INTRODUCTION

The University of Texas at Dallas Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. UT Dallas is guided by UT System Police Policy 108, “Disclosure of Campus Security Policies and Campus Crime Statistics” in an effort to standardize the efforts of all UT Campuses to comply with this Act. This report is prepared in cooperation with the police agencies surrounding each of our campuses, University Housing, Student Judicial Affairs, the Division of Student Affairs and Counseling Services. Each entity provides updated information on their educational efforts and programs to comply with the Act. Except where noted, policies indicated in this annual security report apply to all campuses that comprise the University of Texas at Dallas.

This report includes statistics for the previous three years (2014-2016) concerning reported crimes that occurred on campus, in certain off-campus buildings owned or controlled by UT Dallas and on any public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by contacting 972-883-2222 or by accessing our web site at http://www.utdallas.edu/police

Law Enforcement Authority/Other Police Agencies

UT Dallas Police Department employs both commissioned Police Officers and non-commissioned Public Safety Officers.

UT Dallas Police Officers are vested with full law enforcement and arrest powers under the Texas Code of Criminal Procedure and Section 51.203, Texas Education Code. Officers must meet training requirements mandated by the Texas Commission on Law Enforcement; their police authority extends throughout Dallas and Collin Counties.

Public Safety Officers (PSO) are non-sworn uniformed civilian personnel. These civilian officers perform non-emergency contact functions for the department, thereby increasing the availability of sworn enforcement personnel. These functions include performing directed foot patrols, assisting with facility access, directing traffic where needed, abandoned vehicle calls, perform personnel and property escorts, provide security at certain University events, and provide vehicle assists such as battery jumps or door unlocks. PSO’s also serve in fixed post security positions in key buildings on the campus. Public Safety Officers do not have the authority to arrest except as provided for citizens as outlined in the Texas Penal Code.

All criminal incidents within their jurisdiction are investigated by UT Dallas police officers. A cooperative relationship is maintained with local municipal police agencies and county sheriff’s departments as well as the Texas Department of Public Safety and Texas Rangers. A specific Interlocal Agreement between the City of Richardson and the University of Texas at Dallas defines joint jurisdiction and shared resources arrangements for police assistance, jail services, and court services. Interagency cooperation includes training programs, special events, coordination and investigation of serious incidents. Cases are filed with both the Dallas County and Collin County District Attorney offices, depending on the violation location. Information may also be given to the Dean of Students for action involving students.

The University requests that all crimes or suspected crimes occurring on campus be reported to the UT Dallas Police Department as soon as possible.
The Archer Center

The Archer Center is located at 1750 Pennsylvania Ave. Suite 900, Washington D.C. The main phone number is 202-955-9091. Selection of participants in Archer programs is based on a competitive application process, and each cohort of Archer Fellows is comprised of the best and brightest students from across the UT System. UT Dallas is the administrative entity for the Archer Center. At The Archer Center, all criminal incidents will be investigated by the Metropolitan Police D.C. (MPDC). The University of Texas at Dallas Police and Metropolitan Police D.C. agencies maintain a cooperative relationship. This cooperation includes sharing of information, coordination and investigation of serious incidents. Cases will be filed by the appropriate Metropolitan Police District Station. The Archer Center and Archer Housing in located in the MPDC District 1. Information may also be given to the Dean of Students for action involving students.

The University requests that all crimes or suspected crimes occurring at the Archer Center, and student housing to be reported to the UT Dallas Police Department as soon as possible; after a report is made to the local Metropolitan Police D.C.

The Callier Center for Communications Disorders (Dallas Campus)

The Callier Center is located at 1966 Inwood Road, Dallas, Texas. Emergency responses are made by the Dallas Police Department and/or the UT Southwestern Police Department. All criminal incidents may be investigated by the UT Dallas Police Department or the Dallas Police Department. The University of Texas at Dallas and the Dallas Police Department maintain a cooperative relationship which included information sharing and investigation of serious incidents. Cases may be filed by either jurisdiction. Information may also be given to the Dean of Students for action involving UT Dallas students.

The University requests that all crimes or suspected crimes occurring at Callier Dallas to be reported to the UT Dallas Police Department as soon as possible; after a report is made to the Dallas Police Department.

The Center for Brain Health

The Center for Brain Health is located at 2200 W. Mockingbird Lane, Dallas, Texas. Emergency responses are made by the Dallas Police Department and/or the UT Southwestern Police Department. All criminal incidents may be investigated by the UT Dallas Police Department or the Dallas Police Department. The University of Texas at Dallas and the Dallas Police Department maintain a cooperative relationship which included information sharing and investigation of serious incidents. Cases may be filed by either jurisdiction. Information may also be given to the Dean of Students for action involving UT Dallas students.

The University requests that all crimes or suspected crimes occurring at the Center for Brain Health to be reported to the UT Dallas Police Department as soon as possible; after a report is made to the Dallas Police Department.

The Center for Vital Longevity

The Center for Vital Longevity is located at 1600 Viceroy, Suite 800, Dallas, Texas. Emergency responses are made by the Dallas Police Department. All criminal incidents may be investigated by the UT Dallas Police Department or the Dallas Police Department. The University of Texas at Dallas and the Dallas Police Department maintain a cooperative relationship which includes information sharing and investigation of serious incidents. Cases
may be filed by either jurisdiction. Information may also be given to the Dean of Students for action involving UT Dallas students.

_The University requests that all crimes or suspected crimes occurring at the Center for Vital Longevity to be reported to the UT Dallas Police Department as soon as possible; after a report is made to the Dallas Police Department._

**Access to Campus Facilities**

Most campus buildings and facilities are accessible to members of the campus community and their guests and visitors during normal business hours, Monday through Friday, and for limited hours on the weekends (this excludes most holidays). Students have access to the buildings during all scheduled class sessions including laboratory, library study and research periods.

**Buildings Without Electronic After Hours Access**

After normal business hours, including weekends and holidays, all campus buildings are considered closed and secured. Normal business hours may differ from building to building. These buildings are manually locked by Police personnel and manually unlocked for business. Faculty and Staff needing entry must present their UT Dallas ID to the officer prior to gaining access to a building. Students desiring to enter a building after hours must have _prior written approval_ by the Department Head.

**Buildings with Electronic After Hours Access**

Some buildings have doors that are equipped with an electronic card access system. Any employee or student requiring after-hours entry on a regular basis should submit a Door Access request through the OIT Electronic Campus Access Tool, [http://ecat.utdallas.edu/](http://ecat.utdallas.edu/). Malfunctions should be reported immediately to the UT Dallas Police Department (972-883-2222) or to Facilities Management (972-883-2141).

**University Housing – General**

Residents are required to use their Comet Card to enter doors with card access systems. Non-residents will not be given card access to a hall. Residents are expected to carry their Comet Card with them at all times to gain access to their residence hall and suite.

It is against housing policy to prop or hold open any door within the residence hall or apartment community for any reason. It is also a violation to tamper with any electronic or key-operable mechanism that operates the doors in each facility. Individuals found tampering or propping doors open will be referred to Residential Life and subject to disciplinary action by the University. Individuals may not loan or give their Comet Card or room key to any individual in order to give them access to the residence hall suites or hallways, or the dining hall. (Student Code of Conduct, Subchapter C, Sections 49.10.i,r,z)

Residents who lose their Comet Card during non-business hours may check out a loaner access card to their residence hall suite and hallway for a period not to exceed 48 hours. Contact the front desk for assistance. Students who lose the loaner card or fail to return the loaner card within a 48-hour period will be charged a minimum fee of $50. Students may check out this loaner access card from their residence hall front desk.
University Village Apartments:

Each individual apartment has a front door equipped with a mechanical lock. Security surveys are conducted often to evaluate exterior lighting and grounds. Any malfunctions or safety concerns should be reported to the Housing Director for that complex immediately. UT Dallas Police also report any safety or security concerns to the maintenance department of the apartment complex. UTD Police assist with nightly securing of common areas (club houses) at the apartment complexes on campus.

University Residence Halls (University Commons)

The front desk is the central operating point for each residence hall. Full-time staff, peer advisors, and desk assistants are employed to provide residents with information and other services. The front and rear double doors of the University Residence Halls are open from 8am-12 midnight every day. Access is restricted after hours to residents or University Officials with proper electronic key card access rights. Visitors are required to check in at the information desk located in the lobby and are required to be escorted by a resident of that Residence Hall to their destination. Visitors are allowed up until midnight during the week and on weekends up to 2am.

For the safety and welfare of all students, and to protect the property of the residence hall and apartments, University Housing staff may request proof of identity of any person on the premises. Failure to identify yourself to a University official or staff member upon request may result in disciplinary action. (Student Code of Conduct, Subchapter C, Section 49.10.u) Student cooperation is appreciated should such an occasion arise. Individuals that are unable to provide identification may be asked to leave and the police may be contacted to assist with the situation.

All keys and Comet Cards are residents’ responsibility! Do not loan them to anyone. Loaning keys or cards to another individual is a violation of housing policy, and may result in disciplinary action. Making, causing to be made, or possessing any key for a University facility without proper authorization is prohibited.(Student Code of Conduct, Subchapter C, Section 49.10.z) For safety purposes, do not place any identifying markers on key rings, and never leave keys unattended. Residents who lose or temporarily misplace their bedroom key and/or Comet Card should immediately go to the front desk to check out a temporary key and/or ID card to prevent misuse. Both keys and cards may be checked out for a maximum of 72 hours. Each resident is permitted a total of four temporary keys and/or temporary ID card checkouts per year.

The Archer Center

Access to the UT System Office of Federal Relations and the Archer Center is granted to Archer Fellows as follows:

6PM-9:30PM Monday and Tuesday evenings. Students must check in with the security desk downstairs to gain access to the elevator, which requires a key fob to operate. The security desk has a face book of all Archer Fellows for proper identification. Archer Fellows are given an electronic access code to enter the Archer Center/Office of Federal Relations suite. Students must be chaperoned by an Archer Center employee or professor when in the office after hours or on weekends.
Archer Intern Housing

Archer interns are housed in properties managed by the Washington Intern Housing Network. The property is a high rise condominium that is protected by fencing and electronically locking gates that offer restricted access for the residents. There is also a 24-hour concierge and CCTV security cameras in the public and common areas of the property.

Callier Center for Communications Disorders

www.utdallas.edu/calliercenter

The Callier Center is located at 1966 Inwood Road, Dallas, Texas. The center is open from 7:00 AM to 6:00 PM, Monday through Friday. There is UT Dallas Public Safety Officer (PSO) coverage from 5:00 AM to 8:30 PM Monday through Friday. New electronically controlled access installation now allows authorized personnel keycard access on weekends or after regular business hours. The main number for the center is 214-905-3003 or 972-905-3000. The PSO station can be reached at 972-883-3020.

The Center for Brain Health

The website for the Center for Brain Health is www.brainhealth.utdallas.edu. The center is located at 2200 W. Mockingbird Lane, Dallas, Texas. The main phone number is 214-905-3007. The number to reach the PSO is 972-883-3222. Access into the center is made through a gate using an electronic keycard. The center is open from 8:00 AM to 5:00 PM, Monday through Friday. Some research occurs after hours. There is PSO coverage from 6:00 AM to 8:30 PM, Monday through Friday.

The Center for Vital Longevity

Access to the Center for Vital Longevity is strictly controlled through elevator access controls. Electronic key cards are issued to specific personnel assigned to the Center. All entries are recorded electronically; visitors are accepted by appointment.

Maintenance of Campus Facilities

Campus facilities, lighting and grounds are maintained so as to reduce hazardous conditions. Officers routinely report the need for replacement lights and other physical hazards they observe. Malfunctioning lights and other unsafe conditions are reported to the Facilities Management Department for repair or correction on a daily basis. Facilities Management can be reached by calling 972-883-2141.

Reporting Crimes or Other Emergencies

All university community members and guests of the University are encouraged to report suspected criminal activity to the police as soon as possible, even when the victim is unable to make such a report. Fires, health emergencies, crimes and violations of University policies and procedures should be reported to the UT Dallas Police department either in person or by telephone by dialing 911 or 972-883-2222. Conspicuously placed, lighted emergency call boxes with direct lines to the UT Dallas Police Department are located throughout campus to facilitate reporting. There are fourteen emergency call boxes within the academic parts of campus, two at the West-tech Building, one at the Center for Brain Health Dallas Campus, and thirty emergency
call boxes within the university housing areas. There are call boxes on every floor of all parking structures as well. In addition, many elevators in academic buildings are equipped with intercoms that connect directly with the UT Dallas Police Dispatch Center.

911 Services

Through an Interlocal Agreement, 911 calls originating from the main UT Dallas campus are answered by the Richardson Police Department’s Communications Center which operates a designated Public Safety Answering Point (PSAP) in accordance with the laws of the State of Texas. Calls are screened initially by Richardson to determine the need for a fire or EMS response. Once it is determined the call is for police services on the UT Dallas campus, the call is transferred to the UT Dallas Communications sub PSAP. This is a rapid and direct screen and transfer process.

UT Dallas-EMERGENCY: POLICE/FIRE*/MEDICAL

- 911
- For TDD Service (800)-735-2989

NON-EMERGENCY-UT Dallas

- UT Dallas Police Dispatch 972-883-2222
- Criminal Investigations Division 972-883-2572
- Crime Prevention Office 972-883-4322
- Callier Security Guard Office 214-905-3020
- Dean of Students/Residential Life 972-883-6391

*The Richardson Fire Department provides emergency fire and medical services to the campus.

The Archer Center-Washington D.C.

NON-EMERGENCY – Metropolitan Police Washington D.C.

www.mpdc.dc.gov

- General Information 311
- Victim Specialists Unit 202.724.4339

First District Station
415 4th Street, SW
Washington, DC 20024
Phone: (202) 698-0555
Fax: (202) 727-4026

First District Substation
500 E Street, SE
Washington, DC
Phone: (202) 698-0068
Fax: (202) 727-4028

311 is a NON EMERGENCY toll-free number that allows people in the District to Columbia to request city services and handle police matters that do not require police to respond to a location. You should call 311 to request city services and information. In addition, you should use 311 to request general information from the Police Department.
Call 311 or 202.737.4404 (for city services and police matters that do not require police to respond to a location)

- Property crimes **no longer in progress**, such as vandalism, thefts, graffiti, stolen autos and garage burglaries
- **Abandoned autos**
- Illegally parked vehicles, **vehicles blocking driveways**
- **Minor vehicle crashes** with no injuries or traffic tie-ups
- MPD phone numbers and addresses
- **All other city services**, such as Public Works, Motor Vehicles, Human Services, and the Mayor’s Office
- **Trash pickup** problems
- **City agency phone numbers**, addresses and hours of operations

**Reporting Crimes to other University Officials**

The *Clery Act* also mandates that institutions must disclose statistics both for crimes reported to local Police agencies and crimes reported to campus security authorities. Campus Security Authorities (CSA) include the following:

An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, the following areas:

- Vice President for Student Affairs
- Dean of Students and Associate/Assistant Deans of Students
- Director of Residential Life and Student Housing Authorities
- All head coaches, assistant coaches, volunteer coaches for all areas in the Athletic Department
- All associate athletic directors and athletic trainers
- Peer Advisors
- Student Organization Advisors
- Director of the Student Counseling Center
- Director of the Student Health Center

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

The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many people, students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals. Over 400 individuals on the UT Dallas campus have been identified as CSA’s and have received CSA training through the Office of Compliance.

Examples of individuals who DO NOT meet the criteria for being campus security authorities include a faculty member who does not have any responsibility for student and campus activity beyond the classroom, clerical staff, custodians and maintenance personnel and cafeteria staff. A pastoral or professional counselor on campus and are exempt from reporting crimes to the campus police. The University encourages professional counselors; if/and when they deem it appropriate, to inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis. However, physicians and nurses of the UT Dallas Health Center who treat a victim of a violent crime that occurred on the campus or a facility, under the control
of the university, must disclose the reported crime to the university police. They are not required to release the names of victims/patients.

All campus officials, counselors, faculty and staff are encouraged to report all crimes even if not required to do so. The UT Dallas Police Department understands the confidential nature of certain campus officials and will respect the confidentiality of all information obtained for statistical reporting purposes. Only general information, such as general location, type of crime and date of crime is needed to report crime statistics. Complete reporting by all university members will assist in providing a secure campus environment.

Campus Security Authorities are identified annually and receive annual compliance training as a Campus Security Authority.

**Responsibilities of Campus Security Authorities**

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

Campus Security Authorities can report Clery crimes on the “CSA Report Form” found on the Public Information page of the UT Dallas Police Department web page.

Crimes that should be reported are:

Murder and non-negligent manslaughter

Negligent manslaughter

Sex Offenses*

Robbery

Aggravated assault

Burglary

Motor vehicle theft

Arson

Domestic Violence*

Stalking*

Dating Violence*

All hate crimes

All liquor, drug or weapons law violations resulting in an arrest

*Crimes added for 2014 by the Violence Against Women Act. See definitions at the end of this report.
Silent Witness Program

Silent Witness is provided as a service to you. We understand there are times when citizens may wish to provide information to the Police about criminal activity and remain anonymous. Providing for a safe community requires a partnership and a commitment from both Law Enforcement and the communities which they serve. We ask you to help us to serve and protect your community by reporting criminal activity. Please read the following considerations before submitting the form.

- **DO NOT use Silent Witness to report crimes in progress.** There may be a delay before an investigator is able to follow up on information provided.
- **For crimes in progress or an incident requiring immediate police response, dial 911 or call UTD Police Communications at 972-883-2222.**
- **It is a violation of the law to make a false report to a law enforcement agency, (Texas Penal Code 42.06), punishable by a fine of up to $4,000 and/or up to one year in jail.**

The Silent Witness Program may be accessed through the following link:

[http://www.utdallas.edu/police/silentwitness.html](http://www.utdallas.edu/police/silentwitness.html)

Emergency Alerts

The following is Section 51.218 of the Texas Education Code:

Sec. 51.218. EMERGENCY ALERT SYSTEM. (a) In this section, "institution of higher education" and "private or independent institution of higher education" have the meanings assigned by Section 61.003.

(b) Each institution of higher education and private or independent institution of higher education shall establish an emergency alert system for the institution's students and staff, including faculty. The emergency alert system must use e-mail or telephone notifications in addition to any other alert method the institution considers appropriate to provide timely notification of emergencies affecting the institution or its students and staff.

(c) At the time a student initially enrolls or registers for courses or a staff member begins employment, the institution shall:

(1) obtain a personal telephone number or e-mail address from the student or staff member to be used to notify the individual in the event of an emergency; and

(2) register the student or staff member in the institution's emergency alert system.

(d) A student or staff member may elect not to participate in an emergency alert system established under this section. An election under this subsection may be submitted electronically or in writing, as chosen by the institution, and must be renewed at the start of each academic year.

(e) The personal identifying information obtained from an individual for the purpose of the emergency alert system of an institution of higher education, including an e-mail address or telephone number, is confidential and not subject to disclosure under Section 552.021, Government Code.
Timely Warnings – UT Dallas

It is the policy of the UT Dallas Police Department to issue a campus wide “timely warning in the event that a situation arises, either on or off campus, that in the judgment of the Chief of Police constitutes an ongoing threat on campus. Timely Warnings are only issued for Clery defined crimes. All Timely Warnings are issued through the university campus e-mail system to students, faculty, and staff. All timely warnings are worded to protect the identity and location of all victims.

Emergency Notifications – UT Dallas

It is the policy of the UT Dallas Police Department and The Office of Emergency Management to issue “Emergency Notifications” in all situations that could pose an immediate threat to the community and individuals without delay and taking into account, the safety of the university community. Emergency Notifications are made via a mass notification SMS text and email program called, “UTDALERT”. Immediate threats could be weather related or other natural disaster, hazardous leak or spill, criminal activity or terrorist activity. UTD ALERT is an opt-out auto enrollment program that sends instant text messages to all students, faculty, and staff with cell phones. The highest-ranking police officer on duty at the time of the emergency has the authority to have an Emergency Notification issued as well as which campus group(s) should be notified. The UT Dallas Police Communications Operators are responsible for inputting and sending the actual alert. In addition, an email with the same emergency message is sent to all via UT Dallas email addresses. (Also see “Communicating During an Emergency”)

The Comprehensive Emergency Management Plan (CEMP)

UT Dallas Office of Emergency Management maintains a Comprehensive Emergency Management Plan (CEMP) that meets local, state, and federal standards. The CEMP describes the protocols, resources, response partners, and organizational structure to sustain an all-hazards approach and response on campus. The CEMP is designed to obtain the swiftest, specialized emergency assistance for the protection of life and property at all UT Dallas campuses. The effectiveness of emergency and disaster response plans depends on high skill levels among all those who will execute the plans. This requires training and exercise, both within the University community and with external response partners.

Training

UT Dallas voluntarily complies with federal standards of responder training. The Office of Emergency Management provides essential personnel with specialized training that encompasses their emergency response roles and responsibilities.

Exercises

The Office of Emergency Management tests the CEMP and Standard Operating Procedures (SOP’s) in three ways—

- **Drills**: The Office of Emergency Management provides support in fire drills every week. Fire drills and evacuation procedures are conducted on a rotating schedule and each building will be tested at least once a year.
- **Exercises**: Exercises test the CEMP with internal and external stakeholders and identifies gaps and lessons learned in the plan. Once the exercise is over, the plan is reviewed and edited to reflect any issues or resolutions that may have occurred in the specific exercise.
• **Actual Events**: When an unplanned incident such as severe weather or power outages occur, the CEMP is activated and essential personnel are tested by the way they respond to the incident.

**Emergency Management Planning**

The University has developed a plan that addresses the emergency management system for extraordinary situations that are likely to have a catastrophic effect on the normal functioning of the University and the surrounding area. The Emergency Operation Plan has been developed to respond to the needs of the University during a disaster and will be placed into operation by the President of The University of Texas at Dallas when an incident reaches proportions beyond the capacity of routine procedures.

This plan establishes policies, procedures, and an organizational structure that will guide the campus in any emergency situation. Further, as appropriate, building managers must formulate their own action plans and disaster operations checklists that will be used to complement the Emergency Operation Plan.

An “Emergency and Disaster” pamphlet is provided for all members of the community. This pamphlet outlines procedures that should be followed during emergencies including, but not limited to tornado warnings, bomb threats, floods, and terrorist attacks. This pamphlet is available by contacting the UT Dallas Office of Emergency Management (972.883.2420) or the UT Dallas Police Department.

**Communicating During an Emergency**

**Outdoor Warning System**

Outdoor warning sirens are used to warn the public of an approaching hazard, one of them being to warn against a potential threat or natural disaster in the immediate area.

The University of Texas at Dallas has installed an outdoor warning system (OWS) as an additional method to warn the campus of impending or current dangerous situations. This is in addition to the City of Richardson's sirens, one of which is located on the UTD campus. The system has siren and voice capability. We will test the system the first Wednesday of each month at noon to ensure the system is functioning properly and so the campus community becomes familiar with the sound and recognizes and pays attention to the voice messages.

**Indoor Warning System**

The UT Dallas campus utilizes a Simplex Fire Alert System in buildings throughout the main campus. Twenty of the most centrally located and heavily utilized buildings on the main campus are connected through a central alert panel located in the UT Dallas Police Dispatch Center. This panel can be accessed by police personnel to make emergency announcements and notifications to any or all of those buildings simultaneously. This system is utilized to activate pre-recorded announcements or ad hoc announcements for specific incidents on campus.
UTDAalert Text Messaging

The UT Dallas campus provides service for emergency alert text messaging through UTDAalert. UTDAalert can quickly send messages simultaneously to multiple media, including SMS text and email notification.

Students, faculty and staff are automatically signed up for UTDAalert, the University’s text messaging system, by entering or by updating their cell phone numbers in the University’s information system. UTDAalert is an “opt-out” program.

When circumstances alter normal campus operations or affect safety, the University will use the cell phone numbers to send text alerts. Cell phone numbers are protected by applicable privacy laws and will not be sold or rented by the University or its vendors. Standard messaging rates may apply.

Students, faculty and staff can visit utdallas.edu/textme and choose either “For Students” or “For Faculty & Staff.” Step-by-step instructions tell users how to enter or check their mobile phone numbers.

One-to-one communication and UTDPD loud speakers

Depending on the campus location and the severity of a situation, UTDPD or a building supervisor may ask occupants to evacuate the building or to "lock down" or "shelter in place."

The fire alarm also may be activated to notify occupants of an emergency involving the facility.

UTDPD officers also may utilize their in-car loudspeaker to provide announcements and emergency commands to large crowds either outside or near doors and windows of a building.


UT Dallas has an ongoing commitment to provide information that students, faculty, and staff may need to help make their campus safe, and to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The UT Dallas Police are responsible for gathering information from all campus authorities and local law enforcement agencies when compiling the statistics for the annual report. The report is released to the community every year by October 1st via campus wide e-mail sent from the Chief of Police. A copy of the security report may also be downloaded via the UT Dallas Police website, www.utdallas.edu/police.
Monitoring and Recording Criminal Activity

The UT Dallas Police Department tracks and records index crimes occurring on ALL UT Dallas campuses and in those areas contiguous to the main campus where many students live and frequently access.

In addition, index crimes occurring on Non-campus buildings or property owned or controlled by student organizations that are recognized by the university are tracked and recorded. **UT Dallas does not have any officially recognized student organizations with noncampus locations.** Non-campus buildings or property owned or controlled by the university that are used in direct support of, or in relation to the University’s educational purposes, are frequently used by students, and are not in the same reasonable contiguous geographic area of the University. This includes Callier-Dallas and Center for Brain Health, both located in Dallas and the **Archer Center located in Washington, D.C.**

Off-Campus Criminal Activity

UT Dallas Police does not track or monitor law enforcement proceedings against students for offenses that occur off campus other than by collecting the required statistics on crimes that occur at specified off-campus locations as required by the Clery Act. The UT Dallas Police Department does assist area police departments on incidents upon their request.

Security Awareness & Crime Prevention

Security awareness and crime prevention programs are based upon a dual concept of eliminating or minimizing criminal opportunities whenever possible and encouraging students, faculty and staff to share the responsibility for their own safety and for others. Below is a list of the current Crime Prevention and Security Awareness projects and services provided by the UT Dallas Police Department: These programs are promoted via the UT Dallas Police web pages, social media, university wide emails, and student orientations.

Security Awareness Programs

- **Programs,** including personal and property safety topics are presented by the police department every semester upon request. Many programs are often a team effort between the police and various departments within Student Affairs. Organizations can request programs for their organization. Please email the police department police@utdallas.edu to make a request. There were 59 awareness programs in 2016 covering alcohol, drugs, sexual assault and personal safety.

- **Maintenance and Repairs:** The Police Department, Environmental Health and Safety Office, and Facilities Management Office are watchful for safety and security considerations in campus maintenance. Inspections of campus facilities by Facilities Management personnel are made regularly so repairs affecting safety or security can be made. Concerns regarding potential safety and security hazards may be reported to any of these groups, as well the Police Department at (972)-883-2222.

- **Safe Walk Campus Escorts:** Personal safety escorts are available upon request 24 hours a day. To request an escort call 972-883-2222. Give your name and nearest exit door to your location. An officer, PSO, student patrol will meet you at the building and walk you to any area on campus. There were 957 safe walk escorts in 2016.
• **Student Patrol:** Student patrol is a paid position with the Police Department and they act as extra eyes and ears for the officers. Some of the services they provide are walking escorts and performing other support services roles that do not require a commissioned officer.

• **Project Exodus:** As an expanded part of our night time Student Patrol Program, the Student Patrol Officers are issued 12” flashing LED wands, reflective vests, and police radios. Exodus personnel station themselves at strategic pathway points between class buildings and parking lots and serve as active security points for students, faculty, and staff walking at night to parking lots. They are highly visible and are trained in police radio communications.

**Crime Prevention Programs**

• Crime prevention brochures and other printed materials are presented during each registration and orientation session. Crime awareness and crime prevention articles are also available upon request.

• Our Crime Prevention PSO regularly conduct security assessments, general crime prevention presentations, personal safety presentations, and regular crime prevention tips through Facebook and UTD TV. Crime prevention cards are left on unattended property such as laptops, backpacks, or electronic tablets.

• An electronic security alarm system located at the UT Dallas Police Department 911 Communications Center monitors a comprehensive network of intrusion detection and duress alarm systems. Panic alarms were tested 200 times in 2016.

• **Operation Identification:** the engraving of serial numbers or owner recognized numbers on items of value and the cataloging of items. Tools are available for checkout at the Police Department and Crime Prevention Office.

• **Building Security Surveys:** Ongoing comprehensive security surveys of exterior building lighting, exterior doors, security access, video surveillance, and grounds are conducted by facilities management and police employees. There were 3 security surveys performed in 2016.

• **Lighting Surveys:** Ongoing comprehensive lighting surveys of the entire campus including walkways, parking lots, sidewalks, etc. is conducted using a Greenlee digital light meter. Results are forwarded to Facilities Management for outage and/or deficiency correction. New outdoor lighting has been installed on all the campus malls as the campus landscape project continues.

**Safety Programs**

• **Emergency Call boxes:** Emergency call boxes (Blue Phones) located on campus are bronze in color with a blue light above which illuminates at dusk. Call boxes located in parking garages and on walls of some building are silver boxes with blue lights. The call boxes located at University Residential areas are blue in color. They are strategically located on the UTD campus and the apartments and are designed for emergency situations. These call boxes are connected directly to the UT Dallas Police Communications Center and have a button to push for service. When the call box is activated an officer is dispatched to the location immediately.
• **Vehicle Assists:** Vehicle assistance is offered to individuals who need a battery jump, or have locked their keys inside their vehicle if the vehicle is not equipped with power locks. To request assistance, call 972-883-2222, give your name, vehicle information and location and assistance will be dispatched to your location. There were 1339 vehicle/motorist assists in 2016.

• **R.A.D. Rape Aggression Defense:** UT Dallas Police participate as a sponsor in the R.A.D. program, offering self-defense training to female students, faculty and staff. UT Dallas Police now offers similar self-defense classes for men. These classes occur several times a semester and are announced via UTD email.

• **Self-Defense for Men:** The UT Dallas Police Department also conducts self-defense classes for men. These are usually offered at least once a semester.

• **B.A.I.T Behavior Assessment and Intervention Team:** The Behavior Assessment and Intervention Team reviews behavioral incidents and ensures a systematic response to students whose behavior may be disruptive or harmful to themselves or the UT Dallas community and assists in protecting health, safety, and welfare of students and other members of the UT Dallas community. UT Dallas BAIT is comprised of staff personnel from the Police Department, Dean of Students, University Housing, International Students Office, Student Affairs, Student Counseling and the Dean of Undergraduate Studies.

**Drug and Alcohol Policy**

The University of Texas at Dallas complies with the Federal Drug Free Schools and Communities Act Amendment of 1989 and the Drug Free Work Place Act of 1988. The statement provided below represents the UT Dallas policy with regard to the abuse and/or distribution of alcohol, drugs and chemicals by students, faculty and staff.

1. The illegal possession or use of alcohol, drugs or chemicals on any property under the control of UT Dallas is expressly prohibited.
2. Alcoholic beverages on UT Dallas property are permissible only with prior written Presidential approval for specific events.
3. These standards of conduct apply to all students, faculty and staff of UT Dallas.

The use of alcoholic beverages must be in compliance with Texas State Law and is strictly limited to persons 21 years of age or older. The possession, transportation, and/or consumption of alcohol by individuals less than 21 years of age are strictly prohibited. University Police officers enforce laws regulating the use of alcoholic beverages and underage drinking with arrests, court appearance citations and/or referral to the Office of the Dean of Students.

The University will administer sanctions, at a minimum, for violations of the Student Code of Conduct related to alcohol and drugs; however based on the severity of the infraction, as determined by the hearing officer, the University reserves the right to impose any other penalty as deemed appropriate under the circumstances and in accordance with Title V of the UT Dallas Handbook of Operating Procedures which may be accessed through the following link: [http://www.utdallas.edu/deanofstudents/titlev/](http://www.utdallas.edu/deanofstudents/titlev/)
Sanctions administered for violations of the drug and alcohol policy could include: admonition (written reprimand), probation, suspension to expulsion.

Warning and disciplinary probation may include conditions related to the offense, such as counseling, alcohol and drug education, unpaid work assignments etc.

Suspension of rights and privileges is based upon severity of the infraction as determined by the hearing officer and may include, but is not limited to, prohibition from participation in extracurricular activities, living in campus housing, working on campus, etc.

See Title V, Chapter 49, Section 49.26 for complete nature of disciplinary penalties and Subchapter F for student standards of conduct. This may be accessed through the following link: http://www.utdallas.edu/deanofstudents/titlev/

**Drug and Alcohol Education & Information**

**Students:** UT Dallas Student Wellness Center offers a variety of programs on drug and alcohol education. The University Police assists with these programs as needed. In addition, the Wellness Center provides assessment programs for students. In an effort to help students reduce behaviors that could lead to physical and emotional harm and/or legal and University trouble, the Student Wellness Center offers a confidential, 20-minute alcohol assessment session. By answering a few questions, students can be provided with personalized feedback regarding their alcohol use and potential risks that come with it.

**Employees:** The Employee Assistance Program (EAP) is a confidential source for assessment, problem identification, and referral for a broad range of problems including alcohol and drug abuse. The University provides this confidential service to all benefit eligible faculty, staff and their dependents free of cost. Contact the EAP at 214-648-5330 or 800-386-9156

**On Campus Help**

Alcohol and other drug assistance is available in the form of counseling, assessment, screening and education. Contacting any of the departments below will give you a safe and guided first step in receiving help for yourself or a friend. Know that each department works together to make sure the UT Dallas community receives the most appropriate and effective care possible. In addition, these offices are staffed by professionals who offer a variety of therapeutic services at no charge. All services and records are held confidential in compliance with state and federal laws.

**Assessment**

The following places are for students to go on main campus for an assessment of alcohol and other drug problems or concerns. Individual interviews and tests may be used to assist in determining the nature and extent of substance abuse problems.

- **UT Dallas Student Counseling Center** 972-883-2575 Student Services Building 4.600
- **UT Dallas Galerstein Gender Center** 972-883-6555 Student Services Building 4.300
- **UT Dallas Student Health Center** 972-883-2747 Student Services Building 4.700
- **UT Dallas Student Wellness Center** 972-883-4275 Student Services Building 4.500
- **UT Dallas Center for Students in Recovery** 972-883-7320 Student Services Addition 14.270
Counseling

Alcohol and drug counseling is also provided on main campus. Assistance in helping a friend who has an alcohol or drug problem can also be obtained from the Student Counseling Center and Women’s Center.

More service options for students and the community can be found in the resources section which may be accessed through the following link:

http://www.utdallas.edu/counseling

Sexual Assault/Sexual Misconduct Policy

The University of Texas at Dallas (the University) is committed to maintaining a learning and working environment that is free from discrimination and harassment based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment. Sexual misconduct is a form of sex discrimination and will not be tolerated. Sexual misconduct includes sexual harassment, sexual violence, sexual assault, stalking, domestic violence and/or dating violence. Once a complaint is filed with the Office of Institutional Equity and Compliance (OEIC), the victim will be provided with a written explanation of their rights and options as a victim of dating violence, domestic violence, sexual assault, or stalking. This information will be provided by letter to the victim by OEIC. Individuals who engage in sexual misconduct and other inappropriate sexual conduct will be subject to criminal investigation and disciplinary action. If the sexual misconduct is dating or domestic violence, or stalking (as defined), the victim should keep all evidence such as phone and text logs, emails, and social media. The university prohibits retaliation.

The University will take prompt disciplinary action against any individuals or organizations within its control who violate this Policy. The University encourages any student, faculty, staff or visitor to promptly report violations of this Policy to an individual identified in Section 3.2. of the Prohibited Discrimination and Sexual Harassment Sexual Misconduct Policy [UTDBP3102] policy.

Reporting to Law Enforcement: Complaints of sexual misconduct may also be made to The University of Texas at Dallas Police Department at (972) 883-2222 or to the local law enforcement agency of jurisdiction. The Title IX Deputy Coordinators can help individuals contact these law enforcement agencies. Employees and students with protective or restraining orders relevant to a complaint are encouraged to provide a copy to the University Police Department.

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 this Policy. 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.

Reporting to Outside Entities: An individual wishing to make a complaint may also contact the U.S. Department of Education, Office for Civil Rights (OCR) to complain of sex discrimination or sexual misconduct including sexual violence:
If the accused in a sexual offense reported to the UT Dallas Police Department is a UTD student, the case will be referred to the Title IX office for review of the allegations. The complainant and the accused are entitled to the same opportunities to have others present during campus disciplinary hearings. Both the complainant and the accused shall be informed of the outcome of any campus disciplinary proceedings. Sanctions for employees may include attending training, demotion, suspension, or termination.

If a student is found responsible based upon the preponderance of the evidence (more likely to have occurred than not) for a violation as defined herein, the University may impose disciplinary sanctions including, but not limited to:

1. **Expulsion**: Permanent separation of the student from the University. The student is restricted from enrolling at any other UT System institution without prior consent from the chief student affairs officer at that institution.
2. **Suspension**: Suspension from the University is for a specified amount of time and prohibits, during the period of suspension, the student from entering campus, except in response to an official request. The student must comply with all conditions imposed prior to reenrollment. Further, the student is restricted from enrolling at any other UT System institution during the term of the suspension without prior consent from the chief student affairs officer at that institution.
3. **Deferred expulsion/suspension**: Expulsion/Suspension will be postponed, but will be automatic if the student commits any additional rule violations while on deferred suspension.
4. **Disciplinary probation**: Disciplinary probation identifies a specified period of time during which the student is required to comply with terms and conditions that include not engaging in further conduct in violation of this policy. Any conduct in violation of these regulations while in a probationary status may result in the imposition of a sanction of suspension or expulsion.
5. **Educational sanction**: An educational sanction may include the requirement to complete or attend educational activities, programs, or presentations, or any other learning experience deemed appropriate.
6. **Developmental probation**: Requires a student to satisfy conditions related to the violation, such as counseling, educational seminars, or periodic meetings with a designated University official. This may be effective in providing educational opportunities for the student to participate in discussions that will explore alternative behaviors.

**How to file a Sexual Assault Complaint**

The University of Texas at Dallas encourages any person who has experienced a forcible or non-forcible sexual offense to immediately report the incident to the UT Dallas Police Department. When hesitant to notify the police, victims are encouraged to notify the Title IX Office. Incidents of sexual misconduct (including sexual harassment and sexual violence) and
other inappropriate sexual conduct may also be reported to Responsible Employees. A Responsible Employee is a University employee who has the duty to report incidents of sexual misconduct to the Title IX Coordinator or other appropriate designee, or an employee whom an individual could reasonably believe has this duty. Responsible employees include all administrators, faculty, supervisory staff, resident life directors and advisors, and graduate teaching assistants. Those campus individuals that are not bound to report acts of sexual misconduct and are instead bound by confidentiality obligations include counselors in the Student Counseling Center and Women’s Center, a health care provider in the Student Health Center, and the clergyperson of the student’s choice. Also not required to report incidents of sexual misconduct to the Title IX office are off-campus resources.

If the assault occurred outside the UT Dallas campus, the local police department where the assault occurred should be called. UT Dallas personnel will assist in contacting the local police department if the assault occurred off campus if requested by the victim.

There is no requirement to notify law enforcement authorities of a sexual offense; however, the university encourages all victims to do so. University personnel will assist in notifying the university police to report a sexual offense. UT Dallas Police should be notified as soon as possible. **The victim should not bathe, douche, or change clothes after the assault in order to preserve evidence necessary for the proof of criminal sexual assault.** If needed, contact one of the above-mentioned resources, or a support person for assistance.

UT Dallas Police will handle all cases that occur on campus. 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 the protection of the victim, a pseudonym (fictitious name) may be used in the reporting process.

In addition to the services provided by on- and off-campus providers, the University will take immediate and interim measures to assure the safety and well-being of the complainant, to maintain an environment free from harassment, discrimination or retaliation, and to protect the safety and well-being of community members.

For example, if the accused is an employee, interim action may include reassignment and suspension. If the accused is a student, interim action may include suspension, no contact orders, changing living arrangements, modifying the course schedule, or modifying other aspects of the educational environment. Interim action may also include allowing the complainant to move to a new residence hall, change work schedules, alter academic schedules, and withdraw from or retake a class without penalty. Moreover, the University may be able to provide additional accommodations for a complainant while an investigation is pending.

All cases reported to the police department are investigated as criminal acts according to the Texas Penal Code. Criminal investigations are independent of any Prohibited Discrimination and Sexual Harassment Sexual Misconduct Policy or Student Code of Conduct violations being investigated by the Title IX office. The police department notifies the Title IX office of any reported sexual assault. Complaints of sexual misconduct may also be made to The University of Texas at Dallas Police Department at (972) 883-2222 to the local law enforcement agency of jurisdiction.
Sexual assaults of any nature may also be reported to the UT Dallas Title IX Coordinator, or Deputy Coordinator by calling 972-883-2292, emailing TitleIXCoordinator@utdallas.edu, or by filling out the incident report form that can be found here: https://www.utdallas.edu/oiec/files/OIEC- Incident-Reporting-Form.pdf.

**Sexual Assault Educational Resources**

The below resources are available to provide support services for anyone affected by any form of sexual assault. Students who may have been assaulted by someone who is not affiliated with the university may also contact any of the available university support services. Educational and preventive programs that address the issue of sexual assault are available along with brochures and other materials.

**Faculty and Staff Education**

Sexual misconduct is a form of sex discrimination and will not be tolerated. As stated in the definition, sexual misconduct includes sexual harassment, sexual violence, sexual assault, stalking, domestic violence and/or dating violence. Individuals who engage in sexual misconduct and other inappropriate sexual conduct will be subject to disciplinary action. The university prohibits retaliation.

The Office of Institutional Equity and Compliance (OIEC) provides leadership in implementing actions in support of the principle of a campus community free from sexual harassment. OIEC conducts the training of all new faculty and staff, assists in periodic faculty and staff education, consults with individuals and groups and investigates complaints of sexual harassment. Annually, all employees receive online training on matters relating to discrimination and harassment.

**Sexual Assault Recovery**

**Student Counseling Center**

972-883-2575

http://www.utdallas.edu/counseling

Universities that receive federal Title IX funding now require many employees to report to campus authorities when they learn of a sexual assault. Student Counseling Center staff are exempt from mandatory reporting, so students who visit the center with sexual assault issues will have their confidentiality preserved.

**Consultation**

Consultations are available for support and information, as a student decides what to do next after a recent assault. Students who inform us that they have been sexually assaulted within the last two weeks will be seen promptly for a crisis consultation. Appointments for other assault consultations will be scheduled within a week of contact.
Counseling

Counseling is available to help survivors work through any feelings they may have following a sexual assault. Counseling for all assaults will follow the SCC procedure to be scheduled for the next available appointment. For more information, call 972 883-2575.

Emergency After Hours

For sexual assault emergencies after business hours, please call the 24-hour rape crisis hotline at 972-641-7273. You will be connected with a sexual assault advocate from the Dallas Area Rape Crisis Center. If you are in Collin County, you may choose to call the Turning Point hotline at 800-886-RAPE. UT Dallas also has an after-hours help line for students who are feeling anxious, depressed, and/or suicidal at 972-883-8255 (UTD TALK).

If you are in danger or need immediate medical attention, call 911.

Student Health Center 972-883-2747
http://www.utdallas.edu/healthcenter

Can take reports of sexual assault and help students who have experienced a very recent sexual assault get the physical care they need. The center can also provide testing for sexually transmitted diseases after an assault.

Student Wellness Center 972-883-4275
http://www.utdallas.edu/studentwellness/

- Report an incident of sexual assault
- Educational & prevention information
- Presentations upon request

UT Dallas Police Department 972-883-2331
http://www.utdallas.edu/police

- Crime prevention presentations related to sexual assault
- R.A.D. Rape Aggression Defense Program
- Self Defense for Men
- Campus Safety Escort service
- Crime statistics information

Office of Institutional Equity and Compliance - Title IX Office
https://www.utdallas.edu/oiec/title-ix/

- Conducts Title IX investigations for reported sexual assaults relating to students and employees
- Conducts training to faculty, staff, and students
- Assist students and employees who have been sexually assaulted with interim measures such as housing and class changes, or other interim measures for employees in consultation with Human Resources.
Residential Life/Housing  
972-883-6391  

http://www.utdallas.edu/housing

- Report an incident of sexual assault  
- Peer Advisor training on issues related to sexual assault  
- On-site educational programs and individual and group support and follow-up

Off Campus Resources

Collin County
The Turning Point  
1-800-886-7273  
www.theturningpoint.org

Dallas County
The Family Place  
214-941-1991  
www.familyplace.org

Campus Sex Crimes Prevention Act

The Campus Sex Crimes Prevention Act (also known as the Wetterling Act) is a federal law enacted on October 28, 2000. That provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus.

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

Registered sex offender information may be found at:

Texas Department of Public Safety:  https://records.txdps.state.tx.us/sexoffender/

City of Richardson:  http://discovery.cor.gov/public/rpdoffen.nsf

City of Dallas:  http://www.ci.dallas.tx.us/dpd/sexoffendersrequest.htm

Sexual Assault Prevention Course

As part of a national effort to reduce the incidents of sexual assault on university campuses, the U.S. federal government has mandated that all colleges and universities provide primary prevention and awareness training to all new students. To accomplish this task UT Dallas has partnered with EverFi to present a sexual assault prevention training course. Completion of this course will help you to understand the importance of healthy relationships, being a good communicator, and contributing to a safe, positive campus environment. In addition to our new students, we strongly encourage returning students, faculty, and staff to participate in this very valuable course. This course covers domestic violence, dating violence, and stalking.
This online course consists of two parts. Part one is available to you now and will take you approximately 45 minutes to complete. Part two is a short, 10-minute follow-up survey, which will become available to you a few weeks later. Following are instructions for accessing the course. Thank you for taking the time to take care of this task.

All incoming students, including transfer students and graduate students are required to complete the Haven on-line course on sexual assault prevention. In addition to the training mentioned above, all new students receive a copy of the Sexual Misconduct Student Resource Guide.

**Bystander Intervention – Comet Voice** [http://www.utdallas.edu/cometvoice/](http://www.utdallas.edu/cometvoice/)

Comet Voice is a Bystander Intervention program provided to students, faculty, and staff.

**What is Bystander Intervention?**

Bystander intervention means recognizing a potentially harmful situation and choosing to respond in a way that could positively influence the outcome.

**Steps to Intervention**

1. **Recognize** the potential harm
2. **Choose** to respond
3. **Take action**

**Barriers to Intervention**

**Bystander effect** is a social phenomenon where a large group of individuals witnessing a violent act are less likely to intervene. Other barriers include:

- Diffusion of responsibility: “I’m sure someone else will do something, so I don’t need to.”
- Displacement of responsibility: “I’m not responsible, it’s someone else’s problem.”
- Pluralistic ignorance: “No one else thinks this is a problem, so it’s not a big deal.”
- Fear of retaliation: “I’m afraid of what will happen to me if I do anything.”
- Fear of negative attention: “I’ll be embarrassed if I do anything.”

**What is a Harmful Situation?**

A harmful situation is anything that constitutes a negative physical, mental, social or emotional response affecting a community, a group of individuals or a single person.

**Examples of Harmful Situations**

- Sexual assault
- Dating/relationship violence
- High-risk drinking
- Drug use/abuse
- Hazing
- Physical fights
- Mental health concerns
- Suicidal threats
- Stalking
- Hate speech
- Harassment
- Bias incidents
**Forms of Intervention**

**Direct action** is an approach to intervening that requires articulation or expression of concern with the situation.

- Ask questions/get clarity.
- Create a distraction.
- Talk/address directly.

**Indirect action**, also known as a ‘detour’ approach, involves less visible forms of intervening.

- Get other people involved.
- Call 911 or the UTD Police (972-883-2222).
- Report behaviors to the Behavior Assessment and Intervention Team (BAIT).
- Report on-campus crimes or crimes involving/among UT Dallas students that happened off-campus to Campus Security Authorities CSA’s)
- Call attention to the situation to those around you who may be able to help.

**Comet Voice Care Team**

- **Mission:** To provide advocacy and support services to UT Dallas students that report potentially harmful situations. Harmful situations can include, but are not limited to hate speech, discrimination, sexual misconduct, hazing and mental health concerns.

- **About:** The Comet Voice Care Team is comprised of staff members that have a thorough understanding of bystander intervention, reporting procedures at UT Dallas, support services and campus policy. Care Team are individuals who are considered to be experts in various areas of student service; areas that are related to the various forms of harmful situations that may be reported by students.

**HIGHER EDUCATION and OPPORTUNITY ACT**

**MISSING PERSONS POLICY**

**UT Dallas Missing Person Policy**

**Policy:**
The purpose of this policy is to establish procedures for the University’s response to reports of missing students as required by the Higher Education Opportunity Act of 2008.

This policy applies to students who reside in on-campus housing. For purposes of this policy, a student may be considered a “missing person” when he or she is absent from the University for more than 24 hours without any known reason. A student may also be deemed missing when his/her absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, or has been with persons who may endanger the student’s welfare.
All residential students will have the opportunity to designate a confidential contact to be notified by the University no more than 24 hours after the student is determined missing. Instructions will be provided on how to register that person’s contact information. All reports of missing students shall be directed to the UT Dallas Police Department, which shall investigate each report and make a determination about whether the student is missing. NOTE: If a missing student is under the age of 18, and is not emancipated, the University will contact the designated confidential contact, but is also required to contact the legal guardian or parent.

http://www.utdallas.edu/housing/docs/missingstudent.pdf

Procedures for designation of emergency contact information:

Residential students will be given the opportunity to designate an individual or individuals to be contacted by the University no more than 24 hours after the time that the student is determined to be missing. Student notification of this policy and contact designation procedures will be:

- Included on the UT Dallas residential life/housing Web site
- Discussed during new student orientations and mandatory housing meetings at the beginning of each semester
- Sent to students via University e-mail each semester

Official notification procedures:

- Any individual on campus who has information that a residential student may be a missing person must notify the UT Dallas Police Department as soon as possible.
- The UTDPD will gather all essential information about the residential student from the reporting person and from the student’s acquaintances. Appropriate campus staff will be notified to aid in the search for the student.
- If the student cannot be located, no later than 24 hours after determining that the residential student is missing, the Dean of Students will notify the confidential contact (for students 18 and over and emancipated minors) and/or the parent/guardian (for students under the age of 18).

FIRE SAFETY REPORT

Policies and Procedures

FIRE PREVENTION – HAZARDS / FLAMMABLES

In the event you witness smoke or fire please call 9-1-1 immediately. Fire can cause significant damage and threaten human life. The role you play in campus safety is extremely vital. Listed below are suggestions to help prevent fires in the apartment homes:

- Turn off and unplug all non-essential appliances immediately after use, including such items as curling irons, hot pots, irons, and popcorn poppers.
- Remain in your room when any electrical appliance is in use.
- The use of objects with open flames (includes but is not limited to, candles, potpourri, stenoses, and incense); combustible decorations and chemicals are prohibited in housing at all times.
- Open element appliances (hot plates, indoor grills, immersion heating coils, and heaters) are also prohibited.
- Multiple outlet connections are prohibited unless they contain a circuit breaker and carry an “Underwriter’s Laboratory” (UL) approval.
• Check for frayed cords and do not locate electrical cords under rugs or other items that permit heat build-up in the cord.
• Do not block any exits.
• The use of halogen lamps is prohibited.
• When using microwave ovens, be sure to check cooking instructions for microwave cooking, not conventional cooking.
• You may not store gasoline in your apartment or on the patio or balcony.
• Report any fire safety hazards immediately to the appropriate University Village office.

It is recommended that all power strips used for protection of computers and other electrical equipment have a 1449 UL listed surge suppression rating with sufficient joule capacity.

**FIRE / SECURITY EQUIPMENT / EVACUATIONS**

When exiting a building during a life-threatening emergency, proceed as quickly as possible to your dedicated assembly area. Please become familiar with the dedicated evacuation area for your building:

**Buildings 2 – 12** Campus parking lot on north side of Drive A, across from Phase 3

**Buildings 14 – 23** Phase 1 parking lot near the southeast corner of building 10

**Buildings 24 – 31** Campus parking lot on north side of Drive A, across from Phase 3

**Buildings 33 – 36** Central parking area between the phases (congregate closest to the dividing channel to allow access to emergency vehicles)

**Buildings 38-41** Central parking area between the phases (congregate closest to the dividing channel to allow access to emergency vehicles)

**Buildings 43-51** Campus parking lot on east side of Drive H, across from Phase 6

**Buildings 61-63** Central parking area, closest to University Village Leasing Office

**Buildings 53-59 & 65-67** Sand volleyball court area if situation permits. Alternative location: western parking area, between Phases 8 & 8A

**Residence Halls** Proceed to the nearest parking lot near the building, remaining 75 feet away from the building. Stay out of the way of fire lanes and first responders.

**APPLIANCES**

**Apartments**

Appliances included in your apartment are as follows: refrigerator, stove/range, microwave (in some units), vent-a-hood, washer and dryer. Please see *Maintenance Tips* section of this handbook for more information. Electrical appliances not allowed in the apartments include, but are not limited to: air conditioning units, room water coolers, camping stoves, halogen lamps, potpourri pots, hot oil popcorn poppers, any appliance with an open coil, and space heaters.
Residence Halls

Electrical appliances not allowed in the residence hall include, but are not limited to: air conditioning units, room water coolers, camping stoves, ceiling fans, electric skillets or woks, griddles, halogen lamps, potpourri pots, hot oil popcorn poppers, hot plates, oven broilers, power tools, any appliance with an open coil, space heaters, toasters, or toaster ovens. The hall staff will confiscate unauthorized or misused appliances, and the individuals responsible will be subject to disciplinary action. Allowed appliances include: Coffee pots with auto shutoff, hot pots with auto shutoff, microwave/refrigerator.

POLICY REGARDING OPEN FLAMES

The use of combustible decorations, chemicals, and objects with open flames (including but not limited to: candles, potpourri, sternos, coal burning devices, and incense), is prohibited in University Housing at all times. Open element appliances (hot plates, indoor grills, induction cooktops, immersion heating coils, and heaters) are also prohibited.

SMOKING/TOBACCO

UT Dallas is a tobacco free campus as of June 1, 2017. The use of tobacco in any form is prohibited on UT Dallas property. This includes vaping and e-cigarettes. www.utdallas.edu/tobaccofree

HEALTH, SAFETY, & PREVENTATIVE MONTHLY MAINTENANCE

University Village representatives will perform inspections to ensure health and safety standards are being met and to identify potential hazards. Residents will receive advance notification and will be expected to cooperate. Inspections will focus on the following, but are not limited to this list:

Safety Equipment
- Smoke detectors
- Sprinkler heads
- Other security features (self-closing door hinges, window & door locks, etc.)

Fire Hazards
- Frayed and/or overloaded electrical wiring
- Stacks of newspapers or magazines
- Covered heaters
- Build-up of grease in ovens, broilers, or on stovetops
- Storage of gasoline or other flammable materials, or gas powered vehicle in unit.
### HEOA 2014-2016 Residential Fire Statistics

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**FIRE SAFETY SYSTEMS IN RESIDENTIAL FACILITIES**

**Residence Halls (University Commons)**
- Fire alarm system
- Smoke detection
- Sprinkler system
- Stand pipe
- Fire pump
- Portable fire extinguishers
- Pull Stations

**Phase I University Village**
2400 Waterview Parkway
- Manual fire alarm system
- Hardwired smoke alarms in the living rooms
- Single station battery operated smoke alarms in the bedrooms
- Portable fire extinguishers
- Pull stations

**Phase II University Village**
2200 Waterview Parkway
- Manual fire alarm system
- Hardwired smoke alarms in the living rooms
- Single station battery operated smoke alarms in the bedrooms
- Portable fire extinguishers
- Pull stations
**Phase III University Village**
2200 Waterview Parkway
- Manual fire alarm system
- Hardwired smoke alarms in the living rooms
- Single station battery operated smoke alarms in the bedrooms
- Portable fire extinguishers
- Pull stations

**Phase IV University Village**
2600 Waterview Parkway
- Fire alarm system
- Portable fire extinguishers
- Hardwired single-station smoke alarms
- Pull stations

**Phase V University Village**
2600 Waterview Parkway
- Fire alarm system
- Portable fire extinguishers
- Hardwired inter-connected smoke alarms
- Pull stations

**Phase VI University Village**
2700 Waterview Parkway
- Fire alarm system
- Portable fire extinguishers
- Hardwired inter-connected smoke alarms
- Pull stations

**Phase VII University Village**
2600 Waterview Parkway
- Fire alarm system
- Portable fire extinguishers
- Hardwired inter-connected smoke alarms
- Pull stations

**Phase VIII University Village**
2800 Waterview Parkway
- Fire alarm system, fire sprinkler system
- Portable fire extinguishers
- Hardwired inter-connected smoke alarms
- Pull stations

**Phase VIII A University Village**
2800 Waterview Parkway
- Fire alarm system
- Fire Sprinkler Systems
- Hardwired inter-connected smoke alarms
- Pull stations
Phase IX University Village
2800 Waterview Parkway
- Fire alarm system
- Full fire sprinkler system
- Hardwired inter-connected smoke alarms

Fire Drills are conducted twice a year for each residential facility.

Small contained fires should be reported to University Residential Life employees, Peer Advisor, and/or Director. Uncontrolled, uncontained fires should be reported by calling 911.
Definitions

**Negligent Manslaughter** - The killing of one human being by another through gross negligence.

**Robbery** - Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or putting the victim in fear.

**Aggravated Assault** - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

**Burglary** - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft** - The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access; even though the vehicles are later abandoned including joyriding.)

**Arson** - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Weapon Law Violations** - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**Drug Abuse Violations** - Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, and codeine); marijuana; synthetic narcotics (Demerol, Methadone), and dangerous non-narcotic drugs (GHB, Rohypnol, and Ecstasy).

**Liquor Law Violations** - The violation of laws or ordinances prohibiting: manufacture, sale, transporting, furnishing, possessing or consuming of intoxicating beverages by a minor; driving under the influence as a minor; maintaining unlawful drinking places; bootlegging; operating a still; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. ("Public Intoxication" and "Driving While Intoxicated" are Penal Code violations and are not included in this definition.)
Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

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. Include attempted Sexual Assaults, but do not include in your Clery Act statistics any Sexual Assaults other than the four types of Sexual Assaults described in this chapter.

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

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

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

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

Definitions of VAWA Crimes

Domestic Violence

VAWA/Clery – A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; or by a person with whom the victim shares a child in common; or by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or 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 by any other person against an adult or youth victim who protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Texas Family Code Definition (Family Violence) - 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), by a member of a family or household toward a child of the family or household;

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.

**UT Dallas Definition** – includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the state of Texas, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the state of Texas.

**Sexual Assault**

**VAWA/Clery** - An offense that meets the definition of rape, sodomy, sexual assault with an object, fondling, incest, or statutory rape as used in the FBI's UCR program.

**Texas Penal Code** Sec. 22.011. SEXUAL ASSAULT. (a) A person commits an offense if the person:

(1) intentionally or knowingly:
(A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
(B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
(C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or

(2) intentionally or knowingly:
(A) causes the penetration of the anus or sexual organ of a child by any means;
(B) causes the penetration of the mouth of a child by the sexual organ of the actor;
(C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
(D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
(E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

**Stalking**

**VAWA/Clery** – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others; or suffer substantial emotional distress.

**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:

(1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening:
(A) bodily injury or death for the other person;
(B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
(C) that an offense will be committed against the other person's property;

(2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and
(3) would cause a reasonable person to:
(A) fear bodily injury or death for himself or herself;
(B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
(C) fear that an offense will be committed against the person's property; or
(D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

Dating Violence

VAWA/Clergy – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Dating violence includes sexual or physical abuse or threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

The existence of such a relationship shall be determined by the victim with consideration of the length of the relationship, and the frequency of interaction between the persons involved in the relationship.

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:
(A) with whom the actor has or has had a dating relationship; or
(B) 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
(2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or sexual assault.

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

(1) the length of the relationship;
(2) the nature of the relationship; and
(3) the frequency and type of interaction between the persons involved in the relationship.

(c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

Consent

Texas Penal Code - 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;
(2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;
(3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
(4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
(5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
(6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
(7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
(8) the actor is a public servant who coerces the other person to submit or participate;
(9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
(10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; or
(11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code.

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

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

A current or previous dating or sexual relationship, by itself, is not sufficient to constitute consent. Even in the context of a relationship, there must be a voluntary, mutually understandable agreement that clearly indicates a willingness to engage in each instance of sexual activity.
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### Arrests for Liquor Law, Drug and Weapons Violations

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</table>
*No hate crimes reported for the years 2014 – 2016.

**There were 3 unfounded cases in 2014 and 2 unfounded cases in 2015, and 3 unfounded cases in 2016**

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus</th>
<th>Residential Facilities</th>
<th>Non-Campus Buildings &amp; Property</th>
<th>Public Property</th>
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<tr>
<td>Domestic Violence</td>
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<td></td>
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<td></td>
<td>2016</td>
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</table>

General Safety Tips

- Avoid walking alone, particularly after dark. Contact UT Dallas Police for a safety escort whenever possible. If walking alone is unavoidable, be aware of your surroundings and let someone know when to expect you.
- Avoid shortcuts. The shortest route is not always the safest route. Walk along the midpoint between curbs and buildings and away from alleys and bushes.
- Dress for mobility, particularly after dark.
- Avoid deserted areas, poorly lit streets, alleys, and pathways.
- Never jog alone.
- When walking or jogging, go against the flow of traffic; that makes it harder for motorists to bother you. (If harassed from a car, walk or run in the opposite direction. Scream if you are truly frightened.)
- Do not jog while wearing stereo headphones. It’s important to be alert to what’s happening around you.
- Carry your personal belongings in a backpack or similar container that will enable your arms and hands to be free at all times.
- Avoid approaching your car with bundles that restrict use of your arms. If you have been shopping, ask the store for assistance.
- Always have your keys ready to unlock the door to your car or residence and enter without delay. Lock the doors after you get inside.
- Before entering your car, look in the back seat and on the floorboard.
- Always lock car doors and windows when you leave or enter your car.
- Never leave belongings in plain view in your car. Lock them in the trunk.
- If someone in a vehicle attempts to stop you - even to ask for directions - do not get close to the vehicle.
- Register, engrave, mark, and/or photograph all your valuables including bicycles, stereos, jewelry, vehicles, computers, etc.
- Never get on an elevator with someone who looks suspicious. If someone who looks suspicious gets on, get off immediately.
- Avoid using ATMs in dark, isolated areas; it’s best to use machines that are highly visible in public areas such as supermarkets.
- Never flash your cash. Always have “emergency” change for a phone call.
- Be responsible with alcohol. If you are intoxicated, you are fewer alerts and an easier target for robbers and attackers.
University Village Apartments Safety Tips

- Never leave your door open, even if you will be gone for only a few minutes; especially, never prop any door open. Always lock doors, screens, and windows to prevent uninvited access to your room.
- Don't mark your apartment/room key or key chain with your name, address, or telephone number.
- Do not give anyone a key to your apartment/room.
- Do not leave valuables in plain sight.
- Never let strangers into your apartments. This puts you and others at risk.
- Be aware of suspicious persons and activities. If you observe someone or something suspicious, notify the hall staff and the UT Dallas Police Department, 972.883.2222.