff, and visitors. Publication and distribution of this Annual Campus Security Report and Fire Safety Report is for the purpose of better informing these individuals about UTA’s policies concerning campus safety and security and is in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). All policy statements contained in this report apply to all UTA campuses unless otherwise indicated.

The mission of the University of Texas at Arlington Police Department (UTAPD) is to support the goals of UTA by working cooperatively with the community to provide superior quality law enforcement, security, and related services.

UTAPD
UTAPD operates 24 hours a day, 365 days a year. The total number of full time positions authorized and budgeted to the department is 132 employees: 45 sworn police officers, 47 public safety officers (PSO), 9 communications officers, 15 administrative personnel, 2 emergency management personnel, 15 parking and transportation employees, 5 key control personnel, and numerous student workers.

The Department’s police officers are commissioned by The University of Texas System Board of Regents per Article 51.203 of the Texas Education Code.

**Texas Education Code Section 51.203 Campus Peace Officers**

1. The governing board of each state institution of higher education and public technical institute may employ and commission peace officers for the purpose of carrying out the provisions of this subchapter. The primary jurisdiction of a peace officer commissioned under this section includes all counties in which property is owned, leased, rented, or otherwise under the control of the institution of higher education or public technical institute that employs the peace officer.

2. Within a peace officer’s primary jurisdiction, a peace officer commissioned under this section:
   a. is vested with all the powers, privileges, and immunities of a peace officer;
   b. may arrest without a warrant any person who violates a law of the state; and
   c. can enforce all State traffic laws on streets and highways.

3. Outside a peace officer’s primary jurisdiction a peace officer commissioned under this section is vested with all powers, privileges, and immunities of peace officers and may arrest any person who violates any law of the state if the peace officer:
   a. is summoned by another law enforcement agency to provide assistance;
   b. is assisting another law enforcement agency; or
   c. is otherwise performing his duties as a peace officer for the institution of higher education or public technical institute that employs the peace officer.

These sworn officers are defined as peace officers under Article 2.12 of the Texas Code of Criminal Procedure and are fully empowered by the state of Texas (State). They are armed and have the same authority to detain and arrest as municipal police officers. All sworn officers enforce State laws, UTA policies (UTAPD General Order 104.00), and University of Texas System (UTS) policies. Peace officers commissioned by the University of Texas System Police have jurisdiction in all counties in which property is owned, leased, rented, or controlled by the UTS.

PSO’s are not armed and do not make arrests, but have the authority to issue campus citations when enforcing UTA policies. All PSO’s enforce the rules and regulations of the UT System and UTA. The jurisdiction of PSO’s is limited to buildings and property owned or controlled by UTA which are located within the core campus and the separate campuses.

**TRAINING**

Police officers employed by UTAPD have completed UTS Police Academy or other licensed academy, and have been licensed by the Texas Commission on Law Enforcement (TCOLE). In addition to the Academy, officers receive 15 weeks of field training and a minimum of 40 hours of in-service training every two years, as required by law. Public safety officers (PSO’S) complete an 8-week field training program. Communications officers complete a 40-hour State certified telecommunications training program and a 15-week field training program.

**ACCREDITATION**

UTAPD was awarded a third full re-accreditation by The Commission on Accreditation for Law Enforcement Agencies (CALEA®) on April 2, 2016, in conjunction with CALEA’s Annual Conference in St. Louis, Missouri. Through this process UTAPD has successfully exhibited compliance with all applicable CALEA standards for Law Enforcement Agencies.

On June 25, 2016, UTAPD received a second full re-accreditation by The International Association of Campus Law Enforcement Administrators, Inc. (IACLEA®), during the Annual Conference in Phoenix, Arizona. This accomplishment by UTAPD constitutes recognition that the department conforms to the highest professional standards for campus law enforcement agency.
LOCAL AGREEMENTS
UTAPD maintains a cooperative working relationship with local, county, state, and federal law enforcement agencies and has agreements with the City of Arlington Police Department (APD) and the City of Fort Worth Police Department (FWPD) through Memorandums of Understanding regarding police services and the investigation of alleged criminal offenses.

CRIME REPORTING
UTAPD encourages accurate and prompt reporting of all criminal offenses, including incidents when the victim of a crime elects or is unable to make such a report. In the case of an emergency or to report a crime, people should call (817) 272-3003 or 911. Police Communications Officers (PCO) are accessible 24 hours a day to answer calls for service. In response to a call, the PCO will take the information, send an officer when appropriate, and if needed, contact emergency personnel from other agencies such as the fire department or ambulance service. If necessary, the officer will complete a police report after the required action has been taken. Reports of criminal offenses are forwarded to the Criminal Investigation Division (CID). To check on the progress of an investigation, a person may contact CID at (817) 272-0895.

Officers are dispatched on a priority basis according to the seriousness of the calls received. Calls of an emergency nature are dispatched immediately. A person reporting a non-emergency incident may expect to experience a short delay.

Emergency call boxes, phones and panic buttons are located throughout the campus, to include most campus buildings and all campus parking lots. There are currently 201 blue emergency call boxes (tested weekly), 153 emergency call phones installed throughout the campus and elevators (tested weekly), and 266 panic buttons located in numerous offices/classrooms on campus (tested quarterly). These emergency devices are linked directly with the police dispatch office.

Additional Safety Resources:
- Apartment & Residence Life – (817) 272-2926
  600 Spaniolo Dr., Ste. 100, Box 19370
- College Park Center Athletics – (817) 272-5584
  601 Spaniolo Drive, Box 19900
- Division of Student Affairs – (817) 272-6080
  350 Davis Hall, 701 S. Nedderman Dr., Box 19118
- Gilstrap Athletics Center – (817) 272-2261
  C.R. Gilstrap Athletic Ctr., 1309 W. Mitchell St., Box 19079
- Health Services – (817) 272-2771
  Health Services Bldg., 605 S. West St., Box 19329
- Housing – (817) 272-2791
  150 University Center, 300 W. First St., Box 19349
- Office of Student Conduct – (817) 272-2354
  University Center, Lower Level, B160, 300 W. First St., Box 19335

SILENT WITNESSES
If you have seen a crime on campus or have been a victim of a crime on campus and would like to report it anonymously, complete the Silent Witness form (www.uta.edu/campus-ops/police/forms/silent-witness.php). All information will remain confidential; this report will not have your return email address on it.

All crimes should be reported to UTAPD to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. Proper reporting also allows the Police Department to allocate the appropriate resources to address any criminal activity and provides an opportunity for crime prevention measures.

There are no formal policies that encourage pastoral counselors and professional counselors to inform the persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.
FALSE ALARMS AND/OR REPORTS

A person commits an offense under Section 42.06, Texas Penal Code, if he knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he knows is false or baseless and that would ordinarily: (1) cause action by an official or volunteer agency organized to deal with emergencies; (2) place a person in fear of imminent serious bodily injury; or (3) prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance. The offense under Section 42.06, Texas Penal Code, of making such a false alarm or report involving a public or private institution of higher education is a state jail felony. An individual adjudged guilty of a state jail felony shall be punished by confinement in a state jail for any term of not more than two years or less than 180 days and, in addition to confinement, an individual adjudged guilty of a state jail felony may be punished by a fine not to exceed $10,000.

TIMELY WARNINGS

UTAPD will develop and distribute timely warning notices (Crime Alerts) to notify members of the UTA community about serious crimes that occur within the core campus or on a property or in a facility owned, leased or controlled by UTA when it is determined the incident may pose a serious or continuing threat to members of the UTA community. These warnings will be distributed if an incident is reported either directly to UTAPD or indirectly through a local police agency or Campus Security Authority (CSA). All notices will be provided to students, faculty and staff in a timely manner. Names of victims are confidential and will be withheld, and that will aid in the prevention of similar occurrences.

UTAPD normally issues/posts Crime Alerts for the following incidents:
- Murder/Non-Negligent Manslaughter
- Major incidents of Arson
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting that results in an aggravated injury, will be evaluated on a case by case basis to determine if the individual is believed to be an ongoing threat to the larger UTA community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Crime Alert, but will be assessed on a case by case basis)
- Sexual Assault (considered on a case by case basis depending on the facts of the case, when and where the incident occurred, and the amount of information known by UTAPD)
- Crime Alerts may also be issued for threats made to a person or to property, or for other crimes as deemed necessary by the Chief of Police or his/her designee.

Crime Alerts will typically include the following information, unless issuing any of this information would risk compromising law enforcement efforts:
- Date and time or timeframe of the incident
- A brief description of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips)
- Suspect description(s) when deemed appropriate and when there is sufficient detail
- UTAPD contact information
- Other information as deemed appropriate by the Chief of Police or his/her designee

UTAPD will draft an email containing the proposed Crime Alert and forward it to University Communications and the VPACO for their review. University Communications will revise the message as needed, and then transmit the email containing the Crime Alert to the UTA community as a blast email. Updates to the UTA community about any particular case resulting in a Crime Alert may also be distributed electronically via blast email or posted on UTAPD’s website. Crime Alerts may also be posted in campus buildings when deemed necessary. Crime Alerts posted in campus buildings will be posted in the lobby/entrance for seven (7) days.

The department does not issue Crime Alerts for the above listed crimes if:
- UTAPD apprehends the subject(s) and the threat of imminent danger for members of the UTA community has been mitigated by the apprehension.
- A report was not filed with UTAPD or if UTAPD was not notified of a crime in a manner that would allow the department to post a “timely” warning for the community. This type of situation will be evaluated on a case by case basis to determine if UTAPD will post a Crime Alert to the community.
DAILY CRIME LOG

UTAPD is dedicated to keeping the UTA community informed about criminal activity occurring on campus. A daily summary of reported crimes is published in the campus newspaper, The Shorthorn (http://www.theshorthorn.com/blogs/crime_blog/) and on UTAPD’s web page under the Daily Crime Log (http://police.uta.edu/public-info/crimelog/). The Daily Crime Log is also available for review at UTAPD located at 700 S. Davis, from 8 a.m.-5 p.m., Monday through Friday, excluding holidays. Information in the Daily Crime Log typically includes the type of call, date reported, date and time incident occurred, case number, general location, description of the call, and disposition of each crime.

UTAPD COURTESY SERVICES

- **Security Escorts:** Personal safety escorts are available upon request by calling UTAPD at (817) 272-3381.
- **Vehicle Jump Starts:** UTAPD will assist motorists on the campus needing a jump start.
- **Accident/Crash Reports:** Motor vehicle crash reports are available at UTAPD during normal office hours. To obtain a crash report, the following information is necessary: a report number of the crash and the name of the driver involved. There is a $4.00 fee for a copy of a crash report.
- **Bike Registration:** Engraving is a free service available through the UTAPD Crime Prevention Office and most Housing offices. [http://police.uta.edu/crime-prevention/bicycle-theft/registration.php](http://police.uta.edu/crime-prevention/bicycle-theft/registration.php).
- **Crime Prevention Speakers:** A crime prevention speaker can be arranged to present information to any UTA-affiliated group by calling (817) 272-3902 or emailing preventcrime@uta.edu. The speaker can cover crime prevention related subjects including areas listed under “Crime Prevention and Security Awareness Programs” in this brochure.
- **Shuttle Bus Service:** UTAPD offers free shuttle bus service around the campus. There are various routes on campus which operate on weekdays between 7:30 a.m. to 5:45 p.m. Additional information is available at [www.uta.edu/campus-ops/police/shuttle-services.php](http://www.uta.edu/campus-ops/police/shuttle-services.php).
- **Operation Identification:** This program is designed to help protect property from theft by engraving the property with the owner’s driver’s license number. UTAPD and each residence hall office has an engraving tool that residents may check out.
- **Lost and Found:** “Lost and Found” UTAPD’s main office at 700 S. Davis Dr., (817) 272-2904 between 8 a.m. to 5 p.m. weekdays, excluding holidays.
  - All unclaimed items are kept for 90 days and then disposed of per the State Code of Criminal Procedure, Article 18.17 (Disposition of Abandoned or Unclaimed Property)
  - Food and drink containers are usually quickly discarded
  - Data sensitive materials are destroyed if unclaimed
  - For lost Mav Express cards, a person should contact Mav Express ([www.uta.edu/campus-ops/mavexpress/index.php](http://www.uta.edu/campus-ops/mavexpress/index.php)) at 272-2645 or the UTAPD Lost and Found Department at 272-2904.
  - A person who has lost an item can report the missing property online through the If you've lost something, please report it using our form at: [http://police.uta.edu/services/lost-and-found.php#mf_iframe](http://police.uta.edu/services/lost-and-found.php#mf_iframe). A person may also report lost items by calling the Lost and Found Department, but may receive a more prompt response by reporting online.
- Be detailed when describing the lost item(s). Details that are helpful include: brand name, color, size, shape, model number, quantity, material (leather, plastic, fabric, metal, etc.), size, special features, tags or labels, etc.
- If you lost or left an item(s) in any UTA building, please contact the faculty/staff in that building prior to contacting the Lost and Found Department.
- **H.E.A.T.**: Information about registering a vehicle through the Texas Help End Auto Theft program is available through UTAPD’s Crime Prevention Office at (817) 272-3902 or by emailing preventcrime@uta.edu.

**SEX OFFENDERS**
Pursuant to the **“Campus Sex Crimes Prevention Act of 2000”**, all states that register sex offenders are required to develop procedures to obtain information from sex offenders regarding institutions of higher education in that state where the person is employed, carries on a vocation, or is a student. Beginning in October 2002, the registration information is to be made available to law enforcement agencies with jurisdiction where the institutions of higher education are located. In Texas, information regarding registered sex offenders may be obtained at the Texas Department of Public Safety (records.txdps.state.tx.us/SexOffender/index.aspx) or by contacting the police department where the sex offender is registered. Registered sex offenders who have notified UTAPD they are enrolled as students or work on campus can be located at [http://police.uta.edu/public-info/clery/sex-offender-registry.php](http://police.uta.edu/public-info/clery/sex-offender-registry.php). A file is also maintained at UTAPD for public viewing.

**MISSING STUDENT**
If a member of the UTA community has reason to believe a student who resides in on-campus housing is missing, they should immediately notify UTAPD at (817) 272-3381. UTAPD will generate a missing person report and initiate an investigation.

UTAPD will be the primary law enforcement agency in the investigation if the student’s last known location was UTA. If the student was last seen at location off campus, the law enforcement agency having jurisdiction for that location will be the primary law enforcement agency. If a student has gone missing for 24 hours, the primary law enforcement agency and the student’s confidential contact will be notified, regardless if the student is over the age of 18 or is an emancipated minor. If the missing student is under the age of 18 and is not emancipated, UTA will notify the student’s parent or legal guardian and their confidential contact immediately after UTAPD has determined that the student has been missing for more than 24 hours.

Students presiding on campus (Apartment and Residence Life, Greek Life, Centennial Court) who wish to identify a confidential contact can do so. Contact information will be accessible only to authorized campus officials and law enforcement and will not be disclosed outside of a missing person investigation. If a student has identified such an individual, UTA will notify that individual no later than 24 hours after the student is determined to be missing. Students residing on campus ([Apartment and Residence Life](www.uta.edu/housing/), [Greek Life](www.uta.edu/greek/), [Centennial Court](www.centennialcourtuta.com)) who wish to identify a confidential contact can do so annually through Housing Operations at (817) 272-2791.
UTAPD places a high priority on crime prevention, personal security and campus security. While it is impossible to prevent all crimes, UTAPD believes that persons can be made aware of ways to reduce their chances of becoming victims and increase their chances of staying safe. In assisting the University with the mission, UTAPD’s Crime Prevention Officers attend many advanced training schools to keep their level of expertise current at all times and act as the UTAPD’s liaisons to the UTA community. Crime prevention, personal security and campus security programs and services are available upon request and are presented throughout the year to various groups on campus. A speaker can be arranged to present this information to any UTA-affiliated group by calling (817) 272-3902 or emailing preventcrime@uta.edu.

UTA’s prevention and security programming is 1) designed to inform students and employees about campus security procedures and practices; 2) to encourage students and employees to be responsible for their own security and the security of others; and, 3) to inform students and employees about crime prevention. Throughout 2015, UTAPD presented eight Rape Aggression Defense Classes for current students; six Rape Aggression Defense Classes for current employees; two Women’s Safety Classes for current students; and one Self-Defense Seminar for current students. All of these classes train participants in awareness and defense of dating and domestic violence, sexual assault and stalking. UTAPD also sponsored twelve New Employee Orientation sessions and thirty-seven New Student Orientation sessions to orient new employees and students to the operations of the campus PD and general campus safety. In addition, UTAPD offered twelve Active Shooter training sessions to various employees of UTA to prepare them for such an emergency situation on campus.

The Office of Emergency Management (OEM), coordinating through UTAPD, is dedicated to protecting the UTA community from threats or emergencies both natural and human-made, such as dangerous weather incidents, fires, chemical hazards, and bomb threats. The OEM offers training throughout the academic year in this regard. During the 2015 academic year, the OEM sponsored Emergency Preparedness Programs for current students seven times and provided thirteen trainings to strategically targeted staff members regarding Emergency Operations Center procedures and business continuity planning. For information about UTA’s emergency preparedness plans, see: http://police.uta.edu/emergency-preparedness/plans/index.php.
(See the section entitled EDUCATIONAL PROGRAMS AND CAMPAIGNS SPECIFICALLY ADDRESSING DATING AND DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING, in this Annual Security Report, for more information regarding crime prevention and personal security programming sponsored by other UTA organizations.)

**CRIME PREVENTION SAFETY TIPS**

**DRIVING:**

- Never give rides to individuals you don’t know.
- Do not get close to a vehicle if you are walking.
  - Have your keys out and ready.
- Make an inspection of the exterior and interior before you enter your vehicle. Once inside, lock all doors and windows.
  - Park in well-lighted areas.
- Do not park where suspicious persons are loitering.
  - Trust and follow your instincts.

**OFF CAMPUS:**

- Keep doors and windows locked at all times. Exterior doors should be equipped with deadbolt locks.
- If you do not have a peephole, request that one be installed.
- Know whom to call in an emergency.
- Do not open your door for anyone you do not know. If a person in uniform knocks and you did not call for assistance, contact the person’s place of employment to verify the reason for the visit.
  - Use outside lighting and keep shrubbery trimmed around windows and doors.

**ON CAMPUS:**

- Never leave your personal property unsecured or unattended.
- Look around and be aware of your surroundings when you enter and exit a building.
  - Always tell someone where you are going and what time you expect to return.
- Be aware of your surroundings and think about how you would defend yourself. Develop a “game plan” for prevention.
- Avoid walking alone, particularly after dark. If walking alone is unavoidable, be aware of your surroundings. **Call UTAPD at (817) 272-3381 for a Safety Escort.**
  - Walk with confidence and determination, holding your head up. Look behind and around you frequently.
  - Avoid shortcuts. The shortest route is not always the safest route.
  - Dress for mobility, particularly after dark.
- Carry your personal belongings in a backpack or similar container that will enable your arms and hands to be free at all times.
- Never allow someone to predict your route of travel. Whether you are driving, biking, walking or jogging, frequently alter your route between campus and your residence.

![IF YOU SEE SOMETHING, SAY SOMETHING.](image)

8
**ON DATES:**

- Stay in public places.
- If going on date with someone you may not know well, go on a group date with friends.
  - Know your sexual limits and communicate them clearly and firmly.
- Do not allow your body language to send a different message than what you are verbally communicating.
  - Avoid the use of mind-altering drugs.
  - Limit or avoid alcohol.
- Listen to and respond to your instincts. They are usually correct.
- Never accept a ride from someone you do not know well.
  - Use your own transportation.
- Don’t leave your food or drink unattended.
  - Bring extra money.
- Don’t give out your personal information.
- Report any obscene, annoying, or threatening telephone calls to UTAPD.

**RESIDENCE HALLS &
CAMPUS APARTMENTS:**

- Always lock (including deadbolt) doors and windows, even when you are home. This will aid in preventing uninvited access to your residence. Most thefts occur as a result of unlocked doors.
- Never prop your door open, even if you will be gone for only a few minutes.
  - Do not go inside your residence if you return and find that the door is ajar. Immediately notify the police.
  - Do not give anyone a key to your room. If you lose your room key, report it immediately to your Residence Assistant or Residence Hall Office.
  - Keep blinds closed, do not leave valuables in plain sight.
- Register, engrave, mark, and/or photograph all your valuables, including bicycles, stereos, jewelry, vehicles, computers, etc. Keep a list of serial numbers for valuable items.
- Never let strangers or acquaintances into your residence hall or apartment. This puts you and others at risk.
  - Never allow anyone to follow behind you when going into the residence hall.
  - Know your neighbors.
  - Be aware of suspicious persons and activities.
- Never leave a note on your door, or on social media sites sharing that you are out of town.
- If you observe someone or something suspicious, notify the residence hall or apartment staff and UTAPD.
SECURITY AND ACCESS FOR UNIVERSITY BUILDINGS

Academic buildings on campus are opened on weekdays at approximately 6 a.m. and locked at approximately 11 p.m. On weekends, buildings are kept locked unless they are sites for classes or special events. Campus libraries have special operating hours that can be obtained from library personnel or from UTA Library Web page at (www.uta.edu/library/hours/index.php).

Apartments – Keys provide access to all campus apartments and are issued to individual leaseholders and other registered occupants. Some apartments may also be equipped with electronic card access control locks.

Residence Halls – Each resident hall is equipped with a 24-hour card access system, Mav Express (www.uta.edu/campus-ops/mavexpress/). Mav Express Cards allow access to parking facilities, residence halls, and many academic facilities. The access is granted automatically based on departmental requests through a designated authority. In Arlington, Kalpana Chawla (KC), Lipscomb North, and Vandergriff Halls, each private-suite and/or double-room door is controlled by a card access reader. These doors remain in the locked position at all times; residents are not allowed to prop open or cover/tape over the locking mechanisms to leave in an “unlocked” state. Authorized individuals with a valid five (5) digit pin may enter the suite or room. In addition to the Mav Express Card, residents may be issued a key(s) to their room, and/or suite.

Campus apartments and residence halls are monitored by residence hall and apartment staff members for security and safety purposes. Some classrooms require swipe card access, while others are keyed doors. Advisors are responsible for providing access for student organizational events scheduled in academic classrooms. Neither Police nor Facilities Management personnel are permitted to unlock interior doors.

An electronic security alarm system located at UTAPD’s Communication Center monitors a comprehensive network of intrusion detection and duress alarm systems, as well as video monitors, located in various areas of the campus.

Safety, security and awareness of both are a priority for residence hall and apartment staff members. A variety of systems are in place to enhance the safety and security of on-campus residents.

SAFETY MEASURES

- Residence hall building entry doors are equipped with electronic card access control locks.
- Access to residence hall areas where student rooms are located requires electronic card access 24 hours a day.
- Guests visiting residence halls must be escorted by their host at all times while in the building.
- Most student apartment entry doors are equipped with deadbolt locks. Selected apartments may be equipped with electronic card access control locks.
- Residence hall and apartment entry doors are equipped with door viewers that allow residents to identify visitors prior to opening their doors.

FOOT PATROLS
Per UTAPD General Order 301.12 – FOOT PATROL ASSIGNMENTS

- Officers should spend a portion of their tour of duty on foot, meeting and talking to members of the community. By taking time to walk and talk in the community, officers will help to improve police/community relations, reduce crime, and gather valuable information.
- Target areas for foot patrol include:
  - Apartments, residence halls and surrounding property
  - Parking lots and garages
Both academic and non-academic buildings
Areas where students meet
- Shift supervisors will monitor activity to ensure each officer spends a portion of their patrol time in foot patrol assignments.

PARKING AREAS
- All campus parking areas are restricted to authorized users.
- Parking permits are required for all students, faculty and staff who park their vehicles on campus.
- Visitors can purchase a daily permit, or utilize metered or designated visitor spaces.
- All parking areas are monitored by UTAPD.
- Some parking areas are also monitored through a network camera system.

CAMPUS MAINTENANCE AND SECURITY CONSIDERATIONS
Crime prevention personnel and command staff participate in the annual Student Congress Night Walk. During the event, participants walk the campus, identify lighting and other safety concerns, and a list of issues or recommendations compiled during the event is provided by the student representatives to UTAPD, Environmental Health & Safety Office (EH&S), and the Office of Facilities Management (OFM). Personnel from each of these departments are continually watchful for safety and security related risks. Regular inspections of campus facilities are conducted by OFM and EH&S personnel and repairs related to safety and security concerns are promptly addressed. Concerns regarding potential safety or security hazards may be reported to any of these groups, as well as UTAPD at (817) 272-3381.

All routine maintenance, maintenance problems and repair requests should be reported to Facilities Management through their web page at www.uta.edu/fixit. If a repair justifies an emergency, please call (817) 272-2000.

UTA has an emergency response and preparedness plan which outlines the institutions approach with responding to and managing emergency situations. This plan describes UTA’s emergency response organization and assigns responsibilities for various emergency tasks. The plan describes best practices guidelines, provides general guidance for emergency management activities, and offers an overview of UTA’s approaches to emergency preparedness, response, recovery and mitigation. UTA Emergency Management Z-Card (emergency pocket guide) are available upon request by calling (817) 272-0117. Additional emergency preparedness and response information can be obtained at www.uta.edu/emergencymanagement.
EMERGENCY NOTIFICATIONS

In the event of a significant emergency or other dangerous situation (such as a serious crime, natural disaster, or a man-made emergency) that poses an immediate threat to the health and safety of the UTA campus community or a segment of the UTA campus community, UTA has a variety of methods and systems in place for communicating information quickly and will immediately notify the community upon confirmation of an emergency. These systems include an Emergency Notification Network that alerts students, faculty, staff, and visitors about any incidents and provides instructions on what actions they should take in an emergency. Some or all of these systems or methods of communication may be activated in the event of an immediate threat to the UTA campus. These systems and methods of communication include:

- **UTA home page**: UTA will post emergency messages online at www.uta.edu when a need arises.
- **Building Annunciation System**: A majority of campus buildings are wired with the capability to deliver audio announcements by UTAPD.
- **Emergency Information Hotline**: Important information about campus closings and other critical situations is available at 1-866-258-4913.
- **External Media Advisories**: Campus closing and emergency notifications are provided to external media, including television and radio stations and online news sites, to help quickly spread essential information.
- **MavAlert** (mavalert.uta.edu) emergency notification system: MavAlert messages may be sent in the event of a life-threatening emergency via text message, email, and telephone. Students and employees are expected to periodically update their online records to ensure timely delivery of emergency MavAlert messages. To register for MavAlert, or to update your records, visit www.mavalert.uta.edu.
- **Outdoor Public Address System**: This system is activated by UTAPD in the event of a life-threatening emergency. The system consists of a combination of chimes and live or prerecorded announcements. Speaker arrays are strategically placed throughout the campus to facilitate communication through the PA system.
- **University emails**: Important information is communicated to the UTA community by University Communications using special MavWire Extra and Trailblazer Extra messages sent to students, faculty and staff.

UTA’S multi-tiered Emergency Communication System is described more fully in the “Annex B Communication Plan” which is part of the University’s “Emergency Management Plan,” which can be further explored here: http://police.uta.edu/_docs/emergency-management/plans/Annex%20B_Communications.pdf.

All members of the UTA community are encouraged to notify UTAPD of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or on-going threat to the health and safety of students, faculty, staff or visitors on campus. The types of incidents that may cause an immediate threat to the UTA community could include but are not limited to: an active shooter on campus, a hostage/barricade situation, a riot, a suspicious package with confirmation of a device, a tornado, a fire/explosion, a suspicious death, structural damage to a UTA owned or controlled facility, a biological threat (anthrax, etc.), significant flooding, a gas leak, hazardous material spills, etc.

UTAPD has the responsibility of responding to, and summoning the necessary resources to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, UTAPD usually has a responsibility to respond to such incidents to confirm an emergency exists and determine if the situation poses a threat to the campus community. If both conditions exist, federal law requires the institution immediately notify the campus community of or the appropriate segments of the community that may be affected by the situation.

UTAPD will immediately notify EH&S (www.uta.edu/campus-ops/ehs/) and University Communications (www.uta.edu/ucomm/) when appropriate. If UTAPD or EH&S confirms there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the UTA community, University Communications will collaborate with UTAPD or EH&S to develop the content of the messaging. Some or all of the systems previously described will be used to communicate the threat to the UTA community or the appropriate segments of the community that may be affected by the situation.
Subsequent messages may include additional details about the situation, direction to the campus community on what actions they should take, or information the threat has passed. Follow-up messages to the UTA community will be sent using some or all of the above communication systems.

Members of the community around or adjacent to the campus who are interested in receiving information about on-campus emergencies can receive Mav Alerts by contacting the Emergency Management Department. The City of Arlington Local Warning Point has the capability to override the local cable television system to provide the community with an emergency voice message.

UTAPD, EH&S and University Communications will quickly assess the situation and how it impacts the safety of the community. They will promptly develop the content of the notification and deliver it through the notification system, unless issuing a notification will, in the judgment of the first responders (including UTAPD, Arlington Police Department (APD) and/or Fire and Emergency Medical Services), compromise the efforts to assist a victim or interfere with first responders’ ability to contain, respond to, or otherwise mitigate the emergency.
<table>
<thead>
<tr>
<th>System to Use</th>
<th>Primary Activator of System</th>
<th>Alternate Activator of System</th>
<th>Primary Message Creator</th>
<th>Alternate Message Creator</th>
<th>Authority for Approving &amp; Sending Messages</th>
<th>Primary Message Sender</th>
<th>Alternate Message Sender</th>
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</thead>
<tbody>
<tr>
<td>Siren Imminent Threat - Weather</td>
<td>City of Arlington (COA) will activate their 2 on-campus sirens. UTA will activate the 1 additional siren on campus.</td>
<td>COA will activate the 2 sirens they control. UTA Police Officer/Supervisor/Emergency Management/Command Staff will activate the 1 siren UTA controls.</td>
<td>No message generated – siren only</td>
<td>No message generated – siren only</td>
<td>COA authorizes their activation. UTA Dispatch duplicates the campus activation per Annex A.</td>
<td>No message generated</td>
<td>No message generated</td>
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<tr>
<td>Siren Non-Imminent Threat – Weather (e.g. hall, etc.)</td>
<td>City of Arlington (COA) will activate their 2 on-campus sirens. UTA will activate the 1 additional siren on campus.</td>
<td>COA will activate the 2 sirens they control. UTA Police Officer/Supervisor/Command Staff/Emergency Management will activate the 1 siren UTA controls.</td>
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<td>No message generated</td>
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<td>Public Address System</td>
<td>UTAPD Dispatch</td>
<td>UTA Police Command Staff /Emergency Management</td>
<td>University Communications</td>
<td>University Communications</td>
<td>UTA President /VP Administration and Campus Operations /University Comm.</td>
<td>UTAPD Dispatch</td>
<td>University Communications /Officers / UTAPD Dispatch /Emg. Mgmt.</td>
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<tr>
<td>MavAlert</td>
<td>UTAPD Dispatch</td>
<td>University Communications /Emergency Management</td>
<td>Police Command Staff / University Communications</td>
<td>UTA Dispatch</td>
<td>University Communications /Police Command Staff</td>
<td>UTAPD Dispatch</td>
<td>Police Command / University Communications /Emergency Management</td>
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<td>UTA Website</td>
<td>University Communications</td>
<td>UTA Office of Information Technology (OIT)</td>
<td>University Communications</td>
<td>OIT</td>
<td>University Communications</td>
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<td>Information Hotline</td>
<td>University Communications</td>
<td>OIT – Telecommunications</td>
<td>University Communications</td>
<td>University Communications</td>
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<td>University Communications</td>
<td>OIT - Telecommunications</td>
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<td>Face to Face Communication</td>
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<td>Email Messaging</td>
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<tr>
<td>Fire System</td>
<td>UTAPD Dispatch</td>
<td>UTA Environmental Health &amp; Safety (EH&amp;S)</td>
<td>Previously formatted message UTA EH&amp;S</td>
<td>UTAPD Dispatch</td>
<td>UTA President /VPACO /EH&amp;S /Police Command Staff</td>
<td>UTAPD Dispatch</td>
<td>UTA EH&amp;S</td>
</tr>
</tbody>
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**EVACUATIONS**
When hearing a fire alarm or being directed to evacuate, follow these guidelines:

- Leave belongings behind
- Close doors and windows as you leave
- Walk, do not run to the nearest stairwell or emergency door
- Do not use the elevators
- Evacuation chairs are provided in many stairwells for those who cannot walk down the stairs

**SHELTER IN PLACE**
In some incidents, sheltering in place is the best possible action. If a shelter in place is directed, follow these guidelines:

- Stop class or work
- If possible, move to an interior room
- Lock doors and windows
- Close shades, blinds or curtains
- Stay put until the all clear is given or you are told to evacuate
- Turn on a TV or radio for more information

For additional information, please refer to the [UTA Emergency Procedures Quick Reference Guide](#) or request a Z-Card (emergency pocket guide) by contacting Emergency Management at (817) 272-0117.

**TESTING EMERGENCY RESPONSE SYSTEMS**
UTAPD will, in conjunction with the Emergency Management Coordinator and EH&S, test the Outdoor Public Address system the first Wednesday of each month. University Communications will conduct a test of the MavAlert notification system annually. All other emergency response and evacuation procedures will be intermittently tested throughout the year. These tests include exercises that are designed to assess and evaluate the emergency plans and capabilities of the institution. Each test is documented, including the date, time, and whether it was announced or unannounced.

**DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING**

**WHAT TO DO IF YOU HAVE BEEN SEXUALLY ASSAULTED**

*If you were forced to have any type of sexual contact without consent you are a crime victim and are not to blame! Sexual assault is never your fault! Below you will find recommended actions to take immediately following a sexual assault, who to speak to for support and services and what to expect in the short and long term recovery.*

*You will not be subject to disciplinary actions if you have been drinking or using drugs in the circumstances surrounding a sexual assault. We are not interested in the alcohol and drug usage, only your safety and well-being. Again, even if you have been drinking or using drugs PLEASE REPORT the sexual assault.*

*You are not to blame regardless of the circumstances surrounding the sexual assault, even if:*

- You were drinking, you drank too much, or used drugs prior to the assault
- You were on a date or the attacker was a friend, classmate, partner, ex-partner or spouse
• You have been sexually intimate with the perpetrator or others prior to the assault
• You had sex with the perpetrator the day, week, or month before the assault
• You were unable to fight back or say "no"
• You were wearing clothing that might be considered provocative
• You were at a bar or club

Find a Safe Place to Go

• Locate a safe place away from the attacker and out of danger.

Get Medical Care as Soon as Possible

• If you’re injured, go straight to the emergency room. The UTAPD can provide transportation to the hospital.

• Requesting medical care in no way forces you to report the crime to the police or to UT Arlington personnel.

• If you have been the victim of a sexual assault, it is important to have prompt, thorough medical care, as soon as possible after the assault. If you have been assaulted, please go to the emergency room immediately. Do not bathe, shower, douche, change clothes, brush your teeth, eat, or drink. Even if you have taken any of the last noted actions, it is still imperative that you obtain medical care.

• If an immediate medical exam is not possible, individuals who have experienced a sexual assault may have a sexual assault forensic exam, performed by a Sexual Assault Nurse Examiner, within 96 hours of the incident. With the victim’s consent, the physical evidence collected during this medical exam can be used as part of a criminal investigation; however, a victim may undergo an exam regardless of whether they have contacted or intend to contact law enforcement.

• For more information about the sexual assault forensic exam, see http://www.hopelaws.org/legal/criminal-cases/460-2/ or https://www.texasattorneygeneral.gov/victims/sapcs.shtml#survivors. The cost of the forensic portion of the exam is covered by the law enforcement agency that is investigating the assault or, in cases where a report will not be made to the police, the Texas Department of Public Safety. This does not include fees related to medical treatment that are not a part of the exam.

The following hospitals have trained medical staff to deal specifically with victims of sexual assault.

John Peter Smith Hospital – Fort Worth
817-429-5156
1500 S. Main St.
Fort Worth, TX 76104
www.jpshealthnet.org

Texas Health Harris Methodist Hospital - Fort Worth
817-250-2000
1301 Pennsylvania Ave.
Fort Worth, TX 76104
(Emergency Dept located southeast end of the hospital campus on 5th Ave; nearest cross street is W Rosedale.)
www.texashealth.org/fortworth

Texas Health Presbyterian Hospital - Dallas
214-345-6789
8200 Walnut Hill Lane
Dallas, TX 75032
(Emergency Dept located mid-campus on Presbyterian Hospital; nearest cross street is Greenville Ave.)
www.texashealth.org/dallas
Even if you do not plan on making a police report, please get medical care as soon as possible. Although you may not have any apparent physical injuries, you may be at risk for pregnancy, sexually transmitted infections, sexually transmitted diseases including Chlamydia, Genital Herpes, HPV/Genital Warts, Hepatitis and HIV, and additional health concerns. Pregnancy prevention and sexually transmitted infections must be given within 72 HOURS of the assault in order to be effective. The emergency departments at John Peter Smith Hospital and the Texas Health Hospitals referenced above can provide immediate medical care for sexual assault victims as well as collect evidence by utilizing a rape kit. The Student Health Center at 817-272-2771, a local clinic or your personal physician can also assist in the treatment of sexual assault victims, including testing for STD’s and pregnancy, although they cannot collect evidence. Even if you did not sustain any physical injuries and have not experienced any medically related problems associated with the assault, seeking medical care is still beneficial as you may be unaware of the possible harm.

Preserve all Physical Evidence of the Assault

- Do not shower, bathe, douche, urinate, drink, wash your hands, brush your teeth or change your clothes if you have been sexually assaulted. We know this is very difficult to do but it will preserve evidence to be used later on if you decide to make a report law enforcement. Also, if you have been the victim of forced oral sex, please do not eat, drink, or smoke, in an effort to preserve evidence. If you must change your clothes, please put each article of clothing in a separate PAPER Bag. Do not put the items of clothing in a plastic bag as it contaminates the evidence. If you have to urinate, try to capture the urine in a container to be used for evidence testing. Though this is difficult, testing urine is the best way to discover whether or not you were given a date rape drug such as Rohypnol, GHB, Ketamine, or Valium, as these drugs quickly pass through the body and are only present in the system for about 12 hours. If the assault took place in your place of residence, please do not clean up or touch anything and leave the scene as it is. Victims are encouraged to also preserve evidence by saving voice mails, text messages, instant messages, social networking pages, or other communications, and keeping pictures, logs or other copies of documents that would be helpful in an investigation of the assault.

Write Down Everything You Can Remember About the Assault

- When you get some quiet time to yourself, write down all the circumstances of the assault that you can remember while they are still fresh in your mind. Remember to note what occurred prior to, during, and after the assault, where you were, who was present during these times, a description of the person who assaulted you, and anything else you think is important. No detail is too small.

Reach out for Support

- Call a friend, family member, the Relationship Violence and Sexual Assault Prevention Program (RVSP) on campus (non-emergency line at 817-272-3506, or emergency line at 817-272-0260) or someone you trust for support. Call the UTAPD at 817-272-3003 or City of Arlington PD at 911 if you are injured and want to report the assault. Just reporting the assault to the police does not mean you have to participate in pressing charges later. Reporting the crime to the police may help you regain a sense of power and control.

Contact the Sexual Assault Victim Advocate on Campus

- The RVSP Coordinator on campus can be reached by calling the non-emergency line at 817-272-3506 or the emergency line at 817-272-0260, or you can stop by the RVSP office at University Center B170D. The RSVP Coordinator will assist you in reviewing the options you have and making referrals to appropriate agencies when needed. You can utilize one or all of these services. Some options you may want to pursue include:
  - Filing a report with the UTAPD, Arlington PD or other Police Departments
  - Pursuing campus and judicial intervention
✓ Academic or administrative interventions such as altering academic schedules or housing arrangements
✓ Medical care for treatment of sexual assault related injuries
✓ Psychological care for sexual assault related trauma and experiences and your emotional well being
✓ Legal referral if necessary

Request Counseling or Mental Health Services

- Unresolved feelings and experiences stemming from this assault can impact future recovery and have long term consequences if never addressed. No matter how long ago the assault took place, please call Counseling Services at 817-272-3671, or Mental Health Services at 817-272-2771, or the local Rape Crisis Center 24-hour hotline at 817-927-2737, or the National Sexual Assault Hotline at 1-800-656-HOPE to seek help.
- Possible long-term psychological effects of sexual assault may include:
  ✓ Rape Related Post Traumatic Stress Disorder (PTSD)
  ✓ Rape Trauma Syndrome
  ✓ Eating Disorders
  ✓ Panic Attacks
  ✓ Obsessive Compulsive Disorder (OCD)
  ✓ Flashbacks

WHAT TO DO IF YOU ARE A VICTIM OF DATING VIOLENCE OR DOMESTIC VIOLENCE

Relationship violence can be defined as a pattern of behavior that is used to gain or maintain power and control over an intimate partner through the use of fear, intimidation, or threats. This includes any behaviors that frighten, intimidate, terrorize, manipulate, hurt, humiliate, blame, injure, or wound another person. Relationship violence may take the form of emotional, psychological, sexual, and/or physical abuse. The potential for harm may escalate over time and intensifies significantly as the victim attempts to break free from the violence. As a result, leaving an abusive relationship is a process that should be carefully planned if possible. Regardless of whether or not you plan on leaving the relationship, there are steps you can take to increase your overall safety.

The abuse is not your fault. Help is available.

Get to a Safe Place

- Safety should be your number one priority.
- Alert friends, family and coworkers about what is going on and seek a safe place to stay.
- If you cannot turn to friends or family for a place to stay, temporary, alternative housing is available to UT Arlington students who live on-campus or off-campus through the Relationship Violence and Sexual Assault Program (RVSP) (non-emergency line 817-272-3506, or emergency line at 817-272-0260).
- For access to an undisclosed off-campus shelter, please call the UT Arlington police at 817-272-3003 or Safe Haven of Tarrant County’s 24-hour hotline at 877-701-7233.

Call the Police

- You may contact the police to file a report and receive assistance with a family violence or dating violence Protective Order. If the assault took place on-campus, contact the UT Arlington Police Department at 817-272-3003. If the assault took place off-campus, contact Arlington Police Department by calling 911 for assistance. If the alleged perpetrator is also a UT Arlington student, a complaint may be filed with the Office of Student Conduct at 817-272-2354.

Preserve all Physical Evidence of the Assault

- Victims are encouraged to preserve evidence of any crime by saving voice mails, text messages, instant messages, social networking pages, or other communications, and taking pictures of injuries or damaged property, keeping logs or other copies of documents that would be helpful in an investigation of any assault. Also, victims should write down names and contact information, if available, of any witnesses to the crime, and document any other information that could be important.

Seek Medical Attention

- Seek medical attention for any injuries you may have sustained. You may receive medical treatment at Arlington Memorial Hospital at 817-548-6100, the UTA Student Health Center at 817-272-2771, or from your private physician. Keep in mind that some injuries may be internal, so be as specific as possible with your doctor when
explaining your injuries. Also keep in mind that strangulation, even brief, can have very serious side effects. So be sure to report it to your medical provider if your abuser has put his/her hands around your neck.

Plan for Your Safety

- It is important to plan for your safety whether or not you are ready to leave the relationship. The Relationship Violence and Sexual Assault Program can assist you with developing a personalized safety plan, including residence relocation, telephone number change, escorts to class/work, emergency cell phones, Protective Orders, and much more. If you are being stalked, it is important to document the stalking behavior through a "stalking log" and save all evidence (i.e. telephone messages, emails, letters, etc.).

Seek Emotional Support

- Follow-up counseling can help you to cope with this difficult time. Free counseling is offered to UTA students through Counseling Services at 817-272-3671. You can also receive services from UTA Mental Health Services at 817-272-2771. Safe Haven of Tarrant County is a community organization that offers counseling, support, and a 24-hour hotline for victims of intimate violence and can be reached at 877-701-7233 (SAFE).
- Healing from an abusive relationship may take time but it is possible. No one deserves to be abused. Help is available. Call the Relationship Violence and Sexual Assault Prevention Program (RVSP) on their 24-Hour Hotline at 817-272-0260, their non-emergency line at 817-272-3506 or stop by their office located in the University Center in B170D for assistance and support if you have questions or concerns regarding relationship violence. RVSP can work with you to help you develop a safety plan.
- Additional support is available from The National Center for Victims of Crime at 1-800-211-7996 or www.ncvc.org.

WHAT TO DO IF YOU ARE A VICTIM OF STALKING

Stalking can be described as a course of conduct directed at a specific person that causes that person to reasonably be afraid for their safety or the safety of their property. Stalking is serious and can escalate over time, and it often results in violence. Some things stalkers do is: follow you, show up where you are, send unwanted gifts, letters, damage your home or other property, monitor your communications, track you with technology, drive by your location, threaten to hurt you, your family, your friends and/or your pets, and commit other actions that control, track, or scare you. Your stalker’s behavior is not your fault. Help is available.

Get to a Safe Place

- Safety should be your number one priority.
- Alert friends, family and coworkers about what is going on and seek a safe place to stay.
- If you cannot turn to friends or family for a place to stay, temporary, alternative housing is available to UT Arlington students who live on-campus or off-campus through the Relationship Violence and Sexual Assault Program (RVSP) (non-emergency line 817-272-3506, or emergency line at 817-272-0260).
- For access to an undisclosed off-campus shelter, please call the UTAPD 817-272-3003 or Safe Haven of Tarrant County’s 24-hour hotline at 877-701-7233.

Call the Police

- You may contact the police to file a report and receive assistance with a stalking Protective Order. If the assault took place on-campus, contact the UT Arlington Police Department at 817-272-3003. If the assault took place off-campus, contact Arlington Police Department by calling 911 for assistance. If the alleged perpetrator is also a UT Arlington student, a complaint may be filed with the Office of Student Conduct at 817-272-2354.

Preserve all Physical Evidence of the Stalking Behavior

- Victims are encouraged to preserve evidence of any crime by saving voice mails, text messages, instant messages, social networking pages, or other communications, and taking pictures of injuries or damaged property, keeping logs or other copies of documents that would be helpful in an investigation of the crime, such as a log of the stalker’s behavior. Also, victims should write down names and contact information, if available, of any witnesses to the crime, and document any other information that could be important.
Seek Medical Attention if Necessary

- Seek medical attention for any injuries you may have sustained from your stalker. You may receive medical treatment at Arlington Memorial Hospital at 817-548-6100, the UTA Student Health Center at 817-272-2771, or from your private physician. Keep in mind that some injuries may be internal, so be as specific as possible with your doctor when explaining your injuries. Also keep in mind that strangulation, even brief, can have very serious side effects. So be sure to report it to your medical provider if your abuser has put his/her hands around your neck.

Seek Emotional Support

- Follow-up counseling can help you to cope with this difficult time. Free counseling is offered to UTA students through Counseling Services at 817-272-3671. You can also receive services from UTA Mental Health Services at 817-272-2771. Safe Haven of Tarrant County is a community organization that offers counseling, support, and a 24-hour hotline for victims of intimate violence and can be reached at 877-701-7233 (SAFE).
- Living with the fear instilled by a stalker can be terrifying. No one deserves to live in fear. Help is available. Call the Relationship Violence and Sexual Assault Prevention Program (RVSP) on their 24-Hour Hotline at 817-272-0260, their non-emergency line at 817-272-3506 or stop by their office located in the University Center in B170D for assistance and support if you have questions or concerns regarding stalking. RVSP can work with you to help you develop a safety plan.
- Additional support is available from The National Center for Victims of Crime at 1-800-211-7996 or www.ncvc.org.

RESOURCES FOR VICTIMS OF SEXUAL VIOLENCE AND RELATIONSHIP VIOLENCE

RVSP provides support, referral services and advocacy for students impacted by violence. The RVSP is located at the University Center, Lower Level, Suite D170, and its office hours are from 8:30 a.m. – 5:00 p.m. The RVSP Coordinator’s Office Phone Number is 817-272-3506, and the 24-Hour Hotline Number is 817-272-0260. Or, you can e-mail the RVSP office for assistance at rvsp@uta.edu. http://www.uta.edu/rvsp/. A list of victim resources is also available from the RVSP and the Employee Relations offices or you can visit the following website for a list of victim resources: https://www.uta.edu/rvsp/resources/important-numbers.php.

Community Resources

- Women’s Center of Tarrant County
  - Rape Crisis 24-Hour Hotline, 817-927-2737
  - Rape Crisis and Victim Services, 817-927-4039
  - Counseling Services, 817-927-4000
  - Ft. Worth Office, 817-927-4040
  - Arlington Office, 817-548-1663
  - Safe Haven - 24-Hour Hotline (dating/domestic violence), 877-701-7233
  - Prevention Services 817.546.6040, ext. 239
  - Legal services 817.548.0583
  - Arlington Resource Center 817.548.0583
  - Fort Worth Resource Center 817.536.5496
- Arlington Police Department, 817-459-5600
- Victim Assistance, 817-459-5697
- Arlington Memorial Hospital, 817-548-6100
- Arlington Resource Center, 817-548-0583
- DA’s Office (Protective Orders), 817-884-1623
- Legal Services of N.W. Texas, 817-336-3943
- Crime Victims Compensation, 800-983-9933
- Family Violence Legal Line, 800-374-HOPE
- Brighter Tomorrows, Inc. (Grand Prairie, TX 75053), 972-262-8383
- Dallas County Rape Crisis Center (Dallas, TX 75235), 214-590-0430
- Victim’s Outreach (Dallas, TX 75205), 214-358-5173
- Denton County Friends of the Family, 800-572-4031
- The Turning Point (Plano, TX 75086), 972-985-0951
- Johnson County Family Crisis Center (Cleburne, TX 76033), 800-848-3206
- Freedom House (Weatherford, TX 76086), 817-596-8922
- Mosaic Family Services, Inc. (Dallas, TX) 214-821-5393
  - Immigration and Legal Services
- Catholic Charities of Dallas, Inc. (Dallas, TX) 214-520-6590
  - Immigration and Legal Services
National Resources

• National Sexual Assault 24-Hour Hotline, 1-800-656-HOPE
• The National Domestic Violence 24-Hour Hotline, 1-800-799-SAFE (7233)
  ❖ TTY 1-800-787-3224
• Stalking Resource Center, 1-800-FYI-CALL
  ❖ TTY 1-800-211-7996
• Dating Violence Resource Center, 202-467-8700
• National Center for Victims of Crime, 1-800-FYI-CALL
• National Teen Dating Abuse Helpline, 1-866-331-9474
  ❖ TTY 1-866-331-8453

Website Links for Assistance

• National Sexual Assault Online Hotline, www.rainn.org
• National Coalition Against Domestic Violence, www.ncadv.org
• The Stalking Sanctuary, www.stalkingvictims.com
• Teen Dating Violence, www.loveisnotabuse.com
• The Family Violence Prevention Fund, www.endabuse.org
• The National Resource Center on Domestic Violence, www.nrcdv.org
• The National Center for Victims of Crime, www.ncvc.org
• Legal Information, www.womenslaw.org
• Privacy Rights Clearinghouse, www.privacyrights.org
• Family Violence Prevention Fund, www.fvpf.org
• Office for Violence Against Women, www.ojp.usdoj.gov/yawo

Medical and Counseling Services at UTA: An individual who has experienced sexual misconduct is strongly encouraged to seek medical and psychological care regardless of whether he or she intends to report the assault to the police. He or she may be prescribed medications to prevent sexually transmitted infections and/or pregnancy regardless of whether the police were contacted or a sexual assault forensic exam is performed. Medical care can be provided at University Health Services, www.uta.edu/healthservices (for students only), at a local emergency room, or by a private physician. Psychological support can be provided by the University Counseling and Psychological Services, www.uta.edu/caps (students), RVSP, www.uta.edu/rvsp (students), or by a care provider of the individual’s choosing.

EDUCATIONAL PROGRAMS AND CAMPAIGNS SPECIFICALLY ADDRESSING DATING AND DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

Relationship violence and sexual assault are serious crimes, and through a collaboration of entities such as RVSP, UTAPD, Apartment and Residence Life, and local resource providers, UTA provides comprehensive, intentional, and integrated programming, initiatives, strategies and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. This programming is culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome, and it considers environmental risk and protective factors as they occur on the individual, relationship, institution, community, and societal levels. These programs are tailored to the UTA community and the needs of our students and employees.

This programming includes both primary prevention and awareness programs.

❖ Primary prevention programs include programming initiatives and strategies intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. Examples of primary prevention programs include promoting listening and communication skills, common courtesy and moderation in alcohol consumption.
Awareness programs include community wide or audience specific programming, initiatives and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety and reduce perpetration.

When used to describe classes throughout this section, primary prevention and awareness have the meanings assigned above.

Ongoing prevention and awareness campaigns for current students and employees include initiatives and strategies that are sustained over time and focus on increasing the understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault and stalking, using a range of strategies with audiences throughout UTA. UTA uses multiple strategies throughout the year to reach all populations of students and employees, including but not limited to:

- Social media posts, email blasts, notices on bulletin boards, posters, and/or radio and newspaper advertisements
- Take Back the Night events and Safe Walk services
- Presentations and workshops for individual sports teams, fraternity/sorority houses, residence halls, and the campus community in general
- Booths at student fairs and other campus events
- Faculty discussions of issues and services available and advertising programs and events

UTA’s 2015 campaign events included March Movie Night, SAAM Selfie Day, Zumbathon, Block Party, Take Back the Night, Red Flag Campaign, Clothesline Project, and Walk a Mile in Her Shoes. Throughout the academic year, RVSP hosted information booths directly in support of these campaigns and also at various events on campus, including the Welcome Week, Activities Fair and Health Fair. These campaigns and booths and various events promoted awareness among the entire campus community. In addition, other ongoing primary prevention and awareness programs offered during 2015 for current students and employees included UTAPD’s Rape Aggression Defense Classes for sexual assault, the Women’s Safety Class for domestic violence, sexual assault and stalking, and the Self-Defense Seminar for sexual assault.

During 2015, training for incoming students occurred during freshman and transfer student orientations with sessions addressing primary prevention and awareness including, but not limited to: Relationship Violence & Sexual Assault Prevention, RVSP and Cookies, Healthy & Unhealthy Relationships, Cute vs. Creepy, Stay Safe During Spring Break, SAFE Program, Sex in the Lobby, The Bully Behind the Screen, How do Criminals Think?, The Drinking Game, Think Before You Drink, You Booze You Lose!, Self-Defense, Alcohol and Drug Awareness, Sex Education, Sex in the City, National Night Out – Take Two, I Know What You Did Last Night, Alcohol: Unveiling the Myth, Mocktail Social, Sex in the Dark, Drunk Mario Kart, and a Shot of Information.

During 2015, new employees were required to complete the New Employee Compliance Training Modules including “The Jeanne Clery Disclosure of Campus Security Policy & Crime Statistics” and “Understanding Title IX” modules. Current employees also had to complete these two modules as they are part of UTA’s annual employee compliance training. Both modules create awareness as they educate employees on dating violence, domestic violence, sexual assault, and stalking and how to report and follow UTA policies and procedures regarding these crimes. Other staff receiving primary prevention and awareness training provided by RVSP during 2015 included: Apartment and Residence Life (ARL), Counseling and Psychological Services (CAPS), Resident Directors (RD’s) and Resident Assistants (RA’s). Student Affairs also provided awareness training for RD’s and RA’s with Title IX and Clery Act training that focused on raising awareness of sexual misconduct and how to report it to the University.

UTA STRICTLY PROHIBITS THE CRIMES OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING AS DEFINED BY THE CLERY ACT
THE CLERY ACT defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows (these definitions are for the purposes of reporting Clery Act statistics):

- **Domestic Violence**: A felony or misdemeanor crime of violence committed
  i. By a current or former spouse or intimate partner of the victim;
  ii. By a person with who the victim shares a child in common;
  iii. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  iv. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  v. By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crimes of violence occurred.

  vi. For the purposes of complying with the requirements of this section and 34 C.F.R. § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

- **Dating Violence**: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
  i. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship;
  ii. For the 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.
  iii. For the purposes of complying with the requirements of this section and 34 C.F.R. §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

- **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. Offenses that meet the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program are considered Sexual Assault (Sex Offenses) crimes for the purposes of Clery Act reporting.
  i. **Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
  ii. **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
  iii. **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  iv. **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

- **Stalking**: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
  i. Fear for the person’s safety or the safety of others; or
  ii. Suffer substantial emotional distress.

  iii. For the purposes of this definition:
     a. Course of Conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
     b. Reasonable Person means a reasonable person under similar circumstances and with similar identities to the victim.
     c. Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

  iv. For the purposes of complying with the requirements of this section and 34 C.F.R. §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
TEXAS STATE LAW defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows (these definitions are provided for community educational and awareness purposes and not for the purposes of reporting Clery Act statistics):

- **Texas Family Code Sec. 71.004. FAMILY VIOLENCE.** Family violence means:
  1. An act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
  2. Abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G) Tex. Fam. Code, by a member of a family or household toward a child of the family or household; or
  3. Dating violence, as that term is defined by Section 71.0021 Tex. Fam. Code.

- **Texas Family Code Sec. 71.003. FAMILY.** “Family” includes individuals related by consanguinity or affinity, as determined under Sections 573.022 and 573.024, Government Code, individuals who are former spouses of each other, individuals who are the parents of the same child, without regard to marriage, and a foster child and foster parent, without regard to whether those individuals reside together.

- **Texas Family Code Sec. 71.0021. DATING VIOLENCE.** (a) “Dating Violence” means an act, other than a defensive measure to protect oneself, by an actor that:
  1. Is committed against a victim or applicant of a protective order:
     - with whom the actor has or has had a dating relationship; or
     - because of the victim’s marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
     - is intended to result in physical harm, bodily injury, assault, or sexual assault.
  2. For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
     - The length of the relationship;
     - The nature of the relationship; and
     - The frequency and type of interaction between the persons involved in the relationship.
  (c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under subsection (b).

- **Texas Penal Code Sec. 22.011. SEXUAL ASSAULT.** (a) A person commits an offense if the person:
  1. Intentionally or knowingly:
     - Causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
     - Causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
     - Causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
  2. Intentionally or knowingly:
     - Causes the penetration of the anus or sexual organ of a child by any means;
     - Causes the penetration of the mouth of a child by the sexual organ of the actor;
     - Causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
     - Causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
     - Causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.
  (b) A sexual assault under Subsection (a)(1) is WITHOUT THE CONSENT of the other person if:
  1. The actor compels the other person to submit or participate by the use of physical force or violence;
The actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;

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

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

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

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

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

The actor is a public servant who coerces the other person to submit or participate;

The actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;

The actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; or

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

(C) In this section:

(1) "Child" means a person younger than 17 years of age.

(2) "Spouse" means a person who is legally married to another.

(3) "Health care services provider" means:

(A) A physician licensed under Subtitle B, Title 3, Occupations Code;

(B) A chiropractor licensed under Chapter 201, Occupations Code;

(C) A physical therapist licensed under Chapter 453, Occupations Code;

(D) A physician assistant licensed under Chapter 204, Occupations Code; or

(E) A registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.

(4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:

(A) Licensed social worker as defined by Section 505.002, Occupations Code;

(B) Chemical dependency counselor as defined by Section 504.001, Occupations Code;

(C) Licensed professional counselor as defined by Section 503.002, Occupations Code;

(D) Licensed marriage and family therapist as defined by Section 502.002, Occupations Code;

(E) Member of the clergy;

(F) Psychologist offering psychological services as defined by Section 501.003, Occupations Code; or

(G) Special officer for mental health assignment certified under Section 1701.404, Occupations Code.

(5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.

(d) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.

(e) It is an affirmative defense to prosecution under Subsection (a)(2):

(1) That the actor was the spouse of the child at the time of the offense; or

(2) That:

(A) the actor was not more than three years older than the victim and at the time of the offense:

(i) Was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or

(ii) Was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and

(B) The victim:

(i) Was a child of 14 years of age or older; and
(ii) Was not a person whom the actor was prohibited from marrying or purporting to marry or with
whom the actor was prohibited from living under the appearance of being married under Section
25.01.

(f) An offense under this section is a felony of the second degree, except that an offense under this section is a
felony of the first degree if the victim was a person whom the actor was prohibited from marrying or purporting
to marry or with whom the actor was prohibited from living under the appearance of being married under
Section 25.01.

• Texas Penal Code Sec. 22.021. AGGRAVATED SEXUAL ASSAULT. (a) A person commits an offense:

1. If the person:
   (A) Intentionally or knowingly:
      (i) causes the penetration of the anus or sexual organ of another person by any means, without that
          person's consent;
      (II) causes the penetration of the mouth of another person by the sexual organ of the actor, without
           that person's consent; or
      (iii) causes the sexual organ of another person, without that person's consent, to contact or
            penetrate the
            mouth, anus, or sexual organ of another person, including the actor; or
   (B) Intentionally or knowingly:
      (i) causes the penetration of the anus or sexual organ of a child by any means;
      (ii) causes the penetration of the mouth of a child by the sexual organ of the actor;
      (iii) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of
            another
            person, including the actor;
      (iv) causes the anus of a child to contact the mouth, anus, or sexual organ of another person,
           including the actor; or
      (v) causes the mouth of a child to contact the anus or sexual organ of another person, including the
           actor; and
   (2) If:
      (A) The person:
         (i) causes serious bodily injury or attempts to cause the death of the victim or another person in the
             course of the same criminal episode;
         (ii) by acts or words places the victim in fear that any person will become the victim of an offense
             under Section 20A.02(a)(3), (4), (7), or (8) or that death, serious bodily injury, or kidnapping will
             be imminently inflicted on any person;
         (iii) by acts or words occurring in the presence of the victim threatens to cause any person to
               become the victim of an offense under Section 20A.02(a)(3), (4), (7), or (8) or to cause the death,
               serious bodily injury, or kidnapping of any person;
         (iv) uses or exhibits a deadly weapon in the course of the same criminal episode;
         (v) acts in concert with another who engages in conduct described by Subdivision (1) directed
             toward the same victim and occurring during the course of the same criminal episode; or
         (vi) administers or provides flunitrazepam, otherwise known as rohypnol, gamma hydroxybutyrate,
             or ketamine to the victim of the offense with the intent of facilitating the commission of the
             offense;
      (B) The victim is younger than 14 years of age; or
      (C) The victim is an elderly individual or a disabled individual.

(b) In this section:
   (1) "Child" has the meaning assigned by Section 22.011(c).
   (2) "Elderly individual" has the meaning assigned by Section 22.04(c).
   (3) "Disabled individual" means a person older than 13 years of age who by reason of age or physical or
       mental disease, defect, or injury is substantially unable to protect the person's self from harm or to
       provide food, shelter, or medical care for the person's self.

(c) An aggravated sexual assault under this section is without the consent of the other person if the aggravated
    sexual assault occurs under the same circumstances listed in Section 22.011(b).

(d) The defense provided by Section 22.011(d) applies to this section.
(e) An offense under this section is a felony of the first degree.
(f) The minimum term of imprisonment for an offense under this section is increased to 25 years if:
   (1) The victim of the offense is younger than six years of age at the time the offense is committed; or
   (2) The victim of the offense is younger than 14 years of age at the time the offense is committed and the
       actor commits the offense in a manner described by Subsection (a)(2)(A).

- **Texas Penal Code Sec. 42.072. STALKING.** (a) A person commits an offense if the person, on more than one occasion
  and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly
  engages in conduct that:
    • Constitutes an offense under Section 42.07 (Harassment) or that the actor knows or reasonably should
      know the other person will regard as threatening:
        o Bodily injury or death for the other person;
        o Bodily injury or death for a member of the other person's family or household or for an individual
          with whom the other person has a dating relationship; or
        o That an offense will be committed against the other person's property;
    • Causes the other person, a member of the other person's family or household, or an individual with whom
      the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an
      offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed,
      abused, tormented, embarrassed, or offended; and
    • Would cause a reasonable person to:
      o Fear bodily injury or death for himself or herself;
      o Fear bodily injury or death for a member of the person's family or household or for an individual
        with whom the person has a dating relationship;
      o Fear that an offense will be committed against the person's property; or
      o Feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

(b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second
degree if the actor has previously been convicted of an offense under this section or of an offense under any of
the following laws that contains elements that are substantially similar to the elements of an offense under this
section:
   (1) The laws of another state;
   (2) The laws of a federally recognized Indian tribe;
   (3) The laws of a territory of the United States; or
   (4) Federal law.

(c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a),
if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme
or course of conduct.

(d) In this section:
   (1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by
       Chapter 71, Family Code.
   (2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human
       Resources Code.

**CRIMES OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING CAN RANGE FROM
CLASS C MISDEMEANORS UP TO FIRST DEGREE FELONIES. VICTIMS OF THESE CRIMES SHOULD REPORT THE CRIME TO
UTAPD IMMEDIATELY.**
BYSTANDER INTERVENTION

As part of UTA’s primary prevention and awareness programming efforts, UTA provides information on bystander intervention. Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking, and includes recognizing situations of potential harm; understanding institutional structures and cultural conditions that facilitate violence (this might include fraternity or sports cultures at some institutions); overcoming barriers to intervening; identifying safe and effective intervention options; and, taking action to intervene.

Below is a list of some ways to be an active bystander (Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse). If you or someone else is in immediate danger, dial 911; this could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.
RISK REDUCTION

As part of UTA’s primary prevention and awareness programming efforts, UTA provides information on risk reductions, which are options designed to decrease perpetration and bystander inaction; increase empowerment for victims in order to promote safety; and, help individuals and communities address conditions that facilitate violence. With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org):

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don’t know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have a reliable transportation plan.
- Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
- Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - You have a right to say no. You always have this right. You have this right even if you and/or the other person has/have been drinking—you have the right to say no and you would rather wait until you both have your full judgment before doing anything you may regret.
  - Have a code word with your friends or family so that if you don’t feel comfortable you can contact them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - Lie. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse.
Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby? Check out the safety APPS on your smartphone, too, and pick one that is right for you.

*If you are a student, faculty or staff member at UTA in need of a program, resources or information for your class or organization please contact the RVSP Coordinator at 817-272-3506 for ideas, support, and resources.*

**UNIVERSITY PROCEDURES AND DISCIPLINARY ACTION FOR DATING AND DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING**

**DATING AND DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING AND TITLE IX**

In accordance with Title IX of the Educational Amendments of 1972, Section 503 and 504 of the Rehabilitation Acts of 1973, it is the policy of UTA that no person shall, on the basis of sex, be excluded from the participation in, be denied the benefits of, or be subject to any discrimination under any education program or activity. “Sexual misconduct” is defined in the UTA “Sexual Harassment and Sexual Misconduct Policy,” Policy 5-513, ([https://www.uta.edu/policy/hop/5-513#section-2-3](https://www.uta.edu/policy/hop/5-513#section-2-3)) as a form of “sex discrimination” that will not be tolerated.

Sexual misconduct is further defined by UTA Policy as a range of non-consensual sexual activity or unwelcome behavior of a sexual nature, including but not limited to, sexual assault, sexual exploitation, sexual intimidation, sexual harassment, domestic violence, dating violence, and stalking. Sexual misconduct can be committed by men or women, strangers or acquaintances, and can occur between or among people of the same or opposite sex. Sexual misconduct therefore encompasses dating and domestic violence, sexual assault and stalking. Sexual assault is further defined by UTA policy to include rape, fondling, incest and statutory rape. Individuals who engage in sexual misconduct may not only be subject to the criminal justice system, but will be subject to disciplinary action at UTA. UTA will take prompt disciplinary action against any individuals or organizations on this campus who violate this policy.

UTA encourages any student, faculty, staff or visitor to promptly report violations of this policy to the Title IX Coordinator or a Deputy Title IX Coordinator.

- **Title IX Coordinator**, Vice President for Human Resources, (817) 272-7091, 1225 W. Mitchell St., Ste. 212
- **Deputy Title IX Coordinator (for students)** is the Assistant Vice President for Student Affairs; (817) 272-0132; E.H. Hereford University Center, Lower Level, B120
- **Deputy Title IX Coordinator (for staff, visitors and contractors)** is the Executive Director of Equal Opportunity Services, (817) 272-2106, 701 S. Davis, Office & Classroom Bldg., Ste. 104
- **Deputy Title IX Coordinator (for faculty)** is the Assistant Vice Provost for Faculty Affairs, (817) 272-2103, 701 S. Nedderman Drive, Davis Hall, Ste. 300

Policy 5-513 applies to all University administrators, faculty, staff, students, third parties within the institution’s control, including visitors, and applicants for employment. It applies to conduct regardless of where it occurs, including off University property, if it potentially affects the complainant’s education or employment with the University. It also applies regardless of the gender, gender identity or sexual orientation of the complainant or the accused, whether the complaint was made by or against a third party, or whether the complaint was made verbally or in writing.
WRITTEN NOTIFICATIONS

When a student or employee reports to UTA that he/she has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student or employee’s rights and options as a victim of dating violence, domestic violence, sexual assault or stalking. This information will typically be provided through RVSP, Human Resources, and/or UTAPD. For more information about student and employee crime victim’s rights see here https://www.uta.edu/rvsp/your-rights/index.php and here http://police.uta.edu/public-info/victims-right-to-know.php.

UTA will provide each victim with a written notification containing information for students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims within the institution and community. A student or employee can access these services or request information through the RVSP office (students), UTAPD (students and employees), and Human Resources office (employees). Many of these services are listed in this Report above, under RESOURCES FOR VICTIMS OF SEXUAL VIOLENCE AND RELATIONSHIP VIOLENCE, and can also be found here https://www.uta.edu/rvsp/resources/important-numbers.php.

UTA will provide each victim with a written notification containing information for available assistance in and how to request, changes to academic, living, transportation and working situations or protective measures. UTA shall provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. UTA is obligated to comply with a student’s reasonable request for a living and/or academic situation change following an alleged sex offense. Examples of protective measures that may be provided are as follows:

- Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc.
- Potential changes to living situations may include moving to a different room or residence hall.
- Possible changes to work situations may include changing working hours.
- Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.
- A complainant may meet with RVSP or UTAPD to develop a safety action plan to reduce risk of harm while on campus or coming and going from campus.

VICTIM CONFIDENTIALITY

Respecting the privacy of the parties in a complaint is a priority for UTA. In all instances, UTA will comply with the Family Educational Rights and Privacy Act (FERPA), and to the extent possible, UTA will protect the privacy of all victims of domestic violence, dating violence, sexual assault and stalking. The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

However, under federal law, Responsible Employees who receive a report of sexual misconduct, whether from the individual involved or a third party, must share that information with the Title IX Coordinator and/or a Deputy Coordinator, who may need to act to maintain campus safety and who must determine whether to investigate further. UTA is obligated by law to take action to eliminate sexual misconduct, prevent its recurrence and address its effects. An investigation under Title IX must be initiated if UTA has enough information to reasonably determine key facts, e.g., time, date, location and names of parties involved in a complaint. UTA may be obligated to conduct the investigation regardless of the complainant's requests.
Personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

Individuals wishing to remain anonymous can file a complaint in any manner, including by telephone or written communication with the Title IX Coordinator or a Deputy Coordinator. However, electing to remain anonymous may greatly limit the University’s ability to stop the harassment, collect evidence, or take effective action against individuals or organizations accused of violating UTA policies.

Under Texas law, unless there is an imminent danger to the complainant or others, certain individuals based on their professional responsibilities may keep the details of an incident strictly confidential. Students desiring strict confidentiality should seek an appointment with a counselor in Counseling and Psychological Services, a health care provider in Health Services, a local ecclesiastical leader, or an off campus rape crisis resource. Employees desiring strict confidentiality should seek assistance from the Employee Assistant Program, their own personal health care provider, a local ecclesiastical leader, or an off campus rape crisis resource. The Deputy Title IX Coordinators have responsibility for evaluating requests for confidentiality.

REPORTING SEXUAL MISCONDUCT TO THE UNIVERSITY

RESPONSIBLE EMPLOYEES: Every supervisor, administrator, faculty member, resident advisor and UTA official ("Responsible Employee") is responsible for immediately reporting incidents of sex discrimination, sexual misconduct and other inappropriate conduct of a sexual nature that come to his or her attention to the Title IX Coordinator or any of the Deputy Coordinators, which may be found at the following website: http://www.uta.edu/titleix/.

TIMELINESS: Complaints should be reported as soon as possible after the complainant becomes aware of the inappropriate conduct. Delays in reporting can greatly limit the University's ability to stop the misconduct, to collect evidence, or to take effective action against the accused.

REPORTING TO POLICE: Complaints of sexual misconduct may also be made to the UTAPD at 817-272-3381 (non-emergency) or 817-272-3003 or 911 (emergency) or to the City of Arlington Police Department 817-274-4444 (non-emergency) or 911 (emergency) or to other local law enforcement authorities. The Title IX Deputy Coordinators can help individuals contact these law enforcement agencies. If a complaint of sexual misconduct is reported to the University Police Department, it shall advise the complainant of his or her right to file a complaint under Policy 5-513. To the extent allowed by law and university policy, the University Police Department shall also notify the Title IX Coordinator of the complaint, and provide the Title IX Coordinator or the individual investigating the complaint access to any related university law enforcement records, so long as doing so does not compromise any criminal investigation.

IMMUNITY: In an effort to encourage reporting of sexual misconduct, the University may grant immunity from student disciplinary action to a person who voluntarily initiates a report of sexual misconduct or assists a complainant, if that person acts in good faith in reporting a complaint or participating in an investigation. This immunity does not extend to the person’s own violations of UTA's Sexual Harassment and Sexual Misconduct Policy.

REPORTING TO OUTSIDE ENTITIES:

Students may also contact the U.S. Department of Education, Office for Civil Rights to complain of sexual misconduct:

U.S. Department of Education
Dallas Office for Civil Rights
1999 Bryan Street, Suite 1620
Dallas, TX 75201-6810
Phone (214) 661-9600 / Fax (214) 661-9587
Email: OCR.Dallas@ed.gov
Employees may also contact:

**Equal Employment Opportunity Commission**
207 S. Houston Street, 3rd Floor
Dallas, Texas 75202
Phone (800) 669-4000 / Fax (214) 253-2720

**Texas Workforce Commission**
Civil Rights Division
101 E. 15th Street, Rom 144T
Austin, Texas 78701
Phone: (512) 463-2642
Toll Free: (888) 452-4778
TDD: (800) 735-2989
[http://www.twc.state.tx.us/](http://www.twc.state.tx.us/)

**TITLE IX INVESTIGATIONS AND DISCIPLINARY ACTIONS**

- **Key Officials in an Investigation**

  Title IX Coordinator. The Title IX Coordinator is the senior university administrator who oversees the University's compliance with Title IX. The Title IX Coordinator is responsible for leading the administrative investigation of reports of sexual misconduct and is available to discuss options, provide support, explain university policies and procedures, and provide education on relevant issues. The Title IX Coordinator has designated three Deputy Title IX Coordinators. Any member of the University community may contact the Title IX Coordinator with questions.

  The Title IX Coordinator will ensure that complaints are properly investigated under this policy. The Title IX Coordinator will also ensure that investigators are properly trained at least annually to conduct investigations that occur under this policy. The Title IX Deputy Coordinators shall supervise and advise the Title IX investigators when conducting investigations and update the Title IX Coordinator as necessary.

- **Notification of University Offices Offering Assistance**

  Upon receipt of a complaint, the University Title IX Coordinator or Deputy Coordinator shall notify the Relationship Violence Prevention and Student Intervention office ("RVSP") and/or Employee Relations, as applicable, to contact the victim regarding available resources and victim assistance. A list of victim resources is available from the RVSP and Employee Relations offices, and also may be located at [http://www.uta.edu/rvsp/resources/important-numbers.php](http://www.uta.edu/rvsp/resources/important-numbers.php).

- **Interim Measures**

  After an initial assessment of a complaint, the applicable Deputy Title IX Coordinator shall determine and promptly implement any remedies that he or she believes are necessary to maintain an environment free from harassment, discrimination or retaliation, and to protect the safety and well-being of community members. Such remedies may include, but are not limited to, no-contact orders, academic accommodations, housing accommodations, counseling services, campus escorts, and educational or outreach initiatives. Adjustments to a student’s educational environment may be taken on an interim or permanent basis. Any adjustments in that regard would not be punitive, and, as such, would not appear on any student disciplinary record.

- **Informal Resolution of Certain Sexual Harassment Complaints**

  In certain sexual harassment complaints, an individual may not wish to file a formal complaint. A complainant may use this option instead of or before filing a formal complaint, but is not required to do so. Also, this option is not permitted for sexual violence cases. If informal assistance is deemed appropriate by the Title IX Coordinator or designee, then the individual will be provided assistance in informally resolving the alleged sexual harassment. Assistance may include providing the complainant with strategies for communicating with the offending party that his or her behavior is unwelcomed and should cease, directing a university official to inform the offending party to stop the unwelcomed conduct, or initiating mediation.
However, the University may take more formal action, including disciplinary action, to ensure an environment free of sexual harassment or sexual misconduct. Informal resolutions should be completed no later than 10 business days after the Title IX Coordinator receives the request for informal resolution. The University will document and record informal resolutions. The Title IX Coordinator will retain the documentation. If the individual's wish to remain anonymous limits the University's ability to establish facts and eliminate the potential harassment, the University will attempt to find the right balance between the individual's desire for privacy and confidentiality and its responsibility to provide an environment free of sexual harassment.

- **Formal Complaint, Investigation and Appeal Process**

**Formal Complaint.** To begin the formal investigation process, the complainant should submit a signed, written statement setting out the details of the conduct that is the subject of the complaint, including the complainant's name, signature, and contact information; the name of the person directly responsible for the alleged violation; a detailed description of the conduct or event that is the basis of the alleged violation; the date(s) and location(s) of the occurrence(s); the names of any witnesses to the occurrence(s); the resolution sought; and any documents or information that is relevant to the complaint. The University may initiate an investigation regardless of the manner in which a complaint is received or whether a complaint is received at all. However, the complainant is strongly encouraged to file a written complaint. If the complaint is not in writing, the investigator should prepare a statement of what he or she understands the complaint to be and ask the complainant to verify that statement. The University office receiving the complaint should refer the complaint to the Title IX Coordinator.

**Investigation.** An investigator will be assigned to investigate the complaint. As part of the investigation process, the complainant and the respondent will be provided notice of the complaint and allowed a reasonable time to respond in writing. The complainant and the respondent may present any document or information that is believed to be relevant to the complaint. Persons thought to have information relevant to the complaint will be interviewed, and those interviews will be appropriately documented. Both the respondent and the complainant may recommend witnesses for interview and suggest questions that should be asked. Neither the complainant nor the respondent will normally attend these interviews or the gathering of evidence; however, if either one is permitted to attend, the other shall have the same right.

After the investigation is complete, a written report will be issued to the Title IX Coordinator and the appropriate administrator. The appropriate administrator will depend on the status of the respondent (i.e., student, faculty or employee). The report shall include factual findings and a preliminary conclusion of whether a policy violation occurred (based on a "preponderance of the evidence" standard).

After the written report is completed, the complainant and respondent will be allowed to inspect the report or, at the University's discretion, provided letters summarizing the findings in the report in keeping with FERPA and Texas Education Code, Section 51.971. If a letter is provided, it will contain enough detail to allow the complainant and respondent to comment on the adequacy of the investigation. Each will have 7 business days from the date of receipt (as indicated on the return receipt) to submit written comments regarding the investigation to the Title IX Coordinator.

Within 7 business days after the deadline for receipt of comments from the complainant and respondent, the Title IX Coordinator or his or her designee will: (1) request further investigation into the complaint; (2) dismiss the complaint if it is determined that no violation of policy or inappropriate conduct occurred; or (3) find that the policy was violated. A decision that the policy was violated shall be based on the record.

If the Title IX Coordinator or his or her designee determines that the policy was violated, he or she will refer the matter for disciplinary action under the applicable disciplinary policies and procedures, which depend on the status of the respondent (i.e., student, faculty or employee). The complainant and the respondent shall be informed concurrently in writing of the decision in accordance with this policy.

The appropriate administrator will impose disciplinary action or sanction(s) in accordance with the applicable policies and procedures dependent on the status of the respondent (i.e., student, faculty or employee).

**Appeal of Investigation Determination:** Both the complainant and the respondent may appeal the findings of the investigation. The appealing party must submit a written appeal stating the specific reasons for the appeal and any argument.
to the President of the institution or his/her designee (hereafter "Appeal Official") with a copy to the other party. The appeal must be stamped as received in the Office of Appeal Official no later than 14 days after the appealing party has been notified of the outcome of the investigation and the sanction assessed, if any. If the notice of outcome of the investigation or the sanction assessed is sent by mail, the date the notice or decision is mailed initiates the 14-day period for the appeal. The non-appealing party may submit a response to the appeal, which must be received by the Appeal Official no later than five days after receipt of the appeal, with a copy to the appealing party. Appeals will be reviewed solely on the basis of the written appeal, response and the investigation record. The grounds for an appeal are limited to the following: Previously unavailable relevant evidence; substantive procedural error in the investigation; bias on the part of the investigator; and, a finding not supported by evidence. The appeal official may approve, reject, or modify the decision in question or may require that the original hearing be reopened for the presentation of additional evidence and reconsideration of the decision.

➢ Proceedings and Related Issues

**Standard of Proof.** All investigations under this policy will use the preponderance of the evidence standard to determine violations of this policy.

**Proceedings.** Proceedings will be conducted in a prompt, fair and impartial manner that is consistent with UTA’s policies, transparent to the accuser and accused, includes timely notices of meetings at which the accuser or accused, or both, may be present; and, provides timely and equal access to the accuser, the accused and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings. Furthermore, the proceedings will be conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.

**Advisors.** Students and employees, whether the accused or the accuser, are entitled to an advisor of their choice to provide them support, guidance or advice, at any meeting or institutional disciplinary proceeding. Though UTA cannot limit the choice of an advisor, it can establish restrictions regarding the extent to which an advisor may participate in proceedings, such as prohibiting an advisor from speaking during a proceeding, as long as the restrictions apply equally to both parties. UTA will inform the parties of these limitations before a proceeding is scheduled so the parties understand the limitations.

**Notifications.** Simultaneous, written notifications will provided to both the accuser and the accused of the result (initial, interim and/or final decision) of any disciplinary proceeding arising from an allegation of sexual misconduct, the procedures for either party to appeal the result if available, any change to the result, and when the result becomes final.

**Timelines.** Barring any unforeseen and reasonable delays, the University will endeavor to resolve complaints under this policy no later than 60 calendar days after the initial report was received by the Responsible Employee. If the investigation and resolution exceeds 60 calendar days, the University will notify all parties in writing of the reason for the delay and the expected time frame adjustment. Best efforts will be made to complete the process in a timely manner by balancing principles of thoroughness and fundamental fairness with promptness.

At the request of law enforcement, the University may defer its fact-gathering until after the initial stages of a criminal investigation. The University will nevertheless communicate with the complainant regarding his/her Title IX rights, procedural options, the status of the investigation, and the implementation of interim measures to ensure his/her safety and well-being. The University will also communicate with the respondent regarding his/her Title IX rights, procedural options and information regarding the status of the investigation. The University will promptly resume its fact-gathering as soon as law enforcement has completed its initial investigation, or if the fact-gathering is not completed in a reasonable time.

The filing of a complaint under this policy does not excuse the complainant from meeting time limits imposed by outside agencies. Likewise, the applicable civil or criminal statute of limitations will not affect the University's investigation of the complaint.

➢ Sanctions and Discipline

**Faculty and Employees.** Disciplinary action against faculty and employees will be handled under the Regents’ Rules and Regulations, Rule 31008: Termination of a Faculty Member: [http://www.utsystem.edu/board-of-regents/rules/31008-termination-faculty-member](http://www.utsystem.edu/board-of-regents/rules/31008-termination-faculty-member) and the University's Discipline and Dismissal of Classified Employees Policy, Policy 5-525.

The following process will be followed when termination of a Faculty Member is at issue pursuant to Regents' Rules and Regulations, Rule 31008: Termination of a Faculty Member:
Termination by an institution of the employment of a faculty member who has been granted tenure and of all other faculty members before the expiration of the stated period of appointment, except as is otherwise provided in Rule 31007, Section 5, and Texas Education Code Section 51.943, or by resignation or retirement, will be only for good cause shown. A faculty member is any individual holding an academic title listed in Regents’ Rules and Regulations, Rule 31001, Section 2, with the exception of Assistant Instructors, Teaching Associates, and Teaching Assistants and for this process, also includes a professional librarian with an academic title. In each case the issue of good cause will be determined according to the equitable procedures provided in this Rule.

The president of the institution shall assure that all allegations against a faculty member that involve the potential for termination are reviewed under the direction of the chief academic officer unless another officer is designated by the president. The faculty member who is the subject of the allegations shall be given an opportunity to be interviewed and shall have the right to present a grievance, in person or through a representative, to the chief academic officer on an issue or subject related to the allegations under review. The chief academic officer, or another individual designated by the president if the allegations pertain to the chief academic officer, shall take the grievance, if any, into consideration prior to making a determination whether the allegations are supported by evidence that justifies the initiation of termination procedures. Upon making that determination, the chief academic officer or other appropriate designee will recommend to the president whether to proceed with charges for termination. Failure to present a grievance to the chief academic officer or other appropriate designee prior to his or her recommendation shall not preclude a faculty member from presenting an issue or subject to the special hearing tribunal in defense of charges for termination that may result from the review. A tenured faculty member who is recommended for termination on the basis of periodic evaluation must be given the opportunity for referral of the matter to nonbinding alternative dispute resolution, as required by Texas Education Code Section 51.942 and in compliance with applicable policies and procedures for alternative dispute resolution within The University of Texas System or the institution, prior to referral of the charges to a hearing tribunal.

If the president determines that the allegations are supported by evidence that justifies the initiation of termination procedures, the president will meet with the faculty member, explain the allegations and supporting evidence, and give the faculty member a reasonable amount of time, as determined by the president, to respond either orally or in writing. In cases of incompetency or gross immorality where the facts are admitted, or in cases of felony conviction, the hearing procedures of this Rule shall not apply, and dismissal by the president will follow.

In cases where other offenses are charged, and in all cases where the facts are in dispute, the accused faculty member will be informed in writing of the charges. If the president determines that the nature of the charges and the evidence are such that it is in the best interest of the institution, the accused faculty member may be suspended with pay pending the completion of the hearing and a final decision. A special hearing tribunal of at least three faculty members will hear the charges. The academic rank of each member of the tribunal must be at least equal to that of the accused faculty member. The accused faculty member will be notified of the names of the faculty members selected for the tribunal and of the date, time, and place for the hearing. Such notification shall be made at least eight workdays prior to the hearing. The hearing tribunal members are appointed by the president from a standing panel (pool) of members of the faculty. At least 50% of the panel members from which the hearing tribunal members are appointed shall be selected by a procedure established by the faculty governance organization, an existing faculty committee with oversight for university-wide faculty committee selection. The president shall appoint the remaining members of the panel. A minimum of one member of a hearing tribunal appointed by a president is to be from among panel members selected by the faculty input, existent faculty committee, or faculty governance procedure. The president may request counsel from the System Administration’s Office of General Counsel to advise the hearing tribunal.

In every such hearing the accused faculty member will have the right to appear in person and by counsel of the accused’s selection and to confront and cross-examine witnesses who may appear. If counsel represents the accused faculty member, the institution is entitled to be represented by counsel from System Administration’s Office of General Counsel. The accused faculty member shall have the right to testify, but may not be required to do so. He or she may introduce in his or her behalf all evidence, written or oral, which may be relevant and material to the charges. A stenographic or electronic record of the proceedings will be taken and filed with the Board of Regents, and such record shall be made accessible to the accused. A representative of the institution may appear before the hearing tribunal to present witnesses and evidence in support of the charge against such faculty member, and such institutional representatives shall have the right to cross-examine the accused faculty member (if the faculty member testifies) and the witnesses offered in behalf of the faculty member. The institution has the burden to prove good cause for termination by the greater weight of the credible evidence.
The hearing tribunal shall not include any accuser of the faculty member. If the accused faculty member is not satisfied with the fairness or objectivity of any member or members of the hearing tribunal, the faculty member may challenge the alleged lack of fairness or objectivity, but any such challenge must be made in writing to the hearing tribunal at least three workdays prior to the date for the hearing. The accused faculty member shall have no right to disqualify any member or members from serving on the tribunal. It shall be up to each challenged member to determine whether he or she can serve with fairness and objectivity in the matter, and if any challenged member should voluntarily disqualify himself or herself, the president shall appoint a substitute member of the tribunal from the panel described in this Rule.

The hearing tribunal, by a majority of the total membership, will make written findings on the material facts and will make a recommendation of the continuance or termination of the accused faculty member. The hearing tribunal, by a majority of its total membership, may make any supplementary suggestions it deems proper concerning the disposal of the case. The original of such findings and the recommendation, with any supplementary suggestions, shall be delivered to the president and a copy to the accused. If minority findings, recommendations, or suggestions are made, they shall be similarly treated. The original transcript of the testimony and the exhibits shall also be forwarded to the president.

Within fourteen (14) workdays after receipt of the findings and recommendations of the hearing tribunal, the president shall make one of the following decisions based solely on the evidence of record in the proceedings and report that decision in writing to the accused faculty member: (a) The president may decide to dismiss the matter or impose sanctions short of termination. In this case, the president’s decision is final and the Board of Regents will not review the matter; or, (b) If the allegations are supported by evidence that constitutes good cause for termination, the president may decide to recommend termination to the Board of Regents. If so, the president shall forward the findings and recommendations of the hearing tribunal, the original transcript of the testimony and the exhibits to the Board of Regents for its review, along with the president’s report. If the president’s recommendation is not the same as the majority recommendation of the hearing tribunal, the president shall state the reasons for the president’s decision to recommend termination in his or her report. The accused faculty member may, within seven workdays after receiving the president’s report, submit a written response to the Board of Regents. The response must be based solely on the evidence of record in the proceeding.

The Board of Regents, by a majority of the total membership, will approve, reject, or amend such findings, recommendations, and suggestions, if any, or will recommit the report to the same tribunal for hearing additional evidence and reconsidering its findings, recommendations, and suggestions, if any. Reasons for approval, rejection, or amendment of such findings, recommendations, or suggestions will be stated in writing and communicated to the accused.

Full-time faculty members who are notified in accordance with Rule 31002, Section 1 of the Regents’ Rules and Regulations, concerning notice of nonrenewal, that they will not be reappointed or who are notified in accordance with Rule 31007, Section 5 and Rule 31002, Sections 1 and 2 that the subsequent academic year will be the terminal year of appointment shall not be entitled to a statement of the reasons upon which the decision for such action is based. Such a decision shall only be subject to review pursuant to the following procedures: The affected faculty member may present a grievance, in person or through a representative, to the chief academic officer or another individual designated by the president if the allegations pertain to a chief academic officer on an issue or subject related to the nonrenewal decision. The chief academic officer shall meet with the faculty member. Unless a review by a hearing tribunal is requested and granted, the nonrenewal decision shall not be subject to further review.

A review by a hearing tribunal shall be granted only in those cases where the affected faculty member submits a written request for review by a hearing tribunal to the president and describes in detail the facts relied upon to prove that the decision was made for reasons that are unlawful under the Constitution or laws of Texas or the United States. If the president determines that the alleged facts, if proven by credible evidence, support a conclusion that the decision was made for unlawful reasons, such allegations shall be heard by a hearing tribunal under the procedures in this Rule as in the case of dismissal for cause, with the following exceptions: (a) The burden of proof is upon the affected faculty member to establish by the greater weight of the credible evidence that the decision in question was made for reasons that are unlawful under the Constitution or laws of Texas or the United States; (b) The administration of the institution need not state the reasons for the questioned decision or offer evidence in support thereof unless the affected faculty member presents credible evidence that, if unchallenged, proves the decision was made for unlawful reasons; (c) The hearing tribunal shall make written findings and recommendations based on the evidence presented at the hearing and shall forward such findings and recommendations with the transcript and exhibits from the hearing to the president; and, (d) The president may approve, reject, or amend the recommendations of the hearing tribunal or may reach different conclusions based upon the record of the hearing. The decision of the president shall be final.
The following process will be followed when an employee who is subject to University Policy 5-525 is demoted for disciplinary reasons, suspended without pay, or dismissed:

The supervisor will review the evidence and the proposed disciplinary action with the department head or administrative equivalent to whom he or she reports before proceeding with the proposed disciplinary action. When the supervisor has sought and obtained concurrence of the department head, he or she must then review the evidence and the proposed disciplinary action with the Vice President for Human Resources or his or her designee before proceeding with the proposed disciplinary action. The supervisor shall inform the employee in writing of the reasons for the proposed disciplinary action.

The employee shall be provided with an opportunity to respond to the charges, either verbally or in writing within a reasonable time not to exceed two (2) working days and to persuade the supervisor that the grounds for the disciplinary action are incorrect before a final decision is made to take disciplinary action. This pre-disciplinary notification serves as an opportunity to avoid incorrect decisions to impose discipline and is not intended to definitely resolve the propriety of the disciplinary action being considered.

If the supervisor is not persuaded by the employee's response that the decision to take disciplinary action is incorrect or mistaken, the supervisor will proceed to impose the disciplinary action. The supervisor shall inform the employee in writing of the following: whether the disciplinary penalty is demotion, suspension without pay or dismissal; the effective date of demotion or dismissal; a specific period for a suspension without pay; the specific incident, conduct, course of conduct, unsatisfactory work performance or other basis for the disciplinary penalty; any previous efforts to make the employee aware of the need to change or improve work performance or conduct; and reference to any relevant rule, regulation or policy. The supervisor shall inform the employee of the right to appeal the disciplinary action and provide him/her a copy of the appeal process.

An employee who is demoted or suspended without pay for less than one month continues to accrue vacation and sick leave, is covered by group insurance and is entitled to other employee benefit programs. An employee demoted or suspended without pay for one month or longer will not continue to accrue vacation and sick leave or be covered by group insurance programs. If a demotion or suspension without pay is appealed and it is determined that there was not good cause for the demotion or suspension, the employee shall be entitled to payment for wages lost as a result of the demotion or suspension.

If it is determined upon appeal that a dismissal was not for good cause, the employee shall be reinstated to the same or similar position and shall be entitled to payment of back wages less any unemployment benefits received by the employee after the date of dismissal. Employee benefits such as sick leave shall be credited back to the date of dismissal. Vacation accrual will be credited back to the date of dismissal provided that the terminating employee has not received payment of such time.

Process for Written Appeal: Disciplinary actions resulting in dismissal, suspension without pay, or demotion may be appealed by the affected employee by submitting a written appeal to the vice president or administrative equivalent for the employee's department within ten (10) working days following the date of the disciplinary action. The written appeal must be delivered to the supervisor who signed the disciplinary action. The time limits set forth in the appeal process must be adhered to by both the employee and the appropriate supervisory and administrative personnel unless the time limits are extended for good cause by the Vice President for Human Resources. When the written appeal has been submitted, no additional changes or additions may be made unless granted by the vice president or administrative equivalent. The failure of the employee to process the appeal in a timely manner to the next level shall constitute a withdrawal of the appeal. A written appeal shall contain: a clear and concise statement of the reasons the employee believes the disciplinary action to be inappropriate; the name(s) and contact information of any witness that may have information relevant to the employee's disciplinary action; the specific remedy sought by the employee; any additional relevant information to be considered in support of the employee's written appeal; and the name and contact information of the employee's representative, if any.

Within five (5) working days following the receipt of the written appeal, the employee's supervisor shall submit the employee's written appeal, his or her written response and all documentation relevant to the disciplinary action to the vice president or administrative equivalent. A copy of the employee's personnel file may also be submitted by the supervisor to the vice president or administrative equivalent, if requested.
Within ten (10) working days following receipt of the information from the supervisor, the vice president or administrative equivalent will render a written decision. The written decision will be mailed to the employee’s last known home address that is maintained by the university’s Office of Human Resources. The employee is responsible for keeping the Office of Human Resources notified of his or her current mailing address. The decision of the vice president or administrative equivalent is final. Copies of all documents pertaining to disciplinary actions shall be filed in the employee’s personnel file.

**Students.** Disciplinary action against students will be handled by The Office of Student Conduct under the University’s Student Conduct and Discipline Policy, Policy 9 Subchapter 9-300: [https://www.uta.edu/policy/hop/9#section-3-5](https://www.uta.edu/policy/hop/9#section-3-5). In any case where the accused student elects not to dispute the facts upon which the charges are based, but does not agree with the sanctions proposed by the Conduct Officer, the student may execute a written waiver of the hearing procedures, yet retain the right to appeal the decision of the Conduct Officer only on issue of sanction(s). This appeal will be heard by the President or his/her designee and must be made in writing and submitted within 14 calendar days of the decision being rendered.

Cases in which the proposed sanction(s) involve suspension, academic sanctions or expulsion: in those cases in which the Conduct Officer proposes suspension, including suspension of rights and privileges, academic sanctions, or expulsion as a sanction, the charges shall be heard and determined by a fair and impartial Hearing Officer. However, a student may elect to sign an administrative disposition waiving the right to the hearing, but reserving the right to appeal only the sanction. Such an appeal regarding the sanction will be to the President or his/her designee and must be made in writing and submitted within 14 calendar days of the decision being rendered.

Cases in which neither suspension, an academic sanction, nor expulsion is proposed by the Conduct Office: the Conduct Officer will inform the student in writing of the charges, evidence, findings, and the sanction(s) and allow the student an opportunity to meet with the Conduct Officer to provide evidence on his/her behalf; unless signing a waiver the student maintains the right to appeal the finding of the Conduct Officer and/or the proposed sanctions to the President or his/her designee, this appeal must be made in writing and submitted within 14 calendar days of the decision being rendered.

After an initial assessment of the allegations and evidence by the investigator, pending a hearing or other disposition of the allegations against a student, the Office of Student Conduct may take such immediate interim disciplinary action as is appropriate to the circumstances when such action is in the best interest of the institution. This includes, but is not limited to, suspension and a bar from the campus when it reasonably appears to the Director of the Office of Student Conduct, from the circumstances, that the continuing presence of the student poses a potential danger to persons or property or a potential threat for disrupting an authorized program or activity of the University.

When interim disciplinary action is imposed, the student is entitled to administrative disposition of the allegations or a hearing before a Hearing Officer. A hearing following interim disciplinary action will generally be held within 10 days after the interim disciplinary action was taken, however, at the discretion of the Director of the Office of Student Conduct the 10 day period may be shortened, or extended for a period not to exceed an additional 10 days. Notwithstanding the above, the Office of Student Conduct may withhold the issuance of an official transcript, graduation, diploma, or degree to a student alleged to have violated a rule of regulation of the University of Texas System or the University which would reasonably allow the imposition of such sanction. The Office of Student Conduct may take such action pending a hearing, resolution by administrative disposition, and/or exhaustion of appellate rights if the Conduct Officer has provided the student an opportunity to provide a preliminary response to the allegations and in the opinion of the Director of the Office of Student Conduct, the best interests of the University of Texas System and the University would be served by this action.

The following actions may be taken by the Office of Student Conduct or by the Hearing Officer(s) as applicable, in accordance with these procedures. Disciplinary actions may result in a reportable disciplinary record as outlined below:

- **On Notice:** the student is formally notified of the University’s policy related to an alleged violation.
- **Official Warning:** the student is formally warned that their behavior was found to be a violation of University policy.
- **Disciplinary Probation:** the student's status is between "good standing" and dismissal from the institution, further violations will likely result in suspension or expulsion. Disciplinary probation may limit a student's ability to be involved in campus life (student organizations, study abroad, etc.). Disciplinary probation results in a seven year reportable disciplinary record.
- **Suspension of Rights and Privileges:** the student shall not be eligible to participate in official events or activities of the University or the UT System, whether athletic or non-athletic, shall not join a registered student organization or
participate in any meetings or activities of a registered student organization of which he/she may already be a
member, or shall not be appointed or elected to or continue to function in any office or position within student
government or the student newspaper or may not be inducted into or continue to participate as a member of an
honorary or service organization. Student may also be barred from entering specified buildings or restricted from
using particular facilities during the period of suspension. Students may be barred from residing in and entering all
University owned or controlled housing, residence halls, or apartments.

- Bar Against Readmission: an individual is ineligible to enroll at the University during the period of the bar.
- Suspension: a student may not attend any courses and may not enter in or on University property or facilities, except
  in response to an official summons from the Office of Student Conduct during the period of suspension. Suspension
  creates a permanent reportable record and is noted on the official transcript during the term of suspension. Students
  who are currently enrolled will be administratively withdrawn from all courses, and refunds will not be issued.
- Expulsion from the University: a student is administratively withdrawn from any current courses and a permanent
  bar against readmission and a bar from campus are imposed. Expulsion creates a
  permanent reportable record and a permanent transcript notation.
- Revocation of Degree and Withdrawal of Diploma: a student is found responsible for
  a violation after the conferral of degree and awarding of diploma. Appropriate
  licensing boards/agencies are notified when this occurs. This creates a permanent
  reportable record and a permanent transcript notation.
- Withholding of Grades, Official Transcript, and/or Degree: this action may be taken
  pending the results of the disciplinary process or upon outcome of the hearing.
- Interim Disciplinary Action: immediate action is being taken by the Office of Student
  Conduct pending the disposition of the formal hearing in accordance with
  Subchapter 9-400.

### Title IX

Additional Remedies. In addition to sanctions that may be imposed pursuant to the appropriate disciplinary policy, the
University will take appropriate action(s), including but not limited to those below to resolve complaints of sexual misconduct,
prevent any recurrence and, as appropriate, remedy any effects.

- Imposing sanctions against the respondent, including attending training, suspension, termination or expulsion;
- Ensuring the complainant and respondent do not share classes, working environments or extracurricular activities;
- Making modifications to the on campus living arrangements of the respondent or complainant (if the complainant
  requests to be moved);
- Providing comprehensive, holistic victim services including medical, counseling and academic support services, such
  as tutoring;
- Providing the complainant extra time to complete or re-take a class or withdraw from a class without an academic
  or financial penalty;
• Determining whether sexual misconduct adversely affected the complainant’s university standing;
• Designating an individual specifically trained in providing trauma-informed comprehensive services to victims of sexual violence to be on call to assist victims whenever needed;
• Conducting, in conjunction with university leaders, a university climate check to assess the effectiveness of efforts to ensure that the University is free from sexual misconduct, and using that information to inform future proactive steps that the University will take;
• Providing targeted training for a group of students if, for example, the sexual misconduct created a hostile environment in a residence hall, fraternity or sorority, or on an athletic team. Bystander intervention and sexual misconduct prevention programs may be appropriate;
• Issuing policy statements or taking other steps to clearly communicate that the University does not tolerate sexual misconduct and will respond to any incidents and to any individual who reports such incidents.

These remedies are separate from, and in addition to, any interim measures that may have been provided before the end of the University’s investigation. If the complainant did not take advantage of a specific service (e.g., counseling) when offered as an interim measure, the complainant should still be offered, and is still entitled to, appropriate final remedies that may include services the complainant declined as an interim measure. A refusal at the interim stage does not mean the refused service or set of services should not be offered as a remedy.

**PROTECTIVE ORDERS**

UTA complies with Texas law in recognizing Protective Orders through the Crime Victims’ Compensation Act. A Protective Order is a civil court order, a violation of which can be a crime, which is issued to protect a person from continuing acts of family violence or stalking. It will direct the abuser to stay a certain distance (usually 200-500 feet) away from the protected person’s home, school, or place of employment, prohibit the abuser from committing conduct that would harass or alarm the protected person, and prohibit the abuser from committing further acts of violence or stalking against the protected person. A victim must apply for a Protective Order through the court system; the UTAPD will assist a victim with this process. If a student or employee has a Protective Order, UTA strongly encourages they provide a copy of the Protective Order to the UTAPD who can assist in enforcing the order if necessary.

**ALCOHOL AND DRUGS**

**UNDERAGE DRINKING**

Possession, use and sale of alcoholic beverages on campus may be a violation of Texas law underage drinking laws. UTA’s policy is to enforce state underage drinking laws. Violators will be prosecuted and subject to University disciplinary actions as more fully described below.

Underage drinking in Texas is governed by the Texas Alcoholic Beverage Code, Chapter 106. More detailed information on the laws governing underage drinking in Texas can be found at: [http://www.statutes.legis.state.tx.us/Docs/AL/htm/AL.106.htm](http://www.statutes.legis.state.tx.us/Docs/AL/htm/AL.106.htm).

*A few excerpts are highlighted below:*

**It is illegal for persons under 21 years (Minor) of age to:**
- Purchase or Attempt to Purchase Alcohol by Minor
- Possession or Consumption any Alcoholic Beverage by Minor
- Penalty:
  - Fine of not less than $250 or more than $2,000
  - Confinement in jail for a term not to exceed 180 days; or
  - Both the fine and confinement

**It is illegal for anyone (regardless of age) to:**
- Sell, Purchase or Furnish Alcohol to a Minor
- Penalty:
Perform community service for not less than 20 or more than 40 hours; and
Attend an alcohol awareness program approved under Section 106.115; and
Order the Department of Public Safety to suspend the driver’s license/permit

Possession, sale and/or use of alcoholic beverages on campus are prohibited by UTA policy, with the following exceptions:

- **Residential:** A person of legal age (21) may possess and consume alcoholic beverages inside his/her campus residence (residence halls, apartments, fraternity houses, etc.).
- **Events:** The President of UTA may waive the prohibition on alcohol with respect to any event sponsored by The University of Texas System or UTA if the following criteria are met:
  - An event must be sponsored by a budgeted office, department, or division of UTA.
  - The sponsor is responsible for organizing the event, inviting attendees, and paying expenses related to the event, including purchases of food and beverage.

**DRUGS AND DRUG PARAPHERNALIA**

Possession, use, or sale of illegal drugs on campus is a violation of state and federal laws. UTA’s policy is to enforce state and federal drug laws. Violators will be prosecuted and subject to university disciplinary actions as more fully described below.

The State of Texas prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance under Texas law includes any drug, substance, or immediate precursor covered under the Texas Controlled Substance Act, including but not limited to, opiates, barbiturates, amphetamines, marijuana, and hallucinogens. Texas law prohibits the possession of drug paraphernalia which is defined as equipment, a product, or material that is used or intended for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, or concealing a controlled substance, or in injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance in violation of the Texas Controlled Substances Act.

For more detailed information on Texas law regarding drugs and paraphernalia, the Texas Controlled Substance Act can be found at: [http://www.statutes.legis.state.tx.us/Docs/HS/htm/HS.481.htm](http://www.statutes.legis.state.tx.us/Docs/HS/htm/HS.481.htm).

Federal law prohibits the possession of a controlled substance not directly obtained by a valid prescription, and the manufacture, distribution, dispensation, or possession with intent to manufacture, distribute, or dispense, a controlled substance. A controlled substance under federal law means a drug or other substance, or immediate precursor, covered under the federal Controlled Substances Act. Federal law prohibits the sale, offer for sale, use of mails or interstate commerce, import and export of drug paraphernalia. Drug paraphernalia under federal law means any equipment, product, or material of any kind which is primarily intended or designed for use in manufacturing, compounding, converting, concealing, producing, processing, preparing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance, possession of which is unlawful under this subchapter.

For more detailed information on federal law regarding drugs and paraphernalia, the federal Controlled Substances Act can be found at: [http://www.deadiversion.usdoj.gov/21cfr/21usc/802.htm](http://www.deadiversion.usdoj.gov/21cfr/21usc/802.htm).

**UTA POLICY REGARDING ALCOHOL AND DRUG USE**

UTA seeks to provide its students, faculty, and staff with an underage drinking and drug-free environment. Violations of the Texas underage drinking laws and Texas and federal drug and drug paraphernalia laws may not only result in criminal justice consequences, but are considered violations of UTA policies.

**Policy 9.** “Student Conduct and Discipline Policy,” 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 and alcohol. Therefore, any student found to be in violation of UTA’s alcohol and drug policies will be referred to
Student Affairs and their case will be adjudicated through the UTA Student Conduct office. Alcohol and/or drug abuse counseling may be required.

The use or possession of alcohol or drugs by an employee on University premises is defined as misconduct by The University of Texas System’s “Policies and Procedures for Discipline and Dismissal of Employees.” The unlawful use, possession, or distribution of illicit drugs or alcohol by an employee is prohibited by the UTA “Alcohol and Drug-Free Workplace Policy” (Procedure 3-41). This policy notifies all employees that the unlawful manufacture, sale, distribution, possession or use of a controlled substance in or on any premises or property owned or controlled by the University is prohibited. Faculty or staff found to be in violation of UTA’s policies may be referred to the appropriate supervisor.

Hazing and alcohol abuse often go hand in hand. Hazing with or without the consent of a student whether on or off campus is prohibited, and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline. Knowingly failing to report hazing can subject one to discipline. Initiations or activities of organizations may include no feature that is dangerous, harmful, or degrading to the student, and a violation of this prohibition renders both the organization and participating individuals subject to discipline. Hazing in state educational institutions is prohibited by State law (Texas Education Code Section 51.936 and Sections 37.151 - 37.157).

The term Hazing means any intentional, knowing, or reckless act, occurring on or off campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated to, affiliating with, holding office in, or maintaining membership in any university student organization, group, or team whose members are or include students at an educational institution.

Hazing includes, but is not limited to, any type of physical brutality, physical activity, activity involving consumption of food, liquid, drugs, or alcohol, activity that intimidates or threatens the student, or any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Texas Education Code Section 51.936.

**DRUG-FREE SCHOOLS AND COMMUNITIES ACT**

The Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, is intended to combat substance abuse on college campuses through methods of punishment, rehabilitation, and prevention. This Act, in part, amends the Higher Education Act of 1965 to provide for development of skills and techniques for administering drug prevention and education programs in the higher education environment and also requires that institutions of higher education certify the adoption and implementation of programs that prevent the use of illicit drugs and the abuse of alcohol by students and employees.

In accordance with the Drug Free Schools and Communities Act, UTA is required to annually notify students, faculty, and staff about:

- standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on UTA property or as part of any of UTA’s activities;
- a description of the applicable legal sanctions under local, state, or federal law for unlawful possession or distribution of illicit drugs and alcohol;
- a description of the health-risks associated with the use of illicit drugs and the abuse of alcohol
- a description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and,
- a clear statement that the institution will impose sanctions on students and employees (consistent with local, state, and federal law, and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct required by UTA.
Standards of Conduct

The UTA “Annual Campus Security Report and Fire Safety Report” (this Report) includes the standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol on UTA premises or as part of any UTA sponsored activities. To request a hardcopy of this report, please e-mail campus_safety_report@uta.edu. For further information on UTA disciplinary penalties, see the following:

- Procedure 3-42, Illicit Drugs and Alcohol Abuse, (https://www.uta.edu/policy/procedure/3-42)
- Policy 9, Student Conduct and Discipline (https://www.uta.edu/policy/hop/9)
- Drug and Alcohol Testing Policy (https://www.uta.edu/policy/procedure/3-40)
- Procedure 3-41, Alcohol and Drug-Free Workplace Policy (https://www.uta.edu/policy/procedure/3-41)
- UT System Systemwide Policy UTS102 - Drugs and Alcohol Policy (http://www.utsystem.edu/sites/utsfiles/policies/uts-162.pdf)
- Illicit Drugs and Alcohol Abuse - This brochure is available at UTAPD and UT Arlington Health Services (https://www.uta.edu/campus-ops/health-services/documents/illicit-drugs-alcohol-brochure.pdf)

Applicable Legal Sanctions

See the following for information on criminal penalties associated with alcohol and drug abuse:

- City of Arlington – Transportation Chapter – Section 5.10 (http://www.arlington-tx.gov/cityattorney/wp-content/uploads/sites/15/2014/05/TRANSChapter.pdf)
- Texas Alcoholic Beverage Commission – TABC (http://www.tabc.state.tx.us/laws/standard_penalty_chart.asp)
- Federal Controlled Substances Act, Title 21 USC Subchapter 1, Part D. Offenses and Penalties (http://www.deadiversion.usdoj.gov/21cfr/21usc/)
- Illicit Drugs and Alcohol Abuse - This brochure is available at UTAPD and UT Arlington Health Services (https://www.uta.edu/campus-ops/health-services/documents/illicit-drugs-alcohol-brochure.pdf)

Health Risks Associated with Drug and Alcohol Abuse

**UTA Procedure 3-42 – “Illicit Drugs and Alcohol Abuse”** (https://www.uta.edu/policy/procedure/3-42) explains the health risks associated with drug and alcohol abuse as follows:

Health hazards associated with the excessive use of alcohol or with alcohol dependency include dramatic behavioral changes, retardation of motor skills, and impairment of reasoning and rational thinking. These factors result in a higher incidence of accidents and accidental death for persons with such dependency than for non-users of alcohol. Nutrition also suffers and vitamin and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding from the intestinal tract, damage to nerves and the brain, psychotic behavior, loss of memory and coordination, damage to the liver often resulting in cirrhosis, impotence, severe inflammation of the pancreas, and damage to the bone marrow, heart, testes, ovaries, and muscles. Damage to the nerves and organs is usually irreversible. Cancer is the second leading cause of death in alcoholics and is 10 times more frequent than in non-alcoholics. Sudden withdrawal of alcohol from persons dependent on it will cause serious physical withdrawal symptoms.

The use of illicit drugs usually causes the same general type of physiological and mental changes as alcohol, though frequently those changes are more severe and more sudden. Death or coma resulting from overdose of drugs is more frequent than from alcohol, but unlike alcohol, abstinence can lead to reversal of most physical problems associated with drug use.

1. **Cocaine**
   
   Cocaine is a stimulant that is most commonly inhaled as a powder. It can be dissolved in water and used intravenously. The cocaine extract (freebase) is smoked. Users progress from infrequent use to dependence within a few weeks or months. Psychological and behavioral changes resulting from use include over-
stimulation, hallucinations, irritability, sexual dysfunction, psychotic behavior, social isolation, and memory problems. An overdose produces convulsions and delirium and may result in death from cardiac arrest. Discontinuing the use of cocaine requires considerable assistance, close supervision and treatment.

2. **Amphetamines (speed, love drug, ecstasy)**

Patterns of use and associated effects are similar to cocaine. Severe intoxication may produce confusion, rambling or incoherent speech, anxiety, psychotic behavior, ringing in the ears, hallucinations, and irreversible brain damage. Intense fatigue and depression resulting from use can lead to suicide. Large doses may result in convulsions and death from cardiac or respiratory arrest.

3. **Heroin and other opiates**

These drugs are usually taken intravenously. "Designer" drugs similar to opiates include fentanyl, Demerol, and "china white". Addiction and dependence develop rapidly. Use is characterized by impaired judgment, slurred speech, and drowsiness. Overdose is manifested by coma, shock, and depressed respiration, with the possibility of death from respiratory arrest. Withdrawal problems include sweating, diarrhea, fever, insomnia, irritability, nausea and vomiting, and muscle and joint pains.

4. **Hallucinogens or psychedelics**

These include LSD, mescaline, peyote, and phencyclidine (PCP or "angel dust"). Use impairs and distorts one's perception of surroundings, causes bizarre mood changes and results in visual hallucinations that involve geometric forms, colors, and persons or objects. Users who discontinue use experience "flashback" consisting of distortions of virtually any sensation. Withdrawal may require psychiatric treatment for the accompanying persistent psychotic states. Suicide is not uncommon.

5. **Solvent Inhalants, e.g. glue, lacquers, plastic cement**

Fumes from these substances cause problems similar to alcohol. Incidents of hallucinations and permanent brain damage are more frequent.

6. **Marijuana (Cannabis)**

Marijuana is usually ingested by smoking. Prolonged use can lead to psychological dependence, disconnected ideas, alteration of depth perception and sense of time, impaired judgment, and impaired coordination.

7. **Damage from Intravenous Drug Use**

In addition to the adverse effects associated with the use of a specific drug, intravenous drug users who use unsterilized needles or who share needles with other drug users can develop AIDS, hepatitis, tetanus (lock jaw), and infections in the heart. Permanent brain damage may also result.

For more information on the health risks associated with alcohol and drug abuse, see the following:

- Alcohol and Drug Awareness (https://www.uta.edu/healthservices/health/substance-abuse.php)
- Illicit Drugs and Alcohol Abuse - This brochure is available at UTAPD and UT Arlington Health Services (https://www.uta.edu/campus-ops/health-services/documents/illicit-drugs-alcohol-brochure.pdf)

Resources for Drug and/or Alcohol Abuse Counseling and Treatment

The **Office for Substance Abuse Prevention**, (https://www.uta.edu/healthservices/health/substance-abuse.php) located in the UTA Health Center, offers a program to assist students and employees to make appropriate decisions regarding the use of alcohol and/or drugs. The program does not provide a long-term treatment for those individuals, but does emphasize education, programming, support, intervention, and short-term counseling. Referrals are also made to resources in the DFW Metroplex area when a person is identified as being chemically dependent. More information about these services and referral resources is available by contacting UTA Health Services at (817) 272-2771.

The **Employee Assistance Program (EAP)** (www.uta.edu/hr/employee-assistance/index.php) for benefits-eligible employees and their dependents; benefits-eligible student employees and their dependents; and retirees and their dependents living in their household is coordinated through the UT Arlington Human Resources Office. The program includes one to four prepaid sessions for short-term counseling, referral, and crisis services. Other benefits include legal and financial services, work-life resources, and a SafeRide program that provides emergency cab fare for eligible employees and dependents that opt to use a cab service instead of driving while impaired. The program is offered through Alliance Work Partners which has a staff of trained professional Masters-level counselors. Their services are available at multiple DFW area locations that are convenient to UT Arlington employees. If additional services are needed beyond the one to four prepaid sessions, EAP professionals will make every effort to help the employee locate services that are convenient, appropriate, and affordable. They can also discuss options regarding mental health coverage and providers. Call the EAP toll-free for additional information at 1-800-343-3822.
Also, see the following for more information on counseling and treatment options:

- **UT Arlington Health Services** at (817) 272-2771 or visit [https://www.uta.edu/healthservices/](https://www.uta.edu/healthservices/).
- **The Center for Students in Recovery** ([http://www.uta.edu/csr/](http://www.uta.edu/csr/)) (CSR) provides a safe, healthy, and welcoming environment for students to cultivate life skills and celebrate recovery successes. CSR offers a variety of programs and services that emphasize community and accountability, CSR helps students draw upon their own inner strength, develop compassion, and build resilience. CSR offers resources for information about recovery, coordination and promotion of campus-wide sober social events, and support of members throughout their time in Maverick country.

A copy of UTA’s Drug Free Schools and Communities Act Report is maintained in both the University President’s Office and University Compliance and Legal Affairs Office and can be made available upon request.

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**JEANNE CLERY Disclosure of Campus Security and Campus Crime Statistics Act**

The *Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act* (Clery Act) require that colleges and universities publicize campus crime statistics and interim reports of serious crime incidents. These publicized statistics are meant to warn students, employees, and applicants of the prevalence of campus crime. Students and employees must be given interim crime reports that include statistics on murder, forcible sex offenses, non-forcible sex offenses, robbery, aggravated assault, burglary, larceny (theft), and motor vehicle theft. The annual report must also describe how to report crimes and emergencies on campus as well as the method used to collect data. The purpose of this Act is to educate the campus community about security.

Crime statistics are collected by UTAPD daily and a daily log is maintained for public use. The statistics are compiled monthly as part of the UT System Report. Information regarding discipline referrals from all departments is maintained by Student Affairs and is included in the crime statistics reported in the annual disclosure of crime statistics in the Annual Campus Security Report and Fire Safety Report (this document). Pursuant to the Clery Act, covered violations reported to a campus security authority and/or local police departments are included in the crime statistics.

Some student organizations officially recognized by UTA maintain off campus locations to conduct their meetings. Once a year, UTAPD will contact the local police jurisdiction(s) where these facilities are located to obtain crime statistics for these locations. Crimes that occur at these locations are documented in the non-campus property section of the *Campus Crime Statistics*. Currently, there are no officially recognized student organizations that have non-campus housing.


***2013-2015 Crime Statistics to Follow***
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# - Reporting of unfounded offenses began in year 2014.

HATE CRIME REPORTING: There were no hate crimes reported for 2013, 2014 or 2015.

No Residential Facility on this campus.
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# - Reporting of unfounded offenses began in year 2014.

HATE CRIME REPORTING: There were no hate crimes reported for 2013, 2014 or 2015.

No Residential Facility on this campus.
**UTA Campus** – Any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls and any building or property within the same reasonably contiguous area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-Campus Building or Property** – Any building or property owned or controlled by the institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution, including any building or property owned or controlled by a student organization that is officially recognized by the institution.

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

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**FIRE SAFETY REPORT**

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**EVACUATION**

When hearing a fire alarm or being directed to evacuate, students and employees should follow these guidelines:

- Leave belongings behind.
- Close doors and windows as you leave.
- Walk do not run to the nearest stairwell or emergency door.
- Do not use the elevators.
- Evacuation chairs are provided in many stairwells for those who cannot walk down the stairs.

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**GUIDELINES FOR RESIDENCE HALLS**

**Fire and Life Safety**

It is the resident’s responsibility to be familiar with the policies and procedures designated to ensure safety in the UT Arlington residence halls. Tampering with any life safety equipment, including but not limited to: AED devices, smoke detectors, fire alarm pull stations, audio/visual aid devices, fire extinguishers, exit signs and wheel chair ramps/lifts; additionally, blocking room doors, exit doors, hallways, or elevators is punishable through the Office of Community Standards and may be prosecuted to the full extent that it violates the law.

Evacuation information can be found on the back of each room/suite door or just inside of the doorway on the wall. If a room does not have evacuation information, the resident should notify the Hall Office. For additional information or life safety concerns residents may contact the Environmental Health & Safety Office (EH&S) at 817-272-2185 in addition to their Hall.

**Fire Equipment**

Fire alarms and fire extinguishers are located throughout the halls for safety. NOTICE: TENANT SHALL NOT DISCONNECT OR INTENTIONALLY DAMAGE A SMOKE DETECTOR OR TENANT MAY BE SUBJECT TO DAMAGES, CIVIL PENALTIES, AND ATTORNEY’S FEES UNDER SECTION 92.2611 OF THE TEXAS PROPERTY CODE FOR NOT COMPLYING WITH THE FOREGOING NOTICE. In the event of a fire, activate the alarm, call University Police Emergency at 817-272-3003, and leave the building.

**Fire Prevention**

It is mandatory that residents vacate the building any time the fire alarm is activated. Residents who do not evacuate will be referred to the Office of Community Standards. During the fall and spring semesters, University staff will complete a life safety
inspection of each resident’s room. Violations of the inspection may include warnings and fines. Also, every fall and spring semester there will be a fire drill in each Hall for the purpose of familiarizing residents with emergency evacuation procedures. The University Housing Office may impose sanctions and/or fines for Life Safety Inspections Violations.

Appliances

The **ONLY APPLIANCES ALLOWED** in rooms are:

- Microwave (one per room that is plugged directly into the wall outlet)
- Refrigerator (all refrigerators must be less than 4.3 cubic feet and plug directly into the wall outlet)
  - In the Brazos, Lipscomb, and Trinity double rooms – one refrigerator per double room allowed
  - In the Arlington, KC, and Vandergriff double rooms – one refrigerator per person allowed
  - In the Arlington and KC Suites – one refrigerator per common area and one refrigerator per private room.
  - In Arlington Hall, a refrigerator is provided by UT Arlington in all double rooms and suite areas. All roommates and suitemates must have equal opportunity to use the refrigerator. Please contact Facilities Management at x2-2000 if there are any problems with a University-owned refrigerator.
- Iron (with automatic shutoff)
- Curling / Flat Iron (with automatic shutoff)
- Blender
- Coffee Pots and espresso machines that have no exposed heating surface, carafe, or hot plate
- Televisions
- Stereos
- Computers and Computer Equipment
- Power strips with surge protection

Examples of **PROHIBITED APPLIANCES ARE**:

- Scentsy’s wax warmers
- Toasters
- Toaster Ovens
- Electric Grills or Skillets
- Deep Fryers
- Crock Pots
- Hotplates or Hotpots
- Rice Cookers
- Halogen Lamps
- Lava Lamps
- Neon Signs
- Heaters or Air Conditioning Units of any kind
- Extension cords
- Outlet expanders
- Candle warmers
- Any non-UL listed electrical device

If additional cooking equipment is needed, residents are to utilize the residence hall kitchen facilities. Additional cooking equipment and utensils are available for check-out from the Hall Office.

Incense and Candles

Incense, candles and other devices with open flames are not permitted in UT Arlington residence halls.

Room Decorations

Decorations are encouraged as long as they do not create a fire or health hazard or damage to the room. Nothing should be hung from or attached to the ceilings, sprinklers, or other fire safety devices. Drapes must be made of fire retardant materials.

Smoking

Smoking any product in the halls is prohibited. All smoking outside of the residence halls needs to occur in the resident’s personal vehicle with the windows rolled up (see Tobacco Free Campus Policy and Procedures, August 2011). Smokers shall
dispose of cigarette butts and/or ashes properly. There may be a fine applied in addition to any sanctions for each instance of failing to comply with this policy.

**Student Housing Evacuation Procedures (Students and Employees)**
Evacuation information can be found on the back of a resident’s room/suite door or just inside of the doorway on the wall. Residents should take time to review their room’s location in the building and find all the available exits. If the fire alarm sounds, all occupants should immediately evacuate the building and proceed either across the street or to designated meeting locations as directed by the residence hall staff. Failure to evacuate the building or follow these procedures could result in fines and sanctions. The use of the elevators is prohibited. Residents are not to re-enter the building unless directed by the UT Arlington Police, EH&S staff, or the Arlington Fire Department.

**In Arlington, KC Hall, and Vandergriff Halls:**
Every stairwell in Arlington, KC, and Vandergriff Hall is equipped with emergency telephones. If a resident is disabled or cannot use the stairs for any reason during a fire alarm, they should make their way to a stairwell to access an emergency phone. Once a resident has reached an emergency phone, they should push the button to activate it and give the name of the building and their specific location to the UT Arlington dispatch. (Please note that residents may be asked to wait there if they are not in immediate danger).

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### GUIDELINES FOR THE HEIGHTS ON PECAN AND TIMBER BROOK APARTMENTS

**Fire and Life Safety**
All residents should be concerned about fire safety and the very real dangers to life and property and protect themselves accordingly. Safety inspections of apartments and houses can and will be conducted at any reasonable time to ensure smoke detectors are working properly and there are no violations of the Life Safety Code or the University policy. Such inspections may be unannounced or performed in conjunction with other building services. University staff and/or the State Fire Marshal may perform safety inspections. Housing may impose sanctions and/or fines for Life Safety Inspections Violations.

Residents who are responsible for causing a fire or who contribute to the spread of a fire because of tampering with fire safety equipment are financially liable for the following damages:

- Injuries or death caused to self or others
- Damages to personal property owned by others or self
- Damages to property owned by the University

The University assumes no liability for damages to personal property, injury, or loss of life. Personal property or renter’s insurance, health, and life insurance are the responsibility of the resident. Residents are encouraged to be conscious of fire safety risks and protect themselves against such losses. Residents should purchase appropriate insurance coverage, avoid unsafe practices, and promptly report any fire safety concerns.

**Barbecues**
Charcoal and/or lighter fluid may not be stored inside the apartment. Barbecue equipment shall not be stored outside the apartment and may not be used within twenty feet of any combustible surface. Barbecues shall not be used in any enclosed area. Barbecues shall not be used under or within twenty feet of any walkway, canopy, balcony, or overhang. When barbecues are in use they must be tended at all times. Coals must be extinguished immediately after use to prevent fire hazards or injury to children. To extinguish, coals should be doused with water and stirred until completely cooled. Do not dispose of hot coals in the dumpster.

**Candles and Incense Prohibited**
Candles may not be burned and are not allowed for decoration. Possession and/or use of a candle will result in disciplinary action and a $50 fine. In the event of a power outage, flashlights or other battery-operated lights should be used; the use of candles, kerosene lanterns, and other open flame lighting is prohibited.

Use or possession of incense is not allowed. Possession and/or use will result in disciplinary action and a $50 fine.
Extension Cords and Power Strips
Residents may not use extension cords in apartments and houses. Residents may use heavy-duty, three prong, UL listed, power strips with surge protection. The wire size selected must be sufficient to carry the expected load, plus an additional 50% overload. Suggested wire sizes for given loads are as follows:

- #16 to 13 AMPS (1520 watts)
- #14 to 15 AMPS (1750 watts)
- #12 to 20 AMPS (2340 watts)

Power strips should be kept to the minimum length possible and should never be run under rugs nor have curtains or drapes hung from them. Cords that show signs of wear or dry rot should be replaced. High wattage appliances such as air conditioners or electric grills should be plugged directly into a wall outlet. Power strips must be plugged directly into the outlet and may not be plugged into another power strip. Multiple outlet adapters that do not have surge protection should not be used.

Extermination Products
Extermination services are provided by the University. Students are prohibited from using their own personal extermination products (ex; Bug Bombs and bug spray). The use of these products in close proximity to appliances, especially gas pilot lights, could result in a flash fire. If your residence is in need of extermination services, please call Facilities Management at 817-272-2000.

Fire Drills
Unannounced fire drills are conducted every fall and spring semester in each apartment community. At any time the fire alarm is sounded, residents should evacuate the building immediately in a calm and collected manner. Residents should take their keys and lock the residence upon exiting. Failure to evacuate for a fire alarm, whether during a fire drill or an actual emergency, may result in a $50 fine and a referral to the Office of Student Conduct.

Fire Extinguishers
For your safety, fire extinguishers may be found in various places throughout the apartment communities. Residents should make themselves aware of their locations.

Fire Sprinkler Systems
Units at The Heights on pecan and Timber Brook, are constructed with fire sprinkler systems in each apartment. Residents living in apartments with fire sprinkler systems must be careful not to damage the sprinkler heads or an accidental discharge of water may result. In addition, residents may not store personal items within 18” of any sprinkler head.

Flammable Storage
Flammable liquids may not be stored in University Housing. Gasoline, petroleum based solvents, paint thinners and similar flammable materials should be kept in metal containers and stored well clear of living areas. Such containers should be stored in a secure area away from excessive heat or flames. Flammables should never be stored in automobiles.

Halogen Lamps
Prohibited because of the serious fire safety concerns associated with these appliances, halogen lamps are not allowed in University owned residences.

Holiday Decorations
Decorating your home to celebrate the spirit of the holidays is encouraged. However, some guidelines should be followed. Never use faulty electrical equipment of overload circuits. Live Christmas trees are prohibited, but artificial, fireproof trees are allowed.

Outdoor Burning
Residents are prohibited from having or creating a fire outdoors in the apartment community. This includes the use of fire pits. Fire use is limited to barbecue equipment provided by the university (see FIRE SAFETY–BARBECUES).
Room Decorations
Be sure creativity does not lead to disaster. Cloth hanging from the ceiling, such as a parachute canopy used for ceiling decoration, or paper posters covering the walls pose inherent danger. Imagine the situation if the room were to ignite when overloaded with these combustibles.

Smoke Detectors
Hardwired smoke detectors are installed in all university apartments. Smoke detectors in university apartments do not require any resident maintenance or battery replacement.

Notice: Tenant shall not disconnect or intentionally damage a smoke detector or remove the battery from a smoke detector without immediately replacing it with a working battery. Tenant may be subject to damages, civil penalties, and attorney's fees under Section 92.2611 of the Texas Property Code for not complying with the foregoing notice.

Please be aware, if you disable any smoke detector rendering it inoperable, fail to report malfunctions to our office in writing, or violate any fire safety policy, you will be liable for damages and subject to applicable criminal and civil penalties and University sanctions.

Space Heaters
Space heaters are prohibited at The Heights on Pecan. If used at Timber Brook, space heaters must be of oil filled construction and UL approved.

Building Evacuation
In the event of a continuous sounding of the fire alarm in the apartment, residents must proceed as follows:

- Evacuate the building immediately according to the posted evacuation route.
- Stop what you are doing and walk, not run, to the primary or alternate stairwell or exit.
- Take your keys with you.
- Close and lock all doors behind you.
- Once evacuated, remain at sufficient distance to ensure:
  - Personal safety
  - Safe performance of emergency operations
  - Treatment and removal of the injured
- Do not re-enter the building until the alarm is silenced and the “all clear” announcement is given by the emergency response team.

Fire Safety – What to do in the Event of a Fire (Students and Employees)
Each year, countless lives are lost and property destroyed due to residential fires. Sadly, many of these tragedies could be avoided by taking necessary precautions and being prepared to respond in the event of a fire emergency. The following steps should be taken in the event of a fire.

Sound the alarm
- If you are the one to discover a fire, you should first sound the alarm. Call out as loudly as possible "Fire, Fire" and pull a general alarm station.

Evacuate to a place of safety
- Residents should always evacuate to a place of safety when the alarm is sounded – even if they do not see any flames or smoke.

Escape from fire and smoke
- Are you aware of exactly what you should do if there is a fire in your residence?
- Are you aware that the toxic and noxious gasses given off by burning furnishings and structures, particularly with the new exotic synthetic materials, are known to deaden the normal senses and even in some cases to act as mind-altering drugs?
- Only a few breaths of smoke from some burning plastics are enough to cost you your life. This is why you should never go back in a burning building. Advise the professional, properly equipped firefighters about people or pets needing to be rescued. Don’t return for valuables. Remember, no material item is worth your life.
• As you leave a burning building, close room doors to limit the spread of fire and smoke. Do not be too hasty in jumping from upper levels.
• The message is loud and clear. Stay out of the smoke and do not enter or reenter a burning building unless you are properly equipped or are certain you will not breathe the smoke. Only a couple of breaths can incapacitate you. A wet towel can reduce the potential for searing your lungs, but it won't filter out toxic gasses.
• Before opening your door, place your hand on it to test for heat. If the door is hot, do not open it. If the door is not hot to the touch, brace yourself and open it slowly. If there is a heavy pressure and a rush of hot air and smoke, close it immediately and use your alternate escape method.
• If you are on an upper level and cannot leave by a window, use towels or bed linen to stuff the opening around the door to keep the smoke and gasses out. Wetting them improves their sealing quality. Move to the window and open it slightly. If it is a double hung window, open it a few inches at the top to let smoke and gasses out. Then open it a little at the bottom to let in fresh air to breathe.
• Use the small opening at the bottom to slip out a towel or some light colored material to attract attention. The first action by the Fire Department will be to rescue those trapped. Hanging a towel, a pillowcase or a sheet out the window will alert them to your plight. When help arrives, move the item from side to side so that it will be observed that someone is still in the room.
• If you cannot get the windows open, use a shoe or book to break small openings at the top and bottom. Getting fresh air to breathe is essential if rescue is delayed at all.

STOP, DROP, AND ROLL if your clothing catches fire
• **DO NOT RUN!!** Drop to the floor or ground and ROLL. This does two things. It smothers the fire, but more importantly, it gets your head out of the flames. If your clothing is on fire, and you inhale, you breathe in fire and hot gasses. Just a few breaths and your chances of survival are greatly reduced. When you drop to the floor you are immediately able to breathe fresh air. Your tender facial skin and lungs are not exposed to the searing flames and by rolling; you have the best chance of putting out the fire in your clothing. Remember this. Think about it. Tell your friends and particularly any children you might influence.
• Call or have someone else call the UT Arlington Police at 817-272-3303, or call the Fire Department by dialing 911.
• Be sure residents are evacuated.
• If possible, use a fire extinguisher to put out the fire.
• Remember, the most important action is to save lives. The next most important action is to call the Fire Department. A rule of thumb states that the size of a fire doubles every minute. Do not delay in calling for help.
• Obviously there are many possibilities as to the size and spread of a fire. If you know you can put it out, then by all means do so. If you think it is too big - evacuate.

**GUIDELINES FOR ALL OTHER UNIVERSITY APARTMENTS AND HOUSES**

**Fire and Life Safety**
All residents should be concerned about fire safety and the very real dangers to life and property and protect themselves accordingly. Safety inspections of apartments and houses can and will be conducted at any reasonable time to ensure smoke detectors are working properly and there are no violations of the Life Safety Code or University policy. Such inspections may be unannounced or performed in conjunction with other building services. University staff and/or the State Fire Marshal may perform safety inspections. Housing may impose sanctions and/or fines for Life Safety Inspection Violations. Residents who are responsible for causing a fire or who contribute to the spread of a fire due to tampering with fire safety equipment are financially liable for the following damages:

• Injuries or death caused to self or others
• Damages to personal property owned by self or others
• Damages to property owned by the University

The University assumes no liability for damages to personal property, injury, or loss of life. Personal property or renter’s insurance, health, and life insurance are the responsibility of the resident. Residents are encouraged to be conscious of fire
safety risks and protect themselves against such losses. Residents should purchase appropriate insurance coverage, avoid unsafe practices, and promptly report any fire safety concerns.

**Barbecues**
Charcoal and/or lighter fluid may not be stored inside the apartment. Barbecue equipment shall not be stored outside the apartment and may not be used within ten feet of any combustible surface. Barbecues shall not be used in any enclosed area. Barbecues shall not be used under or within twenty feet of any walkway, canopy, balcony, or overhang. When barbecues are in use they must be tended at all times. Coals must be extinguished immediately after use to prevent fire hazards or injury to children. To extinguish, coals should be doused with water and stirred until completely cooled. Do not dispose of hot coals in the dumpster.

**Candles and Incense Prohibited**
Candles may not be burned and are not allowed for decoration. Possession and/or use of a candle will result in disciplinary action and a $50 fine. In the event of a power outage, flashlights or other battery-operated lights should be used; the use of candles, kerosene lanterns, and other open flame lighting is prohibited. Use or possession of incense is not allowed. Possession and/or use will result in disciplinary action and a $50 fine.

**Extension Cords and Power Strips**
Residents may not use extension cords in apartments and houses. Residents may use heavy duty, three-prong, and UL listed power strips with surge protection. The wire size selected must be sufficient to carry the expected load, plus an additional 50% overload. Suggested wire sizes for given loads are as follows:

<table>
<thead>
<tr>
<th>Wire Size</th>
<th>Load</th>
</tr>
</thead>
<tbody>
<tr>
<td>#16 to 13 AMPS</td>
<td>1520 watts</td>
</tr>
<tr>
<td>#14 to 15 AMPS</td>
<td>1750 watts</td>
</tr>
<tr>
<td>#12 to 20 AMPS</td>
<td>2340 watts</td>
</tr>
</tbody>
</table>

Power strips should be kept to the minimum length possible and should never be run under rugs nor have curtains or drapes hung from them. Cords that show signs of wear or dry rot should be replaced. High wattage appliances such as air conditioners or electric grills should be plugged directly into a wall outlet. Power strips must be plugged directly into the outlet and may not be plugged into another power strip. Multiple outlet adapters that do not have surge protection should not be used.

**Extermination Products**
Extermination services are provided by the University on a monthly basis. Students are prohibited from using their own personal extermination products. The use of these products in close proximity to appliances, especially gas pilot lights, could result in a flash fire. If the resident is in need of extermination services, they should call Facilities Management at 817-272-2000.

**Fire Drills**
Unannounced fire drills are conducted once every fall and spring semester in each apartment community. At any time the fire alarm is sounded, residents should evacuate the building immediately in a calm and collected manner. Residents should take their keys and lock the residence upon exiting. Failure to evacuate for a fire alarm, whether during a fire drill or an actual emergency, may result in a $50 fine and a referral to the Office of Student Conduct.

**Fire Extinguishers**
For your safety, fire extinguishers may be found in various places throughout the apartment communities. Residents should make themselves aware of their locations.

**Fire Sprinkler Systems**
Arbor Oaks and Meadow Run are constructed with fire sprinkler systems in each apartment. Older apartment communities are not equipped with fire sprinkler systems. Residents living in apartments with fire sprinkler systems must be careful not to damage the sprinkler heads or an accidental discharge of water may result. In addition, residents may not store personal items within 18” of any sprinkler head.
Flammable Storage
Flammable liquids may not be stored in University housing. Gasoline, petroleum based solvents, paint thinners and similar flammable materials should be kept in metal containers and stored well clear of living areas. Such containers should be stored in a secure area away from excessive heat or flames. Flammables should never be stored in automobiles.

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Prohibited because of the serious fire safety concerns associated with these appliances, halogen lamps are not allowed in University owned residences.

Holiday Decorations
Decorating your home to celebrate the spirit of the holidays is encouraged. However, some guidelines should be followed. Never use faulty electrical equipment or overload circuits. Live Christmas trees are prohibited, but artificial, fireproof trees are allowed.

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Residents are prohibited from having or creating a fire outdoors in the apartment community. This includes the use of fire pits. Fire use is limited to barbecue equipment provided by the university (see FIRE SAFETY–BARBECUES).

Room Decorations
Be sure creativity does not lead to disaster. Cloth hanging from the ceiling, such as a parachute canopy used for ceiling decoration, or paper posters covering the walls pose inherent danger. Imagine the situation if the room were to ignite when overloaded with these combustibles.

Smoke Detectors
Hardwired smoke detectors are installed in all University apartments and houses. Smoke detectors in University apartments and houses do not require any resident maintenance or battery replacement.

Notice: Tenant shall not disconnect or intentionally damage a smoke detector. Tenant may be subject to damages, civil penalties, and attorney's fees under Section 92.2611 of the Texas Property Code for not complying with the foregoing notice.

Please be aware, if you disable any smoke detector rendering it inoperable, fail to report malfunctions to our office in writing, or violate any fire safety policy, you will be liable for damages and subject to applicable criminal and civil penalties and University sanctions.

Space Heaters
If used, space heaters must be of oil filled construction and UL approved.

Smoking
Smoking any product in an apartment unit, house, or on University property which includes all apartment community spaces, is prohibited. Each instance of smoking will result in a fine in addition to any disciplinary action for failure to comply with this policy.

Building Evacuation
In the event of a continuous sounding of the fire alarm in the apartment, residents must proceed as follows:

1. Evacuate the building immediately according to the posted evacuation route.
2. Stop what you are doing and walk, not run, to the primary or alternate stairwell or exit.
3. Take your keys with you.
4. Close and lock all doors behind you.
5. Once evacuated, remain at sufficient distance to ensure:
   a) Personal safety
   b) Safe performance of emergency operations
   c) Treatment and removal of the injured
6. Do not re-enter the building until the alarm is silenced and the “all clear” announcement is given by the emergency response team.
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Each year, countless lives are lost and property destroyed due to residential fires. Sadly, many of these tragedies could be avoided by taking necessary precautions and being prepared to respond in the event of a fire emergency. The following steps should be taken in the event of a fire.

**Sound the alarm**

- If you are the one to discover a fire, you should first sound the alarm. Call out as loudly as possible "Fire, Fire" and pull a general alarm station.

**Evacuate to a place of safety**

- Residents should always evacuate to a place of safety when the alarm is sounded—even if they do not see any flames or smoke.

**Escape from fire and smoke**

- Are you aware of exactly what you should do if there is a fire in the building you are in?
- Are you aware that the toxic and noxious gasses given off by burning furnishings and structures, particularly with the new exotic synthetic materials, are known to deaden the normal senses and even in some cases to act as mind-altering drugs?
- Only a few breaths of smoke from some burning plastics are enough to cost you your life. This is why you should never go back in a burning building. Advise the professional, properly equipped firefighters about people or pets needing to be rescued. Don’t return for valuables. Remember, no material item is worth your life.
- As you leave a burning building, close room doors to limit the spread of fire and smoke.
- Do not be too hasty in jumping from upper levels.
- The message is loud and clear. Stay out of the smoke and do not enter or re-enter a burning building unless you are properly equipped or are certain you will not breathe the smoke. Only a couple of breaths can incapacitate you. A wet towel can reduce the potential for searing your lungs, but it won’t filter out toxic gasses.
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- Call or have someone else contact UT Arlington Police at 817-272-3303, or call the Fire Department by dialing 911.
- Be sure residents are evacuated.
- If possible, use a fire extinguisher to put out the fire.
- Remember, the most important action is to save lives. The next most important action is to call the Fire Department. A rule of thumb states that the size of a fire doubles every minute. Do not delay in calling for help.
- Obviously there are many possibilities as to the size and spread of a fire. If you know you can put it out, then by all means do so. If you think it is too big-evacuate.
FIRE REPORTING POLICY

Per federal law, The University of Texas at Arlington is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Listed below are the non-emergency numbers to call to report fire(s) that have already been extinguished in on-campus student housing. If you are aware of or find evidence of any fire incidents that you do not think have been reported to the Environmental Health and Safety Office, please notify one of the following and provide as much information as possible about the location, date, time, and cause of the fire:

- The University of Texas at Arlington Dispatch
  (817) 272-3381 (non-emergency)

- The University of Texas at Arlington Environmental Health and Safety Office
  (817) 272-2185

- The University of Texas at Arlington Housing Office
  (817) 272-2717

Plans for Future Improvements in Fire Safety

If funding and fiber infrastructure are made available there are plans to add two apartment complexes to the campus fire alarm network. The addition to the network will increase response time to the complexes.
## Fire Safety Systems Tables for 2015

**University Owned Housing Properties 2015**

<table>
<thead>
<tr>
<th>Housing Properties</th>
<th>Address</th>
<th>Fire Alarm Monitored</th>
<th>Partial (1) Sprinkler System</th>
<th>Full (2) Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plan/Placards</th>
<th>Number of evacuation (fire drills) each calendar year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arlington Hall</td>
<td>600 Spaniolo Dr.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Brazos House</td>
<td>601 S. West St.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Kalpana Chawla Hall</td>
<td>901 S. Oak St.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Lipscomb Hall</td>
<td>807 Spaniolo Dr.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Trinity House</td>
<td>800 Greek Row Dr.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Vandergriff Hall</td>
<td>587 Spaniolo Dr.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Arbor Oaks Apartments</td>
<td>1004 Greek Row Dr.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Center Point Apartments</td>
<td>900 S. Center</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Cooper Chase Apartments</td>
<td>402 S. Cooper St.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Garden Club Apartments</td>
<td>312 UTA Blvd.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Heights on Pecan</td>
<td>1225 S. Pecan St.</td>
<td>Offsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Maple Square Apartments</td>
<td>400 S. Oak St.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Meadow Run I &amp; II Apartments</td>
<td>501 Summit Ave.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>The Loft Apartments</td>
<td>500 S. Center St.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Timber Brook Apartments</td>
<td>406 Kerby St.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>University Village Apartments</td>
<td>900-914 Greek Row Dr.</td>
<td>Onsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td>Housing Properties</td>
<td>Address</td>
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<td>-----------------------------</td>
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<td>----------------------------</td>
<td>-----------------</td>
<td>---------------------------</td>
<td>--------------------------</td>
<td>------------------------------------------------------</td>
</tr>
<tr>
<td>Centennial Court Apartments</td>
<td>700 W. Mitchell Street</td>
<td>Offsite</td>
<td>X*</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Sigma Phi Epsilon</td>
<td>705 S. Davis Dr.</td>
<td>No</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<td>0</td>
</tr>
<tr>
<td>Phi Delta Theta</td>
<td>707 S. Davis Dr.</td>
<td>No</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Pi Kappa Phi</td>
<td>1100 Greek Row</td>
<td>No</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Delta Delta Delta</td>
<td>1101 Greek Row</td>
<td>Offsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Sigma Chi</td>
<td>1108 Greek Row</td>
<td>Offsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Alpha Chi Omega</td>
<td>1109 Greek Row</td>
<td>Offsite</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Phi Gamma Delta (FIJI)</td>
<td>1111 Greek Row</td>
<td>No</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Delta Zeta</td>
<td>1112 Greek Row</td>
<td>No</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Zeta Tau Alpha</td>
<td>1114 Greek Row</td>
<td>Offsite</td>
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1. Partial Sprinkler System is defined as having sprinklers in the common area only.
2. Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.
* Centennial Court - All buildings are fully sprinklered except Building 2.
<table>
<thead>
<tr>
<th>Housing Properties</th>
<th>Address</th>
<th>Total Fire in each Building</th>
<th>Fire Number</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries that Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damaged Caused by a Fire</th>
<th>Report Number (EH&amp;S)</th>
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<th>Housing Properties</th>
<th>Address</th>
<th>Total Fire in each Building</th>
<th>Fire Number</th>
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<th>Time</th>
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<th>Number of Injuries that Required Treatment at a Medical Facility</th>
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IMPORTANT NUMBERS

UT Arlington Campus Switchboard ................................................................. 817-272-2011
Emergency – Off Campus ................................................................................. 9-911
Emergency – On Campus (UTA Campus Police) ........................................... 817-272-3003
Emergency Information Hotline ..................................................................... 866-258-4913

- Inclement Weather
- Urgent Announcements

Maverick Escort Ride ....................................................................................... 817-272-3381

The Women's Center of Tarrant County ......................................................... 817-927-2737
  http://www.womenscentertc.org/contact-us/

SafeHaven of Tarrant County ........................................................................ 877-701-7233
  http://www.safehaventc.org/

Relationship Violence & Sexual Assault Prevention Program
  Coordinator’s Office Phone Number .............................................................. 817-272-3506
  24-Hour Hotline Number ........................................................................... 817-272-0260

Arlington Police Department (Non-Emergencies) ......................................... 817-274-4444
Arlington Memorial Hospital ........................................................................... 817-960-6100
Medical Center of Arlington ......................................................................... 817-465-3241
John Peter Smith Hospital .............................................................................. 817-702-3431
Tarrant County Sheriff ................................................................................... 817-884-3099

Apartment & Residence Life .......................................................................... 817-272-2926
Athletics .......................................................................................................... 817-272-2261
Counseling Services ...................................................................................... 817-272-3671
Environmental Health & Safety ..................................................................... 817-272-2185

Facility Management Maintenance Call Center ......................................... 817-272-2000
  (www.uta.edu/fixit)

Health Services .............................................................................................. 817-272-2771
Housing .......................................................................................................... 817-272-2791
Mental Health Services .................................................................................. 817-272-2771
Student Affairs, Division of ......................................................................... 817-272-6080
Student Conduct, Office of ........................................................................... 817-272-2354

facebook.com/UTArlingtonPoliceDepartment twitter.com/utapolice