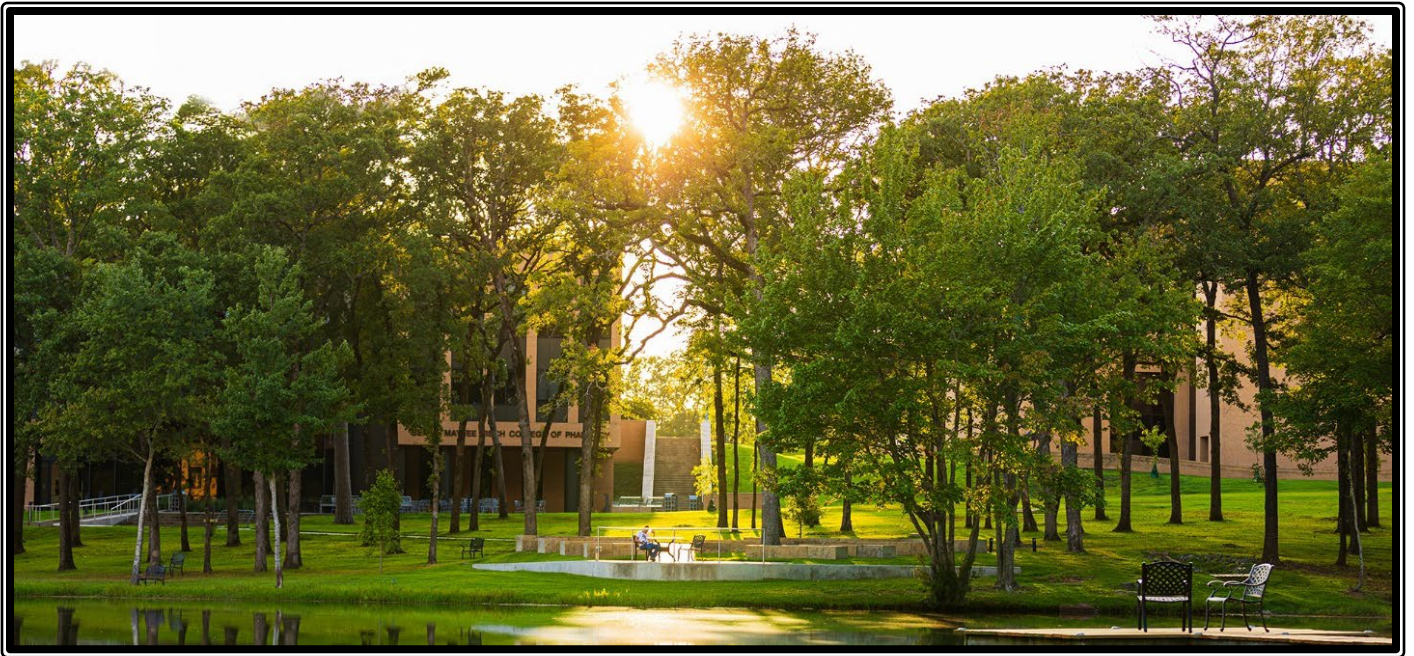




UTTyler™

THE UNIVERSITY OF TEXAS AT TYLER



2025 ANNUAL SECURITY & FIRE SAFETY REPORT (ASFSR)

**Containing Statistics from the 2022-2024 Calendar Years and Policy
Information for the 2025/2026 Academic Year**

**All policies and procedures addressed in this report apply to the UT
Tyler Main/Academic campus, the Health Science Center campus, as
well as the Palestine, Longview, and HEC campuses unless otherwise
stated.**

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The University of Texas at Tyler
Annual Security and Fire Safety Report
Published on September 26th, 2025

ANNUAL SECURITY REPORT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires institutions of higher education to disclose information about crime on and around their campuses. The act is named in memory of Jeanne Clery, a 19-year-old Lehigh University freshman who was assaulted and murdered in her residence hall room on April 5, 1986.

The annual security report is prepared by the University of Texas at Tyler Police Department. The crime statistics within the report are gathered from direct reports of crime to University Police, outside law enforcement agency statistics for campus geography, from Campus Security Authorities, and other methods of reporting such as anonymous reports. The Campus Security Compliance Manager collaborates and consults with other university officials regarding campus security procedures and policies that are included within the report.

Campus Law Enforcement Authority and Interagency Relations

Enforcement Authority

The University of Texas at Tyler Police Department, a component of the University of Texas System Police, is recognized as a police agency throughout the State of Texas. The University Police Department is comprised of licensed peace officers, public safety officers or guards, emergency management personnel, communications personnel, and administrative professionals. The University Police Officers are certified peace officers who have passed the Texas Commission on Law Enforcement (TCOLE) licensing examination for police officers. Police officers employed by the UT Tyler Police Department must also receive at least forty (40) hours of in-service training every two years in order to comply with the State of Texas licensing requirements for police officers.

The University Police Department is a full-service law enforcement agency. It is located at 3410 Varsity Drive in the University Services Center. It operates 24 hours a day, 7 days a week, 365 days a year. The Police Officers of the department are vested with all the powers and immunities as other Peace Officers in the State of Texas. The University Police Officers have the authority to make arrests. Additionally, the enforcement authority of the UT Tyler Police Officers includes enforcing state laws and general university policies, issuing traffic citations, and enforcing parking and traffic regulations on the University of Texas at Tyler main campus as well as the Palestine and Longview campuses.

The primary jurisdiction of the University Police Officers is the University campus, which includes all buildings and land owned or controlled by the university; however, University officers also have jurisdiction county-wide in Smith County, as well as all other counties in which the University of Texas owns or leases property.

The University Police Department also employs University Public Safety Officers (PSOs), who are civilian personnel, and do not have police authority or arrest powers. The PSOs jurisdiction consists of the UT Tyler main, Palestine, and Longview campuses. Their enforcement authority includes patrolling the campus, fixed post security details, building lockups and unlocks, providing motor vehicle assists, such as

vehicle jump starting and vehicle lockout entry, and other service calls as needed. Public safety officers also provide assistance to the University police officers when necessary.

Interagency Relations

The University Police Department works closely with other State, Local, and Federal law enforcement agencies. The UT Tyler Police Department has verbal mutual aid agreements with the Smith County Sheriff's Department as well as the FBI, Homeland Security, and other federal law enforcement agencies. The University Police Department receives its primary support from the City of Tyler Police Department and the Smith County Sheriff's Department. The University Police Department and the City of Tyler Police Department have a written inter-local working agreement which provides for mutual support during incidents that may require additional resources and personnel. This written agreement provides collaborative law enforcement services and investigation of alleged criminal offenses in order to protect life and property within the geographical common areas of the City of Tyler and the University of Texas at Tyler. For crimes occurring on the Palestine or Longview campuses of the University of Texas at Tyler, the University Police Department receives its primary support from the Palestine Police Department and Longview Police Department via a verbal mutual aid agreement. The University of Texas at Tyler leases classroom and office space from Houston Community College as part of the University's Engineering Program. The University of Texas at Tyler students who are enrolled in the program as well as staff who are officed there receive their law enforcement support from the Houston Community College Police Department. The University of Texas at Tyler Police Department works closely with the Houston Community College Police Department on matters of security to ensure a safe learning and working environment for staff and students of the Houston Engineering Center. The University does not own or control any non-campus locations of student organizations officially recognized by the institution and therefore does not operate any policy or procedure for the monitoring and recording through local police of criminal activity by students at said locations.

Crime/Emergency Reporting and University Response

The UT Tyler campus community including all students, faculty, staff, visitors, and guests are encouraged to report all criminal actions and emergencies to the UT Tyler Police Department. The University of Texas at Tyler encourages accurate and prompt reporting of all crimes to the University Police and/or the appropriate local authorities when the victim of a crime elects to, or is unable to, make such a report. If you have been the victim of, or have knowledge of a crime being committed, contact the authorities as soon as possible. The University Police Department will investigate all crimes occurring in its jurisdiction regardless of delay in reporting, but prompt reporting ensures the Campus Police can effectively evaluate, consider, and send timely warning notices, disclose crimes through ongoing disclosure processes such as the Daily Crime Log, and accurately document Clery reportable crimes in the annual statistical disclosure. Prompt reporting also allows the Police an opportunity to investigate the crime while evidence and witnesses are still available.

To report crimes or emergencies on the UT Tyler campus, contact the University Police Department by dialing 903-566-7300 or 9-1-1. Additionally, the University campus is equipped with numerous Code Blue Emergency Telephones located throughout the campus grounds. Push button access on these emergency phones connects you directly to a police dispatcher. The University also provides the RAVE Guardian mobile application which features an option for contacting the University Police or 9-1-1 during emergency incidents. Other forms of reporting include CSAs, Anonymous Reporting, Electronic Reporting, Voluntary Confidential Reporting, and Non-UT Tyler Police Reports.

Reporting to a Campus Security Authority (CSA)

Crimes may also be reported to any Campus Security Authority as defined by the Clery Act. Below is a list of primary Campus Security Authorities to whom students and employees should report criminal offenses for the purpose of making timely warning reports and the annual statistical disclosure:

- Dean of Students
- Title IX Coordinator
- Director of Residence Life

A Campus Security Authority's primary responsibility is to report allegations made in good faith to the reporting structure established by the institution. To report crimes, in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, designated Campus Security Authorities may use this online form: <https://www.uttyler.edu/offices/police/forms/crime-report/>. However, if there is a crime in progress, Campus Security Authorities should immediately contact the University Police Department at (903) 566-7300 or by dialing 9-1-1.

Anonymous Reporting

Crimes can also be reported via the Silent Witness Report form. You may anonymously report a crime or provide other information to the University of Texas at Tyler Police Department by utilizing the Silent Witness Program. Anonymous reports may be made on the University Police website located here: <https://www.uttyler.edu/offices/police/forms/silent-witness-report/>

Electronic Reporting

If you are concerned about the behavior of a student, please use the link provided on the Police Department website at <http://www.uttyler.edu/police/student-of-concern-report.php>

Please include all relevant information on the form before clicking on the submit button. Please include your contact information so we can follow up if we need more information. **If you have an immediate concern, please contact the University Police Department at (903) 566-7300 or dial 911 if it is an emergency.**

Voluntary Confidential Reporting

Campus community members who have been the victim of a crime but do not want to pursue action within either the University system or the criminal justice system may want to consider asking a UT Tyler police officer to file a **confidential report** on the details of the incident without revealing their identity. These confidential reports are included in our annual crime statistics, but do not include any personally identifiable information.

Pastoral and Professional Counselors

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not to be considered campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. However, as a matter of policy, they are encouraged annually, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines counselors as:

- **Pastoral Counselor:** An employee of an institution who is associated with a religious order or denomination recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
- **Professional Counselor:** An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Health Science Center Campus Crime/Emergency Reporting Procedures

The Health Science Center Campus of the University of Texas at Tyler is always staffed with one full time police officer and one public safety officer on site. **To report a crime or emergency on the Health Science Center campus, dial 9-1-1.** To report a crime that has already occurred, contact the UT Tyler Police Department Dispatch at 903-566-7300.

Palestine Campus Crime/Emergency Reporting Procedures

The UT Tyler Palestine Campus is staffed with one full time police officer and one part-time PSO. **To report a crime or emergency on the Palestine campus, dial 9-1-1.** To report a crime that has already occurred, dial 903-566-7300 to contact the 24-hour UT Tyler Police Department Dispatch.

Longview Campus Crime/Emergency Reporting Procedures

The Longview Campus of the University of Texas at Tyler is staffed with one full time police officer and one part-time public safety officer. **To report a crime or emergency on the Longview campus, dial 9-1-1.** To report a crime that has already occurred, contact the UT Tyler Police Department Dispatch at 903-566-7300.

HEC Campus Crime/Emergency Reporting Procedures

To report a crime or emergency at the Houston Engineering Center, students and staff should contact the Houston Community College Police Department by dialing 9-1-1 or 713-718-8888.

Reporting Crimes/Emergencies to Non-UT Tyler Police Agencies

The University of Texas at Tyler Police Department has concurrent jurisdiction on campus with the City of Tyler Police Department. If you prefer to report a crime to the Tyler Police Department, do so by dialing **(903) 531-1000**. If you have been the victim of or have knowledge of a crime being committed outside the incorporated city limits of Tyler, you may contact the Smith County Sheriff's Department at **(903) 590-2600**. If you need help reporting the crime to local authorities, university police personnel are available to assist you.

University Response to Reports

The University Police Officers and Dispatchers are available 24 hours a day to answer campus community calls. In response to a call, the UT Tyler Police Department will take necessary action by either dispatching an officer or requesting the reporting party to come in person to the Police Department to file an incident report. The University Police Department will promptly respond to all crimes and emergencies reported

through the university's various reporting mechanisms. For crimes or emergencies that occur on the Palestine, Longview or Houston campuses, the UT Tyler Police Department will work closely with the local police agencies mentioned above to investigate.

Timely Warning Notifications

In an effort to provide timely notice to the University of Texas at Tyler community in the event of a criminal situation occurring within our Clery geography, that, in the judgement of the Chief of Police or designee, may pose a serious or continuing threat to members of the campus community, a Timely Warning Notice (TWN) will be issued. Clery geography for the UT Tyler campus includes:

- On-campus property, including campus residence halls, buildings, and/or facilities;
- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus or immediately adjacent to and accessible from the core campus or on-campus property/facilities and
- Off-campus university owned and controlled locations

TWNs will be distributed as soon as pertinent information is available, in a manner that is timely, that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar crimes or occurrences.

TWNs are typically issued for the following crime categories:

- Murder/Non-Negligent Manslaughter
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the campus community)
- Robbery involving force or violence (cases involved pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the Chief of Police or designee). In cases involving sexual assault, they are often reported long after the incident has occurred, and therefore there is no ability to distribute a "timely" warning notice to the campus; however, all cases of sexual assault will be assessed for potential issuance of a TWN.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the Chief of Police or their designee

Campus officials not subject to the timely reporting requirement are those with significant counseling responsibilities who were providing confidential assistance to a crime victim. Reports made to pastoral or professional counselors in accordance with the confidential reporting procedures are exempt from the timely warning procedure.

Timely Warning Notices will be disseminated by methods including the RAVE alert system which includes broadcast text messages, emails and/or phone calls and postings on the University Police Department Facebook page. Timely Warnings will be disseminated by one, several, or all of the methods described in above.

Timely Warning Notice Distribution Matrix

Primary Methods	Primary Message Creator	Backup Message Creator	Authority to Approve/Send	Primary Message Sender	Backup Message Sender
RAVE Patriot Alert Broadcast Email	Chief of Police	Assistant Chief of Police or designee	Chief of Police or Assistant Chief of Police	Chief of Police	Assistant Chief of Police or designee
RAVE Patriot Alert Broadcast Text Messaging	Chief of Police	Assistant Chief of Police or designee	Chief of Police or Assistant Chief of Police	Chief of Police	Assistant Chief of Police or designee
RAVE Patriot Alert Broadcast Phone Call	Chief of Police	Assistant Chief of Police or designee	Chief of Police or Assistant Chief of Police	Chief of Police	Assistant Chief of Police or designee
UTPD Facebook Post	Chief of Police	Assistant Chief of Police or designee	Chief of Police or Assistant Chief of Police	Chief of Police	Assistant Chief of Police or designee

Timely Warning Decision Matrix

The University of Texas at Tyler Police Department

Date/time incident was reported to a CSA: _____

Incident Case Number: _____

How was the report received:

- ☐ Campus Police
- ☐ Local Law Enforcement
- ☐ Other CSA reported to UTPD
- ☐ Other

Date/time incident occurred: _____

1. Clery Crime Classification (if it is one of these crimes, check and move on to next question):

- ☐ Homicide
- ☐ Aggravated Assault
- ☐ Sex Offense
- ☐ Robbery
- ☐ Burglary
- ☐ Motor Vehicle Theft
- ☐ Arson
- ☐ Domestic Violence
- ☐ Dating Violence
- ☐ Stalking
- ☐ Hate Crime
- ☐ Arrest/Referral for Drug/Liquor/Weapons
- ☐ Law Violation

2. Clery Crime Geography (if it is one of these locations, check and move on to the next question):

- ☐ On-Campus
- ☐ On-Campus Residential Facility
- ☐ Public Property
- ☐ Non-Campus Property

The University of Texas at Tyler Police Department

3. Description of Incident:

The University of Texas at Tyler Police Department

4. Factors to consider in determining if a serious or ongoing threat may exist
(check all that apply):

- ☐ Incident occurred more than 30 days prior to report
- ☐ Suspect known to victim/relationship between suspect and victim
- ☐ Suspect not in custody
- ☐ Suspect has prior arrests/history of violent behavior
- ☐ No-contact order in place
- ☐ Suspect has history of noncompliance with law enforcement or institutional directives
- ☐ Incident involved physical violence
Suspect threatened to commit physical violence
- ☐ Multiple victims
- ☐ Appear to be isolated incident with specially targeted victim
- ☐ Pattern of behavior around particular group/recurring event/pattern of reported crimes
- ☐ Suspect used date rape/other similar drugs/intoxicants
- ☐ Victim under 18 years of age
- ☐ Other aggravated circumstances or signs of predatory behavior that may constitute a serious or ongoing threat
- ☐ Lack of available facts to determine threat or no threat (explain):
- ☐ Other:

5. Is this considered to represent a serious or ongoing threat to students and/or employees?

- ☐ **YES:** Issue a timely warning and indicate date/time of issuance:

- ☐ **NO:** Why not? (Check relevant factors)
 - ☐ Suspect in custody
 - ☐ Isolated incident with no pattern
 - ☐ Incident targeting specific individual
 - ☐ Did not include violence or threat thereof
 - ☐ Report generalized/lacks pertinent information to determine if threat continues or exists
 - ☐ Significant delay between incident and report date
 - ☐ Other:

The University of Texas at Tyler Police Department

6. Was law enforcement consulted?

☐ Yes

☐ No

When/Contact Info/Notes:

7. Could a timely warning present a risk of compromising law enforcement efforts?

☐ Yes

☐ No

If yes, was there a request for specific information withheld from timely warning? Explain.

Completed by: _____

Date/Time: _____

Keep completed forms in Clery binders for documentation purposes

Daily Crime and Fire Log

Crime Log

A Daily Crime Log is available online - <https://www.uttyler.edu/offices/police/daily-crime-log/table/log.html> - and at the University Police Department located at 3410 Varsity Drive. It is open to public inspection during regular business hours (Monday through Friday, 8:00 a.m. until 5:00 p.m.). The Police Department makes the Daily Crime Log for the most recent 60-day period readily available. Any crime logs that are older than 60 days can be requested and will be made available for inspection within two business days of the request. The Daily Crime Log includes any crimes occurring on the Tyler, Palestine, and Longview campuses, as well as any crimes occurring at off-campus, university owned and controlled property. The information in the crime log typically includes the nature of the crime, date the crime was reported, incident occurred date and time, the general location of each crime, as well as the disposition, if known. The names of crime victims will not be listed in the Daily Crime Log.

Fire Log

The Fire Log is maintained by the UT Tyler Environmental Health and Safety (EH&S) department. All confirmed fires occurring within or on any on-campus residential facilities will be included in the Fire Log. The most recent 60 days are available for immediate inspection at the EH&S office located at 3900 University Blvd., PHY 120 or on their website where the log is updated monthly: <https://www.uttyler.edu/offices/safety/fire-life-safety/> Any logs older than 60 days will be made available within two business days of the request. The log will typically include the location (residential facility) of the fire, date and time of the incident, and nature of the incident.

Emergency Response and Evacuation Procedures

Emergency Response

At the University of Texas at Tyler, members of the Police Department are trained first responders and are prepared to take action in emergency situations that may arise on campus. Our Incident Response Team is in place to allow for immediate response by individuals with specific, already predefined, roles and responsibilities. The University of Texas at Tyler has adopted an Emergency Operations Plan (EOP) that establishes policies, procedures, and an organizational hierarchy for response to emergencies on campus. The EOP is designed to provide The University of Texas at Tyler with a management tool to facilitate a timely, effective, efficient, and coordinated emergency response to incidents affecting the campus community. The EOP consists of a basic plan, emergency support functional annexes, hazard specific annexes, appendices and a resource guide that contains information used to contact the necessary personnel and resources during a major emergency. Operations outlined in the EOP are designed to protect lives, stabilize the incident, minimize property damage, protect the environment, and provide for the continuation and restoration of critical services. The complete plans for the academic campuses and the Health Science Center are available on the University's website at:

General Emergency Guidelines: <https://www.uttyler.edu/offices/safety/emergency-guide/>

Academic Campuses: <https://www.uttyler.edu/emergency/files/ut-campus-flip-chart-2023-2024.pdf>

Health Science Center: <https://www.uttyler.edu/emergency/files/uthsc-flip-chart-2023-2024.pdf>

In certain emergencies, for the safety of the campus community, it may be necessary to either evacuate, shelter in place, or lock down buildings. During these emergencies, the University emergency personnel will utilize a multi-layered warning system in an effort to inform as many members of the campus

community as possible. These warnings will be disseminated by one, several, or all of the methods described in our Emergency Communications Systems.

Information on actual or potential emergencies occurring on campus should be reported to the University Police Department by dialing 903-566-7300, on-campus extension 7300, or 911. Should these emergencies be reported to different departments and/or individuals at the university, all reports and corresponding information should be immediately directed to the Police Department to ensure that the provisions of the emergency response and notification annexes are carried out in a timely and efficient manner.

The University may also receive warning of actual or potential emergency situations or other serious incidents, from a wide range of sources, including but not limited to:

- Texas Law Enforcement Telecommunication System (TLETS) or National Law Enforcement Telecommunication System (NLETS) message from state or local authorities
- Radio, telephone, e-mail, fax, or in-person from Smith County, City of Tyler, or other public safety agencies and officials
- Radio, telephone, e-mail, fax, or in-person from members of the UT Tyler community or other citizens
- NOAA Weather Radio
- Emergency Alert System
- News Media

Emergency Evacuation Procedures

When designated authorities determine that evacuation is necessary, the EOP Evacuation/Shelter/Active Shooter Annex is intended to serve as a guide for a flexible but orderly process to carry out predefined functions as part of the plan to ensure the safety of the campus community.

Emergencies which may require evacuation include but are not limited to:

- Fire
- Gas Leak
- Hazardous Material Release
- Flooding
- Mass Casualty Incident
- Major Structural Concerns to Campus Buildings
- Communicable Disease Outbreak
- Bomb Threat or Terrorism

Evacuation Activation Levels

When information on an actual or potential emergency situation is received and confirmed by University Police, depending on the nature, severity, and duration of said emergency, combined with the results of the decision criteria set forth in the EOP, one of the following actions may be ordered:

Level I Evacuation (Building)

Total or partial building evacuation because conditions make it no longer safe to remain inside a building or a specific area in a building. This level of activation requires occupants to move out and away from a building or out and way from a specific area inside a building.

Level II Evacuation (Area)

Total or partial area evacuation because conditions make it no longer safe to occupy buildings or areas in certain sectors of the campus. This level of evacuation requires members of the campus community to move out and away from these unsafe areas of the campus to a designated safe zone.

Level III Evacuation (Full Campus/Extended Area)

Evacuation of the UT Tyler Campus and/or affected parts of the City of Tyler because of a community wide disaster. This level of evacuation requires implementing the City of Tyler's Emergency Operations Plan.

General Evacuation Guidance

The following guidance applies to the general campus community during an evacuation:

- Know where the nearest exits are located.
- Know where the phones and pull stations are and know HOW to turn on an alarm. Become familiar with the location and operation of emergency equipment, including fire extinguishers, first aid kits, spill cleanup kits, and disaster supply kits.
- Never block, even temporarily, building evacuation routes and exits.
- Never ignore a sounding alarm or official instructions to evacuate a building.
- Ensure that those in the general vicinity are aware of the evacuation.
- Close, do not lock, doors behind you as you exit your work areas or classrooms.
- Leave personal belongings, except those in immediate reach.
- Evacuate quickly and calmly, by way of the nearest exit, to a safe distance from the building (500 feet or more). Keep clear of emergency vehicles. Leave sidewalks and roadways clear for emergency responders.
- Stay with the group from your area or with your class.
- Students in class should check in with their faculty member and faculty/staff should check in with their department head.
- Do not re-enter the building until the all clear has been given. Follow instructions given by University Police, Environmental Health & Safety personnel, University administration, or other emergency authorities.
- If it is necessary to evacuate the campus in a vehicle, exit in the direction given by University Police or another emergency authority. Do not put your vehicle in a position where it blocks the way for others. Some vehicles may be selected for emergency transportation. If your vehicle is chosen, please cooperate. If the road is not usable, leave your vehicle and evacuate on foot.

Shelter-In-Place Procedures

Sheltering-in-place should be used if a condition exists that is potentially life threatening and has an immediate threat to the health and personal safety of the campus community in which evacuation is not safe. These threats include, but are not limited to active shooter incidents, mass acts of violence, tornadoes, terrorist attacks or hazardous materials incidents. This directive might be implemented campus wide or in a specific area. The campus community should remain in a shelter-in-place status until the all clear is communicated by emergency response personnel via the UT Tyler's Emergency Communications System.

General Shelter-In-Place Guidance

- Move to designated safe area in your building. This will usually be a first-floor room without windows, restrooms, or windowless stairwells.
- Move away from doors and any interior glass. Take cover under furniture or other heavy objects. DO NOT go outdoors.
- Avoid gymnasiums, lecture halls, labs, hazardous materials storage areas, workshops, and multi-story lobby areas.
- Report injuries or trapped individuals following the events by calling the University Police at 903-566-7300.
- Listen for and follow all emergency instructions issued by the Outdoor Warning System, PatriotAlert texts and emails, Phones, and Loudspeakers.
- Remain in the shelter area until given the all clear by first responders or other UT Tyler officials. Cessation of sirens does not signal all clear.
- Once an official ALL CLEAR is given, check for others that may need assistance and help them until authorities arrive.

Testing and Drills

The University of Texas at Tyler's emergency response and evacuation procedures will be tested on an annual basis. These tests will include either an evacuation or shelter-in-place drill, a corresponding exercise, and appropriate follow through activities designed to assess and evaluate our defined emergency plans and capabilities. These follow through activities will typically be in the form of an After-Action Report (AAR). Additionally, the University will document, for each test, a description of the exercise, the date, time, and whether it was announced or unannounced.

The drills will be unannounced and conducted under varying conditions to simulate the unusual conditions that occur should an evacuation be necessary. These drills may be obstructed, (having various means of exit made temporarily unavailable) in order to familiarize occupants with secondary routes of evacuation, or unobstructed.

Evacuation drills, which may take the form of a fire-drill, will be coordinated by the Director of Environmental Health and Safety. Evacuation drills shall involve all building occupants. Everyone shall leave the building when the fire alarm sounds. Exceptions are strongly discouraged. It may be advisable to notify anyone needing special assistance prior to the planned evacuation drills. Sheltering drills will be coordinated by the Chief of Police and Emergency Management Coordinator. A sheltering drill may take the form of a campus-wide tornado drill, active shooter exercise, or other similar scenario.

In addition, at least once per academic year, in conjunction with our annual test of emergency response and evacuation procedures, the President will publicize the evacuation and emergency sheltering annex and will encourage awareness of the same by the campus community.

Emergency/Immediate Notifications

The University of Texas at Tyler has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples of situations that may warrant an

emergency notification after confirmation:

- Bomb threats, active shooters, or other imminent violent threats
- Natural disasters or severe weather
- Fires, natural gas leaks, and hazardous spills
- Building evacuations and lock downs
- Biological or pandemic events
- Power outages and utility failures resulting in imminent threat
- Campus closure or evacuation
- Other notifications required by law

The University of Texas at Tyler will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

Any actual or potential emergency or dangerous situation on campus will be confirmed by the University Police Department. Approval of emergency notifications will be time dependent and determined by the situation. Authorization will be provided from the highest level listed below as circumstances permit.

- President
- Vice President for Academic Affairs
- Vice President for Operations
- Vice President for Student Success
- Police Command Staff (Chief, Assistant Chief, Sergeants)
- Emergency Management Coordinator
- Director of Environmental Health and Safety
- Incident Commander (If the University EOP has already been activated)

Designated Activating Authorities (those that are authorized to activate the Emergency Communications System), include the Chief of Police, Assistant Chief of Police, and the Emergency Management Coordinator.

If there is an immediate threat to the health or safety of students or employees occurring on campus, the institution must follow its emergency notification procedures. The University of Texas at Tyler, when following the designated emergency notification procedures, is not required to issue a Timely Warning Notice based on the same circumstances; however, the University must provide adequate follow up information to the community as needed. Notifications involving immediate life safety issues may be fully activated and issued by the University Police Department without delay, on short or no notice, without full authorization.

1. All warning information received will be directed to the University Police supervisor on duty who will confirm the actual or potential emergency situation. They will then notify the Assistant Chief and/or Chief of Police and the Emergency Management Coordinator.
2. The Chief of Police and the Emergency Management Coordinator will use the UT Tyler All-Incident Administrative Notification Plan to make notification to key University officials so they can determine appropriate actions to respond to the situation and the appropriate notifications to be issued.
3. Designated Activating Authorities, as listed, must determine if an emergency exists and the level (as defined by the EOP), approve activation of the Emergency Communications System if

necessary, and determine the appropriate content of the notification or warning before it is disseminated to the University.

- a. **Exception:** For notifications for emergencies that may result in immediate injury or loss of life, e.g., tornado warnings or active shooter situations, the University Police and the Emergency Management Coordinator are authorized to perform full activation of the Emergency Communications System and alert the campus community immediately and without further authorization.
4. Once the Police Department has confirmed that there is an actual or potential emergency situation (or other incident requiring timely warning), and that the Emergency Communications System should be activated, the Chief of Police will notify those individuals with activation responsibilities to begin the activation procedures.
5. The University will, without delay and taking into account the safety of the University, determine the content of the notification or warning and initiate the Emergency Communications System, unless issuing a notification or warning will, in the professional judgment of the Activating Authority, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency situation.
6. The University will provide regular updates regarding the situation as long as the emergency situation continues and an “all clear” type message will be issued via the Emergency Communications System(s) when the emergency situation has been terminated.
7. Emergency information that must be publicly distributed beyond the University community will be coordinated with the Vice President of Marketing/Chief Communications Officer who will assist the Chief of Police in developing the notification content. The university will use one, several, or all of the following methods to provide notification to the larger community: news/media outlets, university social media pages, and amplified campus audible alerts.

Emergency Notification Dissemination Methods

Emergency notifications will serve to mitigate and/or minimize the impact of an emergency on the lives of students, faculty and staff, the property, and the educational mission of The University of Texas at Tyler.

The University will typically issue emergency notifications to all students, faculty, and staff. However, specific segments of the campus community may be designated to receive information if, in the professional judgment of the Activating Authority, wider distribution would compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency situation. Examples of situations in which segmentation might be necessary include, but are not limited to, active shooter situations and building specific evacuations.

All students are automatically enrolled in the emergency text, email, and phone notifications through the Patriot (RAVE) Alert Emergency Notification System. Students not wishing to receive these alerts must opt out. Employees wishing to enroll in these alerts must ensure their phone numbers are updated in UT Share. Visit <https://www.uttyler.edu/emergency/patriotalert/> for more information.

The University may use one, several, or all of the following components to issue emergency notifications. Only those components deemed appropriate for the situation, in the professional judgement of the Activating Authority, will be used. Collectively, these components are referred to as the Emergency Communications System.

- Outdoor Warning System: The University's outdoor warning system issues tone and voice messages in the event of an emergency. The system can also be used for public address. The system is designed to be heard campus-wide by persons outside.
- Indoor Warning System: Replicates the information provided by the outdoor warning system into most buildings on campus through fire alarm panel speakers.
- RAVE - Broadcast Phone Call: Students, faculty, and staff will receive phone calls when this system is activated.
- RAVE - Broadcast Text (SMS) Message: Students, faculty, and staff will receive SMS messages when this system is activated.
- RAVE - Broadcast E-mail: Students, faculty, and staff will receive an e-mail message sent to their official UT Tyler e-mail address.
- Fire Panel Broadcasting: If any of the buildings' Fire Alarm has been activated, the Mass Notification Emergency Communication (MNEC) Paging System will override the Fire Alarm Audio and Visual Signals at that building. Once the MNEC Paging System functions have been restored, and if the building's Fire Alarm is still active, the Audio and Visual Signals will re-activate automatically. If for any reason the Audio and Visual Signals shouldn't be re-activated (i.e., Active Shooter that has pulled a pull station to Evacuate the building), then the Alarm Silence All Panels button can be pressed. This will send the Alarm Silence command to all fire panels on campus. While a panel has been Alarm Silenced, the MNEC Paging functions continue to operate. After the incident requiring the Alarm Silence/Mass Notification functions has been dealt with, the Fire Alarm system can be reset normally. Currently, the following campus buildings have been equipped with the MNEC Paging System: College of Arts and Sciences, College of Nursing, College of Business, Harrington Patriot Center, Stewart Hall Administrative Building, University Services Center, and the University Center.
- University Web Site: The University web site will be updated with information and instructions during an emergency situation. A hosted, off-site web site may be used instead of or to supplement the official University web site.
- Person-to-Person Communication (DSLs): The University's Departmental Safety Liaisons (DSLs) will deliver instructions to persons in their designated buildings/departments if they deem it safe to do so.

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Emergency Notification Distribution Matrix

Primary Methods	Primary Message Creator	Backup Message Creator	Authority to Approve/Send	Primary Message Sender	Backup Message Sender
Outdoor Warning System	Pre-scripted and recorded Messages created Federal Signal	N/A	Chief or Assistant Chief of Police	UT Tyler Police Department Telecommunicators	Emergency Management Coordinator
Indoor Warning System	Pre-scripted and recorded Messages created by Federal Signal	N/A	Chief or Assistant Chief of Police	UT Tyler Police Department Telecommunicators	Emergency Management Coordinator
RAVE Patriot Alert Broadcast Email	Emergency Management Coordinator	Chief of Police	Chief or Assistant Chief of Police	UT Tyler Police Department Telecommunicators	Chief or Assistant Chief of Police
RAVE Patriot Alert Broadcast Text Messaging	Emergency Management Coordinator	Chief of Police	Chief or Assistant Chief of Police	UT Tyler Police Department Telecommunicators	Chief or Assistant Chief of Police
RAVE Patriot Alert Broadcast Phone Call	Emergency Management Coordinator	Chief of Police	Chief or Assistant Chief of Police	UT Tyler Police Department Telecommunicators	Chief or Assistant Chief of Police
Fire Panel Broadcasting	Chief of Police	Chief of Police or designee	Chief or Assistant Chief of Police	Police Communications Staff	Chief of Police or Assistant Chief of Police
University Website	Marketing and Communications Office	Chief of Police or designee	Vice President for Marketing and Chief Communications Officer	Marketing and Communications Office	Marketing and Communications Office or designee
Person-to-Person Communication (DSLs)	Chief of Police	Assistant Chief of Police or designee	Chief of Police	Environmental Health and Safety (EH&S) Specialist	Chief of Police or designee

Roles and Responsibilities for Emergency Situations and Notifications

The concept of notification typically includes the activation of all or part of the layered emergency management organization and communication with the campus community to ensure that they are aware of a dangerous situation.

When designated authorities determine that it is necessary to notify the campus of an actual or potential emergency, a strategy appropriate to the situation will be implemented. This strategy will involve the coordinated use of many of the components, procedures, and messages described in this report to ensure the effective delivery of notifications and warnings. Below are specific roles and responsibilities assigned to each department/individual involved in the university's emergency response procedures.

The President, Vice President for Academic Affairs, Vice President for Operations, and/or the Vice President for Student Success will:

1. Outline general policies on notification, warning, and emergency public information.
2. Approve emergency information to be released to the public through the news media or other means.
3. Annually publicize the University's notification and warning procedures and encourage participation by the campus community.

The Chief of Police will:

1. Develop an adequate notification and warning system.
2. Educate all University Police personnel on the procedures for the activation of the Emergency Communications System.
3. In conjunction with the Emergency Management Coordinator, develop and maintain procedures for operation of the Emergency Communications System, coordinating as necessary with other departments and agencies.
4. In accordance with the emergency notification annex or when directed, activate the Emergency Communications System to alert and provide instructions to the campus community.
5. Collaborate with the Emergency Management Coordinator to develop pre-scripted messages and media statements.

The Emergency Management Coordinator will:

1. Manage the maintenance and regular testing of the components of the Emergency Communications System.
2. In coordination with the Chief of Police, develop operating procedures for the Emergency Communications System, coordinating as necessary with other departments and agencies.
3. Assist in the development of pre-scripted notification and warning messages and media statements.
4. In coordination with the Vice President of Marketing and Communications, educate the University regarding the use of the Emergency Communications System.
5. In accordance with the emergency notification annex or when directed, activate the Emergency Communications System to alert and provide instructions to the campus community.

General Safety Information

- If you hear a fire alarm:
 - Turn off electrical equipment
 - Close door against fire
 - Do not use elevators
 - Use fire exit stairwells
 - Calmly evacuate to an open area 100 yards away from the affected building
- If you discover a fire:
 - Activate the nearest fire alarm pull station
 - Dial 911
 - Notify others in your area
 - Calmly evacuate to an open area 100 yards away from the affected building
- If you receive a bomb threat:
 - Elicit as much information as possible
 - Calmly notify others in your area
 - Dial Ext 7300 or 911
 - Check your immediate area for suspicious objects. **DO NOT HANDLE ANY OBJECT FOUND.**
 - Calmly evacuate to an outside area 500 yards away from the affected building
- In the event of a weather emergency:
 - Take cover in designated "safe areas" or under heavy furniture on the ground floor in the center of a building, away from the outside walls and windows.
 - If outside and unable to make it to an inside location, take cover and lie flat in the nearest drainage ditch, excavation, or ravine.
 - Avoid auditoriums, lecture halls, laboratories, studios, and hazardous chemical storage areas.
- If you experience a medical emergency:
 - Dial 911
 - Employees should report their injury to his or her supervisor

Security Awareness and Crime Prevention

A continuing partnership between the University Police Department and everyone who lives, works, and studies at the University of Texas at Tyler is the key to a safe campus.

Students, faculty, and staff are encouraged to be responsible for their own safety and the safety of others. Alertness, common sense precautions, and concern for others are keys to preventing crime and helping us ensure the safety of our campus. The University of Texas at Tyler Police Department urges you to be aware of your surroundings and environment in order to maintain the highest possible level of safety within the University of Texas at Tyler campus community.

Security Awareness Programs and Information

- **Safety and Security Presentations (Fall and Spring Semester Orientations):** The University of Texas at Tyler provides all incoming freshman, transfer, and international students with information concerning safety and security. In addition, the University Police

Department speaks to incoming freshman students and their parents regarding campus security policy, safety, and security at each orientation session.

- **Active Shooter Presentations (Annual):** University Police conduct active shooter training presentations at least once per calendar year. These are also made available to student and staff groups/departments upon request.
- **Employee Cyber Security Training (Annual):** All UT Tyler full time, part time, and third-party contract employees with access to UT Tyler's network are required to complete the employee cyber security training. This training helps employees stay vigilant when engaging in any online activity.
- **Employee Compliance Training (Biannual):** As required by the University of Texas System Rules and Regulations, UT Tyler policies and procedures, and applicable federal and state laws, all employees are required to complete the employee compliance training every two years. New employees are required to complete the training within 30 days of their hire date. Topics covered in this training include: Information Resources Use Training, Overtime Compensation and Timekeeping, Drug and Weapon-Free Workplace, Workplace Health and Safety, Fraud Awareness, Equal Opportunity Employment, and Harassment Prevention.
- **Safe Spring Break:** Informational session put on by our Title IX office to discuss alcohol and drug awareness as well as general safety tips.
- **Daily Crime Log:** A daily crime log is maintained at the University Police Department located at 3410 Varsity Drive and is open to public inspection during regular business hours (Monday through Friday, 8:00 a.m. until 5:00 p.m.) and online via the police department's website: <https://www.uttyler.edu/offices/police/daily-crime-log/table/log.html>. The Daily Crime Log includes any crimes occurring on the Main Campus, HSC Campus, Palestine Campus, or Longview campus, or any off-campus property owned or controlled by the Institution. The crime includes the nature, date reported, incident occurred date and time, and general location of each crime, as well as the disposition, if known.
- **Security Surveys/Patrols (Weekly):** Performed on a weekly basis to assure that the physical elements that contribute to crime are reduced (i.e., doors are locked, vegetation is under control, and internal and external lighting is appropriate).
- **RAVE Patriot Guardian Mobile Smartphone App:** Provides the campus community with a smartphone app capable of calling and texting the University Police, dialing 9-1-1, and setting a safety timer for personal safety, which also serves as a "virtual" walking escort. The app provides GPS capability which assists the police in locating a person in distress. This mobile smartphone app is heavily promoted during freshman orientation sessions with students and their parents. Posters at various locations on campus, website advertisements, and/or other methods of encouraging participation are conducted throughout the year.
- **Emergency Flip Charts:** Located in every building on campus, these emergency charts provide recommended courses of action to take in the event of an emergency. In addition, the Office of Emergency Management provides an electronic version of the emergency flip chart which can be found here: <https://www.uttyler.edu/offices/emergency-management/>

Crime Prevention Programs and Information

- **Crime Prevention Presentations:** Presentations for groups, classes, and departments are available from the University Police Department upon request.
- **Safe Walk Program (24/7):** Upon request, the University Police Department provides students and employees escorts to their vehicles, buildings on campus, and/or to their on-campus housing complex. This service is available 24/7/365.
- **Safety and Prevention Videos:** The University Police Department provides active shooter videos that are available online 24/7. Students and employees can access these videos by visiting the link provided. <https://www.utt Tyler.edu/offices/emergency-management/active-shooter/>

Safety Awareness and Crime Prevention Tips

Driving:

- Always tell someone where you are going and what time you expect to return.
- Never pick-up hitchhikers.
- Have your keys out and ready when approaching your vehicle.
- Inspect the interior before you enter your vehicle. Once inside, lock all doors and windows.
- Park in well-lit areas. Do not park where suspicious persons are loitering.
- Trust and follow your instincts.

Off Campus:

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

On Campus:

- Never leave your personal property unsecured or unattended.
- Look around and be aware of your surroundings when you enter and exit a building.
- Be aware of your surroundings and think about how you would defend yourself. Develop a "game plan" for prevention.
- Avoid walking alone, particularly after dark. If walking alone is unavoidable, be aware of your surroundings.
- Walk with confidence and determination, holding your head up. Look behind and around you frequently.
- Avoid shortcuts. The shortest route is not always the safest route.
- Dress for mobility, particularly after dark.
- Carry your personal belongings in a backpack or similar container that will enable your arms and hands to be free at all times.

- Never allow someone to predict your route of travel. Whether you are driving, biking, walking, or jogging, frequently alter your route between campus and your residence.
- Call (903) 566-7300 for an escort to your car or campus residence if you, for any reason, fear for your safety.

On Dates:

- Know your sexual limits and communicate them clearly and firmly.
- Avoid the use of mind-altering drugs and alcohol.
- Listen to and respond to your instincts. They are usually correct.

Residence Halls:

- Never prop your door open, even if you will be gone for only a few minutes. Always lock doors, screens, and windows to prevent uninvited access to your room.
- Do not go inside your residence if you return and find that the door is ajar. Immediately notify the police.
- Do not give anyone a key to your room. If you lose your room key, report it immediately to your RA.
- Do not leave valuables in plain sight. Register, engrave, mark, and/or photograph all your valuables including bicycles, stereos, jewelry, vehicles, computers, etc.
- Be aware of suspicious persons and activities. If you observe someone or something suspicious, notify the residence staff and the University Police Department.
- Report any obscene, annoying, or threatening telephone calls to the University Police Department.

Missing Persons

In accordance with The Clery Act, The University of Texas at Tyler is required to establish and follow a missing student notification policy and related procedures (Sec. 488-j. of the Higher Education Opportunity Act). When it is determined that a residential student is missing from the University, employees of The University of Texas at Tyler, in collaboration with local law enforcement, will be guided by this policy and related procedures.

The University of Texas at Tyler has adopted a missing student notification policy for students residing in university owned and controlled residential facilities. It is as follows: All campus residents may designate an individual as a contact who will be notified by UT Tyler within 24 hours if the resident is determined to be missing. If you wish to designate someone other than the emergency contact you specified on your application, please update your student profile on the housing portal, found on MyUTTyler. University Housing staff will distribute this messaging through various means, which could include resident check-in, community meetings, or targeted email communication.

Student's contact information will be registered confidentially, and this information will be accessible only to authorized campus officials, and it may not be disclosed, except to law enforcement personnel in furtherance of a missing persons investigation.

If a student is under the age of 18, and unemancipated, the institution must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any

other contact person designated by the student.

Any official missing student report must be referred immediately to the UT Tyler Police Department by calling 903-566-7300.

The University will notify the Tyler Police Department within 24 hours of the determination that the student is missing, unless Tyler PD was the entity that made the determination that the student was missing.

The statute leaves it to the institution to determine the events that trigger a report that a student is missing and to whom or how the report is to be made--trigger events and the format in which it will be reported that will be used by The University of Texas at Tyler are listed below. If the student has not designated a missing person emergency contact and/or is not an un-emancipated minor under the age 18, the department must notify the appropriate law enforcement agency.

Trigger Events

The report of a missing person is initiated when residence life staff or the UT Tyler Police Department are notified of or become aware of a potential missing student—this is the trigger event that begins the Missing Person protocol. The 24-hour period begins at the time of notification. Staff should follow missing person procedures to report and investigate the missing person. Trigger events that would cause a person to be considered missing include contact from concerned individuals, including university officials, about an individual's absence or lack of contact that is contrary to his/her normal behavior and/or if unusual circumstances may have caused the absence.

Procedures to Follow

The procedures that the University must follow when a student who resides in an on-campus student housing facility is determined to have been missing are outlined below.

If anyone other than the UT Tyler Police Department was first notified of the missing student, then that individual or department will immediately notify the University Police by calling the emergency police line at 903-566-7300. They will also submit a CARE report to document the incident and notify other key stakeholders.

Residence Life Response

- *Resident Assistant (RA) Response:*
 - Gather all information from the reporting source
 - Who is the reporting source? Name, relationship to missing person, and contact information.
 - Missing person information: Name, age, description (picture if possible), contact information, last seen date/time/location, change in behaviors, stress, and/or relationship, and reason for concern.
 - Notify the Residence Coordinator on duty of potential missing person if not already aware.
 - Following directives from the UT Tyler Police Department, the RA will conduct routine checks within the on-campus community.

- Try to contact the alleged missing person by visiting the unit in which they reside and/or by phone.
- Check with the roommate to see when the missing person was last there.
- Check with the missing person's friends to ask when they last saw/spoke to the student.
- If possible, check social media sites for information about the student that may be useful. If you do not have access to the potentially missing student's page, ask his/her friends to check and provide any information that may be useful.
- *Residence Coordinator (RC) Response:*
 - When a resident is reported missing, such information must be immediately communicated to the Director of Residence Life, Dean of Students or Designee, and the University of Texas at Tyler Police Department.
 - The RC will make internal checks (outlined below) within the on-campus community and notify the Director with updates. The Director will assist as needed.

Internal Checklist

- Check in Transact to determine whether the resident's ID has been used to gain access to any residential, campus, or dining facilities.
- Determine whether the resident's mail has accumulated in their mailbox.
- Check *MyUTTyler* to see if the resident has recently withdrawn.
- Gather as much information as possible from the individual who has reported the student as missing (reasons why person is believed to be missing, last date/time of contact, actions the individual has taken to locate the student, etc.).
- Check student's room, send an email message and text message, and leave a note in the student's room requesting the student to contact you as soon as possible.
- Contact IT staff—call the 24-hour number if after hours – IT staff can view computer lab usage, EID logons to UT applications, etc.
- *Director of Residence Life Response*
 - Notify the following offices:
 - University Police
 - Dean of Students
 - CARE Team
 - Cases believed to involve danger for the missing person should immediately be communicated to the Senior Vice President for Student Success, Dean of Students, and to the University Police Department who will expedite the investigations. Due to FERPA regulations, no parents or guardians will be contacted before consulting the Director of Residence Life.
 - Continuously monitor and communicate with all involved individuals and ensure that all appropriate parties are notified – including if the resident is located.
 - Possible communication with parents/guardians.

- The Director will also conduct external checks (outlined below) and assist the RC on conducting internal checks if needed.

External Checklist

- Notify University Police to determine if they have had any contact with the resident and to request their assistance with the search.
- 24 hours after the trigger event, if the resident is still missing, do the following:
 - Continually update the Senior Vice President for Student Success and the Dean of Students.
 - Get the names of the student's classes and major department from *MyUTTyler*.
 - The Senior Vice President and Dean of Students can assist in contacting the College in which the student is enrolled.
- While the above procedures are being followed, there should be an on-going check of other residents on the floor as well as a check for meal plan use and mail pick-up.

Police Department Response

- Initial report takers should gather all pertinent information from the reporting source.
 - Who is the reporting source? Name, relationship to missing person, and contact information
 - Missing person information: Name, age, description (picture if possible), contact information, last seen date/time/location, change in behaviors, stress, and/or relationship, and reason for concern
- *Dispatch Responsibilities*
 - Gather all pertinent information from reporting source as stated above as well vehicle information (description, make, model, color, LP, etc.) relationship status and partner information (on campus resident? Name, contact information, etc.) if applicable.
 - After the initial call has been completed, dispatch an officer to the necessary location.
 - Immediately notify the Chief and/or Assistant Chief of Police of the report.
 - Prepare an AMIN for regional broadcast through TLETS which should include names, DOB, weight, height, eye/hair color, any vehicle descriptions, medical issues, and last seen wearing details. Also include direction of travel if available. Statewide broadcast must first be approved through DPS Austin. They can be reached at 1-800-83-TLETS
 - Once all information has been gathered, send an admin message through TLETS.
 - Contact the DPS at 903-939-6001 and request the missing or subjects' phone to be "pinged."
 - Make sure all information is accurately logged in the CAD system with time stamps.
 - Dispatch personnel will continue to collaborate with the officers and other necessary departments on the investigation until the missing student is located.
- *Emergency Management Response*
 - Activate Emergency Operations Center

- Establish contact with Incident Command Position
- Contact City, County, State and UT System EOCs
- Manage EOC for duration of event
- *Officer Responsibilities*
 - In conjunction with Residence Life staff, the PD will perform routine checks within the on-campus community.
 - Try to contact the alleged missing person by visiting the unit in which they reside and/or by phone.
 - Contact roommates, friends, significant others, etc., to establish a timeline.
 - Check with the roommate to see when the missing person was last there.
 - Check with the missing person's friends to ask when they last saw/spoke to the student.
 - Check any leads on the resident's whereabouts provided by other residents and friends.
 - If possible, check social media sites for information about the student that may be useful. If you do not have access to the potentially missing student's page, ask his/her friends to check and provide any information that may be useful.
- Direct housing facility's Residence Coordinator to check student's ID activity to determine whether it has been used to gain access to any residential, campus, or dining facilities.
- Alert dining service cashiers to watch for the missing student.
- Obtain student's vehicle information and cross check with the License Plate Recognition system to determine if the vehicle was captured during the time frame in question.
- All investigating procedures should be completed within 24 hours of the report of a missing student.
 - The completion of these steps will ensure that as much investigation as possible has taken place in attempting to locate the student, so that early contact can be made with the parents, if that is the action to be taken.
- Once all on campus measures have been exhausted, and regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, the UT Tyler Police Department will inform all local police agencies of the missing student within 24 hours.
- The investigation will not end until the student is located.

Exceptions to notifying law enforcement without following Missing Person Policy notification procedure:

- Circumstances include, but are not limited to, suspected foul play.
- Circumstances where the student has expressed suicidal ideology.
- Circumstances where a medical condition may place the student in a life-threatening situation.
- Circumstances which are related to a natural disaster or other force of nature that has resulted in a catastrophic situation.
- Student reported missing has not designated an emergency contact.

Student Success Response

- If first notified of the missing student, the Senior VP for Student Success, or their designee, will immediately submit a CARE report and notify the UT Tyler Police Department.
- Assist Residence Life and the UT Tyler Police Department in making notifications regarding the missing student and investigation.
- Provide support to the parents/guardians of the missing student as well as other students, friends, roommates, etc.

Student Conduct Response

- If first notified of the missing student, the Director of Judicial Affairs, or their designee, will immediately submit a CARE report and notify the UT Tyler Police Department.
- Make direct contact with CARE team offices to further collaborate and assist in the investigation in any way possible.
- Provide support to the University community in the investigation process.

Maintenance, Security of, and Access to Campus Facilities

Security of Campus Facilities

The University of Texas at Tyler Police personnel (officers and PSOs) patrol the UT Tyler residential facilities and academic and administrative buildings and facilities on campus 365 days per year.

Residential facilities owned and controlled by the university include:

- Ornelas Hall
- Patriot Village Apartments
- University Pines Apartments
- Liberty Landing Apartments
- Victory Village Apartments

Assistants (RAs) are also on duty at all times to assist residents as needed. They are all trained and designated as Campus Security Authorities. The University Police Department meets with all RAs at the beginning of each fiscal year and periodically throughout the year to discuss security issues and procedural updates, if any. Residential Security cameras are in operation at each residential facility and across campus. The University also utilizes License Plate Recognition Software and cameras are mounted at every campus entrance.

Federal background checks are completed on every vendor and contracted worker prior to them being approved to work on campus property.

Maintenance of Campus Facilities

All camera systems are routinely checked to ensure proper operation. Preventative maintenance and repairs of the camera systems are conducted throughout the year and as needed.

Parking lots and campus buildings are patrolled by the campus police 365 days per year to ensure the safety of students, employees, and visitors. Safety issues such as poor lighting, excessive vegetation, and shrubbery growth are reported to the university facilities management department. Students and employees are encouraged to assist in the safety of the campus community by reporting any safety or security hazards.

Police personnel routinely check doors, lights, and the grounds for defects and unsafe conditions. All safety concerns noted are directed to the Physical Plant for corrections. In addition, the Safety Officer on campus reports any safety issues discovered in relation to the security of the campus and they are brought to the attention of the Chief of Police.

Inspectors with the University of Texas System Police also conduct periodic inspections of campus facilities and grounds. Recommendations are made to the Chief of Police and the Office of the President regarding safety and security issues.

Additionally, on a weekly basis the facilities department conducts a routine check of the grounds and buildings. These survey's include checking for unusual vibrations and leaks, burned out lights, abnormalities of the exterior of all buildings, and visually inspecting public spaces and restrooms.

Residence Life conducts daily and weekly patrols of all residential facilities and report any items needing attention, such as property upkeep, lighting, doors, and leaks, to the housing maintenance department. These patrols consist of in-depth property walk throughs once a week by designated Resident Coordinators and daily general walk throughs of buildings and property by on duty Residential Assistants. The housing maintenance department also conducts their own rounds once a week that include mechanical room rounds and/or a full-blown property walk. Maintenance staff also completes a 30-day inspection of all equipment.

Access to Campus Facilities

After normal business hours (Monday-Friday from 8:00 am to 5:00 pm), including weekends and holidays, non-academic campus buildings and facilities are closed and secured in order to protect the safety and security of the university. Academic buildings are normally locked between 10:00 pm and 6:00 am. Students needing access to these buildings or rooms will require an afterhours pass. Students should contact their professor/instructor if an after-hours pass is needed. Students will be allowed admittance by the Police Department by calling 903-566-7300 in which PD personnel will verify your afterhours pass prior to admittance. No one will be allowed entry to any closed/locked buildings after hours without a valid pass. Employees needing access to their building/office afterhours will need to call the University Police Department at 903-566-7300 for assistance.

Each user/member of the Herrington Patriot Center is required to present their current approved ID card at the check-in desk prior to entering the facility.

University residential facilities are all gated communities with the exception of Ornelas Hall. The gates are controlled by authorized key card access given to the residents, housing staff, and police personnel. The University of Texas at Tyler recognizes and respects resident's privacy; however, the University is authorized to enter your apartment/suite at any time in the event of an emergency and at any time for any reasonable purpose including, without limitation, inspection, cleaning, or maintenance purposes. There may be entry without notice in emergencies where imminent danger to life, safety, health, or property is reasonably feared. Access to apartments or rooms will not be granted to anyone, other than the assigned residents, by staff. This includes friends, relatives, or other students. Residents should keep the door closed and locked at all times. If you have concerns about who is coming into your apartment, please contact your designate housing front desk, or the University Police.

Driving:

- Always tell someone where you are going and what time you expect to return.
- Never pick-up hitchhikers.
- Have your keys out and ready when approaching your vehicle.

- Inspect the interior before you enter your vehicle. Once inside, lock all doors and windows.
- Park in well-lit areas. Do not park where suspicious persons are loitering.
- Trust and follow your instincts.

Off Campus:

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

On Campus:

- Never leave your personal property unsecured or unattended.
- Look around and be aware of your surroundings when you enter and exit a building.
- Be aware of your surroundings and think about how you would defend yourself. Develop a "game plan" for prevention.
- Avoid walking alone, particularly after dark. If walking alone is unavoidable, be aware of your surroundings.
- Walk with confidence and determination, holding your head up. Look behind and around you frequently.
- Avoid shortcuts. The shortest route is not always the safest route.
- Dress for mobility, particularly after dark.
- Carry your personal belongings in a backpack or similar container that will enable your arms and hands to be free at all times.
- Never allow someone to predict your route of travel. Whether you are driving, biking, walking, or jogging, frequently alter your route between campus and your residence.
- Call (903) 566-7300 for an escort to your car or campus residence if you, for any reason, fear for your safety.

On Dates:

- Know your sexual limits and communicate them clearly and firmly.
- Avoid the use of mind-altering drugs and alcohol.
- Listen to and respond to your instincts. They are usually correct.

Residence Halls:

- Never prop your door open, even if you will be gone for only a few minutes. Always lock doors, screens, and windows to prevent uninvited access to your room.
- Do not go inside your residence if you return and find that the door is ajar. Immediately notify the police.
- Do not give anyone a key to your room. If you lose your room key, report it immediately to your RA.
- Do not leave valuables in plain sight. Register, engrave, mark, and/or photograph all your valuables including bicycles, stereos, jewelry, vehicles, computers, etc.

- Be aware of suspicious persons and activities. If you observe someone or something suspicious, notify the residence staff and the University Police Department.
- Report any obscene, annoying, or threatening telephone calls to the University Police Department.

Drug and Alcohol Policies

The UT Tyler campus has been designated “drug free,” and only under certain circumstances and locations is the consumption of alcohol permitted. This policy is strictly enforced by the University Police Department.

Subsection 3.21 of Chapter VI, Part One of the Rules and Regulations of the Board of Regents of the University of Texas System provides for the disciplinary action against any student who engages in conduct that is prohibited by state, federal, and local law. This includes those laws prohibiting the use, possession, or distribution of drugs and alcohol. UT Tyler maintains a strict zero tolerance policy regarding the use, possession, and distribution of illegal drugs. Students who are found engaging in conduct related to the use, possession, or distribution of drugs that are prohibited by state, federal, or local law may face arrest and suspension or expulsion from the university. These laws are strictly enforced by the UT Tyler Police, Tyler Police Department, and other local, state, and federal authorities. Additional penalties that may be imposed for conduct related to the unlawful use, possession, or distribution of drugs or alcohol include payment for damage to or misappropriation of property, suspension of rights and privileges, suspension for a specified period of time, expulsion, or such other penalty as may be deemed appropriate under the circumstances.

The unauthorized purchase, manufacture, distribution, possession, sale, storage, or use of an illegal drug, alcoholic beverage, or controlled substance while on campus or on property owned or controlled by the University is prohibited. In addition to imposition of disciplinary sanctions such as those previously mentioned, students, employees, and visitors may face prosecution and imprisonment under Federal and Texas laws which identifies such acts as felony and misdemeanor crimes. Individuals, regardless of age or life stages, become vulnerable to developing addiction to alcohol and other drugs as a result of the stress and frustration they experience. It is important that each individual at The University of Texas at Tyler be aware of the health risks and the counseling and rehabilitative programs available as well as standards of conduct and legal and disciplinary sanctions.

The possession, sale, or the furnishing of alcohol or illegal drugs on the UT Tyler campus is governed by The University of Texas at Tyler alcohol policy **and** Texas state law. Laws regarding the possession, sale, consumption, or furnishing of alcohol is controlled by the Texas Alcoholic Beverages Commission (TABC). However, the enforcement of alcohol laws on-campus is the primary responsibility of the University Police Department.

Persons under the age of 21 who are found to have alcoholic beverages in their possession may be charged with “Minor in Possession of Alcoholic Beverage”, a Class C Misdemeanor which carries a fine of up to \$500, possible loss of their driver’s license, as well as facing university disciplinary action.

Persons at least 21 years of age who are found to have alcoholic beverages in their possession while on campus property and not in an authorized location may face disciplinary action by the University. **This policy does not apply to Liberty Landing or Victory Village apartments. Persons 21 years of age or older may possess and consume alcoholic beverages inside of their residence but must not make those beverages accessible to minors.** It is unlawful to sell, furnish, or provide alcohol to a person under the age

of 21. Violators are subject to being prosecuted for a Class A Misdemeanor for which the punishment is confinement up to one (1) year and a \$4000 fine.

Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the University.

Drug Free Schools and Communities Act (DFSCA) Compliance

The University of Texas at Tyler's Drug and Alcohol Abuse Prevention Program (DAAPP) is emailed to the campus community each year in conjunction with the notice of availability of the Annual Security Report.

You can access the most recent DAAPP Biennial Review at the webpage below.

<https://www.uttyler.edu/student-life/health-wellness/wellness-collaborative/alcoholpolicies/>

Alcohol and Other Drugs (AOD) Education and Outreach

The Student Counseling Center provides substance abuse counseling and educational opportunities for students who are seeking assistance or who are referred for issues related to alcohol and drug abuse. All services provided through the center are confidential in accordance with state and federal laws. No information becomes part of a student's academic record.

The Center for Students in Recovery (CSR) provides Peer Recovery Support and Recovery Coaching as well as outreach, training, and presentations that focus on supporting students in recovery.

Both on and off campus referrals and resources can be found through the CSR website:

<https://www.uttyler.edu/student-life/health-wellness/recovery/resources/>

The Student Wellness Center provides a place for individuals to engage in quiet activities and relaxation techniques to reduce stress and promote well-being. It also provides outreach, education, and support for a variety of well-being topics including alcohol and other drug misuse.

In addition to these two main resources for AOD education and outreach, The University of Texas at Tyler conducts a number of alcohol-free social events and activities throughout the year. These programs include dances, movies on the lawn, live music, gaming tournaments, and comedy shows. Homecoming and Patriot Days are two weeks of the year that are dedicated to providing a number of on-campus, alcohol-free, activities for students to enjoy.

Health Risks of Alcohol and Drugs

It is important that students and employees at the University of Texas at Tyler be aware of the health risks that accompany the use of alcohol and other drugs.

Alcohol. Health hazards associated with the excessive use of alcohol or with alcohol dependency include dramatic behavioral changes, impedance of motor skills, and impairment of reasoning and rational thinking. These factors result in a higher occurrence of accidents and accidental deaths for such persons than non-users of alcohol. Nutrition also suffers and vitamin and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding from the intestinal tract, damage to liver, often resulting in cirrhosis, impotence, severe inflammation of the pancreas, and damage to the bone marrow, heart, testes, ovaries, and muscles. Damage to the nerves and organs is usually irreversible. Cancer is the second

leading cause of death in alcoholics and is ten times more frequent than in non-alcoholics. Sudden withdrawal of alcohol from persons dependent on it will cause serious physical withdrawal symptoms.

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

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

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

Heroin and other Opiates. These drugs are usually taken intravenously. "Designer" drugs similar to opiates include Fentanyl, Demerol, and "China White". Addiction and dependence develop rapidly. Impaired judgment, slurred speech, and drowsiness characterize use. Overdose is manifested by coma, shock, and depressed respiration, with the possibility of death from respiratory arrest. Withdrawal problems include sweating, diarrhea, fever, insomnia, irritability, nausea, vomiting, and muscle and joint pain.

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

Solvent inhalants, e.g., glue lacquers, plastic cement. Fumes from these substances cause problems similar to alcohol. Incidents of hallucinations and permanent brain damage are more frequent.

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

Damage from intravenous drug use. In addition to the adverse effects associated with the use of a specific drug, intravenous drug users who use un-sterilized needles, or who share needles with other drug users can develop AIDS, hepatitis, tetanus (lock jaw), and infections of the heart. Permanent brain damage may also result. The use of alcohol and many of these drugs cause birth defects of a very serious nature.

Dangerous Weapons on Campus

Beginning August 1, 2016, persons possessing a License to carry a handgun may carry that handgun on the grounds and inside of the buildings of The University of Texas at Tyler. Persons licensed to carry

must at all times keep the handgun concealed. The University of Texas at Tyler is not an Open-Carry premises.

The following applies to those who are not licensed to carry a firearm:

As a component of the University of Texas System, The University of Texas at Tyler is an institution of higher education, complete with training and teaching centers and students. It is in the interest of the safety of students, employees, and visitors, that there is no tolerance for dangerous weapons by unlicensed persons on the campus of The University of Texas at Tyler. A dangerous weapon is described as any firearm, explosive device, or illegal knife. The campus is described as the grounds, upon which the University is located, as well as the buildings and vehicles within that boundary. To possess a dangerous weapon means to have that weapon under your control while on campus. **Section 46.03 of the Texas Penal Code states that "A person commits an offense if, with a firearm, or explosive weapon, or illegal knife, he intentionally, knowingly or recklessly goes on the premises of a school or educational institution, whether public or private, unless pursuant to written regulations or written authorization of the institution. An offense under this section is a third-degree felony."** Remember that it is in the interest of the safety of our students, employees, and visitors that this regulation will continue to be enforced. There is never an excuse for an unlicensed individual bringing a dangerous weapon into any building on campus.

More information and the complete policy on campus concealed carry can be found at the link provided.
<https://www.uttyler.edu/about/campus-carry/>

Preparation of Annual Security and Fire Safety Report (ASFSR)

The following information provides context for the crime statistics reported as part of compliance with the Clery Act. The University of Texas at Tyler Police Department is primarily responsible for preparing the Annual Security Report which is published in conjunction with the Annual Fire Safety Report prepared by Environmental Health and Safety. The responsibility of the Annual Security Report is specifically designated to the Campus Security Compliance Manager. The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the campus community obtained from the following sources: The University of Texas at Tyler Police Department, the City of Tyler PD, the Smith County Sheriff's Department, the Longview Police Department, the Palestine Police Department, the Houston Community College Police Department, law enforcement agencies with jurisdiction for international and domestic non-campus property locations, and non-police or public safety personnel who have been designated as Campus Security Authorities (CSAs). Residence Life, Title IX, Judicial Affairs, and Human Resources Department are key offices from which drug, liquor, and weapon offense referral data is obtained along with sexual offenses and potential reports of other Clery crimes.

An annual audit trail of all crimes occurring on the UT Tyler campus is created by the Campus Security Compliance Manager. It is then reviewed for Clery specific crimes and cross referenced with Residence Life, Title IX, Judicial Affairs and Human Resources reports to ensure accurate reporting. The final report preparation is coordinated by the Campus Security Compliance Manager along with the Chief of Police, Residence Life, Judicial Affairs, Title IX, and Environmental Health and Safety.

A written request for statistical information is made on an annual basis to all Campus Security Authorities. They are also informed through training to report crimes to the UT Tyler Police Department in a timely manner so those crimes can be properly evaluated for timely warning purposes. A Campus Security

Authority is a Clery-specific term that encompasses four groups of individuals or organizations associated with an institution of higher education:

- A campus police/security department of an institution
- Any individual(s) who have responsibility for campus security but who do not constitute a campus police/security department (e.g., an individual who is responsible for monitoring the entrance of any institutional property).
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Statistical information is not requested from, nor is it provided by, Professional Counselors of the UT Tyler Counseling Center or Pastoral Counselors who are performing that function and role as their employment with the University. Professional and Pastoral Counselors are not required by law to provide statistics for this compliance document. Counseling and Pastoral professionals, as defined by federal law, who act in such capacities, have been advised that, while they are not obligated to report crimes for the purposes of inclusion in the Annual Security and Fire Safety Report, they are encouraged, when they deem it appropriate, to inform the persons they are counseling of their ability to report any crimes to the University Police Department for inclusion in the report. All statistics are gathered, compiled, and reported to the UT Tyler campus community via this report, entitled the "Annual Security and Fire Safety Report," which is published by the University Police Department no later than October 1st of each year. The UT Tyler Police Department also submits the annual crime statistics published in this report via a web-based reporting system to the Department of Education (DOE) and the statistical information is made available to the public through the DOE website.

The University Police Department sends an email notification to every enrolled student and current employee on an annual basis informing them of the availability of the Annual Security and Fire Safety Report. The email includes a brief summary of the content of the report, a direct link to where the ASFSR can be found online, and notification that a physical copy of the report may be requested at the University Police Department at 3410 Varsity Drive USC 125. The notice of availability of the ASFSR is also posted on the Apply Texas UT Tyler admissions application and on the UT Tyler Job Openings webpage.

Violence Against Women Reauthorization Act of 2013 (VAWA)

The University of Texas at Tyler does not discriminate on the basis of sex in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. As a result, the University of Texas at Tyler issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures which address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a university official.

The Texas Penal Code defines “consent” as assent in fact, whether expressed or apparent. “Effective consent” includes consent by a person legally authorized to act for the individual. Consent is **not** effective if:

- Induced by threat or fraud
- Given by a person who, by reason of youth, mental disease or defect, or intoxication, is known by the actor to be unable to make reasonable decisions

The University of Texas at Tyler defines “consent” as 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. 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 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.

VAWA Definitions

- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim
 - The existence of such a relationship shall be based on the reporting party’s statement and with the consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
 - For the purposes of this definition –
 - Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse
 - Dating violence does not include acts covered under the definition of domestic violence
 - For the purposes of complying with the requirements of this section, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting
- **Domestic Violence:** A felony or misdemeanor crime of violence (including threats or attempts) committed by a person who –
 - Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the victim; or
 - Shares a child in common with the victim; or
 - Is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; or
 - Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction

- As well as, the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse
- Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."
 - **Rape**: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - **Fondling**: The touching of the private 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.
 - **Incest**: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - **Statutory Rape**: Sexual intercourse with a person who is under the statutory age of consent.
- Stalking:
 - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to -
 - Fear for the person's safety or the safety of others; **or**
 - Suffer substantial emotional distress
 - For the purposes of this definition -
 - "Course of conduct" means two or more acts, including, but not limited to, act which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
 - "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.
 - "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Texas State Law Definitions

- Dating Violence: The Texas Family Code, section 71.0021 defines dating violence as an act, other than a defensive measure to protect oneself, by an actor that:
 - Is committed against a victim-
 - With whom the actor has or has had a dating relationship; **or**
 - Because of the victim's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; **and**
 - Is intended to result in physical harm, bodily injury, 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.

- For the purposes of this title, “dating relationship” means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
 - The length of the relationship;
 - The nature of the relationship; **and**
 - The frequency and type of interaction between the persons involved in the relationship.
- A causal acquaintanceship or ordinary fraternization in a business or social context does not constitute a “dating relationship” under Subsection (b).
- Domestic Violence: A person is guilty of domestic assault in Texas if he/she commits an assault against a family member, household member, **or** a current or past dating partner.
 - An assault consists of:
 - Intentionally, knowingly, or recklessly causing bodily injury to another person;
 - Intentionally or knowingly threatening another person with imminent bodily injury; **or**
 - Intentionally or knowingly causing physical contact with another that the offender knows, or reasonably should know, the victim will find provocative or offensive.
- Sexual Assault: Texas Penal Code Chapter 22, Section 22.011 defines sexual assault as:
 - Intentionally or knowingly:
 - Causes the penetration of the anus or sexual organ of another person by any means, without that person’s consent;
 - Causes the penetration of the mouth of another person by the sexual organ of the actor, without that person’s consent; **or**
 - Causes the sexual organ of another person, without that person’s consent, to contact or penetrate the mouth, anus or sexual organ of another person, including the actor; **or**
 - Intentionally or knowingly:
 - Causes the penetration of the anus or sexual organ of a child by any means;
 - Causes the penetration of the mouth of a child by the sexual organ of the actor;
 - Causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
 - Causes the anus of a child to contact the mouth, anus or sexual organ of another person, including the actor; **or**
 - Cause the mouth of a child to contact the anus or sexual organ of another person, including the actor.
- Stalking: According to the Texas Penal Code Chapter 42, Section 42.072:
 - A person commits an offense of stalking 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:
 - The actor knows or reasonably believes the other person will regard as threatening:
 - Causes bodily injury or death for the other person’
 - Causes bodily injury or death for a member of the other person’s family or household or for an individual with whom the person has a dating relationship; **or**

- That an offense will be committed against the other person's property;
- Causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or fear that an offense will be committed against the other person's property; **and**
- Would cause a reasonable person to fear:
 - Bodily injury or death for himself or herself;
 - 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;
 - Fear that an offense will be committed against the person's property; **or**
 - Feels harassed, annoyed, alarmed, abused, tormented, embarrassed or offended.

Education and Prevention Programs

The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
2. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

The University of Texas at Tyler prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

The University has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, participating in and presenting information and materials during new employee orientation, and ongoing educational programs for staff and students. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

- a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- b. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- c. Defines what behavior and actions constitute consent to sexual activity in the State of Texas and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent;
- d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that

facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

- e. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- f. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

2024 Prevention and Awareness Programs for Students and Employees – Primary & Ongoing			
Program Title	Date	Participants	Description/Comments
Student Staff Safety Training	2024-01-08	Both	General Campus Safety
Residence Assistant Training	2024-01-09	Employees	Sexual Assault , SH D/D Violence Prevention
New Academic Advisors Training	2024-01-10	Employees	Sexual Assault , SH D/D Violence Prevention
East Texas Crisis Center Training	2024-01-10	Both	Sexual Assault , SH D/D Violence Prevention
New Student Orientation	2024-01-12	Students	Sexual Assault , SH D/D Violence Prevention
Campus Security Presentation - Orientation	2024-01-12	Students	General Campus Safety
Health Relationships Tabling Event	2024-02-15	Both	Dating Violence Prevention / Healthy Relationships
Active Shooter Training – UC Ballroom	2024-02-19	Both	Active Shooter Training
Orientation Leader Training	2024-02-26	Both	Sexual Assault , SH D/D Violence Prevention
Orientation and Camp Leaders Training	2024-02-26	Both	General Campus Safety
Orientation and Camp Leaders Training	2024-02-27	Both	General Campus Safety
Orientation Leader Training	2024-02-27	Both	Sexual Assault , SH D/D Violence Prevention
Stop the Bleed Training	2024-02-28	Students	Bystander Intervention Training
Narcans Tabling Event	2024-03-05	Students	Bystander Intervention Training
Stop the Bleed Training	2024-03-07	Students	Bystander Intervention Training
New Academic Advisors Training	2024-03-07	Employees	Sexual Assault , SH D/D Violence Prevention
Destress Fest Tabling Event	2024-04-17	Students	Sexual Assault , SH D/D Violence Prevention
Denim Day Awareness Event	2024-04-24	Both	Sexual Assault , SH D/D Violence Prevention
Campus Security Presentation – Orientation	2024-05-17	Students	General Campus Safety

New Student Orientation	2024-05-17	Students	Sexual Assault , SH D/D Violence Prevention
Campus Security Presentation - Orientation	2024-05-30	Students	General Campus Safety
Campus Security Presentation – Orientation	2024-06-06	Students	General Campus Safety
Campus Security Presentation – Orientation	2024-06-20	Students	General Campus Safety
Campus Resources Presentation	2024-06-25	Both	General Campus Safety
School of Medicine Orientation	2024-06-25	Students	Sexual Assault , SH D/D Violence Prevention
Institutional Compliance Orientation	2024-06-25	Students	Sexual Assault , SH D/D Violence Prevention
East Texas Crisis Center Training	2024-07-10	Both	Sexual Assault , SH D/D Violence Prevention
Campus Security Presentation – Orientation	2024-07-11	Students	General Campus Safety
Campus Security Presentation – Orientation	2024-07-18	Students	General Campus Safety
Campus Security Presentation – Orientation	2024-07-25	Students	General Campus Safety
New Student Orientation	2024-07-25	Students	Sexual Assault , SH D/D Violence Prevention
Athletics In-Service Training	2024-08-06	Employees	Sexual Assault , SH D/D Violence Prevention
New Student Orientation	2024-08-09	Students	Sexual Assault , SH D/D Violence Prevention
UPD and Clery session for RA Fall 2024	2024-08-09	Both	General Campus Safety
Campus Security Presentation – Orientation	2024-08-09	Students	General Campus Safety
Run Hide Fight training	2024-08-12	Both	Active Shooter Training
Residence Assistant Training	2024-08-13	Both	Sexual Assault , SH D/D Violence Prevention
Faculty resource fair	2024-08-19	Employees	General Campus Safety
Faculty Resource Fair	2024-08-19	Employees	Sexual Assault , SH D/D Violence Prevention
New Student Orientation	2024-08-20	Students	General Campus Safety
PEP Coaches - peer training	2024-08-21	Employees	Sexual Assault , SH D/D Violence Prevention
Run Hide Fight Presentation	2024-08-22	Both	Active Shooter Training
Houston Engineering Center Orientation	2024-08-22	Students	Sexual Assault , SH D/D Violence Prevention
School of Pharmacy Orientation	2024-08-22	Students	Sexual Assault , SH D/D Violence Prevention

Run Hide Fight Presentation – College of Pharmacy	2024-08-22	Both	Active Shooter Training
Run Hide Fight Presentation	2024-08-23	Both	Active Shooter Training
Herrington Patriot Center Orientation	2024-08-23	Employees	Sexual Assault , SH D/D Violence Prevention
Campus Safety Month Tabling Event	2024-09-04	Both	Sexual Assault , SH D/D Violence Prevention
New Academic Advisors Training	2024-09-18	Employees	Sexual Assault , SH D/D Violence Prevention
Debate Team Training Session	2024-09-23	Students	Sexual Assault , SH D/D Violence Prevention
Greek Life Orientation	2024-09-25	Students	Sexual Assault , SH D/D Violence Prevention
New Academic Advisors Training	2024-10-04	Employees	Sexual Assault , SH D/D Violence Prevention
Clothesline Project w/ journalism	2024-10-10	Students	Sexual Assault , SH D/D Violence Prevention
Narcan Tabling Event	2024-10-24	Both	Bystander Intervention Training
Narcan Promotion Event	2024-10-28	Students	Bystander Intervention Training
Pharmacy Wellness Wednesday table	2024-10-30	Students	Sexual Assault , SH D/D Violence Prevention
Stop the Bleed Training	2024-11-05	Students	Bystander Intervention Training
East Texas Crisis Center Training	2024-11-14	Both	Sexual Assault , SH D/D Violence Prevention
Stop the Bleed Training	2024-11-14	Students	Bystander Intervention Training
Stop the Bleed Training	2024-11-19	Students	Bystander Intervention Training
Destress Fest Tabling Event	2024-12-04	Both	Sexual Assault , SH D/D Violence Prevention

Bystander Intervention

Bystander intervention means safe and positive options that may be carried out by an individual(s) to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.

We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

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

Risk Reduction

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

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.)**. Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:

- a. **Remember that being in this situation is not your fault.** You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Procedures to follow if a crime of domestic violence, dating violence, sexual assault or stalking has occurred

In the event that one of these offenses occurs on campus, the victim should report the incident immediately to the University Police Department located at 3410 Varsity Drive in the University Service Center building, or by calling 9-1-1 or 903-566-7300. A University Police Officer will respond as soon as possible to begin the investigation. An officer will assist the victim in getting medical attention, if necessary, and preserving any evidence that would support the allegation of a sex offense. The Police Department will follow state law as it relates to charges and arrests made as a result of the investigation. If the victim does not wish to report the sexual offense to the University Police Department, he or she may report the incident to the City of Tyler Police Department. An officer with the University Police Department will assist the victim in contacting the City of Tyler Police Department if the victim so chooses. The victim is encouraged to call a friend to be with them during the initial investigation. Additionally, if you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should also report the incident promptly to the University's Title IX Coordinator:

Blake Bumbard

Phone: 903-565-5760

Email: bbumbard@uttyler.edu

Complaints may also be filed electronically at <http://www.uttyler.edu/titleix/> or by contacting The University of Texas at Tyler Police Department by phone at 903-566-7300 or in person at 3410 Varsity Drive.

Preservation of Evidence

After an incident of sexual assault, the victim should consider seeking medical attention as soon as possible at Trinity Mother Frances Hospital or East Texas Medical Center. Physical evidence recovery kit collection and access to forensic nurse examiners/sexual assault nurse practitioners are provided at these

facilities. In Texas, evidence may still be collected even if you choose not to make a report to law enforcement. The identity of the victim remains confidential.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to university hearing boards/investigators or police. Although the university strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The University will assist any victim with notifying local police if they so desire. The City of Tyler Police Department may also be reached directly by calling 903-531-1000 or in person at 711 West Ferguson, Tyler, Texas. Additional information about the Tyler Police department may be found online at: www.tylerpolice.com

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with the University Police Department or other law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

Protective Measures

In the case that a crime of domestic violence, dating violence, sexual assault or stalking occurs, the institution will provide the victim with written notification about options for, available assistance in, and how to request changes to academic, living, transportation, and/or working situations or protective measures.

The University may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions: interim suspension, interim removal from housing, no-contact order, bar from certain offices/locations on campus, interim bar/trespass warning from all of campus. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Students who are victims of a sex offense have the option of changing their academic and living conditions after an alleged sex offense. The institution must make such accommodations or provide protective measures if the victim requests those changes and the changes are reasonably available regardless of whether the victim chooses to report the crime to campus or local law enforcement. Examples of interim protective measures include but are not limited to a University order

of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by the University of Texas at Tyler.

Rights and Options of Victims

When a student or employee reports to the institution that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee with a written explanation of the student or employee's rights and options as described in paragraphs (b)(11)(ii) through (vi) of the Violence Against Women Act. These sections of the final regulations include:

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

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

1. To have protection from threats of harm, arising from cooperation with peace officers or prosecutors.
2. To have your safety, and that of your family, taken into consideration when bail is being considered.
3. To be informed about court proceedings, including whether they have been canceled or rescheduled.
4. To have information about procedures in criminal investigations and to information about procedures in the criminal justice system, including plea bargaining.
To complete a Victim Impact Statement, detailing the emotional, physical, and financial impact that the crime has had on you and your family, and to have that statement considered by the judge at sentencing and by the parole board prior to taking any parole action.
5. To be informed about the Crime Victims Compensation Fund, the payment of certain medical expenses for victims, and the availability of social service agencies that may provide assistance.
6. To be notified about parole proceedings.
7. To include information in the defendant's file to be considered by the Board of Pardons and Paroles.
8. To be present at all public court proceedings related to the offense if the presiding judge approves.
9. As the victim or witness, to be provided with a separate and secure waiting area while waiting to testify.
10. The prompt return of any property of the victim when the need for that property has passed.
11. To have the prosecutor notify the employer of the need for the victims' cooperation during the investigation and trial.

12. To be provided counseling on request regarding AIDS and HIV infection, testing for AIDS and HIV infection and testing for sexual assault victims.

Further, The University of Texas at Tyler complies with Texas state law in recognizing orders of protection (Protective Orders). The University ensures full compliance with protective orders issued from the court and assists victims in maintaining their safety. Any person who obtains a protective order from Texas or any reciprocal state should provide a copy to Campus Police and the Office of the Title IX Coordinator. A complainant may then meet with Campus Police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus.

This plan may include, but is not limited to escorts, special parking arrangements, providing a temporary cellphone, changing classroom location, or allowing a student to complete assignments from home, etc.) The University cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services. Protective orders may be available for victims by contacting the Smith, Anderson, and or Gregg County District Attorney's offices.

The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim's cooperation and consent, university offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal university investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement.

Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in the Violence Against Women Act of 1994 Section 42 USC 1395 (a)(20)). Further, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The University does not publish the name of crime victims nor house identifiable information regarding victims in the campus police departments Daily Crime Log or online. Victims may request that directory information on file be removed from public sources by request of the University of Texas at Tyler Title IX Coordinator.

On and Off Campus Resources for Victims

The Student Counseling Center is available to assist victims if desired. The center provides counseling, crisis management and advocacy, resources, and consultation services. All services are confidential and covered under student fees. The Counseling Center is located in the University Center, Room 3170. Walk ins are available during regular business hours (Monday-Friday from 8:00 am to 5:00 pm). You can also contact the Counseling Center and 24/7 Crisis Hotline by phone at 903-566-7254. Other resources such as counseling and crisis centers for both on and off campus can be found on the following page.

Resource	Type(s) of Service(s)	Contact	Location	On/Off Campus
UT Tyler Employee Assistance Program	Counseling Consultation, Legal Resources, Financial Resources, and Work Life Referrals	713-500-3327 or 800-346-3549	Online Form	Online
Campus Assessment, Response and Evaluation (CARE)	Creates a network of campus and community coordinated partnerships for law enforcement, counseling, legal & medical services	903-565-5746	Student Counseling Center University Center, Room 3170	On Campus
University Health Clinic	Medical/health services	903-877-7000	3310 Patriot Drive Tyler, TX 75701	On Campus
UT Tyler Police Department	Legal, Victim Advocacy, and more.	9-1-1 or 903-566-7300	3410 Varsity Dr Tyler, TX 75701	On Campus
Smith County District Attorney's Office	Legal	903-590-1720	100 N Broadway Ave #400 Tyler, TX 75702	Off Campus
Office of International Programs	Immigration, Visa, Passport	903-565-5960	3620 Varsity Dr Tyler, TX 75701	On Campus
Office of Financial Aid	Financial Aid, FAFSA, Scholarships, Veterans Benefits, and more	903-566-7180	3900 University Blvd STE 2 nd Floor Tyler, TX 75799	On Campus
Military and Veterans Success Center	Veterans Affairs	903-565-5972	University Center 3440	On Campus
East Texas Crisis Center (Services for Victims and Survivors of Family Violence, Dating Violence and Sexual Assault)	Counseling, Advocacy, Direct Client Services and Support Groups, Family Protective Orders, Crime Victims Compensation Forms, Emergency Shelter, Education and Prevention Programs	Appointment Services: 903-509-2526 24 Hour Hotline: 903-595-5597 or 800-333-0358	2401 Hughey Dr Tyler, TX 75701	Off Campus
UT Health Tyler	Emergency Health Care	903-537-8890	1000 S Beckham Ave Tyler, TX 75701	Off Campus
Christus Trinity Mother Frances	Emergency Health Care	903-593-8441	800 E Dawson St Tyler, TX 75701	Off Campus
Women's Center of East Texas	Crisis Hotline, Emergency Shelter, Outreach Support, Legal Support and Advocacy, Accompaniment, Information and Referrals, Community Education, Spanish	Appointment Services: 903-295-7846 24 Hour Hotline: 1-800-441-5555	Gregg County Office: 1011 Wal Street, STE 101 Longview, TX 75605 Rusk County Office: 1773 US Hwy 79 S, STE B Henderson, TX 75652 Harrison County Office: 2615 E End Blvd S, STE 270 Marshall, TX 75672	Off Campus
Sexual Assault Legal Hotline	Sexual Assault Legal Services	1-888-296-7233		Off Campus
Family Law Hotline	Legal	1-800-777-3247		Off Campus
Family Violence Legal Line	Legal	1-800-374-4673		Off Campus
Andrew's Center	Mental Health	903-597-1351	2323 W Front St Tyler, TX 75702	Off Campus

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

- Rape, Abuse, and Incest National Network - <http://www.rainn.org>
- Department of Justice - <https://www.justice.gov/ovw/sexual-assault>

Sexual Misconduct

The University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

For a complete copy of the University of Texas at Tyler's Handbook of Operating Procedures (HOP) - Sexual Misconduct Policy 6.38 please visit https://uttyler.policystat.com/policy/token_access/a5984930-d677-48b0-99f3-20bc8e5993fc/

The University of Texas at Tyler procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, and stalking provides that the proceedings will:

- Include a prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial proceeding includes a proceeding that is –
 - Completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay
 - Conducted in a manner that –
 - Is consistent with the institution's policies and transparent to the accuser and accused;
 - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - Provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings; and
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
- Be conducted by officials who, at minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- Provide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice (advisor means any individual who provides the accuser or accused support, guidance, or advice).
- Not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding; however, the institution may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties; and

- Require simultaneous notification in writing to both the accuser and accused of –
 - The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking; (Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C.1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include rationale for the result and the sanctions).
 - The institution's procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available;
 - Any change to the result; and
 - When such results become final

Procedures for Institutional Disciplinary Action in Cases of Dating Violence, Domestic Violence, Sexual Assault, or Stalking

Describe each type of disciplinary proceeding used by the institution

Reports of all domestic violence, dating violence, sexual assault and stalking made to University Police will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

How the institution determines which type of proceeding to use based on the circumstances of an allegation of dating violence, domestic violence, sexual assault or stalking:

If the incident is severe enough to warrant removal from UT Tyler (which would likely include most cases of dating violence, domestic violence, and sexual assault, and may include stalking and sexual harassment cases), AND if the student is contesting the charge, the university will use a full hearing.

Adjudication of Violations

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the University, below are the procedures that the University will follow. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

Student Conduct Process

- **Written Notification:** Prior to an investigation both parties will receive a written notice of the formal complaint that includes a description of the conduct alleged, location, date, and time of allegations, applicable policy violations and the rights and options available to them in the formal grievance process.
- **Investigation:** Review the incident report and examine any evidence that is relevant to the case. Interview relevant witnesses. Seek out additional evidence and witnesses.
- **Summons:** Send the accused an official summons via the student email system, by mail, or by hand delivery. We will likely include a no-contact order with the victim in this summons and may place interim restrictions if appropriate.
- **Hearing:** The Judicial Hearing is a formal hearing heard by a hearing officer selected from UT Tyler's faculty.

- Sanctions/follow-up: If the student is found in violation, the student will be assigned sanctions by the hearing officer. The person who assigns the sanctions will send the student written notice of the finding and any sanctions assigned, along with information on the sanctions' deadlines and information on how to complete them.
- Appeal: The student has 10 days from the notice of decision to file a written appeal. All appeals are heard by the Appellate Officer – Vice President of Student Success. The Vice President of Student Success' decision is final. Victims of Title IX offenses also have the right to file an appeal within 10 days.
- Timelines: The student conduct process should be completed in no more than 150 days. There are 90 days for investigation, a 10 day window for appeals, and the Appellate Officer's 21 days to issue a final decision.

Decision-Making Process

In the case of a hearing, the hearing officer reviews the submitted evidence, including the questions and answers asked of any witnesses, and then determines whether or not it is more likely than not that the student committed an act that violates our policies.

Describe the standard of evidence that will be used.

- All Grievance Processes will use the preponderance of evidence standard, as defined in HOP Policy 6.38

List all possible sanctions that the institution may impose following the results of an institutional disciplinary procedure for an allegation of dating violence, domestic violence, sexual assault or stalking.

- The following sanctions and remedies may be considered by the hearing officer in accordance with HOP Policy 6.38:
 - Educational Training
 - No shared classes or extra-curricular activities
 - Disciplinary probation
 - Withholding of grades, official transcript, and/or degree
 - Bar against readmission, bar against enrollment, drop from one or more classes, and/or withdrawal from the University
 - Suspension of rights and privileges, including but not limited to participation in athletic or extracurricular activities
 - Denial of degree
 - Suspension from the University for a specific period of time. Suspension is noted on the academic transcript with the term "Disciplinary Suspension." The notation can be removed upon the request of the student in accordance with the University's procedures when all conditions of the suspension are met
 - Expulsion (permanent separation from the University.) Expulsion creates a permanent notation on the student's academic transcript.
 - Revocation of degree and withdrawal of diploma; and/or
 - Other sanction(s) or remedies as deemed appropriate under the circumstances
- Employees who violate the rules of the sexual misconduct policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence

and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

Describe the range of protective measures that such institution may offer to the victim following an allegation of dating violence, domestic violence, sexual assault or stalking.

- The University will offer reasonably available individualized services, without any fee or charge, to the parties involved in a reported incident of Sexual Misconduct with or without the filing of a Formal Complaint, when applicable.
- Student Supportive Measures may include but are not limited to housing reassignment, counseling, extensions of deadlines or other course related adjustments, modifications of class schedules, withdrawal from or retake of a class without penalty, campus escort services, mutual restrictions on contact between the parties, change housing locations, leaves of absences, increased security and monitoring of certain areas of campus, or other similar measures tailored to the individualized needs of the parties.
- Employee Supportive Measures may include but are not limited to modifications of work schedules, campus escort services, mutual restrictions on contact between the parties, change in work/office locations, leaves of absences, increased security and monitoring of certain areas of campus, or other similar measures tailored to the individualized needs of the parties.
- Supportive Measures are non-disciplinary and non-punitive measures that do not unreasonably burden the other party. Any disciplinary or punitive measures may only be implemented following the conclusion of the Grievance Process unless an emergency removal is appropriate. The University will maintain the confidentiality of Supportive Measures provided to the parties, to the extent that maintaining such confidentiality does not impair the ability of the University to provide the Supportive Measures (HOP 6.38).

Registered Sex Offender Policy

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, the Family Educational Rights and Privacy Act of 1974, and Section 121 of the Adam Walsh Child Protection and Safety Act of 2006, below is a link to the Texas state sex offender registry. Persons wishing to inquire about registered sex offenders on campus may search the Texas Department of Public Safety registered sex offender database. You can also search specifically by institution of higher education.

<https://publicsite.dps.texas.gov/SexOffenderRegistry/Search>

Registered sex offenders who are students, staff, faculty, or volunteers on campus are required to notify the law enforcement agency in which they are registered of their affiliation with the University of Texas at Tyler. Registered sex offenders are further required to notify the Chief of Police of the University of Texas at Tyler of their affiliation.

Hazing Policy

The University of Texas at Tyler strictly prohibits hazing in any form, whether occurring on or off campus, and regardless of the consent of the student subjected to such acts. Hazing is a violation of both institutional policy and state law, including Texas Education Code Sections 51.936 and 37.151–157, and may also constitute a Clery Act crime under federal law.

Any student who, acting singly or in concert with others, engages in hazing is subject to discipline. Hazing in state educational institutions is prohibited by state law in Texas Education Code Section 51.936 and Sections 37.151-157. Hazing, with or without the consent of a student, whether on or off campus, is prohibited, and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline. Knowingly failing to report hazing can subject one to discipline. Initiations or activities of organizations may include no feature that is dangerous, harmful, or degrading to the student, and a violation of this prohibition renders both the organization and participating individuals subject to discipline. (MOPP 8-804.)

Definition of Hazing

MOPP 8-804 defines hazing as -

“Hazing” means any intentional, knowing, or reckless act, occurring on or off of the campus, by one person alone or acting with others, directed against a student for purposes of pledging, being initiated into, affiliating with, or holding office in, or maintaining membership in an organization if the act:

- a. is any type of physical brutality, such as whipping, beating, striking, branding, electric shocking, placing of a harmful substance in or on the body, or similar activity;
- b. involves any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other similar activity that subjects the student to an unreasonable risk of harm, or that adversely affects the mental or physical health or safety of the student;
- c. any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- d. any activity that induces, causes, or requires the student to perform a duty or task that involves a violation law; or E. any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection.

Reporting Hazing

Students, faculty, and staff are encouraged to report hazing incidents to campus security authorities (CSAs), the Office of Student Conduct, Office of Compliance or local law enforcement. Reports may be made anonymously. Knowingly failing to report hazing may result in disciplinary action.

Dean of Students Office

(903) 565-5946

Deanofstudents@uttyler.edu.

Compliance Office

(903) 565-5760

Ethics and Compliance Hotline

(833) 442-5111 (24/7)

<https://cloud.clearviewconnects.com/#/reporter/submit-report?org=uttyler&lang=en&vanity=true>

Hazing Reports

Section 51.936 of the Texas Education Code requires educational institutions to publish a report detailing any registered student organization that have been cited, convicted, or found responsible for hazing over the three previous years. You may download the report here.

<https://www.uttyler.edu/offices/student-conduct-and-intervention/hazing-report/>

Investigation Process

All reports of hazing are investigated promptly and thoroughly by designated institutional officials. Investigations follow established procedures to ensure fairness, confidentiality, and compliance with applicable laws. Findings of responsibility may result in disciplinary action against individuals and organizations involved.

Applicable Laws

This policy is consistent with Texas state law and the federal Clery Act, as amended by the Stop Campus Hazing Act (SCHA). Hazing may also be subject to criminal prosecution under local, State, Tribal, or Federal law.

Under Texas state law (Tex. Ed. Code § 37.152 and § 37.153) hazing is a criminal offense. Individuals or organizations who are criminally convicted of engaging in hazing are subject to penalties based on the severity of the action.

Failing to report hazing or hazing that does not cause serious bodily injury is a Class B misdemeanor and subject to a fine up to \$2,000, jail time not to exceed 180 days, or both; community service may also be required.

Hazing that causes serious bodily injury is a Class A misdemeanor and subject to a fine up to \$4,000, jail time not to exceed one year, or both; community service may also be required.

Hazing that causes the death of another person is a state jail felony and may be subject to a fine up to \$10,000 and will face jail time of no less than 180 days and not more than two years. Punishment will increase if the individual used a deadly weapon or has been previously convicted of a felony.

Organizations convicted of hazing are criminally responsible for a misdemeanor in Texas and punishable by a fine of:

- Between \$5,000 and \$10,000, or
- When there is a court finding that the hazing caused personal injury, property damage, or other loss, between \$5,000 and not more than double the amount lost or expenses incurred because of the injury, damage, or loss.

Consent is never a defense to hazing under Texas law.

Prevention and Awareness Programs

The institution provides ongoing, research-informed prevention and education programs for students, faculty, and staff. These programs include:

- Education on the institution's hazing policy;
- Bystander intervention training;
- Ethical leadership development;
- Strategies for building group cohesion without hazing.

As a part of the student organization registration process, all authorized representatives and the listed faculty or staff advisor must attend a student organization orientation session each academic year. All authorized representatives and the faculty or staff advisor must also sign and submit the orientation completion form, which includes the membership agreement and non-hazing statement.

The Student Engagement Department provides a risk management program for members of all student organizations as part of the student organization orientation session. The risk management program curriculum may include additional appropriate issues as determined by the Student Engagement Department but must include hazing. (MOPP 2.7-203)

The Office of Greek Affairs states that Hazing with or without the consent of a student inflicting the hazing or the person submitting to the hazing is not permitted and subject to immediate discipline. In addition, as a part of the registration process each semester, each organization must sign employee disciplinary action to a person who, in good faith, voluntarily reports specific incidents of hazing, prior to being contacted, concerning the incident or being included in the institution's investigation of the incident. This immunity does not extend to the person's own violation of hazing. (MOPP 8-804)

Crime Statistics

Crime statistics for Tyler, Palestine, and Longview campuses of the University of Texas at Tyler, as well as the UT Tyler Health Science Center and the space leased by The University of Texas at Tyler at the Houston Community College for years 2022, 2023, and 2024 are detailed in the tables that follow.

*Please be aware that the "On Campus Residential Facilities" column is a geographical subset of the column "On Campus." Therefore, the number listed in the "Total" column is the sum of the columns "On Campus", "Non-Campus, and "Public Property."

Crime statistics begin on next page

The University of Texas at Tyler - Main Campus

Criminal Offenses/Primary Crimes

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Murder and Non-Negligent	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Rape	2022	5	5	0	0	5
	2023	3	2	0	0	3
	2024	6	5	0	0	6
Fondling	2022	1	1	0	0	1
	2023	2	2	0	0	2
	2024	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Aggravated Assault	2022	3	2	0	1	4
	2023	1	0	0	0	1
	2024	0	0	0	0	0
Burglary	2022	1	0	2	0	3
	2023	4	2	0	0	4
	2024	1	1	2	0	3
Motor Vehicle Theft	2022	1	0	0	0	1
	2023	0	0	0	0	0
	2024	2	0	0	0	2
Arson	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Main Campus

Violence Against Women Reauthorization Act of 2013 Statistics

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Domestic Violence	2022	7	6	1	0	8
	2023	2	1	0	0	2
	2024	5	3	0	0	5
Dating Violence	2022	11	11	0	0	11
	2023	1	1	0	0	1
	2024	5	5	0	0	5
Stalking	2022	11	9	0	0	11
	2023	8	4	0	0	8
	2024	2	0	0	0	2

The University of Texas at Tyler - Main Campus

Arrests for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	17	17	0	0	17
	2023	7	7	0	0	7
	2024	9	9	0	3	12
Drug Violations	2022	5	4	1	0	6
	2023	1	0	0	3	4
	2024	5	1	0	7	12
Weapons Violations	2022	0	0	0	0	0
	2023	1	1	0	0	1
	2024	0	0	0	0	0

The University of Texas at Tyler - Main Campus

Judicial Referrals for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	36	36	0	0	36
	2023	32	32	0	1	33
	2024	32	32	0	0	32
Drug Violations	2022	4	4	0	0	4
	2023	9	8	0	0	9
	2024	3	3	1	0	4
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	1	1	0	0	1

The University of Texas at Tyler - Health Science Center

Criminal Offenses/Primary Crimes

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Murder and Non-Negligent	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Aggravated Assault	2022	1	0	0	0	1
	2023	2	0	0	0	2
	2024	1	0	0	0	1
Burglary	2022	0	0	0	0	0
	2023	2	0	0	0	2
	2024	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Health Science Center

Violence Against Women Reauthorization Act of 2013 Statistics

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Domestic Violence	2022	0	0	0	0	0
	2023	1	0	0	0	1
	2024	2	0	0	0	2
Dating Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Stalking	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Health Science Center

Arrests for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	5	0	0	0	5
	2023	0	0	0	0	0
	2024	1	0	0	0	1
Drug Violations	2022	8	0	0	0	8
	2023	4	0	0	0	4
	2024	2	0	0	0	2
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Health Science Center

Judicial Referrals for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Drug Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Palestine Campus

Criminal Offenses/Primary Crimes

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Murder and Non-Negligent	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Aggravated Assault	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Burglary	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Palestine Campus

Violence Against Women Reauthorization Act of 2013 Statistics

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Domestic Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Dating Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Stalking	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Palestine Campus

Arrests for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Drug Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Palestine Campus

Judicial Referrals for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Drug Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Longview Campus

Criminal Offenses/Primary Crimes

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Murder and Non-Negligent	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Aggravated Assault	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Burglary	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Longview Campus

Violence Against Women Reauthorization Act of 2013 Statistics

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Domestic Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Dating Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Stalking	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Longview Campus

Arrests for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Drug Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Longview Campus

Judicial Referrals for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2021	0	0	0	0	0
	2022	0	0	0	0	0
	2023	0	0	0	0	0
Drug Violations	2022	2	0	0	0	2
	2023	1	0	0	0	1
	2024	0	0	0	0	0
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

The University of Texas at Tyler - Houston Community College Alief Hayes
Campus Leased Space (HEC)

Criminal Offenses/Primary Crimes

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Murder and Non-Negligent	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Aggravated Assault	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Burglary	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

**The University of Texas at Tyler - Houston Community College Alief Hayes
Campus Leased Space (HEC)**

Violence Against Women Reauthorization Act of 2013 Statistics

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Domestic Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Dating Violence	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	1	0	0	0	1
Stalking	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	1	0	0	0	1

**The University of Texas at Tyler - Houston Community College Alief Hayes
Campus Leased Space (HEC)**

Arrests for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Drug Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

**The University of Texas at Tyler - Houston Community College Alief Hayes
Campus Leased Space (HEC)**

Judicial Referrals for Liquor Law, Drug and Weapon Violations

Offense Type	Year	On Campus	On Campus Residential Facilities	Non-Campus Buildings & Property	Public Property	Total
Liquor Law Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	1	0	0	0	1
Drug Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	1	0	0	0	1
Weapons Violations	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

Unfounded Crimes

Campus	Year	Statistics
Main	2022	Zero (0) unfounded crimes for the 2022 calendar year.
	2023	Two (2) unfounded crimes for the 2023 calendar year.
	2024	Zero (0) unfounded crimes for the 2024 calendar year.
HSC	2022	Zero (0) unfounded crimes for the 2022 calendar year.
	2023	Zero (0) unfounded crimes for the 2023 calendar year.
	2024	Zero (0) unfounded crimes for the 2024 calendar year.
Palestine	2022	Zero (0) unfounded crimes for the 2022 calendar year.
	2023	Zero (0) unfounded crimes for the 2023 calendar year.
	2024	Zero (0) unfounded crimes for the 2024 calendar year.
Longview	2022	Zero (0) unfounded crimes for the 2022 calendar year.
	2023	Zero (0) unfounded crimes for the 2023 calendar year.
	2024	Zero (0) unfounded crimes for the 2024 calendar year.
HEC	2022	Zero (0) unfounded crimes for the 2022 calendar year.
	2023	Zero (0) unfounded crimes for the 2023 calendar year.
	2024	Zero (0) unfounded crimes for the 2024 calendar year.

Hate Crimes

Campus	Year	Statistics
Main	2022	Zero (0) hate crimes for the 2022 calendar year.
	2023	Zero (0) hate crimes for the 2023 calendar year.
	2024	Zero (0) hate crimes for the 2024 calendar year.
HSC	2022	Zero (0) hate crimes for the 2022 calendar year.
	2023	Zero (0) hate crimes for the 2023 calendar year.
	2024	Zero (0) hate crimes for the 2024 calendar year.
Palestine	2022	Zero (0) hate crimes for the 2022 calendar year.
	2023	Zero (0) hate crimes for the 2023 calendar year.
	2024	Zero (0) hate crimes for the 2024 calendar year.
Longview	2022	Zero (0) hate crimes for the 2022 calendar year.
	2023	Zero (0) hate crimes for the 2023 calendar year.
	2024	Zero (0) hate crimes for the 2024 calendar year.
HEC	2022	Zero (0) hate crimes for the 2022 calendar year.
	2023	Zero (0) hate crimes for the 2023 calendar year.
	2024	Zero (0) hate crimes for the 2024 calendar year.

2025 Annual Fire Safety Report

The **Higher Education Opportunity Act**, enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. Elements of the campus fire safety program consists of fire safety statistics, description of on-campus fire safety systems, inspection, testing, and maintenance of fire detection and suppression systems, prevention policies and practices, fire safety educational and training initiatives, emergency evacuation procedures, and proposed plans for future improvements to the residence hall campus fire safety program. The annual fire safety report summarizes the elements of the campus fire safety program, which is administered and maintained by the Environmental Health and Safety (EH&S) Department.

It is the policy of The University of Texas at Tyler to promote safe environmental conditions for faculty, staff, students, and visitors. The primary objective of the campus fire safety program is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. This goal is accomplished by:

- Conducting periodic review and update of fire prevention policies;
- Conducting regularly scheduled fire drills in the on-campus housing facilities;
- Promoting fire safety awareness for employees and students by conducting training programs on fire prevention and emergency evacuation procedures;
- Inspecting, testing, and maintaining fire protection systems in accordance with National Fire Protection Association (NFPA) standards;
- Mitigating fire hazards identified during bi-annual fire safety inspections performed every three years by the Texas State Fire Marshal Office, monthly inspections conducted by the UT Tyler Environmental Health and Safety department, and scheduled inspections by the University's property insurance loss control consultant; and
- Performing plan review and code consultation related to current capital improvement and remodeling projects.

Fire Statistics for On-campus Student Housing Facilities

The data presented in the following table summarizes the reported fires that occurred in housing facilities from January through December for the years 2022-2024. Please note that the housing facilities presented in the following table are located on campus property. Ornelas Hall, Patriot Village, Liberty Landing, and Victory Village Apartments are operated and managed by UT Tyler. University Pines Apartments (and The Foundry from 2023-2024) are managed by a private company. Fire statistics from off campus housing are not included in this report. All fires that occur in campus housing facilities are reported to the Environmental Health and Safety Department.

Fire statistics begin on next page

UT Tyler - Fire Statistics On-Campus Housing 2022 – 2024

Year	Residence	Number of Fires	Causes	Injuries	Fatalities	Value of Property Damage	# Of Fire Drills
2022	Liberty Landing Apartments 3088 Old Omen Rd Tyler, TX 75701	0	0	0	0	0	2
	Ornelas Hall 3508 Liberty Lane Tyler, TX 75799	1	Metal in microwave	0	0	\$100	2
	Patriot Village Apartments 3211 Old Glory Pkwy Tyler, TX 75799	0	0	0	0	0	2
	University Pines Apartments 3333 Varsity Drive Tyler, TX 75701	0	0	0	0	0	2
	Victory Village 2851 CR 272 Tyler, TX 75707	0	0	0	0	0	2
2023	Liberty Landing Apartments 3088 Old Omen Rd Tyler, TX 75701	0	0	0	0	0	2
	Ornelas Hall 3508 Liberty Lane Tyler, TX 75799	0	0	0	0	0	2
	Patriot Village Apartments 3211 Old Glory Pkwy Tyler, TX 75799	4	Cooking (burnt food)	0	0	0	2
	University Pines Apartments 3333 Varsity Drive Tyler, TX 75701	0	0	0	0	0	2
	Victory Village 2851 CR 272 Tyler, TX 75707	0	0	0	0	0	2
	The Foundry Apartments 3400 Varsity Dr. Tyler, TX 75701	0	0	0	0	0	0
2024	Liberty Landing Apartments 3088 Old Omen Rd Tyler, TX 75701	0	0	0	0	0	2
	Ornelas Hall 3508 Liberty Lane Tyler, TX 75799	0	0	0	0	0	2
	Patriot Village Apartments 3211 Old Glory Pkwy Tyler, TX 75799	5	Cooking (burnt food)	0	0	0	2
	University Pines Apartments 3333 Varsity Drive Tyler, TX 75701	0	0	0	0	0	2
	Victory Village 2851 CR 272 Tyler, TX 75707	0	0	0	0	0	2
	The Foundry Apartments 3400 Varsity Dr. Tyler, TX 75701	0	0	0	0	0	2

Description of On-Campus Student Housing Fire Safety Systems:

- Ornelas Hall
 - a. The entire building is protected by an automatic, supervised wet pipe sprinkler system that is integrated with the fire alarm system
 - b. A supervised fire alarm system is present and is monitored by East Texas Alarm
 - c. Smoke alarms are located in each sleeping room, and in common areas in suites
 - d. Multi-purpose ABC dry chemical fire extinguishers are installed on each floor as well as throughout the common areas and mechanical spaces in the complex.
 - e. Other features include an emergency generator to power emergency lights, exit signs to illuminate the means of egress, and the fire pump for the sprinkler system. Elevators, magnetically propped open fire-rated door assemblies, air handling units, and stairwell doors are also integrated with the fire alarm system.
 - f. Egress corridors and stairwells are fire rated
 - g. Residents with disabilities are accommodated according to their needs
- Patriot Village – 2 Residential Buildings and 1 Community Center
 - a. Both residential buildings are protected by an automatic, supervised wet pipe sprinkler system that is integrated with the fire alarm system and the community center is protected by an automatic, supervised dry pipe system.
 - b. A supervised fire alarm system is present and is monitored by East Texas Alarm
 - c. Smoke alarms are located in each sleeping room and in common areas
 - d. Multi-purpose ABC dry chemical fire extinguishers are installed in the kitchen of each apartment, mechanical spaces in the complex, and the community center
 - e. Other features include battery powered emergency lights to illuminate the means of egress.
 - f. Egress corridors and stairwells are outside and are protected by an automatic, supervised sprinkler system that is integrated with the fire alarm system.
 - g. Residents with disabilities are accommodated according to their needs
- Liberty Landing – 13 Residential Buildings and 1 Community Center
 - a. Each building is protected by an automatic, supervised sprinkler system.
 - b. Smoke alarms are located in each sleeping room and in common areas.
 - c. Egress corridors and stairwells are outside.
 - d. Multi-purpose ABC dry chemical fire extinguishers are installed in the kitchen of each apartment, and the clubhouse
 - e. Residents with disabilities are accommodated according to their needs
 - f. A supervised fire alarm system is present in each building and is monitored by East Texas Alarm
- University Pines – Managed by a private property management company
 - a. Smoke alarms are located in each sleeping room and in common areas
 - b. Egress corridors and stairwells are outside
 - c. Multi-purpose ABC dry chemical fire extinguishers are installed in the kitchen of each apartment, and the community center
 - d. Residents with disabilities are accommodated according to their needs
 - e. A supervised fire alarm system is present and monitored by Rudd Contracting Co., Inc.

- **Victory Village** – 4 Residential Buildings and 1 Community Center
 - a. Each building is protected by an automatic, supervised sprinkler system.
 - b. Smoke alarms are located in each sleeping room and in common areas.
 - c. Egress corridors and stairwells are outside.
 - d. Multi-purpose ABC dry chemical fire extinguishers are installed in the kitchen of each apartment, and the clubhouse
 - e. Residents with disabilities are accommodated according to their needs
 - f. A supervised fire alarm system is present in each building and is monitored by East Texas Alarm
- **The Foundry** – 7 Residential Buildings managed by a private company
 - a. Localized smoke alarms are located in each unit.
 - b. Egress corridors and stairwells are outside.
 - c. Multi-purpose ABC dry chemical fire extinguishers are installed in the kitchen of each apartment, and the clubhouse
 - d. Residents with disabilities are accommodated according to their needs

Inspection, Testing, and Maintenance of Fire Detection and Protection Equipment

The EH&S Department administers this element of the campus fire safety program at Ornelas Hall, Patriot Village, Liberty Landing, and Victory Village with support from Residence Life and fire protection contractors. The University Pines fire detection and protection program is administered by the property management company and fire protection contractors. All fire protection equipment located on-campus housing is tested, inspected, and maintained in accordance with applicable NFPA standards.

Number of regular mandatory supervised fire drills:

Mandatory, supervised fire drills are conducted for all residence halls twice each academic year (once during the fall semester and once during the spring semester) by the Environmental Health and Safety Department.

Policies on portable electrical appliances, smoking and open flames:

On campus housing facilities have prohibitions against the following activities:

- Smoking is prohibited on campus. Residents are responsible for the repair or replacement of any furniture, walls, ceilings, etc., damaged by smoke.
- The possession or burning of incense, charcoal, lighter fluids, kerosene, oil lamps or other flame-emitting articles are prohibited in accordance with the State Fire Marshall. Decorative candles may be displayed only if the wick has been cut to prevent further burning. Evidence that a candle has been burned is grounds for the candle to be removed and disciplinary action to be taken. Lava lamps and halogen lights are prohibited.
- Small appliances such as toasters and blenders are allowed at Patriot Village, Liberty Landing, and Victory Village. Ornelas Hall residents are only allowed to have microwaves, mini refrigerators, and coffeemakers.
- Misuse of extension cords. If extension cords or multi-plug devices are used, they must be constructed from heavy-duty materials, consisting of 12-, 14-, or 16-gauge wire. They must be UL approved three-wire grounded units. Multi-plug power strips must be rated

for a maximum of 15 amps and have a built-in circuit breaker. All power strips must be plugged into the wall. They may not be plugged into another extension cord. Power strips must be on the floor, not hanging from desks or other furniture, cables and cords may also not cross doorways, they should run along the wall and behind furniture.

- Tampering with emergency devices puts everyone at risk and is therefore prohibited. Emergency devices include, but are not limited to smoke detectors, pull stations, door closures, sprinkler heads, fire alarm stations, and fire extinguishers. Tampering with emergency devices may result in criminal prosecution, disciplinary action and any charges that may be incurred. Propping exterior doors open is considered a violation of this policy.
- Storing or using fireworks of any kind in or on university property including in vehicles is prohibited.
- Bringing or keeping distillates such as fuels, solvents, or highly combustible substances in a suite, room or storage space or vehicle parked on campus is prohibited. This restriction applies to any container, tank, cylinder, or other device (empty or otherwise) used to contain or store combustible substances.

Evacuation Procedures

- Student residents are instructed to immediately evacuate residence halls and dormitories using the nearest available exit whenever a fire alarm is activated.
- Residence Life staff members who are present on their floors should facilitate the evacuation of their floor/section if possible. When the alarm sounds shout (Example: there is an emergency in the building leave by the nearest exit) and knock-on doors as they make their way to the nearest exit and out the building
- Residents are instructed to not use elevators. Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Elevators have features that recall and deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time.
- After evacuating a residence Hall/dormitory each resident is instructed to report to their assigned assembly area. Residents are required to gather on sidewalks or other appropriate areas away from the building and out of the traffic areas used by emergency responders. Resident life staff should report to their assigned assembly area and make sure that students have cleared the building, conduct a head count and do not allow re-entry into the building until directed to do so by the Fire Department, University Police, or EH&S personnel.

General Evacuation Procedures

Before an emergency, determine the nearest exit to your location, the safest route to follow, and alternate exits. Building evacuation routes are posted in campus buildings. Leave the immediate area but remain available to emergency personnel. If time permits during an evacuation, secure your workplace, and take personal items such as keys, purse, medication, and glasses. In case of fire or other dangerous conditions, evacuate immediately leaving personal items behind.

Evacuation of a Building

1. Walk, do not run.
2. Do not use elevators.
3. Seek out people with special needs and provide assistance.
4. Gather outside at your designated building assembly area, where your supervisor or professor will take roll and account for all personnel.
5. If you cannot return to your building, wait for instructions from Public Safety, your building manager, or other individual in charge.

Evacuation for Persons with Disabilities

Mobility Impairment

1. Do not use elevators when a building fire alarm is sounding, unless authorized to do so by police or fire personnel.
2. If you or the person you are with is unable to evacuate, ask someone to inform the emergency personnel who and where you are, and that you or the person with you is unable to evacuate due to a disability.
3. If possible, call Public Safety at (903)565-7300 to inform them that you or the person with you has mobility limitations and is in a building with the fire alarm going off. Give them your name, telephone number, and location.
4. If smoke is detected and you are unable to get to an emergency exit landing safely, move to a room with a window and close the door. Get to the window and open it. Gain the attention of someone below (e.g., wave arms or a colorful piece of fabric).

Blindness or Visual Impairment

1. UT Tyler encourages visually impaired students to practice escape routes ahead of time in case they are alone during an emergency evacuation. The University recommends that students with vision impairments learn where the nearest telephone and alarm boxes are in order to call for help, how to describe their exact location in the building, and how to best let others know where they are in the event of an emergency. It is important to be comfortable with the options for self-protection, including procedures to follow if a fire is between you and all escape routes.
2. If you are with a person with a visual impairment when a building fire alarm sounds, offer to lead the way out of the building and to safety by offering your elbow.
3. Give verbal instructions about the safest route or direction using compass directions, estimated distances, and specific directional terms.
4. When you reach safety, orient the person, and ask if any further assistance is needed.

Deafness or Hearing Impairment

1. All campus buildings are equipped with visual signal lights in the event of a fire alarm. If someone is unaware that the alarm is sounding, get the person's attention by using eye contact, and if necessary, touch. Clearly state the problem. Gestures and pointing may be helpful but be prepared to write a brief statement if the person does not read lips.
2. Offer visual instructions to advise of the safest route or direction by pointing toward exits or evacuation maps.

Fire safety education/training programs for students, faculty, & staff:

The EH&S Department provides training to residence assistants prior to the start of every regular semester. Topics include a review of the fire prevention policies, weather safety, emergency procedures,

and hands-on fire extinguisher training. The training includes information on fire protection features of facilities, fire prevention, emergency procedures, and hands-on fire extinguisher use.

Fire safety training programs are also provided to other student, staff, and faculty groups on campus by request. This program typically consists of a review of fire prevention policies, emergency procedures, and hands-on fire extinguisher training.

Fire Reporting:

Fire related incidents are investigated and documented by the Fire and Life Safety Manager or designee. If a member of The University of Texas at Tyler community finds evidence of a fire that has been extinguished and is not sure if the incident has been thoroughly investigated, the individual should immediately notify the EH&S department at (903) 565-7011 to investigate and document the incident for disclosure in the University's annual fire statistics.

Any fire on the campus of The University of Texas at Tyler that causes injury, death, property damage or is a potentially suspicious fire incident is reported to the Texas State Fire Marshal's Office within 24 hours of the incident.

Plans for future improvements in fire safety:

The University of Texas at Tyler continually evaluates the need for improvements in all aspects of the campus fire safety program. It is the intent of the university to provide an environment that addresses the issues of fire and life safety for students, faculty, and staff.

Occupancy changes of campus buildings, the design and use of new buildings, renovations of existing structures, and the need to retrofit existing buildings with new fire/life safety equipment is continually under review. Improvements or potential changes in fire safety at the university are reviewed and any required changes are implemented on a timely basis.

The UT Tyler campus became a Tobacco free campus in August 2016.

<https://www.uttyler.edu/offices/human-resources/wellness/tobacco-cessation/>

Who to Contact in Case of a Fire

In order to ensure that the proper authorities are notified, and for purposes of including a fire in the annual statistics, once you are safe from imminent danger, please call the following to report that a fire has occurred.

Department	Campus	Off-Campus and University Pines residents
Emergency (Police-Fire-EMS)	911	911
Police Dispatch (24-hours)	7300	(903) 566-7300
Environmental Health and Safety	7011	(903) 566-7011