



# BAYLOR

## UNIVERSITY



## 2016 Annual Fire Safety and Security Report

**Baylor University - (Main Campus)**

**Diana R. Garland Schools of Social Work - (Waco & Houston Campuses)**

**Baylor University Executive MBA Programs (Austin & Dallas Campuses)**

**Baylor Louise Herrington School of Nursing (Dallas Campus)**

**Baylor in New York (New York Campus)**

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## MESSAGE FROM THE ASSOCIATE VICE PRESIDENT FOR PUBLIC SAFETY AND SECURITY

To the Baylor University Community –

I am pleased to introduce the 2016 Annual Fire Safety and Security Report. We appreciate your interest in the Report and your commitment to staying informed. The members of the Baylor Department of Public Safety (BUDPS) work diligently to maintain a safe campus, but safety and security is a shared effort with all Baylor community members. We hope the information provided in the Report will inform you of the safety programs and services available, and steps you can take to maintain your personal safety. We believe the best strategy for maintaining a safe campus is a strong law enforcement presence combined with an informed and aware community who are willing to get involved.

The report is published because it contains valuable information for the main Baylor campus and for all of Baylor's branch campuses. We also publish the report to comply with the important provisions of the Clery Act. The report also demonstrates BUDPS' strong commitment to victims of crimes and the specific extensive services we make available. Important information about security policies and procedures on our campus, crime data, and crime prevention information are also provided to increase your security awareness.

As part of the caring community at Baylor, we partner with many departments at Baylor that play a critical role in fostering campus safety, including areas such as, the Division of Student Affairs, Environmental Health & Safety, the Title IX Office and many other University offices.

It has always been and continues to be the goal of the BUDPS to provide the highest levels of professional public safety services to the University. It is our honor to serve the Baylor community.

*Mark Childers, Associate Vice President for Public Safety*



## ACCESSIBILITY TO INFORMATION AND NON-DISCRIMINATION STATEMENT

Baylor University complies with all applicable federal and state nondiscrimination laws. Baylor University admits students of any race, color, national and ethnic origin, sex, age, disability, or veteran status to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, sex, age, disability, or veteran status in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Baylor University is controlled by a predominantly Baptist Board of Regents and is operated within the Christian-oriented aims and ideals of Baptists. The University is also affiliated with the Baptist General Convention of Texas, a cooperative association of autonomous Texas Baptist churches. As a religiously-controlled institution of higher education, the University is exempt from compliance with some provisions of certain civil rights laws. As such, the University prescribes standards of personal conduct that are consistent with its mission and values. This policy statement is neither intended to discourage, nor is it in fact applicable to, any analytical discussion of law and policy issues involved, or to discussions of any recommendations for changes in existing law. Discussions of these matters are both practiced and are welcomed within our curriculum.

Further information may be obtained from the University website at Student Policies and Procedures. (Insert link to [http://www.baylor.edu/student\\_policies/?buref=1169-91771](http://www.baylor.edu/student_policies/?buref=1169-91771))

Baylor University's Title IX Coordinator, Patty Crawford joined Baylor University in November 2014 and is responsible for the investigation and resolution of all sex discrimination matters involving sexual violence, including sexual harassment, dating violence, domestic violence and stalking. She also coordinates the University's Title IX training and outreach programs. Her office is located in the Clifton Robertson Tower, Suite 285, 700 South University Parks Drive, Waco, Texas. She can be reached at (254) 710-8454 or e-mailed at [Patty\\_Crawford@Baylor.edu](mailto:Patty_Crawford@Baylor.edu) or [askHR@baylor.edu](mailto:askHR@baylor.edu).

**Victims of sexual assault should also strongly consider contacting the Baylor University Department of Public Safety at (254) 710-2222.**

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, requires all colleges and universities who receive federal funding to share information about crime on campus and efforts to improve campus safety. In addition, the public must be informed of crimes that occurred on campus as well as certain off-campus buildings or property owned, leased or controlled by Baylor University.

The Baylor University Department of Public Safety prepares the Annual Fire Safety and Security Report through collaboration with several University departments such as Student Life, Residence Life, Title IX, Emergency Management, designated Campus Security Authorities from all Baylor campuses, and local law enforcement agencies that serve Baylor's main campus and branch campuses. This information, which is monitored and maintained by the BUDPS, is designed to assist those attending or considering joining the Baylor community in making informed decisions about their personal safety. As the campus continues to develop, any updates to policy information and crime data are provided by each of these offices.

This Annual Fire Safety and Security Report provides statistics for the previous three years concerning reported crimes that occurred on the Baylor campus, and the Baylor branch campuses. It includes crimes that occurred within property owned, leased, or controlled by Baylor University. As well as, crimes that occurred on public property immediately adjacent to, or on thoroughfares running through the campuses. This report also includes University policies concerning a wide range of campus safety and security issues, sexual assault, alcohol and other drugs, and access to the campus. All policy statements contained in this report apply to all campuses unless otherwise indicated.

The BUDPS Clery Act Specialist collaborates with the local law enforcement agencies serving the main campus and other branch campuses to acquire the criminal statistics for each campus. BUDPS continues to maintain close relationships with all police departments where Baylor University owns or controls property to ensure the timely distribution of criminal incidents.

Once all data has been reviewed by the Clery Act Specialist, the Chief of Police, the Associate Vice President for Public Safety, and several other campus colleagues; the University distributes a notice of the availability of this Annual Fire Safety and Security Report by October 1<sup>st</sup> of each year to every member of the University community. This includes all constituents attending separate or branch campuses as well. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Baylor Department of Public Safety at (254) 710-2222, or it can be viewed and printed by visiting [2016 Annual Fire Safety and Security Report.](#)

Baylor University's Clery Act Specialist, Shelley Deats joined Baylor University in February 2015 and is responsible for working with the Institution to ensure compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Below are some of the processes utilized by Baylor University to reach maximum compliance:

- Remaining aware of all changes in policy or law that may affect the Clery Act.
- Preparing, publishing and making the Annual Fire Safety and Security Report available to all prospective students and employees by October 1<sup>st</sup> of each year.
- Maintaining accurate records of all Clery crime statistics, crime prevention programs and Baylor owned properties.
- Coordinating with other university representatives to keep compliance policies accurate.
- Identifying and training all Campus Security Authorities.
- Assisting in managing the dissemination of timely warnings and emergency notifications to the campus communities.
- Serving as a liaison with local law enforcement agencies to comply with retrieving Clery reportable statistics and ensuring accurate information is obtained for the Daily Crime Log.

Ms. Deats' office is located in the Baylor Department of Public Safety located at Hankamer Academic Center 1428 S. 5<sup>th</sup> Street. She can be reached at (254) 710-7643 or e-mailed at [Shelley\\_Deats@baylor.edu](mailto:Shelley_Deats@baylor.edu).

## ANNUAL DISCLOSURE OF CRIME STATISTICS

While Baylor University strives to maintain a safe campus environment, crimes do occur. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. The BUDPS maintains a close relationship with all police departments where Baylor University owns or controls property to ensure that crimes reported directly to these police departments that involve the University are brought to the attention of the BUDPS Clery Act Specialist.

BUDPS collects crime statistics through a number of methods. Police dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. BUDPS periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the University Police maintains, the statistics below also include crimes that are reported to various campus security authorities (CSA), as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

# 2016 BAYLOR UNIVERSITY CLERY CRIME STATISTICS

Baylor University Main Campus						
Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	0	0	0	0	N/A*
	2014	0	0	0	0	0
	2015	0	0	0	0	0
<i>Negligent Manslaughter</i>	2013	0	0	0	0	N/A*
	2014	0	0	0	0	0
	2015	0	0	0	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	5	3	0	0	N/A*
<i>Non-Forcible Sex Offenses</i>						
	2013	0	0	0	0	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	5	4	1	0	0
<i>Fondling</i>		1	1	0	0	0
<i>Incest</i>		0	0	0	0	0
<i>Statutory Rape</i>		0	0	0	0	0
<i>Rape</i>	2015	23	21	0	0	0
<i>Fondling</i>		3	1	0	1	0
<i>Incest</i>		0	0	0	0	0
<i>Statutory Rape</i>		0	0	0	0	0
<b>Robbery</b>	2013	0	0	0	0	N/A*
	2014	0	0	0	0	0
	2015	0	0	0	0	0
<b>Aggravated Assault</b>	2013	2	2	0	0	N/A*
	2014	3	1	0	0	0
	2015	5	3	0	0	0
<b>Burglary</b>	2013	7	4	2	0	N/A*
	2014	17	13	1	0	0
	2015	14	10	0	0	0

Motor Vehicle Theft	2013	4	0	0	0	N/A*
	2014	2	0	0	0	0
	2015	7	0	1	0	1
Arson	2013	0	0	0	0	N/A*
	2014	0	0	0	0	0
	2015	1	0	0	0	0
Additional Offenses						
Dating Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	2	1	0	0	0
	2015	6	3	0	0	0
Domestic Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	2	0	1	0	0
	2015	3	0	0	0	0
Stalking	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	3	0	0	0	0
	2015	21	10	0	0	2
	Arrest					
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	60	44	4	5	
	2014	72	64	0	16	
	2015	91	88	0	6	
Drug Abuse Violations	2013	14	13	0	3	
	2014	12	7	0	4	
	2015	15	4	0	1	
Illegal Weapons Possession	2013	0	0	0	0	
	2014	0	0	0	0	
	2015	1	1	0	0	
	Referred for Disciplinary Action					
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	17	16	1	0	
	2014	9	7	0	0	
	2015	11	10	0	0	
Drug Abuse Violations	2013	6	6	0	0	
	2014	4	3	0	0	
	2015	5	5	0	0	
Illegal Weapons Possession	2013	0	0	0	0	
	2014	0	0	0	0	
	2015	0	0	0	0	
Notes						
N/A* indicates data for these crimes were not required for the calendar year 2013						
No hate crimes were reported in 2013						
1 hate crime reported in 2014 Vandalism based on race						
No hate crimes were reported in 2015						

Baylor University Diana R. Garland Waco School of Social Work						
Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<i>Negligent Manslaughter</i>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	0	N/A	N/A	0	N/A*
<i>Non-Forcible Sex Offenses</i>						
	2013	0	N/A	N/A	0	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<i>Rape</i>	2015	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<b>Robbery</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Aggravated Assault</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Burglary</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Motor Vehicle Theft</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0

<b>Arson</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Additional Offenses</b>						
<b>Dating Violence</b>	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Domestic Violence</b>	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Stalking</b>	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Arrest</b>						
<b>Other Offenses</b>		<b>On Campus</b>	<b>Student Housing</b>	<b>Noncampus Building or Property</b>	<b>Public Property</b>	
<b>Liquor Law Violations</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Drug Abuse Violations</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Illegal Weapons Possession</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Referred for Disciplinary Action</b>						
<b>Other Offenses</b>		<b>On Campus</b>	<b>Student Housing</b>	<b>Noncampus Building or Property</b>	<b>Public Property</b>	
<b>Liquor Law Violations</b>	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
<b>Drug Abuse Violations</b>	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
<b>Illegal Weapons Possession</b>	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
<b>Notes</b>						
N/A* indicates data for these crimes were not required for the calendar year 2013						
No hate crimes were reported in 2013						
No hate crimes were reported in 2014						
No hate crimes were reported in 2015						
Baylor's Waco School of Social Work does not have any Student Housing or Non-campus properties						



# Baylor University Diana R. Garland Houston School of Social Work

Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
<i>Negligent Manslaughter</i>	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	N/A	N/A	N/A	N/A	N/A*
<i>Non-Forcible Sex Offenses</i>						
	2013	N/A	N/A	N/A	N/A	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	N/A	N/A	N/A	N/A	N/A
<i>Fondling</i>		N/A	N/A	N/A	N/A	N/A
<i>Incest</i>		N/A	N/A	N/A	N/A	N/A
<i>Statutory Rape</i>		N/A	N/A	N/A	N/A	N/A
<i>Rape</i>	2015	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<b>Robbery</b>	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
<b>Aggravated Assault</b>	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
<b>Burglary</b>	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
<b>Motor Vehicle Theft</b>	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0

Arson	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
Additional Offenses						
Dating Violence	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
Domestic Violence	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
Stalking	2013	N/A	N/A	N/A	N/A	N/A*
	2014	N/A	N/A	N/A	N/A	N/A
	2015	0	N/A	N/A	0	0
	Arrest					
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
Drug Abuse Violations	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	2	
Illegal Weapons Possession	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
	Referred for Disciplinary Action					
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
Drug Abuse Violations	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
Illegal Weapons Possession	2013	N/A	N/A	N/A	N/A	
	2014	N/A	N/A	N/A	N/A	
	2015	0	N/A	N/A	0	
Notes						
N/A* indicates data for these crimes were not required for the calendar year 2013						
N/A indicates that this facility was not opened until July of 2015						
No hate crimes were reported in 2015						
Baylor's Houston School of Social Work does not have any Student Housing or Non-campus properties						

## Baylor University Austin Executive MBA Program

Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<i>Negligent Manslaughter</i>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	0	N/A	N/A	0	N/A*
<i>Non-Forcible Sex Offenses</i>						
	2013	0	N/A	N/A	0	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<i>Rape</i>	2015	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<b>Robbery</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Aggravated Assault</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Burglary</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Motor Vehicle Theft</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0

Arson	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
Additional Offenses						
Dating Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
Domestic Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
Stalking	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
	Arrest					
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Drug Abuse Violations	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Illegal Weapons Possession	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
	Referred for Disciplinary Action					
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Drug Abuse Violations	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Illegal Weapons Possession	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Notes						
N/A* indicates data for these crimes were not required for the calendar year 2013						
No hate crimes were reported in 2013						
No hate crimes were reported in 2014						
No hate crimes were reported in 2015						
Baylor's Austin TX EMBA Program does not have any Student Housing or Non-campus properties.						

## Baylor University Dallas Executive MBA Program

Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<i>Negligent Manslaughter</i>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	0	N/A	N/A	0	N/A*
<i>Non-Forcible Sex Offenses</i>				-	-	
	2013	0	N/A	N/A	0	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<i>Rape</i>	2015	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<b>Robbery</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Aggravated Assault</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Burglary</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Motor Vehicle Theft</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0

<b>Arson</b>	2013	0	N/A	N/A	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Additional Offenses</b>			N/A	N/A		
<b>Dating Violence</b>	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Domestic Violence</b>	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Stalking</b>	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Arrest</b>						
<b>Other Offenses</b>		<b>On Campus</b>	<b>Student Housing</b>	<b>Noncampus Building or Property</b>	<b>Public Property</b>	
<b>Liquor Law Violations</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Drug Abuse Violations</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Illegal Weapons Possession</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Referred for Disciplinary Action</b>						
<b>Other Offenses</b>		<b>On Campus</b>	<b>Student Housing</b>	<b>Noncampus Building or Property</b>	<b>Public Property</b>	
<b>Liquor Law Violations</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Drug Abuse Violations</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Illegal Weapons Possession</b>	2013	0	N/A	N/A	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
<b>Notes</b>						
N/A* indicates data for these crimes were not required for the calendar year 2013						
No hate crimes were reported in 2013						
No hate crimes were reported in 2014						
No hate crimes were reported in 2015						
Baylor's Dallas TX EMBA Program does not have any Student Housing or Non-campus properties.						

## Baylor University Louise Herrington School of Nursing

Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	0	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<i>Negligent Manslaughter</i>	2013	0	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	0	N/A	0	0	N/A*
<i>Non-Forcible Sex Offenses</i>				0	0	
	2013	0	N/A	0	0	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<i>Rape</i>	2015	0	N/A	N/A	0	0
<i>Fondling</i>		0	N/A	N/A	0	0
<i>Incest</i>		0	N/A	N/A	0	0
<i>Statutory Rape</i>		0	N/A	N/A	0	0
<b>Robbery</b>	2013	0	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Aggravated Assault</b>	2013	0	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
<b>Burglary</b>	2013	0	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0

Motor Vehicle Theft	2013	1	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	N/A*
Arson	2013	0	N/A	0	0	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
Additional Offenses						
Dating Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
Domestic Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
Stalking	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	N/A	N/A	0	0
	2015	0	N/A	N/A	0	0
		Arrest				
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	0	N/A	0	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Drug Abuse Violations	2013	0	N/A	0	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Illegal Weapons Possession	2013	0	N/A	0	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Other Offenses	Referred for Disciplinary Action					
		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	0	N/A	1	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Drug Abuse Violations	2013	0	N/A	0	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Illegal Weapons Possession	2013	0	N/A	0	0	
	2014	0	N/A	N/A	0	
	2015	0	N/A	N/A	0	
Notes						
N/A* indicates data for these crimes were not required for the calendar year 2013						
No hate crimes were reported in 2013						
No hate crimes were reported in 2014						
Baylor's School of Nursing in Dallas TX. does not have any Student Housing.						
During 2013 Baylor School of Nursing leased a Non-Campus facility. As of 2014 the lease for the facility was dissolved						



## Baylor in New York Program

Offense	Year	On Campus	Student Housing	Noncampus Building or Property	Public Property	Unfounded
<b>Criminal Homicide</b>						
<i>Murder and Non-negligent Manslaughter</i>	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
<i>Negligent Manslaughter</i>	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
<b>Sex Offenses</b>						
<i>Forcible Sex Offenses</i>						
	2013	0	0	N/A	0	N/A*
<i>Non-Forcible Sex Offenses</i>				N/A	0	
	2013	0	0	N/A	0	N/A*
<b>New Sex Offense Reporting Categories as of October 20, 2014</b>						
<i>Rape</i>	2014	0	0	N/A	0	0
<i>Fondling</i>		0	0	N/A	0	0
<i>Incest</i>		0	0	N/A	0	0
<i>Statutory Rape</i>		0	0	N/A	0	0
<i>Rape</i>	2015	0	0	N/A	0	0
<i>Fondling</i>		0	0	N/A	0	0
<i>Incest</i>		0	0	N/A	0	0
<i>Statutory Rape</i>		0	0	N/A	0	0
<b>Robbery</b>	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
<b>Aggravated Assault</b>	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
<b>Burglary</b>	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0

Motor Vehicle Theft	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
Arson	2013	0	0	N/A	0	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
Additional Offenses						
Dating Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
Domestic Violence	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
Stalking	2013	N/A*	N/A*	N/A*	N/A*	N/A*
	2014	0	0	N/A	0	0
	2015	0	0	N/A	0	0
		Arrest				
Other Offenses		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	0	0	N/A	0	
	2014	0	0	N/A	0	
	2015	0	0	N/A	0	
Drug Abuse Violations	2013	0	0	N/A	0	
	2014	0	0	N/A	0	
	2015	0	0	N/A	0	
Illegal Weapons Possession	2013	0	0	N/A	0	
	2014	0	0	N/A	0	
	2015	0	0	N/A	0	
Other Offenses	Referred for Disciplinary Action					
		On Campus	Student Housing	Noncampus Building or Property	Public Property	
Liquor Law Violations	2013	0	0	N/A	0	
	2014	0	0	N/A	0	
	2015	0	0	N/A	0	
Drug Abuse Violations	2013	0	0	N/A	0	
	2014	0	0	N/A	0	
	2015	0	0	N/A	0	
Illegal Weapons Possession	2013	0	0	N/A	0	
	2014	0	0	N/A	0	
	2015	0	0	N/A	0	
Notes						
N/A* indicates data for these crimes were not required for the calendar year 2013						
No hate crimes were reported in 2013						
No hate crimes were reported in 2014						
Baylor in New York does not have any Non-campus properties						

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## DEFINITIONS OF REPORTABLE CRIMES

**Murder and non-negligent manslaughter** is the willful (non-negligent) killing of one human being by another.

**Negligent manslaughter** is the killing of another person through gross negligence.

**Sex offenses** are defined as any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator.

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

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

**Statutory rape** is non-forcible sexual intercourse with a person who is under the statutory age of consent.

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

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

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

**Motor vehicle theft** is the theft or attempted theft of a motor vehicle.

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

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## HATE CRIMES

Hate Crimes include all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

**Hate crimes** are committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, national origin, or disability.

**Larceny/Theft**—includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

**Simple Assault**—an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**Intimidation**—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/Damage/Vandalism of Property (except Arson)**—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

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## CATEGORIES OF PREJUDICE:

**Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

**Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Gender Identity** - A person's internal sense of being male, female, or a combination of both; that internal sense of a person's gender may be different from the person's gender as determined at birth.

**Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Ethnicity Bias/National Origin**—A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term *race* in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

**Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

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#### ARRESTS AND DISCIPLINARY REFERRALS FOR VIOLATION OF WEAPONS, DRUG ABUSE AND LIQUOR LAWS

**Weapons violations** are defined as the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

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

**Liquor law violations** are defined as the violation of state or local laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

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## DEFINITIONS OF GEOGRAPHY

As specified in the Clery Act, the following property descriptions are used to identify the location of crimes on and around Baylor University's campus.

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### ON-CAMPUS BUILDINGS OR PROPERTY

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in the above paragraph, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

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### NON-CAMPUS BUILDINGS OR PROPERTY

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
2. Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

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### PUBLIC BUILDINGS OR PROPERTY

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

The Baylor University crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

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### BRANCH CAMPUS

A branch campus is always a separate campus. Branch campus is a specific Department designation. It is defined as a location of an institution that is geographically apart and independent of the main campus of the institution. A location of an institution is considered independent of the main campus if the location is permanent in nature, offers courses in educational programs leading to a degree or other recognized educational credential, has its own faculty and administrative or supervisory organization, and has its own budgetary and hiring authority.

BAYLOR DEPARTMENT OF PUBLIC SAFETY MISSION STATEMENT

***“To establish and implement a comprehensive, sustainable platform that will effectively serve the Baylor University community and protect its students, faculty, and stakeholders from harm and/or embarrassment.”***

ROLE, AUTHORITY, AND TRAINING

Part of the Finance and Administration Division, the Baylor University Department of Public Safety (BUDPS) has a staff of 49 persons, including 37 police officers, 10 dispatchers, an office manager, and a Clery Act Specialist. Collectively, BUDPS has more than 300 years of law enforcement experience.

All BUDPS commissioned officers and dispatchers are licensed and certified by the Texas Commission on Law Enforcement. All officers and dispatchers attend a rigorous field-training program with a minimum of 400 hours of training. Training for BUDPS officers and dispatchers includes all state mandated programs and additional training to exceed the required minimum. Baylor University Department of Public Safety officers have primary jurisdiction and full authority to enforce all the laws of Texas within McLennan County. To remain certified, BUDPS officers must complete 40 hours of in-service training bi-annually, including any TCOLE mandated courses.

The Baylor University Department of Public Safety office is open Monday - Friday, 8:00 a.m. to 5:00p.m. Police dispatchers are on duty at the office (located at the Speight Avenue Parking Garage) to receive calls for service/assistance 24 hours a day, 7 days a week, including holidays. If you are in need of Police assistance, call (254)710-2222 or 2222 from any campus telephone.

The Diana R. Garland Waco School of Social Work Campus falls within the service area of the Baylor University Department of Public Safety. All other branch campuses are served by the closest local law enforcement agency.

All security working on any of the branch campuses, on a permanent basis, or security hired to work special events for Baylor University do not have the authority of a Peace Officer to make arrests under the Texas Code of Criminal Procedure.

## CREATING A SAFE AND CARING COMMUNITY IS OUR NUMBER ONE PRIORITY

The University takes great pride in the community and offers students, faculty and staff many advantages. This community is a great place to live, learn, work and study, however, this does not mean the campus community is immune from unfortunate circumstances that may arise. With that in mind, Baylor University has taken progressive measures to create and maintain a reasonably safety environment on all its campuses.

Though the University is progressive with its policies, programs, and education, it is up to each one of us to live with a sense of awareness and use reasonable judgment while on campus.

## WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT

On the main campus, BUDPS maintains a cooperative relationship with the City of Waco Police Department, the McLennan County Sheriff's Office and State Police, and surrounding police agencies. The Baylor University Department of Public Safety will be the primary reporting and investigating law enforcement agency for all crimes occurring on the BU main campus and the Diana R. Garland Waco School of Social Work. The City of Waco Police Department will be the primary reporting and investigating law enforcement agency for all crimes occurring outside the boundaries of the BU campus. Both agencies will continue to provide mutual aid assistance to each other on a daily basis. The Baylor University Department of Public Safety has entered into a Memoranda of Understanding with The Waco Police Department to coordinate law enforcement activities involving the two agencies.

The Baylor University Department of Public Safety also works with the Waco Fire Marshal's Office on fire code compliance and as necessary on arson investigations.

The Baylor University Department of Public Safety also works in cooperation with the Texas Department of Public Safety and federal law enforcement agencies on joint investigations.

Baylor Police officers are also commissioned as reserve McLennan County Sheriff's Deputies and as such have co-jurisdiction with the Sheriff's office in McLennan County. Citations issued are adjudicated within the local McLennan County Justice of the Peace offices, located at the McLennan County Courthouse.

## WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT FOR BAYLOR'S BRANCH CAMPUSES

The Baylor branch campuses are not supported with onsite Baylor University police or security. These campuses are supported by local law enforcement agencies. Baylor University Department of Public Safety does not currently have a formal memorandum of understanding with any of these first responder agencies. The Dallas Executive MBA Program is also supported by Weiser Security Company. BUDPS works closely with the local law enforcement agencies to address the security concerns for each of the branch campuses.



### MISSION STATEMENT

The mission of the Houston Police Department is to enhance the quality of life in the city of Houston by working cooperatively with the public to prevent crime, enforce the law, preserve the peace, and provide a safe environment.

The Baylor Diana R. Garland Houston School of Social Work is located in the South Main Baptist Church located at 4100 S. Main Street, TX 77002. This location is patrolled by the Houston Police Department.

For more information about the Houston Police Department, call (713) 884-3131, or visit <http://www.houstonpolice.org/go/doc/2133/289249/>.

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### OTHER HELPFUL LINKS

#### LINKS:

- Victim Services - <http://www.houstontx.gov/police/vsu/>
- Family Violence - <http://www.houstontx.gov/police/fvu/index.htm>

#### MISSION STATEMENT

The Police Department, in serving the people of Dallas, strives to reduce crime and provide a safe city by:

- Recognizing that its goal is to help people and provide assistance at every opportunity;
- Providing preventive, investigative, and enforcement services;
- Increasing citizen satisfaction with public safety and obtaining community cooperation through the Department's training, skills, and efforts; and
- Realizing that the Police Department alone cannot control crime, but must act in concert with the community and the rest of the Criminal Justice System.

In achieving this mission, the men and women of the Dallas Police Department will conduct themselves in an ethical manner. They will:

- Respect and protect the rights of citizens as determined by the law;
- Treat citizens and their fellow employees courteously and with the same amount of dignity with which they expect to be treated themselves;
- Be examples of honesty and integrity in their professional and personal lives, thereby earning the public trust;
- Perform their duties with the knowledge that protection of the lives and property of all citizens is their primary duty; and
- Comply with the spirit and letter of the Code of Conduct

The Baylor Dallas Executive MBA Program is located in the Cooper Aerobics Center at 12200 Preston Road Dallas, TX 75230. This location is patrolled by the North Central Division within the Dallas Police Department.

To view more information about the North Central Operations Division visit [Dallas North Central Operations Division](#), call (214) 670-7253, or visit the station located at 6969 McCallum Boulevard, on the northeast corner of Hillcrest Road and McCallum Boulevard.

The Cooper Aerobics Center is also provided additional security through Weiser Security Services.

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## OTHER DALLAS AREA NUMBERS AND HELPFUL LINKS

**For information regarding Emergency Shelters or Social Organizations if you need protection.**



- Dallas Police/Fire/Ambulance 9-1-1
- Family Place (214) 941-1991
- Protective Order Information (214) 653-3528
- Salvation Army F/V Shelter (214) 424-7208
- Genesis Women's Shelter (214) 942-2998
- New Beginning Center (972) 276-0057
- Austin Street Shelter (214) 428-4242
- Rape Crisis Center (214) 590-0430
- Suicide Crisis Center (214) 828-1000
- Alcoholic Recovery (214) 823-3200
- Information & Referral Services (214) 379-4357
- Dispute Mediation Service (214) 754-0022
- Child and Family Guidance Centers (214) 351-3490
- Dallas Police Department Domestic Violence Counselor (214) 671-4302
- City of Dallas Social Services (214) 670-4225
- Dallas Police Department Domestic Violence Squad (214) 671-4304
- City Attorney (214) 670-4439
- Lawyers Against Domestic Violence (214) 748-1234 ext.3012
- Department of Protective and Regulatory Services 1-800-252-5400
- Adult Protective Services 1-800-252-5400
- National Domestic Violence Hotline (800) 799-SAFE

### LINKS:

- Dallas County and Surrounding Local Areas [www.dallasdvresources.org](http://www.dallasdvresources.org)
- [Dallas County District Attorney – Family Violence Division](http://www.dallascounty.org/departments/da/family_violence.php)  
[https://www.dallascounty.org/departments/da/family\\_violence.php](https://www.dallascounty.org/departments/da/family_violence.php)
- Genesis Women's Shelter [www.genesisshelter.org](http://www.genesisshelter.org)
- Family Place [www.familyplace.org](http://www.familyplace.org)

## ABOUT THE AUSTIN POLICE DEPARTMENT

### VISION & MISSION STATEMENTS

**VISION** - To be respected and trusted by all segments of Austin's diverse community.

**MISSION STATEMENT** - To keep you, your family, and our community safe.

#### Department Values – I C.A.R.E.

- Integrity – the cornerstone of police work-without it public trust is lost.
- Courage – to make the right professional decision.
- Accountable – to the community, the department, and coworkers.
- Respect – of the community, the department, and most importantly, self.
- Ethical – professional actions and decision making.

The Baylor Austin Executive MBA Program is located in the Oak Creek Plaza located at 3107 Oak Creek Drive Austin, TX 78727. This location is patrolled by the Northwest/Region II Division within the Austin Police Department.

- Austin Police Department:
  - Emergency 911/Non-Emergency 311
  - From outside the Austin area for a Non-Emergency call (512) 974-2000

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### OTHER AUSTIN AREA HELPFUL LINKS

#### LINKS:

- Austin Police Department - <http://www.austintexas.gov/department/police>
- Victim Services - <http://www.austintexas.gov/department/victim-services>
- Protective Orders - <http://www.safeaustin.org/help/protectiveorder/>
- Family Violence Protection Team - <http://www.austintexas.gov/department/family-violence-protection>
- Stalking Resource Center - <http://victimsofcrime.org/our-programs/stalking-resource-center>

## ABOUT THE BAYLOR HEALTH CARE SYSTEM DEPARTMENT OF PUBLIC SAFETY

The Baylor University Louise Herrington School of Nursing is located in the Baylor Medical Center 3700 Worth Street Dallas, TX. 75246. This location is patrolled by the Baylor Scott & White Health Department of Public Safety located at 4005 Crutcher St. Dallas, TX 75246.

### DALLAS CAMPUS PUBLIC SAFETY NUMBERS

- 24 Hour Communications Center (214) 820-4444
- Administration (214) 820-2358
- Crime Prevention/Personal Safety (214)820-3629
- Emergencies (214)820-4444
- Escorts (214) 820-4444
- Fire Safety (214)820-2642
- Parking Services (214) 820-7275
- Photo ID (214) 820-7275

## ABOUT THE CITY OF NEW YORK POLICE DEPARTMENT

### MISSION STATEMENT

The mission of the New York City Police Department is to enhance the quality of life in New York City by working in partnership with the community to enforce the law, preserve peace, reduce fear, and maintain order. The Department is committed to accomplishing its mission to protect the lives and property of all citizens of New York City by treating every citizen with courtesy, professionalism, and respect, and to enforce the laws impartially, fighting crime both through deterrence and the relentless pursuit of criminals.

The Baylor in New York Program offers classes and residential space at 41-34 Crescent Street, Long Island City, New York 11101. This area is located in the 114<sup>th</sup> Precinct and patrolled by the New York Police Department.

- New York Police Department Contact Information: Emergency 911/Non-Emergency 311
- Precinct: (718) 626-9311
- Community Affairs: (718) 626-9327
- Crime Prevention: (718) 626-9324
- Domestic Violence: (718) 626-9316
- Youth Officer: (718) 626-9337
- Auxiliary Coordinator: (718) 626-9352

## CRIMES INVOLVING STUDENT ORGANIZATIONS AT OFF-CAMPUS LOCATIONS

Currently, there are no Baylor University student organizations housed in off campus facilities that are officially recognized by Baylor University. Nevertheless, Baylor University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Baylor University students and recognized student organizations, on and off campus. BUDPS receives daily crime logs from the Waco Police Department and uses these logs to determine if Baylor student organizations or Baylor students have committed criminal activity off campus. In coordination with local law enforcement agencies, the BUDPS will actively investigate certain crimes occurring on or near campus. If the University Police learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about criminal incidents to the Division of Student Life, to adjudicate as appropriate.

The University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University may become involved in the off campus conduct of recognized student organizations or individual students when such conduct is determined to affect a substantial University interest (as defined by the Student Code of Conduct).

## REPORTING CRIMES AND OTHER EMERGENCIES

The University encourages everyone on all Baylor campuses to immediately and accurately report crimes, fires or other emergencies. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire University community that you report all incidents to the appropriate police department. This will ensure an effective investigation and appropriate follow-up actions are taken. Your report could be the determining factor in establishing cause for the Baylor Department of Public Safety to issue a Timely Warning or Emergency Notification to ensure the safety of the entire Baylor community.

For the main campus you should contact the BUDPS by calling (254) 710-2222. Baylor community members attending branch campuses should elicit the assistance of the closest law enforcement agency or other emergency responders for their area. This can easily be done by dialing 911. Some of these agencies have been listed below for your convenience:

- Baylor Scott & White Health Public Safety Department
  - Emergency (214) 820-4444
  - Non-Emergency (214) 820-7898
  - Crime Prevention/Personal Safety (214) 820-3629
- Dallas Police Department:
  - Emergency 911
  - Non-Emergency (214) 744-4444

- Austin Police Department:
  - Emergency 911
  - Non-Emergency 311
  - From outside the Austin area for a Non-Emergency call (512) 974-2000
- Houston Police Department:
  - Emergency 911
  - Non-Emergency 713-884-3131
  - Department Directory - <http://www.houstontx.gov/police/phone.htm>
- New York Police Department:
  - Emergency 911
  - Non-Emergency 311
  - Precinct (212) 239-9811

#### REPORTING TO BAYLOR DEPARTMENT OF PUBLIC SAFETY

There is a dispatch center that services Baylor main campus and the Diana R. Garland Waco School of Social Work branch campus. You may reach the Baylor University Department of Public Safety by calling (254) 710-2222 or in person 24 hours/day at the Speight Plaza Parking Facility, 1<sup>st</sup> Floor, at South Fourth Street and Speight Avenue. Though there are many resources available, Baylor Department of Public Safety should be notified of any crime, whether or not an investigation continues. This will assure all security concerns are addressed and that the community can be informed in a timely manner, if there is an ongoing threat to the University community.

#### REPORTING TO OTHER APPROPRIATE LOCAL LAW ENFORCEMENT AGENCIES

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##### LOUISE HERRINGTON BAYLOR SCHOOL OF NURSING

All Baylor School of Nursing personnel are encouraged to contact the Baylor Health Care System Department of Public Safety dispatch center to report any criminal incident, fire or other emergencies.

The Baylor Health Care System Department of Public Safety (BHCSDPS) has a 24 hours/day dispatch center. The dispatch center can be contacted by calling (214) 820-4444, or by calling 911 on a landline telephone on the School of Nursing campus.

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#### OTHER HELPFUL BHCS DPS CONTACT NUMBERS ARE LISTED BELOW:

Administration (214) 820-2358

Administration Fax (214) 820-7898

Crime Prevention/Personal Safety (214) 820-3629

Emergencies (214) 820-4444

Escorts (214) 820-4444

Fire Safety (214) 820-2642

Parking Services (214) 820-7275

Photo ID (214) 820-7275

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#### AUSTIN EXECUTIVE MBA PROGRAM

All Austin Executive MBA personnel are encouraged to contact the Austin Police Department or other emergency responders such as fire or EMS, by dialing 911 to report any criminal incident, fire or other emergencies. From outside the Austin area for a non-emergency, you may call (512) 974-2000.

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#### DALLAS EXECUTIVE MBA PROGRAM

All Dallas Executive MBA personnel are encouraged to contact the Dallas Police Department or other emergency responders such as fire or EMS, by dialing 911 to report any criminal incident, fire or other emergencies. For other non-emergency assistance, you may call (214) 670-7253.

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#### DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

All Houston School of Social Work personnel are encouraged to contact the Houston Police Department or other emergency responders such as fire or EMS, by dialing 911 to report any criminal incident, fire or other emergencies. For other non-emergency assistance, you may call (713) 884-3131.

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#### BAYLOR IN NEW YORK PROGRAM

All Baylor in New York personnel are encouraged to contact the New York Police Department or other emergency responders such as fire and EMS, by dialing 911 to report any criminal incident, fire or other emergencies. For other non-emergency assistance, you may call (212) 239-9811.



## VOLUNTARY, CONFIDENTIAL REPORTING

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on all Baylor campuses. Reports filed in this manner are counted and disclosed in the Annual Fire Safety and Security Report. In limited circumstances, the department may not be able to assure confidentiality and will inform you in those cases.

In certain instances, a crime victim may be reluctant to file a report fearing the "process" and/or loss of his/her anonymity. In such circumstances, crime victims are still encouraged to make a confidential report. When a student or employee reports an incident to Baylor University their privacy will be respected to the fullest extent possible. At a minimum, crime victims will receive important counseling and referral information. Confidential reports are important because they provide valuable information that can enhance the safety of the community-at-large and such reports will provide a more accurate portrait of actual campus crime. (***Remember, help is available, all you need to do is ask.***)

To report a crime on the main campus, contact the Baylor Department of Public Safety at (254) 710-2222, utilize the BU Campus Guardian phone app, "Report IT" web page, or one of the emergency call box telephones, located on the main campus and in the parking garages.

### BU CAMPUS GUARDIAN

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BU Campus Guardian phone app allows faculty, staff and students to call or text crime information to the main campus dispatch center. For more information about this app, please visit [BU Campus Guardian](#).

### "REPORT IT"

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Baylor University has recently consolidated numerous reporting mechanisms that can be found on one convenient web page. The Baylor University [Report It](#) website directs faculty, staff, students, alumni, parents and the public to a range of reporting tools and instructions.

If there are additional forms or procedures that faculty or staff would like to suggest for inclusion on this page, please send an email to the Baylor webmaster at [webmaster@baylor.edu](mailto:webmaster@baylor.edu).

## EMERGENCY PHONES

The University has installed more than 233 emergency phones throughout Baylor's main campus. Phones are located in public areas of buildings including parking garages, elevators, residence hall complexes, administration buildings, and also numerous outdoor locations. Emergency phones provide direct voice communications to the Baylor Department of Public Safety Dispatch Center. To learn more about these phones, please visit [Call Boxes and Emergency Telephones](#).

## REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES

The Clery Act recognizes certain University officials and offices as "Campus Security Authorities (CSA)." The Act defines these individuals as an "official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as "any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution." While the University prefers that community members promptly report all crimes and other emergencies directly to the Baylor Department of Public Safety at (254)710-2222 or 911, or the appropriate local law enforcement agency. We also recognize that some may prefer to report to other individuals or University offices. While the University has identified several hundred campus security authorities, we officially designate the following offices as places where campus community members should report crimes:

1. Associate Dean for Student Conduct Administration	(254) 710-1715	Suite 270, Clifton Robinson Tower
2. Associate Vice President for Student Life	(254) 710-1314	McLane Student Life Center
3. Director, Campus Living and Learning	(254) 710-3642	Penland Residence Hall
4. Assistant Vice President for Human Resources	(254) 710-8562	Clifton Robinson Tower, Suite 200
5. Director, Student Activities	(254) 710-2371	Bill Daniel Student Center, Room 101.6
6. Director, Athletic Department	(254) 710-1222	Simpson Athletics and Academic Center
7. Associate Director of Greek Life	(254) 710-2371	Bill Daniel Student Center, Student Activities Suite
8. Director of Campus Recreation	(254) 710-4102	Student Life Center Campus Recreation 124
9. Assistant Director of Study Abroad	(254) 710-2657	Poage Library 210

10. Dean, Diana R. Garland School of Social Work	(254) 710-6400	811 Washington Waco TX
11. Dean for Louise Herrington School of Nursing	(214) 820-2792	3700 Worth Street Dallas TX.
12. Associate Dean for Academic Affairs – Louise Herrington School of Nursing	(214) 820-2776	3700 Worth Street Dallas TX.
13. Associate Director, Austin Executive MBA Program	(512) 516-7209	3107 Oak Creek Drive Suite 240 Austin, TX.
14. Director, Dallas Executive MBA Program	(972) 458-2327	12200 Preston Road Dallas, TX.
15. Director, Baylor in New York Program	(917) 617-8404	41-34 Crescent Street, Long Island City, New York 11101
16. Associate Director of Field Education - Houston School of Social Work	346-701-8047	4100 Main St. Houston, TX.

Anyone may call the Baylor University Department of Public Safety at (254) 710-2222 to report concerning information. Callers may remain anonymous. It is important to have a culture where people feel safe reporting wrongful conduct. For more information, or to file a complaint, you may also access [Baylor's Whistleblower Policy](#) or the [EthicsPoint Webpage](#).

## PASTORAL AND PROFESSIONAL COUNSELORS

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Baylor University to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them. The University also expects counselors to provide the notice of rights and options.

## DAILY CRIME AND FIRE LOG

BUDPS maintains a combined Daily Crime and Fire Log of all crime and fire incidents reported to the Department for the Baylor main campus, surrounding Waco areas that fall within BUDPS patrol response area, as well as the Louise Herrington School of Nursing. The Daily Crime and Fire Log is published, Monday – Friday, when the University is open. The log is available 24 hours per day to members of the public. This log identifies the nature, type, location, and time of each criminal incident reported to University Police. The most current 60 days of information is available at the Baylor University Department of Public Safety located at the Speight Plaza parking facility, 1<sup>st</sup> Floor, at South 4<sup>th</sup> Street and Speight Avenue. Upon request a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within 48 hours of notice.

## TIMELY WARNING REPORTS

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Baylor University Department of Public Safety issues “Timely Warnings.” BUDPS will generally issue Timely Warnings for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; motor vehicle thefts and hate crimes. BUDPS will post these warnings through a variety of ways, including but not limited to e-mails, phone call, text and other media.

All initial messages will begin with “Baylor Alert” to indicate the severity of the message and will provide a brief description of the timely warning or emergency response notice. When additional information is available, it may be provided using one or more of the methods listed above. The information you receive may caution you to avoid certain areas of the campus, let you know if classes are cancelled due to an emergency, or provide vital information on what actions you need to take if you are on campus during such a situation.

In the event a timely warning is sent, it may include the following information: type of crime, date, time and location of crime, as well as available suspect information.

The purpose of these Timely Warnings is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The University will issue Crime Alerts whenever the following criteria are met:

- 1) A crime is committed;
- 2) The perpetrator has not been apprehended; and
- 3) There is a substantial risk to the physical safety of other members of the campus community because of this crime.

Such crimes include, but are not limited to:

- 1) Clery Act crimes that are reported to any campus security authority or the local police; or
- 2) The University determines that the incident represents an on-going threat to the campus community.

Additionally, the BUDPS may, in some circumstances, issue Timely Warnings when there is a pattern of crimes against persons or property.

Crimes that would not present a continuing threat and therefore may not merit a crime alert, include the following:

- An assault between two individuals who have a disagreement and know each other. This may be an isolated event and presents no ongoing threat to the community.
- In cases of a late report, they may be so delayed there is no possibility of issuing a “timely” warning to the community. These will be considered on a case by case basis depending on when and where the incident occurred, when it was reported, and the amount of information available.
- Crimes in which the perpetrator has been apprehended, thereby eliminating the threat.
- Crimes in which an identified perpetrator is only targeting specific individuals to the exclusion of others, such as domestic violence.

The Chief of BUDPS will generally make the determination, in consultation with other University officials, if a Timely Warning is required. However, in emergency situations, any police supervisor may authorize a Timely Warning. For incidents involving off-campus crimes, the University may issue an Off Campus Crime Alert if the crime occurred in a location used and frequented by the University population.

- Anyone with information warranting a timely warning or emergency response notification for the Baylor University Waco campus, Diana R. Garland Schools of Social Work, Baylor in New York Program or the Austin and Dallas Executive MBA programs should report the circumstances to BUDPS at (254) 710-2222. Anyone with the Louise Herrington School of Nursing in Dallas should contact Baylor Scott & White Health Public Safety Department at (214) 820-4444

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

### EMERGENCY MANAGEMENT AT BAYLOR UNIVERSITY

The purpose of Emergency Planning and Preparedness at all Baylor University campuses, is to develop, organize, coordinate, and lead the campus toward effective preparation for an efficient response to emergencies and disasters, with the primary focus on saving lives, reducing human suffering, and the minimizing of property loss and academic services.

The Baylor University Director of Emergency Management is responsible for emergency planning and preparedness. The Emergency Operations Plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA’s Guide for Developing High-Quality Emergency Operations Plans for Institutions of Higher Education, and other standards, all of which include planning, mitigation, response, and recovery actions.

Our priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with university departments to write, maintain, test, and exercise the emergency plan
- Cooperation, integration, and mutual aid with local, state and federal agencies and their emergency plans.

A summary of the University's emergency response procedures is located at [Emergency Notification/Timely Warning - Baylor Alerts](#). Included at this web page is detailed information regarding the University's emergency notification policy, including how to enroll in the emergency notification system to ensure you receive emergency notices on University and mobile devices.

#### DRILLS, EXERCISES AND TRAINING

To ensure the effectiveness of its emergency preparedness at the Baylor University main campus and Diana R. Garland Waco School of Social Work branch campus, the BUDPS Department of Emergency Management engages operational, academic, administrative, and external entities on a regular basis, and at least annually, with an exercise that includes testing of various aspects of Baylor Universities capabilities. The exercises generally are announced (date only, not time or content) to the public, but occasionally they are unannounced. Following each exercise Baylor University documents the date, time, and description of the exercise, relevant details, and outcomes and/or future objectives for improvements. BUDPS Department of Emergency Management will continue to release the emergency response and evacuation procedures for the Baylor community that coincides with at least one annual test.

In addition, emergency response and evacuation procedures are tested twice annually in residence halls and once per quarter at Baylor Health Services. Monthly fire drills are conducted at the Piper Child Development Center.

The Baylor Scott & White Health Care System provides emergency management support to the Baylor School of Nursing.

For the Dallas and Austin Executive MBA Programs, Diana R. Garland Houston School of Social Work and Baylor in New York Program, emergency management, including drills and exercises are handled on a campus by campus basis by the property-owner of each of these facilities. In the event of an emerging incident that impacts branch campuses, program coordinators will maintain ongoing communications with Baylor University as it activates its emergency plans.

## EMERGENCY NOTIFICATION

The Baylor University Department of Public Safety is responsible for confirming facts which indicate timely warnings and emergency notifications are necessary. These decisions are made in coordination with Baylor Scott & White Department of Public Safety for the School of Nursing area and the Waco Police Department for the Diana R. Garland Waco School of Social Work and extended jurisdictions. Baylor also works with local law enforcement agencies in Dallas, Austin, Houston and New York for information pertaining to Baylor's branch campuses. These notifications are sent out through a system called "Baylor Alert". BUDPS has primary responsibility for issuing and coordinating the issuance of a "Baylor Alert", determining the content of the "Baylor Alert", and determining which of the methods available for issuance of the "Baylor Alert" will be utilized. The BUDPS may delegate certain responsibilities to or collaborate with other Baylor personnel such as: Director of Emergency Management, Office of General Counsel, Vice President for Student Life, Associate Vice President for Student Life, Director for Media Relations, and Assistant Director for Media Communications.

Baylor University is committed to ensuring the main campus and all branch campuses receive timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus, or in the local area that poses an immediate threat to the health and safety of campus community members.

At the Baylor University main campus, a text, e-mail and voice calling communication system is used in concert with an indoor and outdoor notification system. The text, e-mail and voice calling communications system can be used to send emergency messages within minutes of the occurrence of an incident, to alert the Diana R. Garland Waco School of Social Work and Baylor School of Nursing branch campuses.

The Baylor University main campus performs a monthly test of the outdoor and indoor mass notifications systems and a weekly test of the text, e-mail and voice calling communications system.

The following procedures outline the process the University uses when issuing emergency notifications to the main campus and the Diana R. Garland Waco School of Social Work and Baylor School of Nursing branch campuses.

## PROCEDURES USED TO NOTIFY THE MAIN CAMPUS

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. **“Baylor Alert”** is Baylor University’s system for alerting students, staff and faculty in the event either a Timely Warning or Emergency Response Notice is required.

Information and instructions may be sent using one or more of the following methods:

- Text message to your cell phone (automatically opted in)
- Audio message to a cell phone or other telephone
- E-mail notification to your Baylor email account
- Outdoor notification system
- Indoor notification system
- Recorded Information on the University’s Information Hotline, 254-710-4411
- Designated websites
- Radio and TV alerts through local news media
- Twitter@BaylorAlert, and in some instances @BaylorUMedia
- Facebook – Baylor Department of Public Safety

Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of campus community. The University may post updates during a critical incident on the homepage. If the situation warrants, the University will establish a telephone call-in center at 1-800-BAYLORU and provide additional information to the University community about how it should be used during an emergency situation.

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## PROCEDURES USED TO NOTIFY THE LOUISE HERRINGTON SCHOOL OF NURSING

In the event of a situation that poses an immediate threat to members of the Louise Herrington School of Nursing campus community, the University has various systems in place for communicating information quickly. **“Baylor Alert”** is Baylor University’s system for alerting students, staff and faculty in the event either a Timely Warning or Emergency Response Notice is required.

Information and instructions may be sent using one or more of the following methods:

- Text message to your cell phone (automatically opted in)



- Audio message to a cell phone or other telephone
- E-mail notification to your Baylor email account
- Recorded Information on the University's Information Hotline, 254-710-4411
- Louise Herrington School of Nursing website
- Notices may also be posted WFAA TV (CH.8)

To ensure your information is up-to-date please log into [BearWeb](#) here.

Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of the campus community. If the situation warrants, the University will establish a telephone call-in center and provide additional information to the University community about how it should be used during an emergency situation.

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#### PROCEDURES USED TO NOTIFY THE AUSTIN & DALLAS EMBA CAMPUS COMMUNITIES

In the event of a situation that poses an immediate threat to members of these branch campus communities, the University has various systems in place for communicating information quickly. **"Baylor Alert"** is Baylor University's system for alerting students, staff and faculty in the event either a Timely Warning or Emergency Response Notice is required.

Information and instructions may be sent using one or more of the following methods:

- Text message to your cell phone (automatically opted in)
- Audio message to a cell phone or other telephone
- E-mail notification to your Baylor email account

Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of the campus community. If the situation warrants, the University will establish a telephone call-in center and provide additional information to the University community about how it should be used during an emergency situation.

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#### PROCEDURES USED TO NOTIFY THE DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

In the event of a situation that poses an immediate threat to members of these branch campus communities, the University has various systems in place for communicating information quickly. **"Baylor Alert"** is Baylor University's system for alerting students, staff and faculty in the event either a Timely Warning or Emergency Response Notice is required.

Information and instructions may be sent using one or more of the following methods:

- Text message to your cell phone (automatically opted in)

- Audio message to a cell phone or other telephone
- E-mail notification to your Baylor email account

Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of the campus community. If the situation warrants, the University will establish a telephone call-in center and provide additional information to the University community about how it should be used during an emergency situation.

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#### PROCEDURES USED TO NOTIFY THE BAYLOR IN NEW YORK PROGRAM PARTICIPANTS

In the event of a situation that poses an immediate threat to members of the Baylor in New York Program, the University has various systems in place for communicating information quickly. **“Baylor Alert”** is Baylor University’s system for alerting students, staff and faculty in the event either a Timely Warning or Emergency Response Notice is required.

Information and instructions may be sent using one or more of the following methods:

- Text message to your cell phone (automatically opted in)
- Audio message to a cell phone or other telephone
- E-mail notification to your Baylor email account

Some or all of these methods of communication may be activated in the event of emergency notification.

#### CONFIRMING THE EXISTENCE OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION AND INITIATING THE EMERGENCY NOTIFICATION SYSTEM ON BAYLOR’S CAMPUSES

BUDPS and /or other campus first responders, or other campus administrators may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Campus first responders or administrators may become aware of these situations when they are reported to police dispatch or upon discovery during patrol or other assignments by police, security or a building manager.

Once it is confirmed there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, the Chief of Police, Director of Emergency Management or other assigned designee, will assess the need to issue an emergency notification.

BUDPS will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system. The only instance there may be a delay would be in the case that issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. As soon as the condition that may compromise efforts is no longer present, the University will issue the emergency notification to the campus community.

## DETERMINING THE APPROPRIATE SEGMENT OR SEGMENTS OF THE CAMPUS COMMUNITY TO RECEIVE AN EMERGENCY NOTIFICATION

Notifications are given to the entire community due to the size of the campus, the frequency of movement within the campus by community members, and the concept of keeping the entire community aware of significant emergencies. The University may also post applicable messages about the dangerous situation on the University homepage. This will ensure the rest of the campus is aware of the situation and notified of the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, University officials will distribute the notification to the entire Baylor campus community.

## DETERMINING THE CONTENTS OF THE EMERGENCY NOTIFICATION

The BUDPS has primary responsibility for coordinating the issuance of a “Baylor Alert”, determining the content of the “Baylor Alert”, and determining which of the methods available for issuance of the “Baylor Alert” will be utilized. The University has a single template message to alert the community of a dangerous situation as quickly as possible. ***(Baylor Alert! Dangerous Situation! Seek secure shelter immediately, away from doors and windows. More info to follow.)*** Once that is sent out, there will be a follow-up with more specific details. The only exception to this is when issuing Tornado Warnings and Severe Weather Alerts. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

## PROCEDURES FOR DISSEMINATING EMERGENCY INFORMATION TO THE GREATER COMMUNITY

Dependent upon the situation, Baylor University may work through the office of Marketing and Communications to notify the greater Baylor and Waco community through designated websites (<http://www.baylor.edu>), a hotline (1-800-BAYLORU), radio and TV alerts through local news media, and other emerging communications platforms (e.g., Twitter, Facebook, etc.)

## ENROLLING IN THE UNIVERSITY’S EMERGENCY NOTIFICATION SYSTEM

We encourage members of the Baylor main campus and all branch campuses to enroll in the Baylor Alert system by visiting [DIRECTIONS TO RECEIVE TEXT MESSAGES](#). University community members are also encouraged to regularly update their information at the same site.

## SECURITY OF AND ACCESS TO MAIN CAMPUS UNIVERSITY FACILITIES

Baylor University is committed to campus safety and security at all campus locations.

The Baylor University Department of Public Safety (BUDPS), Technical Security and the Facilities Management Office (FMO) are vigilant for safety and security considerations in the category of campus maintenance. Inspections of campus facilities by facilities management personnel are made regularly so repairs affecting safety and security can be made. Concerns regarding potential safety or security hazards may be reported to any of these groups:

- Facilities Department (254) 710-1361
- Police Department (254) 710-2222
- Technical Security Branch (254) 710-6617

An electronic security alarm system located at the main campus police department communication center monitors a comprehensive network of intrusion detection and duress alarm systems.

At the Baylor University main campus, administrative buildings are accessible during normal business hours. Academic buildings are accessible during normal business hours. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there.

Many cultural and athletic events held in the University facilities are open to the public. Other facilities such as the bookstore, library, and performance center are likewise open to the public.

The normal access schedule for facilities that host special events varies, depending on the hours of each event.

Only individuals with demonstrated need are issued keys to a building.

## SPECIAL CONSIDERATIONS FOR MAIN CAMPUS RESIDENCE HALL ACCESS

At the University main campus, all residence halls operate with a computerized access control system. Identification cards are programmed so that only students who are residents in a particular residence hall have access to that residence hall. The system denies entry to all unauthorized persons. BUDPS Security Officers are responsible for checking and securing doors, when needed.

When a door is malfunctioning, personnel are summoned for immediate repair. All residence hall and apartment exterior doors are equipped with locks and emergency exit doors.

Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident's responsibility to ensure that his/her guest is aware of the University and residence hall policies. Guests are not provided with room keys or door access cards. Guests of the opposite sex must be escorted by a resident of the building at all times. All exterior doors are locked 24 hours a day, with the exception of the main lobby entrance which is staffed. When the main lobby is not staffed all exterior doors are secured and residents gain access to their residence hall utilizing their ID access card. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. BUDPS Security Officers are assigned to patrol the residence hall areas from 11:00 p.m. until 7:00 a.m. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated buildings and gain access via the University's electronic access control system. During the summer when groups who are not regularly associated with Baylor University are using the University's residence halls, exterior doors are locked 24 hours a day with the exception of the main lobby which is manned. Each guest is issued an identification card that allows him or her to gain access to their assigned building via the electronic access control system. BUDPS personnel (security officers and police officers) conduct regular checks of all residence hall areas.

#### SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF BAYLOR MAIN CAMPUS FACILITIES

Baylor University is committed to campus safety and security. At the University, locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings and from building to building.

The Baylor University Facilities Management, in conjunction with representatives from BUDPS, conduct surveys of University property twice each year to evaluate campus lighting. At the University, there are over 1042 walkway, parking lot and roadway lights that provide illumination on campus.

We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to the Baylor University Department of Public Safety at (254) 710-2222.

## SECURITY OF AND ACCESS TO DIANA R. GARLAND WACO SCHOOL OF SOCIAL WORK

The Baylor University Department of Public Safety (BUDPS) Technical Security Branch and Facilities Management Office are vigilant for safety and security considerations in the category of campus maintenance. Inspections of campus facilities by Facilities Management personnel are made regularly so repairs affecting safety and security can be made. Concerns regarding potential safety or security hazards may be reported to any of these groups:

- Facilities Department (254) 710-1361
- Police Department (254) 710-2222
- Technical Security Branch (254) 710-6617

An electronic security alarm system located at the main campus Police Department Communication Center monitors a comprehensive network of intrusion detection and duress alarm systems.

The Baylor University Diana R. Garland Waco School of Social Work is secured 24/7 but may be accessed Monday through Friday 7:30 a.m. to 5:15 p.m. by students and staff via ID card access. Visitors needing access to the area utilize an intercom system located at the front door of the building. There is a list of contact numbers that will connect them to those that have authority to open the area. Access is limited to those enrolled in the program or otherwise authorized access.

There is no residential housing at the Diana R. Garland Waco School of Social Work.

## SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE DIANA R. GARLAND WACO SCHOOL OF SOCIAL WORK CAMPUS FACILITIES

At the Baylor Diana R. Garland Waco School of Social Work, doorways are kept locked and monitored with camera surveillance. The parking area also offers quick and immediate access to the interior of the building.

Baylor's Diana R. Garland Waco School of Social Work is in a leased facility and the landlord is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

## SECURITY OF AND ACCESS TO DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

The Diana R. Garland School of Social Work at Baylor University offers its Master of Social Work program on the third floor of the South Main Baptist Church in downtown Houston.

Security officers are present and must be on-site to gain access to this building. They open and close the exterior of the building each day. The Baylor Social Work area is restricted to Baylor affiliates, which access the area by a card access security system. In addition, this location is equipped with a camera doorbell that allows personnel to view persons requesting entrance to the Baylor area without a security card.

There is no residential housing at the Diana R. Garland Houston School of Social Work.

## SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK CAMPUS FACILITIES

Baylor's Diana R. Garland Houston School of Social Work is in a leased facility and the landlord is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

## SECURITY OF AND ACCESS TO LOUISE HERRINGTON SCHOOL OF NURSING

Currently, the School of Nursing location is a four-story complex with a student computer lab open 24/7, classrooms, study lounges and the Don A. and Ruth Buchholz Patient Simulation Lab.

The Mabel Peters Caruth Learning Resource Center (LRC) located on the fourth floor is staffed by two master's degree medical librarians, a library associate, and student workers. The LRC is open seven days a week for a total of 87 hours with extended hours during finals. The computer lab and study room are open for around the clock use by a secure ID badge controlled entrance.

There is no residential housing at the Louis Herrington School of Nursing.

## SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE LOUISE HERRINGTON SCHOOL OF NURSING

Baylor's School of Nursing is in a leased facility and the landlord is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

## SECURITY OF AND ACCESS TO AUSTIN EXECUTIVE MBA PROGRAM

At the Austin Executive MBA Program location all outside doors lock automatically at 7:00 p.m. However, students and staff have 24/7 access to the building via keycard. Administrators have keys to the offices, all students and faculty have access to classrooms and lounge area.

There is no residential housing at the Austin Executive MBA Program.

## SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE AUSTIN EXECUTIVE MBA PROGRAM

Baylor's Austin Executive MBA Program is in a leased facility and building manager [Amy.Oclon@cis.cushwake.com](mailto:Amy.Oclon@cis.cushwake.com) is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

## SECURITY OF AND ACCESS TO DALLAS EXECUTIVE MBA PROGRAM

The Dallas Executive MBA Program is located in the Cooper Aerobics Center which is a gated hotel type facility. There are three entrances with the main gate staying open 24/7. The side gates are open from 5:00 a.m. to 7:00 p.m. daily. The facility holds a contract with Weiser Security offering 24 hour security team surveillance. In addition the building has cameras and someone monitoring the front entrance from 5:30 a.m. to 9:00 p.m. This facility is open Monday through Friday from 8:30 a.m. to 5:30 p.m. and opened as needed on Saturdays. Administrators have keys to the offices.

There is no residential housing at the Dallas Executive MBA Program.

## SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE DALLAS EXECUTIVE MBA PROGRAM

Baylor University is committed to campus safety and security at all campus locations. Baylor's Dallas Executive MBA Program is in a leased facility and building manager TJ Estes, [tjestes@cooper-clinic.com](mailto:tjestes@cooper-clinic.com) is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

## SECURITY OF AND ACCESS TO THE BAYLOR IN NEW YORK PROGRAM

The Baylor in New York Program located at 41-34 Crescent Street, Long Island City, New York 11101 consists of 6 individual apartments, and a classroom that is also used as a library and storage. Students and staff have 24/7 key access to their individual apartments. There is one common lobby area that is accessible 24/7. The classroom is only accessible via key to the administrators of the program.

## SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE BAYLOR IN NEW YORK PROGRAM

This facility has a doorman on the ground floor at the only entrance. There are also cameras focused on the elevator area of each floor and in different locations on the ground/lobby level. The Baylor in New York Program is in a leased facility and the building superintendent and maintenance team are responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

Baylor Resident Director Meaghan Ritchey is responsible for ensuring safety and functionality for all residences at this branch campus.



## BAYLOR UNIVERSITY'S RESPONSE TO SEXUAL AND GENDER VIOLENCE, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

### INTRODUCTION

Baylor University is committed to providing a safe learning and working environment, and in compliance with federal law has adopted policies and procedures to prevent and respond to incidents of sexual violence including sexual assault, sexual harassment, domestic violence, dating violence and stalking. This policy governs the conduct of Baylor University students, regardless of enrollment status; faculty; staff; and third parties (i.e., non-members of the University community, such as vendors, alumni/ae, visitors, or local residents).

Third parties are both protected by and subject to this policy. A third party may report or file a complaint concerning a violation of this policy committed by a member of the University community. A third party may also be permanently barred from the University or subject to other restrictions for failing to comply with this policy.

This policy applies to conduct that occurs on University property, and in certain circumstances, off University property (i.e., off campus). This policy applies to conduct that occurs off campus when the conduct is associated with a University-sponsored program or activity, such as travel, research, or internship programs; when it utilizes University-owned or provided technology resources; or when such conduct may cause a continuing adverse effect or creation of a hostile environment on campus. Judgments about these matters will depend upon the facts of an individual case. To review the entire [Title IX Policy](#) click the link provided here.

### BAYLOR'S COMMITMENT TO ADDRESS SEXUAL VIOLENCE, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

Baylor University does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity; relationship violence or stalking. This type of conduct in any form violates the Student Code of Conduct, University policies and may violate Federal and State Laws. Violations of this policy are subject to disciplinary sanctions through:

- The Title IX Office (Students)
- Human Resources Office ( Staff and students who are employed by Baylor University)
- Provost (Faculty and Adjunct Faculty)

The University provides the following rights to all sexual assault, sexual harassment, domestic violence, dating violence and stalking victims:

- Baylor University will facilitate the process of the McLennan County District Attorney's Office payment of the sexual assault forensic exam. The Texas Crime Victim Compensation Act may allow for payment of any related medical expenses.
- The Baylor University Department of Public Safety employs a crime victimization liaison that is available to all victims of violent crimes. They provide support and guidance to victims and enable them to receive advocacy, information, and assistance both judicially and academically.
- BUDPS are active participants in the McLennan County Sexual Assault Response Team (SART). This is to ensure victims are provided the appropriate care in a timely fashion and with only well trained professionals.
- On campus counseling services are available to students through Counseling Services.
- A procedure is in place that may allow the victims of violence to retroactively withdraw from a semester or individual courses.

## DEFINITIONS

A sexual assault is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape.

In **Texas** sexual assault, dating violence, domestic violence, stalking and consent are defined as:

When a person engages in sexual intercourse with a person by forcible compulsion or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring.

In **Texas** Sex is not consensual under the following circumstances:

A sexual assault under Subsection (a)(1) is without the consent of the other person if:

- the actor compels the other person to submit or participate by the use of physical force or violence;
- the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;
- the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
- the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
- the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;

- the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
- the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
- the actor is a public servant who coerces the other person to submit or participate;
- the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
- the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; or
- the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means violence committed by a person who is or has been in a romantic or intimate relationship with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

**New York State Penal Law section 130.05 Sex offenses; lack of consent is defined below:**

S 130.05 Sex offenses; lack of consent. - Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim where lack of consent results from:

- Forcible compulsion; or
- Incapacity to consent; or
- Where the offense charged is sexual abuse or forcible touching, any circumstances in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor's conduct; or
- Where the offense charged is rape in the third degree as defined in subdivision three of section [130.25](#), or criminal sexual act in the third degree as defined in subdivision three of section [130.40](#), in addition to forcible compulsion, circumstances under which, at the time of the act of intercourse, oral sexual conduct or anal sexual conduct, the victim clearly expressed the victim clearly expressed to engage in such act, and a reasonable person in the actor's situation would have understood such person's words and acts as an expression of lack of consent to such act under all circumstances.

- A person is deemed incapable of consent when he or she is:
  - Less than seventeen years old; or
  - Mentally disabled; or
  - Mentally incapacitated; or
  - Physically helpless; or
  - Committed to the care and custody or supervision of the state department of corrections and community supervision or a hospital, as such term is defined in subdivision two of section four hundred of the correction law, and the actor is an employee who knows or reasonably should know that such person is committed to the care and custody or supervision of such department or hospital.

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## BAYLOR POLICY DEFINITIONS INCLUDE:

### **A. Sex Discrimination**

Sex discrimination is adverse treatment of an individual based on sex, rather than individual merit. Sex discrimination encompasses but is not limited to, sexual violence, sexual harassment, sexual assault, stalking, dating/domestic violence, retaliation, and other related forms of sex discrimination. Examples of conduct that can constitute sex discrimination because of sex include, but are not limited to:

- Singling out or targeting an individual for different or adverse treatment (e.g., more severe discipline, lower salary increase);
- Failing or refusing to hire or allow participation by an individual in a University activity;
- Terminating or removing an individual from employment or an educational program; or
- Verbally harassing, abusing, or demeaning a targeted individual with conduct designed to impact that individual adversely.

Verbally harassing, abusing, or demeaning a targeted individual with conduct designed to impact that individual adversely.

### **B. Sexual Violence**

The following behaviors constitute sexual violence and are prohibited under this policy. All forms of sexual violence are serious offenses and will result in University discipline. Sexual violence involving force, duress, or inducement of incapacitation, or where the perpetrator has deliberately taken advantage of another person's state of incapacitation, will be deemed especially egregious and may result in expulsion or termination of employment. The consumption of alcohol or use of illegal substances will not ordinarily constitute a mitigating factor or circumstance when it contributes to, or is involved in, an alleged act of sexual violence.

**Non-Consensual Sexual Penetration:** Any act of vaginal or anal penetration by a person's penis, finger, other body part, or an object, or oral penetration by a penis, without consent.

**Non-Consensual Sexual Contact:** Any sexual touching other than non-consensual sexual penetration without consent. Examples of non-consensual sexual contact may include genital-genital or oral-genital contact not involving penetration; contact with breasts, buttocks, or genital area, including over clothing; removing the clothing of another person; and kissing.

### **C. Sexual Harassment and Other Prohibited Behaviors**

The following behaviors are also prohibited under this policy:

**Dating Relationship Violence:** This policy prohibits acts of violence, threat, or intimidation that harm or injure a partner in a current or former dating relationship (defined below). These acts include, but are not limited to, sexual or physical abuse or the threat of such abuse. Dating relationship violence can be a single act or pattern of behavior.

**Domestic Violence:** Domestic violence under this policy includes acts of violence, threat, or intimidation that harm or injure members of a family or household. A “household” exists when individuals who are married or have an intimate relationship share access to the same private living space or bathroom.

**Stalking:** Stalking under this policy is a course of conduct (i.e., more than one act) directed at a specific person which would cause a reasonable person to feel fear, to experience substantial emotional distress, or to fear for their safety or the safety of a third person. Acts that together constitute stalking may be direct actions or may be communicated by a third party, and can include, but are not limited to, threats of harm to self, others, or property; pursuing or following; non-consensual (unwanted) communication by any means; unwanted gifts; trespassing; and surveillance or other related types of observation.

**Sexual Exploitation:** Sexual exploitation is any act whereby one person violates the sexual privacy of another or takes unjust or abusive sexual advantage of another who has not provided consent, and that does not constitute non-consensual sexual penetration or non-consensual sexual contact. Examples may include, but are not limited to, voyeurism (i.e., spying on others who are in intimate or sexual situations); or recording, photographing, transmitting, viewing, or distributing intimate or sexual images or sexual information without the knowledge and consent of all parties involved.

**Sexual Harassment:** Sexual harassment is any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to, or rejection of, such conduct is made implicitly or explicitly a term or condition of instruction, employment, or participation in any University activity or benefit;
- Submission to, or rejection of, these behaviors by an individual is used as a basis for evaluation in making academic or personnel decisions; or
- These behaviors are sufficiently severe and/or pervasive to have the effect of unreasonably interfering with an individual's educational experience, working conditions, or living conditions by creating an intimidating, hostile, or offensive environment.

**Sexually Inappropriate Conduct:** Unwelcome sexual conduct may not rise to the level of sexual harassment or sexual exploitation, but that is sexual in nature, is also prohibited under this policy. Examples include but are not limited to, lewdness and obscene or sexually offensive gestures and comments.

**Retaliation:** This policy prohibits any attempt to seek retribution against an individual or group of individuals involved in filing a complaint or report under this policy, filing an external complaint, participating in a disciplinary process, or opposing in a reasonable manner an action believed to constitute a violation of this policy. Retaliation can take many forms, including, but not limited to, adverse action or violence, threats, and intimidation. Actions in response to a good faith report or response under this policy are considered retaliatory if they have a materially adverse effect on the working, academic, or University-controlled living environment of an individual or if they hinder or prevent the individual from effectively carrying out his/her University responsibilities. All individuals and groups of individuals are prohibited from engaging in retaliation and will be held accountable under this policy.

## **D. Terminology**

The following definitions clarify key terminology as used throughout the policy.

**Dating Relationship:** 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 upon consideration of (1) the length of the relationship, (2) the nature of the relationship, and (3) the frequency and type of interaction between the persons involved in the relationship. Dating relationships may include, but are not limited to, dating relationships, "hook-up" relationships, and relationships in which partners are characterized as "girlfriends" or "boyfriends."

**Consent and Incapacitation:** In reviewing possible violations of sexual misconduct, the University considers consent as the voluntary, informed, un-coerced agreement through words and/or actions freely given, which a reasonable person would interpret as a willingness to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner willingly and affirmatively chooses to participate.

Indications that consent is not present may include, but are not limited to, when physical force is used or there is a reasonable belief of the threat of physical force, when duress is present, when one person overcomes the physical limitations of another person, and when a person is incapable of making an intentional decision to participate in a sexual act, which could include instances in which the person is in a state of incapacitation.

Important points regarding consent include:

- Consent to one act does not constitute consent to another act.
- Consent on a prior occasion does not constitute consent on a subsequent occasion.
- The existence of a prior or current relationship does not, in itself, constitute consent.
- Consent can be withdrawn or modified at any time.
- Consent is not implicit in a person's manner of dress.
- Accepting a meal, a gift, or an invitation for a date does not imply or constitute consent.
- Silence, passivity, or lack of resistance does not necessarily constitute consent.
- Initiation by someone who a reasonable person knows or should have known to be deemed incapacitated is not consent.

Incapacitation is the inability, temporarily or permanently, to give consent because the individual is mentally and/or physically helpless, either voluntarily or involuntarily, or the individual is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. In addition, an individual is incapacitated if they demonstrate that they are unaware of where they are, how they got there, or why or how they became engaged in a sexual interaction. When alcohol is involved, incapacitation is a state beyond drunkenness or intoxication. When drug use is involved, incapacitation is a state beyond being under the influence of the drug. Some indicators of incapacitation may include, but are not limited to, lack of control over physical movements, lack of awareness of circumstances or surroundings, or the inability to communicate for any reason. An individual may experience a blackout state in which he/she appears to be giving consent, but do not actually have conscious awareness or the ability to consent. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person's level of intoxication. The relevant standard that will be applied is whether the respondent actually knew, or a sober reasonable person in the same position

should have known, that the other party was incapacitated and therefore could not consent to the sexual activity.

While these definitions are clear, victims often have difficulty reporting a sexual assault, Domestic Violence, Dating Violence or Stalking for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in a timely manner in order to get help.

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#### OPTIONS FOR COMPLAINANTS AND OTHER REPORTING PARTIES

The University encourages all individuals to report any alleged or suspected violation of this policy to the Title IX Coordinator and to report potential criminal conduct to law enforcement. After consulting a Confidential Resource, as appropriate, anyone who seeks to make a complaint or report may:

- File an internal complaint or report with the Title IX Coordinator, thereby invoking the University's internal investigation process [www.Baylor.edu/titleix/report](http://www.Baylor.edu/titleix/report).
- Request interim measures from the Title IX Coordinator [www.Baylor.edu/titleix/report](http://www.Baylor.edu/titleix/report).
- If on campus, contact the Baylor University Department of Public Safety for assistance in filing a criminal complaint and preserving physical evidence (254) 710-2222.
- If off campus, contact local law enforcement to file a criminal complaint  
(254) 750-7500.
- If at a branch campus, contact the appropriate local law enforcement agency to file a criminal complaint. Information regarding the appropriate local law enforcement agency is listed for each branch campus within this document.

An individual may pursue some or all of these steps at the same time (e.g., one may simultaneously pursue an internal complaint and a criminal complaint). When initiating any of the above options, an individual does not need to know whether he/she wishes to request any particular course of action nor how to label what happened.

Students and employees also have a right to decline to report to law enforcement, and will still be entitled to any and all available resources provided by Baylor University.



## REPORTING AN INCIDENT

Students, faculty, staff or visitors to all Baylor campus locations that have been the victim of an incident of sexual violence, domestic violence, dating violence or stalking should immediately report these incidents to the Title IX Office located at Clifton Robinson Tower Suite 285.07, 700 South University Parks Drive, Texas (254) 710-8454, Office of Judicial Affairs located at Clifton Robinson Tower, 700 South University Parks Drive., Suite 270, phone (254) 710-1715. Employees may also report to the Baylor University Office of Human Resources located at the Clifton Robinson Tower, 700 South University Parks Drive, Suite 200, phone (254) 710-2000 or e-mail at [askHR@baylor.edu](mailto:askHR@baylor.edu). Baylor University officials will assist any victim in notifying law enforcement, including local police, if they elect to do so. Victims are also entitled not to report to law enforcement. Any student or employee, who reports an incident of sexual violence, domestic violence, dating violence or stalking, (whether the offense occurred on or off campus), shall receive a written explanation of their rights and options from the Responsible Person who the incident is reported to.

These incidents may also be reported to the on-site program administrators at any of the branch campus locations.

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### BAYLOR MAIN CAMPUS AND DIANA R. GARLAND WACO SCHOOL OF SOCIAL WORK

The Baylor main campus and the Diana R. Garland Waco School of Social Work are served by the Baylor University Department of Public Safety located at the Speight Plaza Parking Facility 1521 South 4th Street, Waco, TX, phone (254) 710-2222. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911. If off campus the incident can be reported to the Waco Police Department at 3115 Pine Avenue, Waco, TX, by calling 911, or (254) 750-7500.

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### BAYLOR DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

The Baylor Diana R. Garland Houston School of Social Work is located in the South Main Baptist Church at 4100 S. Main Street, Houston, TX 77002. This location is patrolled by the Houston Police Department. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911. If off campus the incident can be reported to the Houston Police Department by calling 713-884-3131.

For more information about the Houston Police Department, visit

<http://www.houstonpolice.org/go/doc/2133/289249/>.

Incidents may also be reported to the on-site branch campus program administrators.

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## BAYLOR LOUISE HERRINGTON SCHOOL OF NURSING

The School of Nursing is served by the Baylor Scott & White Health Department of Public Safety located at 4005 Crutcher St. Dallas, TX 75246. In the case of an emergency or ongoing threat, if possible get to a safe location and please report the incident by calling (214) 820-4444. If off campus, the incident needs to be reported to the Dallas Police Department by calling 911.

Incidents may also be reported to the on-site branch campus program administrators.

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## AUSTIN EXECUTIVE MBA PROGRAM

The Austin Executive MBA Program is served by the Austin Police Department located at 715 E. 8th Street, Austin, TX 78701. In the case of an emergency or ongoing threat, if possible get to a safe location and please report the incident by calling (512) 974-5000 or by calling 911.

Incidents may also be reported to the on-site campuses program administrators.

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## DALLAS EXECUTIVE MBA PROGRAM

The Dallas Executive MBA Program is served by the Dallas Police Department substation located at 6969 McCallum Boulevard, on the northeast corner of Hillcrest Road and McCallum Boulevard. In the case of an emergency or ongoing threat, if possible get to a safe location and please report the incident by calling (214)744-4444 or by calling 911.

Incidents may also be reported to the on-site campuses program administrators.

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## BAYLOR IN NEW YORK PROGRAM

The Baylor in New York Program is served by the New York Police Department in the Midtown Precinct South located at 357 West 35<sup>th</sup> Street. In the case of an emergency or ongoing threat, if possible get to a safe location and please report the incident by calling (212) 239-9811 or by calling 911.

Incidents may also be reported to the on-site campuses program administrators.

***Any person designated as a Responsible Person under Title IX must immediately report incidents of sexual assault, sexual harassment, dating violence, domestic violence and stalking to the Title IX Office.***

## VICTIM CONFIDENTIALITY

Baylor University recognizes the sensitive nature of sexual violence, domestic violence, dating violence and stalking and is committed to protecting the privacy of any individual who reports these incidents. Different officials on campus are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, (including cases where criminal prosecution is pursued), may be made public and shared with the accused.

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## CONFIDENTIALITY, PRIVACY, AND RELATED RESPONSIBILITIES

Issues of privacy and confidentiality play important roles in this policy and may affect individuals differently. While they are closely related, the concepts of privacy and confidentiality are distinct terms that are defined below. In some circumstances, the reporting responsibilities of University employees, or the University's responsibility to investigate, may conflict with the preferences of the complainant and/or respondent with regard to privacy and confidentiality. Therefore, all individuals are encouraged to familiarize themselves with their options and responsibilities and make use of Confidential Resources, if applicable, in determining their preferred course of action.

Requests for confidentiality or use of anonymous reporting may limit the University's ability to respond fully to the incident, including pursuing disciplinary action against the respondent.

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## CONFIDENTIALITY AND CONFIDENTIAL RESOURCES

The term **confidentiality** refers to the circumstances under which information will or will not be disclosed to others.

Baylor University employs individuals in three offices who are able to maintain confidentiality under this policy:

- Licensed professional mental health counselors serving in this capacity at Baylor University;
- Licensed medical professionals serving in this capacity at Baylor University; and
- The Baylor University Chaplain.

The individuals listed above are designated **Confidential Resources**.

Information shared with Confidential Resources (including information about whether an individual has received services) will be disclosed to others only with the individual's written permission or if applicable ethical or legal obligations compel the professional to reveal such information (e.g., if there is suspected abuse or neglect of a minor). Confidential Resources may be required to submit non-identifying information about violations of this policy to the

Baylor University Department of Public Safety for purposes of the anonymous statistical reporting under the Clery Act.

An individual who is not prepared to make a report, or who may be unsure how to label what happened, but still seeks information and support, is strongly encouraged to contact a Confidential Resource. In light of the University's obligation to make reasonable efforts to investigate and address conduct prohibited by this policy, University community members who are not designated Confidential Resources, must notify the Title IX Coordinator or the Baylor University Department of Public Safety of suspected violations and cannot guarantee the confidentiality of a complaint or report under this policy. Third parties who have knowledge of prohibited conduct under this policy are strongly encouraged to report to the Title IX Office or Baylor University Department of Public Safety.

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## CONFIDENTIALITY RIGHTS OF COMPLAINANTS AND RESPONDENTS

Individuals involved in investigations or disciplinary proceedings under this policy are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, complainants and respondents are not restricted from discussing and sharing information with others who may support or assist them in presenting their case. Medical and counseling records are privileged and confidential documents that are protected from disclosure under this policy.

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## PRIVACY

The term **privacy** refers to the discretion that will be exercised by the University in the course of any investigation or disciplinary processes under this policy. The University has an obligation to make reasonable efforts to investigate and address complaints or reports of violations of this policy. In all such proceedings, the University will take into consideration the privacy of the parties to the extent reasonably possible.

Any additional disclosure of information related to the complaint or report may be made if consistent with the Family Educational Rights and Privacy Act (FERPA) or the Title IX requirements.

In accordance with Chapter 57 of the Texas Code of Criminal Procedures, victims may use a pseudonym to protect their identity when reporting sexual violence offenses or family violence offenses to Texas law enforcement agencies. A pseudonym is a set of initials, or a fictitious name, chosen by the victim to be used in all public files and records concerning the sexual assault.

## PROCEDURES THAT VICTIMS SHOULD FOLLOW

If an incident of sexual assault, sexual harassment, domestic violence, dating violence or stalking occurs it is important to preserve evidence to aid in the possibility of a successful criminal prosecution.

The following information provides steps to follow should an incident of sexual assault domestic violence, dating violence or stalking occurs:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence. This evidence is critical for both criminal prosecutions, pertaining to a protective order, or for the University adjudication process. The victim of sexual assault should not bathe, douche, use the toilet, shower, brush teeth, or change clothing until s(he) has a medical exam. Any clothing removed should be placed in a paper bag. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates are available to the victim to provide support.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented, including through the preservation of photographic evidence.
- Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.
- Contact the police. It is vital to report these crimes in a timely manner. It is important to remember reporting a crime does not require that criminal charges must be filed with the District Attorney’s Office. The decision to prosecute may be made at another time. If the complainant decides to pursue charges, the District Attorney’s Office will review the case and determine if they are able to move forward with the prosecution of the case.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

## PERSONAL SAFETY

Theft, disorderly conduct, and alcohol related offenses are very common on university campuses. However, they don't stand-alone. Despite law enforcement's best efforts, serious crimes do occur on campuses. It is important to report any suspicious incidents to police and always remain alert and vigilant.

Some of the more serious crimes that too often are unreported are Sexual Assault, Sexual Harassment, Domestic Violence, Dating Violence and Stalking. It is important to know what these crimes are, because in many cases, victims do not realize that have been victimized. Additionally, crimes of this nature are very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of the situation to prevent such serious crimes. Such as:

- Know your surroundings
- Be alert
- Call for help
- Report any suspicious people and/or activity, immediately

## ON AND OFF CAMPUS RESOURCES

Both the Baylor University and the City of Waco offer other important resources to the victims of sexual violence, domestic violence, dating violence or stalking including medical treatment, counseling and advocacy they may wish to utilize. The Baylor University Title IX Office is available to assist any student free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. The Baylor Human Resources Department is available to assist any employee. The Baylor University Department of Public Safety will assist employees or students in initially contacting a local law enforcement agency for off campus incidents. BUDPS will also continue to assist the complainant throughout the criminal justice process.

The Counseling Center provides services to enrolled students by appointments. Appointments may be scheduled Monday through Friday between 8:00 a.m. and 5:00 p.m. Records are confidential.

Appointments are not required for the Health Center. The Health Center and Counseling Center personnel are available for emergencies after regular office hours. No fee is required at the time of service. Health Services are closed during academic breaks, and students are advised to contact mental health resources in their hometowns.

A victim need not make a formal report to law enforcement or Baylor University to access these resources that include the following:

Baylor University Counseling Center at the McLane Student Life Center, 2nd floor, 209 Speight Ave., Waco, TX (254) 710-2467, [www.baylor.edu/counseling\\_center](http://www.baylor.edu/counseling_center)

Baylor University Health Center at the McLane Student Life Center, 2nd floor, 209 Speight Ave., Waco, TX (254) 710-1010

Providence Medical Center, 6901 Medical Parkway, Waco, TX, (254) 710-4000, [www.providence.net](http://www.providence.net)

Baylor Scott & White Hillcrest Medical Center, 100 Hillcrest Medical Blvd., Waco, TX 254202-2000, [www.sw.org/location/waco-hillcrest-medical-center](http://www.sw.org/location/waco-hillcrest-medical-center) .

Baylor University Division of Student Life, [www.baylor.edu/student\\_life/](http://www.baylor.edu/student_life/)

Advocacy Center for Crime Victims and Children, 2323 Columbus Ave., Waco, TX, (254) 752-7233 or toll free (888) 867-7233; [www.advocacycntr.org](http://www.advocacycntr.org)

Family Counseling and Children's Services, 5020A Lakeland Circle, Waco, TX, (254) 7511777

Rape, Abuse and Incest National Network (RAINN); [www.rainn.org](http://www.rainn.org)

National Sexual Assault Hotline, operated by RAINN; (800) 656-4673

Texas Association Against Sexual Assault; [www.taasa.org](http://www.taasa.org)

The Unabridged Student Counseling Virtual Pamphlet Collection;  
<http://www.dr-bob.org/vpc/>

The United States Department of Justice, Office on Violence Against Women;  
<http://www.justice.gov/ovw/sexual-assault>

Although it is unlikely due to the geographic restraints, students at branch campuses are welcome to utilize the resources at the Baylor main campus. For more information about local resources please contact your campus administrator. Some of the above listed resources are available on a statewide or national basis.

## ACCOMMODATIONS

If requested, the University will make changes in academic and living situations reasonably available in assisting victims of sexual assault, sexual harassment, dating violence, domestic violence, and stalking. Options may include but are not limited to change of residence hall or room, University phone number, or class schedule.

Baylor University will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

Whether or not a student or employee reports to law enforcement and or pursues any formal action, if they report an incident of sexual assault, sexual harassment, domestic violence, dating violence or stalking, Baylor University is committed to providing them as safe a learning or working environment as possible. Upon request Baylor University will make any reasonably available change to a victim's academic, living, transportation, and or working situation. Students may contact the Title IX Coordinator at Clifton Robinson Tower Suite 450, 700 S. University Parks Dr., Suite 270, phone (254) 710-8454. The Title IX Coordinator or their designee will provide the student with their notice of rights and options.

Employees may contact the Baylor University Office of Human Resources located at the Clifton Robinson Tower Suite 200, 700 South University Parks Drive, Suite 200, phone (254) 7102000 or e-mail at [askHR@baylor.edu](mailto:askHR@baylor.edu) for assistance. Human Resources representative will provide the employee with their notice of rights and options.

If a victim reports an incident to law enforcement, they may assist them in obtaining a protective order from a criminal court. Baylor University is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. A protective order can contain several provisions to protect victims from any further harm, including no-contact provisions. In Texas a violation of a protective order is a criminal offense and the violator may be immediately arrested without having to procure an arrest warrant.

The Baylor University Department of Public Safety in conjunction with the appropriate Baylor University offices assists in obtaining no-contact orders.



## VAWA SEXUAL VIOLENCE EDUCATION PROGRAMS

Baylor University is committed to increasing the awareness of and prevention of sexual assault, sexual harassment, domestic violence, dating violence and stalking; and by policy prohibits these crimes. All incoming students and new employees are provided with programming and strategies intended to prevent these types of incidents before they occur through the changing of social norms and other approaches that includes a clear statement that Baylor University prohibits such acts. These programs include:

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### BRIDGES: BUILDING A SUPPORTIVE COMMUNITY

The Title IX Training Course for Faculty and Staff is a federally mandated overview course about Title IX and the Violence Against Women's Act. This mandatory course helps each faculty and staff member be more aware of situations in which interpersonal and sexual violence may occur and understand their responsibilities in reporting and aiding students and colleagues who have experienced interpersonal or sexual violence. This course was developed in partnership with a nationally recognized vendor, (LawRoom.com, Inc).

Specific Baylor policies and resources may be found at [www.baylor.edu/titleix](http://www.baylor.edu/titleix). It is important for faculty and staff to understand their roles in working with those who have been affected by interpersonal or sexual violence.

This program is also presented in the new hire orientation program, (Bear Essentials).

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### IT'S ON US BAYLOR CAMPAIGN

All first year and new transfer students are required to attend this course developed by the Title IX Office. This event is for students to learn about interpersonal and sexual violence prevention, as well as, bystander intervention. The program includes:

- Awareness of interpersonal violence (sexual assault, sexual harassment, stalking, dating/domestic violence, sexual exploitation)
- University policies
- How to report incidents
- Title IX office information
- How to get help (confidential resources, University disciplinary process, criminal prosecution options)
- Prevention (combination of risk reduction and bystander intervention).

The Title IX Office continues to work with several different departments on campus including, the counseling center to increase risk reduction programs designed to decrease perpetration and bystander inaction, to increase empowerment of victims in order to promote safety, and to help individuals and communities address conditions that facilitate violence.

The Title IX Office continues to work with different departments on campus including, the counseling center and other campus departments to increase risk reduction programs designed to decrease perpetration and bystander inaction, and to increase empowerment of victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

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## RESPONSIBLE EMPLOYEE TRAINING

Faculty or staff who have been designated as a Responsible Employee are required to participate in the Responsible Employee Training. This training includes:

- Review of the Universities Title IX Policy
- Title IX law
- Violence Against Women's Act and Campus SaVE law
- Reporting incidents to the Title IX Office
- Rights, options and resources available
- Definition of confidential employees
- Confidential resources
- Interim and permanent sanctions
- Employee roles in supporting student success under the Title IX policy.

Please note if you have NOT been told that you are a Confidential Employee, then you ARE a Responsible Employee.

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## HOW TO BE AN EFFECTIVE BYSTANDER

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 to choose to intervene, speak up, or do something about it. We want to promote a culture of community accountability, a caring community 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. If you or someone else is in immediate danger, dial 911. Trust and follow your instincts when considering direct intervention or calling the police. Below is a list of some ways to be an effective bystander.

- Be a Good Samaritan. If you observe someone who seems to be in distress, see if they need help. Ask them if they are ok. If they are incapacitated or ask for help, get them the aid they need.
- Be courageous, work past your fear and get involved. Even a quick phone call to the authorities can bring a positive resolution to an incident.
- Confront individuals or call the authorities when you observe them trying to take advantage of an incapacitated individual.

- If you become aware of someone making plans to incapacitate an individual or group of individuals, confront them or call the authorities.
- If someone confides in you that they were the victim of sexual assault, sexual harassment, domestic violence, dating violence or stalking, encourage them to report the incident and refer them to the Baylor University resources and assistance.

The Baylor University Title IX Office uses the nationally recognized GreenDot Bystander Training Program. The three most effective intervention strategies are listed below:

- **Direct** – The bystander interacts directly with the people involved in the situation to assist an individual who may be in danger. The *Direct* approach can be as simple as asking if someone is ok or removing them from the situation.
- **Delegate** – Finding someone else to interdict. Individuals may not be comfortable intervening or maybe getting involved doesn't feel safe. You can always *Delegate* to someone with authority. Call the BUDPS or the appropriate law enforcement agency.
- **Distract** – Sometimes a simple distraction can deflect the intensity of a situation. For example, you can *Distract* them by asking someone to go to the restroom or invite them to go for a meal. Distraction is intended to diffuse a possibly dangerous situation.

The Counseling Center sponsors an on-line course entitled "Every Choice". This program also provides students and employees recognition and interventions strategies if they find themselves as bystanders to preparatory acts of sexual assault, sexual harassment, domestic violence, dating violence or stalking.

The [Baylor University Counseling Center](#) has helpful information on its website to assist those who may be in an abuse domestic or dating relationship or the victim of stalking.

## BAYLOR POLICY STATEMENT ON CAMPUS ADJUDICATION PROCESS

Baylor University strictly prohibits all acts of sexual assault, sexual harassment, domestic violence, dating violence, and stalking. In addition to facing criminal action, students, employees and other affiliates may also face disciplinary action by Baylor University. Incidents involving accused students will be handled by the Title IX Office, and incidents involving accused employees/affiliates will be handled by Baylor University Human Resources.

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### INVESTIGATIONS AND DISCIPLINARY PROCEDURES IN GENERAL FOR THIS POLICY

The University is committed to providing a prompt and impartial investigation of all alleged violations of this policy. During the disciplinary process, both parties (complainant and respondent) have equivalent rights, including the opportunity to review and present evidence, to be accompanied by an advisor of their choice, and to appeal. The University will concurrently provide both parties with written notification of any hearing, the outcome of the process, any appeal, and the final results. The University reserves the right to outline guidelines regarding the participation of an advisor of choice during any meetings or procedures. Such guidelines however will not restrict the presence of an advisor of choice.

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### TIMING OF INVESTIGATIONS AND ANY RELATED DISCIPLINARY PROCEEDINGS

The Title IX Coordinator will seek to complete the investigation in approximately 60 calendar days following receipt of the complaint or report. However, the timing will vary depending on the complexity of the investigation and the severity and extent of the harassment.

There may be circumstances that require the extension of timeframes for good cause, including extension beyond 60 calendar days. Timeframes may be extended by the Title IX Coordinator to ensure the integrity and completeness of the investigation; comply with a request by law enforcement; accommodate the availability of witnesses; accommodate delays by the parties; or for other legitimate reasons, such as the complexity of the investigation and the severity and extent of the alleged misconduct. The University will notify the parties in writing of any extension of the timeframes for good cause and the reason for the extension.

Although cooperation with law enforcement may require the University to suspend the fact-finding portion of a Title IX investigation temporarily, the University will promptly resume its Title IX investigation as soon as it is notified by the law enforcement agency that the agency has completed the evidence gathering process. The University will not, however, wait for the conclusion of a criminal proceeding to begin its own investigation and, if needed, will take immediate steps to provide appropriate interim measures for the complainant.

Investigations will proceed according to the aforementioned timeframes to the extent possible during the summer and at other times when classes at the University are not in session. The Title IX Coordinator will work with the parties to balance the need for promptness and the preference for in-person meetings regarding the investigation.

Timeframes for all phases of the disciplinary process, including the investigation, any related disciplinary proceedings, and any related appeal, apply equally to both complainant and respondent.

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#### INVESTIGATION, DISCIPLINARY, AND APPEAL PROCEDURES FOR CASES WHEN THE RESPONDENT IS A STUDENT

When the Title IX Coordinator receives a complaint or report alleging that a student violated this policy, the Title IX Coordinator will appoint one or more investigators. The investigator may be a University employee or an outside investigator. The investigator will conduct an inquiry and determine whether a violation of this policy has been alleged. Any investigator will have training in investigating and evaluating conduct prohibited under the policy. Any investigator will be impartial and unbiased.

The investigator will conduct separate interviews with the parties to the complaint. Each party may select an advisor of their choice who may accompany them to any meeting or related proceeding, but the advisor may not participate in such meeting or proceeding. The investigator will interview witnesses, as necessary. Witnesses may not bring advisors. At the conclusion of each interview, the investigator will review the notes with the interviewee. The investigator will prepare a case file of all interview summaries, witness statements, and other documents. The file, redacted of personally identifiable information, as necessary, will be available to the complainant and the respondent. The Title IX Coordinator will provide written notice to both parties of the charges to be adjudicated based solely on the violation(s) of the policy alleged during the investigation.

After reviewing the file, each party will have an opportunity to (1) meet again with the investigator, (2) respond in writing to the investigator, and (3) request the collection of other information by the investigator. If any party provides a written response or makes a request for additional information, that writing will be shared with the other party. Any additional information gathered will be shared with both parties, and each will have the opportunity for further response. The investigator will designate reasonably prompt timeframes to ensure a timely completion of the process while also providing an adequate opportunity for both sides to respond thoroughly to the information gathered during the investigation.

Following the investigation, a single adjudicating officer will meet with the complainant, respondent, investigator, and any witnesses the officer believes appropriate to determine, whether the respondent, based on the preponderance of evidence standard, violated University policy. The adjudicating officer may be a University employee or an outside investigator. The adjudicating officer will meet with the complainant and the respondent separately, and each will be provided the opportunity to make a statement. The adjudicating officer will make an equal amount of time available to both the complainant and the respondent. The complainant and respondent may each bring an advisor who may accompany them to any meeting or related proceeding, but the advisor may not participate in or disrupt

the hearing process. If either party fails to appear at any scheduled meeting or related proceeding, and wishes to have had such opportunity, he/she may explain such failure to appear and the related circumstances in writing to the Title IX Coordinator within two days. The Title IX Coordinator will determine whether the meeting should be rescheduled. If no explanation is received from the absent party, or if the meeting is not rescheduled, the adjudicating officer may proceed with their deliberations and decisions. All adjudicating officers will have training in adjudicating and evaluating conduct prohibited under the policy. Adjudicators will receive annual training that at a minimum addresses issues related to dating violence, domestic violence, sexual assault and stalking, as well as how to conduct an investigation and hearing processes that protects the safety of victims and promotes accountability. All adjudicating officers will be impartial and unbiased.

If a student is found responsible for violating this University policy, the adjudicating officer will determine a sanction. Possible sanctions are listed below. Sanctions will be determined based on the seriousness of the misconduct and the responsible student's prior disciplinary history, if any, at the University or any other educational institution. Information regarding the student's prior disciplinary and student conduct history, to the extent not previously provided due to issues of relevance, will only be provided to the adjudicating officer after the officer has made a determination of responsibility for violation of University policy. Remedial measures will be determined based on the need to afford the parties an educational environment free from discrimination under Title IX. The adjudicating officer will prepare a report containing findings of fact, findings of responsibility, the rationale, and any sanctions. Written notification of findings of fact and responsibility and, in cases of violations of University policy, any sanctions will be communicated simultaneously to both parties by the Title IX Coordinator. The notification will include the parties' rights of appeal.

The Title IX Coordinator will also send a copy of the report to the Associate Dean for Student Conduct Administration who will record the decision and any sanctions and retain such record in accordance with protocols for all other disciplinary cases. In all cases, the file will be archived by the Title IX Coordinator.

The adjudicating officer's report and the tangible evidence presented at the hearing constitute the record of the hearing. After any appeals are concluded, the Title IX Coordinator shall excise the name of the accused from the record of the hearing in which a decision is rendered that an act of misconduct has not been committed, unless the Title IX Coordinator determines that the circumstances of the case warrant the retention of the name in the record for a reasonable length of time. If the name of the accused is retained in the record, they shall not become part of the student's permanent disciplinary record and must be marked CONFIDENTIAL and may not be disclosed, except as required by the Family Educational Rights and Privacy Act (FERPA).

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## RIGHTS OF APPEAL

Both parties, the complainant and the respondent, have equal rights to an impartial appeal. All appeals will be referred to the Vice President for Student Life or designee. The Vice President for Student Life, or designee, may decide the appeal or may convene a panel to decide the appeal. If an appeal panel is convened, the panel will consist of the Vice President for Student Life, or designee, (as Chair) and two additional faculty or administrators. Any individual hearing an appeal will be trained regarding Title IX and prohibited conduct defined under this policy. Any individual hearing an appeal will be impartial and unbiased.

A complainant or respondent may file a written appeal on the grounds that: (1) there is substantial, relevant information that was not presented, and reasonably could not have been presented during the investigation; (2) the imposed sanction does not fall within the range of sanctions imposed by the University for similar misconduct; or (3) there was procedural unfairness during the disciplinary process.

The adjudicating officer's findings of fact, findings of responsibility, the rationale, and any sanctions will only be reviewed under one of the three grounds listed above. The individual hearing the appeal may decide to uphold the original decision of the adjudicating officer, to alter the imposed sanction, or to remand the case to the adjudicating officer for additional proceedings or other action.

The deadline for filing an appeal is three calendar days from the date the parties are notified of the decision. If either party files an appeal, the Title IX Coordinator will notify the other party in writing. The Title IX Coordinator will coordinate the appeal and will have primary responsibility for interactions with the parties, gathering information needed for the appeal, and notifying both parties in writing of the outcome of the appeal.

Within three calendar days from the date the parties are notified of the outcome of the appeal to the Vice President for Student Life, or designee, either party may have a final appeal to the President. The President of Baylor University may review the outcome of the appeal on the grounds that: (1) there is substantial, relevant information that was not presented and reasonably could not have been presented during the investigation; (2) the imposed sanction does not fall within the range of sanctions imposed by the University for similar misconduct; or (3) there was procedural unfairness during the disciplinary process.

The adjudicating officer's findings of fact, findings of responsibility, the rationale, and any sanctions will only be reviewed under one of the three grounds listed above.

In the event either party files an appeal to the President, the Title IX Coordinator will notify the other party in writing. No additional written documentation will be required unless the request for review arises from a procedural unfairness, which occurred during the appeal process. The President may decide to uphold the outcome of the appeal, to alter the imposed sanction, or to remand the case to the adjudicating officer for additional proceedings or other action. The Title IX Coordinator will coordinate the President's review and will have primary

responsibility for interactions with the parties and notifying both parties in writing of the outcome of the President's review.

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## STUDENT ENROLLMENT AND RESIDENCE STATUS

Prior to a final determination of sanction, including the outcome of an appeal, the respondent may be permitted to remain in on-campus residence, attend classes, and use some or all University facilities. However, in cases when circumstances potentially harm the physical, mental, or emotional safety or well-being of a member (or members) of the University community or impair the ability of the University to carry out its essential functions, the Title IX Coordinator may recommend to the Vice President for Student Life that certain restrictions be imposed on the respondent in order to provide the complainant with an educational environment free from Title IX-related discrimination.

If, following appeal, the respondent is found responsible for a violation under this policy; the sanction will be effective as of the date of the original decision by the adjudicating officer. In cases adjudicated prior to the last day of classes, if the final sanction is separation from the University (i.e., suspension, suspension with conditions, or expulsion), obtaining credit for the semester will be at the discretion of the Vice President for Student Life.

Pending the final decision of an adjudication or sanction imposed under this policy, including an appeal thereof, an administrative hold will be placed on the respondent's University transcript; and the award of the respondent's degree will be withheld.

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## INVESTIGATION, DISCIPLINARY, AND APPEAL PROCEDURES FOR CASES WHEN THE RESPONDENT IS A FACULTY OR STAFF MEMBER INVESTIGATION AND ADJUDICATION

When the Title IX Coordinator receives a complaint or report alleging that a member of the faculty or staff violated this policy, the Title IX Coordinator will work with the Provost's Office and/or Human Resources to investigate in a manner consistent with Baylor personnel policies and all applicable law.

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## SANCTIONS

The appropriate disciplinary authority will determine the sanction. Sanctions will be determined based on the seriousness of the misconduct and on the individual's prior disciplinary history, if any.

The findings of fact and responsibility, and, in cases when violations of University policy occurred, any sanctions will be communicated to the parties both in person and in writing by the Vice Provost for Academic Affairs and Policy and/or Associate Vice President for Human Resources or designee. The notification will include the parties' rights of appeal. In all cases involving sex discrimination or sexual misconduct, the file will be archived by the Title IX Coordinator.



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## RIGHTS OF APPEAL

Both parties, the complainant and the respondent, have equal rights to an impartial appeal in a manner consistent with Baylor personnel policies and all applicable law.

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## DISCIPLINARY PROCEDURES WHERE ONE PARTY IS A MEMBER OF THE UNIVERSITY COMMUNITY AND THE OTHER PARTY IS A NON-MEMBER OF THE UNIVERSITY COMMUNITY

When a third party, (i.e., a non-member of our University community) is involved as a complainant or a respondent, the University will use disciplinary procedures that are generally consistent with the disciplinary procedures stated in Sections 8 through 13, appropriately modified based on the particular circumstances involved, taking into account privacy requirements and other concerns. In no case will a member of our community (i.e., current student, faculty member, or staff member) be afforded lesser rights or lesser opportunities to participate in the disciplinary proceeding than the non-member of the University community. (To view the entire policy please visit: [Title IX Policy](#))

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## OTHER INVESTIGATION AND RESOLUTION PROCEDURES

If a complaint or report of conduct prohibited by this policy is made against multiple individuals, an office, or the University in general, the Title IX Coordinator will review the matter and take appropriate action, in accordance with this policy. The Title IX Coordinator may conduct an investigation, using investigative and disciplinary procedures that are generally consistent with those stated in this policy, appropriately modified based on the particular circumstances involved. The Title IX Coordinator also has the discretion to conduct a climate review, after which the University may implement appropriate remedial measures.

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## RANGE OF PENALTIES AND OTHER REMEDIES UNDER THIS POLICY AND DISCIPLINARY PROCEDURES

Members of the University community may be subject to disciplinary penalties for violating this policy.

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## ADDITIONAL FORMS OF SUPPORT

If a respondent is found responsible for violating this policy, the complainant may request forms of support not already in place, such as a no contact order. The University will promptly implement such support, as appropriate. The support shall be effective even if the respondent files an appeal or if such an appeal is pending. Even in situations where a respondent is not found responsible for violating this policy, the University may provide to both the respondent and the complainant additional forms of support which are reasonable under the circumstances and do not place a substantial burden on either the complainant or respondent.

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## PENALTIES APPLICABLE TO STUDENTS

For violations of this policy by students, in general the penalties, in ascending order of severity, are:

**Warning:** A formal admonition which appears in an individual's permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Disciplinary Probation:** A more serious admonition may be assigned for a definite amount of time. It implies that any future violation, of whatever kind, during that time, may be grounds for suspension, suspension with conditions, or, in especially serious cases, expulsion from the University. Disciplinary probation will be taken into account in judging the seriousness of any subsequent infraction, even if the probationary period has expired. Disciplinary probation appears in an individual's permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Withholding of Degree:** In cases involving seniors or graduate students in their final semester, the University may withhold a student's Baylor degree for a specified period of time. This penalty is imposed instead of suspension at the end of senior year or final year of graduate study when all other degree requirements have been met. Relevant information remains on the student's permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Suspension:** Student status at the University may be terminated for a specified period of time. Relevant information remains on the student's permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Suspension with Conditions:** Student status at the University may be terminated for at least the period of time specified by the suspension, with the suspension to continue until certain conditions, stipulated by the appropriate body applying this penalty, have been fulfilled. These conditions may include, but are not limited to, restitution of damages, and formal apology. Relevant information remains in the student's permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Expulsion:** This is permanent termination of student status at the University, without any opportunity for readmission to the community. Relevant information remains in the student's permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

The following may accompany the preceding penalties, as appropriate:

**Community Service:** Community service up to 10 hours per week may be added to disciplinary probation for a portion or duration of the probationary period or following a warning.

**University Housing:** When appropriate to the infraction, removal from University housing or relocation within University housing may be added to any of the other penalties listed above except warning.

**Restriction of Access to Space, Resources, and Activities:** When appropriate in cases involving behavioral misconduct between members of the community, restrictions may be placed on access to space and/or resources or on participation in activities so as to limit opportunities for contact between the parties.

**Educational Programs:** In addition to any of the penalties listed above, a student may be required to participate in educational programs.

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#### PENALTIES APPLICABLE TO FACULTY AND STAFF MEMBERS

For violations of this policy by faculty or staff members, disciplinary penalties may include (in accordance with the employment policies governing the employee in question) counseling or training, written warning, financial penalty, unpaid leave of absence, suspension, demotion, reassignment of duties, or termination.

For additional information about student conduct proceedings please consult the [Baylor University Title IX Policy](#) or the office of Student Conduct Administration located at the Clifton Robinson Tower, 700 South University Parks Drive, Suite 270, Waco, TX, and (254) 710-1715. For additional information about employee conduct proceedings please consult the [General Baylor University Personnel Policies](#) or at the office of Human Resources located at the Clifton Robinson Tower, 700 South University Parks Drive, Suite 200, Waco, TX (254) 710-2000.

#### SEX OFFENDER REGISTRATION – CAMPUS SEX CRIMES PREVENTION ACT & MEGAN’S LAW

Members of the general public may request community notification flyers for information concerning sexually violent predators in a particular community by visiting the chief law enforcement officer in that community. This information can be obtained from the Texas Public Sex Offender Registry at: <https://records.txdps.state.tx.us/SexOffender/index.aspx>.

You may also click on “Megan’s Law Website at: <http://www.texassexoffenders.net/megans-law>.

In an effort to promote safety awareness, the BUDPS maintains a strong working relationship with the community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming. If you or your organization would like to request a specific program, please contact the Crime Prevention Unit, (254) 710-2222. Branch campuses may also take advantage of these programs.

The Baylor University Department of Public Safety places a high priority on crime prevention. While it is impossible to prevent all crimes, the department believes that people can be aware of ways to reduce their chances of becoming victims. The department provides a wide range of services and educational programs designed to promote campus security and that aid in anticipating and minimizing potential dangers to the population and property of the University. Crime prevention and awareness at Baylor require the involvement of all members of the University community. The Baylor University Department of Public Safety strives to provide leadership and direction for this effort through programs ranging from crime prevention seminars to onsite inspections.

For the purpose of discouraging thefts on campus, the Baylor University Department of Public Safety sponsors Operation Identification. Through this program, bicycles and other items of personal property are engraved with the owner's personal identification number. The Baylor Department of Residence Life provides assistance with this program by encouraging students residing in campus housing to mark their valuable personal property.

In addition, crime prevention posters and handouts are utilized in an effort to make all members of the campus community aware of the potential for crime. The Lariat, the campus newspaper, is used as a means for presenting crime prevention and awareness information to the University community, including timely reports to members of the campus community regarding the occurrence of serious crimes on the campus (e.g., murder, rape, robbery, aggravated assault, burglary, and motor-vehicle theft).

While all police personnel are oriented to the concept of crime prevention, the two Crime Prevention Officers attend many advanced training schools to keep their level of expertise current at all times. These officers also act as the department's liaisons to the campus community.

These and other programs are available upon request and are presented throughout the year to groups on campus. Additionally, the Crime Prevention Officers participate in the annual National Night Out, during which area communities are visited by members of the local law enforcement agencies.

Anyone, including branch campus constituents desiring information on crime prevention programs or related literature may contact the Crime Prevention Officers at (254) 710-2222.

## CAMPUS SECURITY PROCEDURES AND CRIME PREVENTION

Throughout the year, the Baylor University Department of Public Safety conducts a variety of crime prevention programs. Programs are held for students, parents of students, and employees.

BUDPS supports the following crime prevention programs:

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### CRIME FREE MULTI-HOUSING

The Crime Free Multi-Housing program is designed to build a partnership between police and managers of rental properties that will enhance the ability to reduce crime, drugs, and other criminal activity on the property.

The Crime Free Multi-Housing program approaches crime on many fronts. The police cannot solve crime problems alone. Neither can the management or residents of rental properties. But by working together, the end result has been the most successful approach to crimes in rental communities.

There are three (3) ways criminal activity comes into a rental community. The criminal lives there, they visit friends there, or they come to the property to commit crimes. The Crime Free Multi-Housing program addresses all three of these possibilities. By not renting to people with criminal intent, they not only reduce the likelihood of crime in the community, they also reduce the number of visitors who come to the property with criminal intent, i.e., to purchase drugs.

If the police, property managers and residents will make a dedicated effort to crime prevention and the Crime Free Multi-Housing program, the outlook for success is extremely high. This program has consistently delivered a reduction in call volume when applied.

In 2015 Baylor University conducted approximately 85 building assessments.

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### SEXUAL ASSAULT PRESENTATION

Bystander Intervention Training was presented in the fall 2015 to all incoming Freshman and transfer students to increase their awareness concerning all aspects of sexual assault including: prevention; during incident deterrence; after incident recovery. This annual program is offered to the Residential Life staff prior to the arrival of the incoming residential students for the Fall semester.

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## RESIDENCE HALL FLOOR PROGRAMS

Every fall semester, police department personnel meet with the students in every main campus residence hall to discuss safety issues. Specific topics include:

- Personal safety
- Prevention of sexual violence
- Security and access to the residence hall
- Drug and alcohol prevention
- Safeguarding of personal property
- How to contact police
- Other available resources

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## PPCT-SHARP COURSE

PPCT-SHARP or Pressure Point Control Tactics – Sexual Harassment and Rape Prevention classes are offered at no charge to university students, faculty and staff.

The program consists of realistic, self-defense tactics and techniques. It is a comprehensive course for women that begins with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training.

PPCT-SHARP is not a martial arts program. Our courses are taught by certified instructors and provide you with a workbook/reference manual. This manual outlines the entire physical defense program for reference and continuous personal growth. The growing, widespread acceptance of this system is primarily due to the ease, simplicity and effectiveness of our tactics, solid research, and unique teaching methodology.

The program is dedicated to teaching women defensive concepts and techniques against various types of assault, by utilizing easy, effective and proven self-defense tactics. Our system of realistic defense will provide a woman with the knowledge to make an educated decision about resistance. This course is offered upon request and is conducted multiple times a semester.

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## ACTIVE SHOOTER

The active shooter course is designed to teach participants to take direct responsibility for their personal safety and security. They will learn how, with the proper mindset and the necessary tools, to be better equipped to react with purpose and to maximize their chance of survival if involved in an active shooter situation. This course is offered upon request and is conducted multiple times a semester.

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## SOCIAL MEDIA

Social media can be used as a tool for stalking individuals as well as identity theft. Practical tips are covered that an individual can put in place to safeguard the user against these crimes. This course is offered only upon request.

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## DRUG RECOGNITION

This presentation uses actual recovered drug paraphernalia to educate personnel on how to detect warning signs of narcotics on property, to include the scent of marijuana, and possible deceptive storage receptacles. This annual program is offered to the Residential Life Student's staff prior to the arrival of the incoming residential students for the Fall semester.

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## ALCOHOL AWARENESS

This program includes the use of the Fatal Vision Goggles. When Fatal Vision Goggles are worn, they allow an individual the opportunity to experience the dangers of impairment from drugs and alcohol without suffering the all-to-real consequences. They get firsthand experience of impairment of driving skills, coordination, and personal judgment. This program is offered annually and upon request.

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## OPERATION ID

The property-marking program is offered between the hours of 8:00 a.m. and 5:00 p.m. Monday – Friday. The etching of the identification number of the owner on the property (e.g. bicycle) is intended to aid in the recovery of the property in the event of a theft. Once the property is engraved with the owner's identification number, the property and owner information will be recorded into our system. This aids in identifying the property in the event of a theft, or if the property is found.

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## OTHER PROGRAMMING

BUDPS continues to develop new programming to address specific requests or concerns within the Baylor community.

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## CRIME PREVENTION TIPS

While the Baylor University campus is a reasonably safe environment, crimes do occur. The Baylor University Department of Public Safety seeks your cooperation in keeping the Baylor University Campus safe and crime free. Please remember, you are responsible for your own personal safety. You can stay safe and help us keep the Baylor community safe by applying some of the safety guidelines listed below:

- Keep doors to residence halls, labs, and classrooms locked when occupied. Never prop open residence hall exterior doors.
- Don't provide access to unauthorized persons in the buildings or classrooms.
- Don't keep large amounts of money with you. Lock all valuables, money, jewelry, checkbooks in a lock box or locked drawer.
- Keep a list of valuable possessions with information such as; make, model, and serial numbers.
- Take advantage of the Engraving Programs have valuables engraved with specific identifying marks.
- Don't leave laptops or textbooks unattended in labs or libraries, even if it is for a short period of time.
- Don't lend credit cards or identification cards to anyone.
- Report loitering or suspicious persons to police immediately; don't take any chances.
- Be aware of your surroundings at all times.
- If you are the victim of a crime or an injury, report it immediately to the BUDPS at 2222.
- Watch out for your neighbor and their property.
- Always know who is on the other side of your door before opening it.
- There is safety in numbers, never walk alone at night.
- Park your vehicle in well lighted areas.
- Always park your bike at a bike rack and secure it with a U-Lock.
- Do not leave valuable items in your vehicle, secure them in your trunk or take them with you.
- Check the back seat of your car before getting inside.
- **SLOW DOWN** on campus. The campus streets are small and narrow.



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## BEHAVIORAL INTERVENTION TEAM

In order to extend our efforts on emergency preparedness and prevention, Baylor University has established a [Student of Concern Committee](#). The objective of the Committee is to put in place a structured process for evaluating potentially threatening situations that occur at the University. The multi-disciplinary team is comprised of members from around the University community.

## WEAPONS POLICY

The use or possession of firearms, explosives, fireworks, missiles, or weapons on University owned or controlled property is prohibited without the approval of the Vice President for Student Life. Baylor acknowledges that under Texas law, a student who holds a valid concealed handgun license may store a concealed firearm in a locked, privately owned or leased motor vehicle parked on a street or driveway or in a Baylor parking lot or parking garage.

The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the University. On a case by case basis the BUDPS provides storage facilities for the personal weapons of members of the University community. Failure to comply with the University weapons policy will result in disciplinary action against violators.

## VICTIM RIGHTS STATE OF TEXAS

A victim of crime is defined by [Chapter 56 of the Code of Criminal Procedure](#), as (1) someone who is the victim of sexual assault, kidnapping, aggravated robbery, trafficking of persons, or injury to a child, elderly individual, or disabled individual or who has suffered bodily injury or death because of the criminal conduct of another, (2) the close relative (spouse, parent, adult brother or sister, or child) of a deceased victim or (3) the guardian of a victim. The law also applies to victims of juvenile crime, including victims who suffer property loss. The law requires that victims:

- receive adequate protection from harm and threats of harm arising from cooperation with prosecution efforts;
- have their safety considered by the magistrate when setting bail;
- receive information, on request, of relevant court proceedings, including appellate proceedings, of cancellations and rescheduling prior to the event, and appellate court decisions after the decisions are entered but before they are made public;
- be informed, when requested, by a peace officer about the defendant's right to bail and criminal investigation procedures, and from the prosecutor's office about general procedures in the criminal justice system, including plea agreements, restitution, appeals and parole;

- provide pertinent information concerning the impact of the crime to the probation department prior to sentencing;
- information about the Texas Crime Victims' Compensation Fund and payment for a medical examination for a victim of sexual assault, and, on request, referral to social service agencies that provide additional assistance;
- information, on request, about parole procedures; notification of parole proceedings and of the inmate's release; and the opportunity to participate in the parole process by submitting written information to the Board of Pardons and Paroles for inclusion in the defendant's file for consideration by the Board prior to parole;
- a separate or secure waiting area at all public court proceedings;
- prompt return of any property that is no longer needed as evidence;
- have the prosecutor notify, upon request, an employer that the need for the victim's testimony may involve the victim's absence from work;
- on request, counseling and testing regarding AIDS and HIV infection and testing for victims of sexual assault;
- request victim-offender mediation coordinated by the Victim Services Division of the Texas Department of Criminal Justice;
- be informed of the use and purpose of a victim impact statement, to complete a victim impact statement and to have the statement considered before sentencing, acceptance of a plea bargain, or before an inmate is released on parole;
- A victim, guardian of a victim, or close relative of a deceased victim may be present at all public court proceedings, with the consent of the presiding judge;
- A judge, attorney for the state, peace officer, or law enforcement agency is not liable for a failure or inability to provide a service enumerated herein;
- Victims should also know that they can have a victim advocate accompany them during the sexual assault exam if an advocate is available at the time of the examination.

Please contact the Baylor University Department of Public Safety's Crime Victim Compensation Liaison by calling 254-710-2211. The Liaison will be able to assist you to gain access to all the benefits that you are entitled to through the Texas Crime Victimization Act. They can also assist you by referring you to other assistance agencies. Faculty, students and staff victimized at branch campuses will need to contact the Crime Victim Compensation Liaison by contacting the local law enforcement agency investigating the case. The Baylor main campus Crime Victim Compensation Liaison can assist victims in contacting the other agencies liaison.

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## MORE INFORMATION:

VINE 24-hour-information on jail status and court events: 1-877-894-8463

[Code of Criminal Procedure, Chapter 56](#)

[Texas Constitution, Article I Section 30](#)

Source: Texas Crime Victims (2010). "Your Rights as a Crime Victim" Retrieved from [https://www.texasattorneygeneral.gov/victims/victim\\_rights.shtml](https://www.texasattorneygeneral.gov/victims/victim_rights.shtml).

## STUDENT CONDUCT

### THE OFFICE OF JUDICIAL AFFAIRS – STUDENT CONDUCT ADMINISTRATION

The mission of the Office of Judicial Affairs is to promote a safe, orderly, and civil University community and to encourage and inspire students to become good citizens by engaging in personal responsibility, ethical decision making, and demonstrating respect for the rights and safety of others.

### THE STUDENT CODE OF CONDUCT

The Office of Judicial Affairs is responsible for administering the Code of Conduct for Students, which articulates the behavioral standards and the equitable procedures employed by the University to respond to allegations of student misconduct.

The Code of Conduct for Students is administered at all University campuses on University property and may also address off campus student misconduct when a student's behavior affects a substantial University interest.

Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract.

In most cases the Office of Judicial Affairs will also assign developmental and educational interventions designed to promote greater awareness and improved decision-making for students and to further deter future misconduct.

The University will, upon written request, disclose to an alleged victim of a crime of violence or non-forcible sexual assault the report of the results of any disciplinary proceeding conducted by the University.

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus operations, the Office of Judicial Affairs may assign an Interim Suspension and/or other actions, designed to protect the health and safety of the community and members therein.

The Office of Judicial Affairs is also responsible for conducting pre-admission, pre-enrollment, and re-enrollment reviews for prospective students with known behavioral problems.

Any individual or entity may submit reports alleging student misconduct to the Office of Judicial Affairs or designee at the campus where the incident occurred.

The Office of Judicial Affairs also provides outreach programming designed to inform and educate students and to promote Baylor University principles. Baylor University is obligated to provide all students with the University regulations, policies, and procedures governing student conduct. Baylor University policies and procedures, including the Code of Conduct for Students and the Off-Campus Misconduct Policy and Parental Notification Policy, are published on the Judicial Affairs website at: [http://www.baylor.edu/Judicial\\_Affairs](http://www.baylor.edu/Judicial_Affairs).

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Office of Student Conduct at Baylor University.

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#### PARENTAL NOTIFICATION POLICY

The University reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes Baylor University to disclose disciplinary records concerning violations of the University's rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21 regardless of whether the student is a dependent.

The University may also report non-alcohol or drug related incidents to parents or legal guardians of dependent students under circumstances described in the Student Guide to General University Policy and Rules. See the following website for the University Code of Conduct and additional information concerning Parental Notification: [University Code of Conduct](#)

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#### MISSING STUDENT NOTIFICATION POLICY

The Clery Act requires institutions that maintain on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008).

When it is determined that a residential student is missing from the main campus or the Baylor in New York campus, staff at these campuses, in collaboration with the appropriate local law enforcement agency, will be guided by this Missing Student Notification Policy and related procedures.

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## PROVISIONS

In accordance with general institutional emergency notification procedures, when a University student is thought to be missing from the campus, staff in the University administration should be immediately notified. Specifically, staff in the Office of Residence Life, Assistant Vice President for Student Life, Police Department, and the senior Student Life professional at a campus, should be contacted so they can coordinate efforts to locate the student. The designated Assistant Vice President for Student Life at Baylor University, or the Director of Student Life at other locations, is to be notified immediately of all students thought to be missing. He/she has the authority and the responsibility for coordinating the efforts made by the University to assist the student and the student's family.

The appropriate Student Life representative, or other individual (including the branch campus administrators), learning that a student is missing, will file a formal missing student report. At the main campus, BUDPS must be notified immediately. For the Baylor in New York Program, campus administrators will notify BUDPS and the New York City Police Department.

It will be made clear to all students annually, that each residential student of the University has the option to designate an individual to be contacted by Baylor University administration within 24 hours from the time that Baylor University determines the student is missing. Baylor University provides each student with the means and opportunity to register their confidential Missing Student contact information by logging into the Bear web link at <http://www.baylor.edu/bearweb> and filling out the Address and Contact Information form. This information is only accessible to University employees who are authorized campus officials and this information will not be disclosed to others with the exception of law enforcement personnel. This information shall not be used except in the furtherance of a missing student investigation.

In accordance with the Baylor University's Missing Student Policy, it should be noted that; Baylor University notifies each student who is under 18 years of age (and not an emancipated individual), that Baylor University is required to contact the student's parents or guardian in addition to the person identified as the missing student contact person.

This contact will be made within 24 hours from the time that the student is determined to be missing;

In accordance with Baylor University procedures, it should be noted that Baylor University will inform each residential student that Baylor University will notify the appropriate local law enforcement agency or campus security department, when a student has gone missing, unless the local law enforcement agency was the entity that made the determination that the student was missing. This notification will be made within 24 hours from the time that the student is determined missing, and;

If the campus law enforcement personnel or campus security department has been notified that a student has gone missing, and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours, Baylor University staff will initiate emergency contact procedures as outlined in Baylor University's policy and protocol. Law enforcement will activate the appropriate procedures immediately if during the missing student investigation it is substantiated the student is missing under suspicious circumstances.

Baylor University's missing student investigative procedures include the following:

- Communication procedures for official notification of appropriate individuals at the University that a student has been missing for more than 24 hours.
- Require an official Missing Person Report relating to a University residential student to be referred immediately to the BUDPS.
- If through investigation of an official report, the University police or campus security department determines a student has been missing for more than 24 hours, or if during the missing student investigation it is substantiated the student is missing under suspicious circumstances they will immediately:
  - Notify the local police.
  - Contact those individuals provided by the student, as their missing student contact person.
  - If a student is under 18 years of age, and not an emancipated individual, immediately contact the custodial parent(s) or legal guardian(s) of the student, in addition to the student's missing student contact person.

Reports regarding any student living in on-campus housing (including all housing managed by Baylor University's Campus Living & Learning Department) that may be missing must be referred immediately to the Baylor University Department of Public Safety at phone number (254) 710-2222. Students living in on-campus housing are encouraged to identify a contact person or persons whom the University will attempt to notify within 24 hours if the student is determined by the Baylor University Department of Public Safety to be missing for the prior 24 hour period.

Students may list these individuals as an emergency contact on BearWeb at this secured link: <http://www.baylor.edu/bearweb>. This contact information is registered confidentially by the student. In addition to any additional contact person designated by the student, if the student is under 18 years of age and not emancipated, the University will attempt to notify a custodial parent or guardian within 24 hours of when the student is determined to be missing.

## BAYLOR UNIVERSITY ALCOHOL AND DRUG POLICY

Baylor University policy prohibits the unlawful manufacture, possession, use, sale, transfer, or purchase of a controlled substance or another dangerous drug such as a controlled substance analogue (designer drug) on or off the campus. It is also a violation of University policy for anyone to possess, use, or be under the influence of an alcoholic beverage on the campus or at a University-related activity off campus. An off-campus University-related activity is defined in the *"Process for Student Organization Violations."* *Anyone violating these policies is subject to disciplinary action ranging from warning to expulsion.*

*The University believes that spiritual, intellectual, emotional, physical, and social development has their greatest growth free from mind-altering chemicals. Its goal is to provide an environment where the entire campus community is challenged and motivated to live a chemical-free lifestyle.*

*As a first step toward reaching that goal, the University makes every effort to seek full compliance with University policy and federal, state, and local laws and ordinances; to discourage by every means possible the use of alcohol; to promote sobriety; to provide social and recreational alternatives to the use of alcohol and other drugs; and to offer confidential, effective, and redemptive assistance to employees and students who seek help for substance abuse problems, while focusing on the development of a comprehensive program of nonresidential services.*

*Because the University is committed to a caring relationship among its students, staff, faculties, administrators, and regents-a caring that is characterized by understanding, forgiveness, and respect for individuality-its disciplinary procedures are intended to be constructive and redemptive. For students who seek help for substance-abuse problems, complete confidentiality will be strictly observed to the limit of the law. Insofar as federal and state statutes and professional ethical standards permit, no professional on the Baylor counseling or medical staff will in any way notify the administration of the name of a specific student who comes for assistance for substance abuse or any other type problem, and no records will be forwarded to the administration regarding the services or the problem.*

Students can obtain more information concerning alcohol and drug awareness programming by contacting the Department of Wellness by calling (254) 710-1726 or by visiting their website at <http://www.baylor.edu/wellness/>.

The Drug-Free Schools and Communities Act requires that Baylor notify each student and employee annually of its programs to prevent the illicit use of drugs and the abuse of alcohol by students and employees. Baylor University has a number of programs to combat the misuse and abuse of alcohol and other chemical substances. Information relating to these programs is available at [http://www.baylor.edu/student\\_policies/index.php?id=32251](http://www.baylor.edu/student_policies/index.php?id=32251).

Federal law requires Baylor University to notify annually all faculty, staff, and students of the following:

The University prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room except by individuals who are twenty-one years or older at campuses where alcoholic beverages are permitted. This also includes prohibiting the presences of students under the age of twenty-one in residence hall rooms where alcohol is present. In addition, the smoking of any material is prohibited in all facilities of Baylor University at all locations.

## HEALTH RISKS ASSOCIATED WITH DRUG AND ALCOHOL USE

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### DRUGS

Narcotics such as opium, morphine, and heroin can cause euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. The symptoms of an overdose of narcotics are slow and shallow breathing, clammy skin, convulsions, coma, and possible death. Persons experiencing withdrawal from addiction to narcotics can experience watery eyes, runny nose, yawning, and loss of appetite, irritability, tremors, panic, cramps, nausea, chills, and sweating.

Depressants such as barbiturates and Quaaludes can cause slurred speech, disorientation, and drunken behavior. An overdose of a depressant results in shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death. Withdrawal symptoms include anxiety, insomnia, tremors, delirium, convulsions, and possible death.

Stimulants such as cocaine and crack can cause increased alertness or euphoria, an increased pulse rate and blood pressure, insomnia, and loss of appetite. An overdose of stimulants results in agitation, and increase in body temperature, hallucinations, convulsions, and possible death. Withdrawal symptoms include apathy, long periods of sleep, irritability, depression, and/or disorientation.

Hallucinogens such as LSD and amphetamines cause illusions and hallucinations and poor perception of time and distance. The effects of an overdose include psychosis and possible death.

Marijuana and hashish can cause euphoria, increased appetite, relaxed inhibitions, and disoriented behavior. The effects of an overdose include fatigue, paranoia, and possible psychosis. Withdrawal symptoms include insomnia, hyperactivity, and decreased appetite.



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## ALCOHOL

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

For more information visit: [www.drugabuse.gov](http://www.drugabuse.gov) and <http://www.samhsa.gov/>

### POLICIES SPECIFIC TO FACULTY AND STAFF

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance or other mind-altering substance is prohibited at Baylor University. A Baylor employee who violates this prohibition is subject to discipline by the university. Such discipline may include required participation in a drug rehabilitation program or termination from employment.

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## LEGAL SANCTIONS APPLICABLE TO DRUG AND ALCOHOL USE

### A. Federal Penalties and Sanctions

#### 21 United States Code 844(a):

1st conviction: Up to one year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years, and fined at least \$2,500 but not more than \$250,000, or both. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years, and fined at least \$5,000, or both.

21 United States Code 853(a)(2) and 881(a)(7):

Forfeiture of personal and real property derived from, used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one year imprisonment. (See special sentencing provisions re: crack.)

21 United States Code 881(a)(4):

Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance.

18 United States Code 922(g):

Ineligible to receive or purchase a firearm.

**B. State Penalties and Sanctions**

Texas Penal Code Sec. 49.02:

Being intoxicated in public such that one is a danger to oneself or others is a Class C misdemeanor, punishable by a fine not to exceed \$500.

Texas Alcoholic Beverage Code Sec. 101.31:

It is illegal to possess or distribute alcoholic beverages in a dry area. Violation of this law is a Class B misdemeanor and carries a penalty of a fine not to exceed \$2,000 and/or confinement in jail not to exceed 180 days.

Texas Alcoholic Beverage Code Sec. 106.02, 106.04-106.05, 106.071:

The purchase, possession, or consumption of alcoholic beverages by a person under 21 years of age subjects that person to a fine of up to \$500 for the first offense and at least \$250 up to \$2,000 for the second offense and/or 180 days confinement.

Texas Alcoholic Beverage Code Sec. 106.06:

Furnishing alcoholic beverages to a minor is a Class A misdemeanor and punishable by a fine not to exceed \$4,000 and/or confinement in jail not to exceed one year.

Texas Education Code Sec. 37:122:

The possession of an intoxicating beverage on the grounds of any public school is a Class C misdemeanor and carries a penalty of a fine not to exceed \$500.

Texas Penal Code Sec. 49.04:

Driving under the influence of alcohol is a Class B misdemeanor and punishable by a fine of up to \$2,000 and a minimum confinement of 72 hours and/or up to 180 days in jail.

If found with an open container in the person's immediate possession, the minimum confinement period extends to six days. If it is shown at trial the alcohol concentration level was 0.15 or higher the offense is a Class A misdemeanor punishable by a fine not to exceed \$4,000 and/confinement in jail not to exceed one year.

Texas Alcoholic Beverage Code Sec. 106.07:

A person under 21 years of age who misrepresents his or her age for the purpose of purchasing alcohol beverages commits a Class C misdemeanor and may be punished by a fine not to exceed \$500.

Texas Health and Safety Code Sec. 481.102-106, 481.112-119:

The illegal distribution, possession, or use of controlled substances may be punished by 5 years to life in prison and up to a \$250,000 fine.

Texas Health and Safety Code Sec. 481.112-120:

The delivery or possession of controlled substances with the intent to manufacture controlled substances is punishable by a jail term of 10 years to life and up to a \$250,000 fine.

Texas Health and Safety Code Sec. 481.120, 481.121

The delivery or possession of Marijuana can be punished by a term of up to life in prison and/or a fine up to \$100,000 depending on the amount of Marijuana.

Texas Health and Safety Code Sec. 481.122:

The distribution of marijuana or controlled substance to a minor is punishable by 2 to 20 years in prison and/or up to a \$10,000 fine.

## POSSESSION OF DRUG PARAPHERNALIA

A person is unlawful when he possesses, with the intent to use, drug paraphernalia which is used for packaging, manufacturing, injecting, and ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

## SYNTHETIC MARIJUANA

Effective March 1, 2011 the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. This drug may also be known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma. Individuals found responsible for manufacturing, possessing, importing/exporting or distributing these substances will face criminal and civil penalties. University Students engaging in these activities will also be held responsible under the University's illegal substances policy.

In 2011, the Texas Legislature passed laws making it illegal to possess and sell synthetic forms of marijuana. In Texas, this is considered a penalty group 2-A drug. The penalties for possessing this type of drug range from a class B misdemeanor to a third degree felony, depending on the aggregated weight.

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## DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS CHOICES

The Baylor University Counseling Center offers the research-based prevention program called CHOICES. The program aims to help students appreciate the risks associated with alcohol use and equip them with skills and knowledge to make better decisions. Baylor students, like all college students, face choices regarding alcohol consumption. Risky decisions about drinking can have detrimental, sometimes tragic effects. Choices alcohol education programs are available through the Baylor Counseling Center; for more information call (254) 753-7332.

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## ALCOHOL.EDU

Alcohol consumption goes hand in hand with any number of undesirable situations. Naturally, part of helping keep students from these situations is to educate them about alcohol, a resource that can benefit them in many ways. Over 3,000 students have already completed a new online resource offered by Baylor, [AlcoholEdu](#), a personalized online survey and course designed to help students consider their current behavior and attitudes toward alcohol, both in consumption and in being around others who may be drinking. AlcoholEdu was launched for incoming freshmen and transfer students to complete before arrival to campus.

There is also bystander information that goes hand-in-hand with the fight against sexual violence, as well as other situations that can arise with alcohol consumption. Students are taught through this program, and those regarding sexual violence, to watch out for friends and classmates and to help them avoid unsavory situations.

AlcoholEdu is produced by a research-based company, so they change their programs regularly with new research. The program quells myths about drinking and explains reality. The program equips students to recognize situations and intervene. This course helps them recognize how they can intervene.

After taking the initial course, students take a second part to see if intentions about alcohol have changed. Additionally, in January, they will take another online program called "Every Choice," designed to reinforce the messages they've already received.

These programs (CHOICES and ALCOHOL.EDU) are designed to work in concert to help students make wise decisions.

## RESOURCES FOR STUDENTS

The following services are available through Baylor University Counseling Services for those students who believe they have substance abuse problems.

1. Assessment
2. Referral
3. Individual therapy
4. Group therapy
5. Support groups
6. Psycho educational group

Students may obtain the above services on a confidential basis by either calling Counseling Services at (254) 710-2467 or arranging for an appointment.

## RESOURCES FOR FACULTY AND STAFF

Similar services are available to Baylor employees through the Employee Assistance Program, (EAP). Information on the EAP can be obtained by visiting the Baylor Human Resources' at [www.baylor.edu/hr/](http://www.baylor.edu/hr/).

## 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. The following report details all information required by this act for Baylor University.

### DEFINITIONS

THE FOLLOWING TERMS ARE USED WITHIN THIS REPORT. DEFINITIONS HAVE BEEN OBTAINED FROM THE HIGHER EDUCATION OPPORTUNITY ACT:

**On-Campus Student Housing** – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

**Fire** – Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

### RESIDENCE HALL FIRE DRILLS

Fire drills are conducted in all on-campus residence halls during the beginning of each semester to allow occupants to become familiar with and practice their evacuation skills. The drills are conducted by the Assistant Director for Facilities and Operations, Hall Directors, Assistant Hall Directors, Community Leaders (Student Advisers) and Baylor University Department of Public Safety's Director of Emergency Management and Fire Safety Specialist.

### FIRE SAFETY

Baylor University takes Fire Safety very seriously and continues to enhance its programs to the university community through education, engineering and enforcement. Educational programs are presented throughout the year to faculty, staff and students so they are aware of the rules and safe practices. These programs, which are available at all campus locations, include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

All University residence halls have emergency evacuation plans and conduct fire drills at the beginning of each semester during the school year to allow occupants to become familiar with and practice their evacuation skills.

Baylor University has been a leader in ensuring the safety of students, faculty, staff and visitors who live and work in university operated residences. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire safe living environment. All University operated residence halls and apartments are provided

with automatic sprinkler systems, smoke detectors and building fire alarm systems to provide early detection and warning of a possible fire emergency.

The University maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to insure system readiness and proper operation in the event of a fire emergency.

The University has adopted and developed numerous Safety Policies and Guidelines to help promote a safe living and work environment at all University locations. These policies, guidelines and other fire safety information can be accessed on the Internet at [Fire Safety](#).

Additional protection is provided by University Police Officers who are trained for initial response to fire incidents occurring at University facilities. Officers provide assistance in building evacuation and extinguishment / confinement of small fires.

In addition, laboratory safety and evacuation plans are also part of the Environmental Health and Safety mission. EHS is dedicated to maintaining the safety of our community by conducting annual inspections, plan reviews, and evacuation drills in all laboratories on main campus.

#### FIRE SAFETY EDUCATION AND TRAINING PROGRAMS FOR STUDENTS, FACULTY AND STAFF

Environmental Health and Safety (EHS) and the Baylor University Department of Public Safety, in coordination with Residence Life and Housing and Food Service, provides annual training to Resident Assistants (RA), Community Assistants and Residence Life Coordinators.

*Topics addressed during this training include:*

- Fire prevention in the residence hall
- What to do in the event of a fire
- How to report a fire or other emergency
- How residence hall fire safety systems operate

Resident Assistants and Community Assistants coordinate additional fire safety training and education programs for residence hall students. Additionally, Food Service staff members at University are trained annually on hands-on use of fire extinguishers and emergency procedures in the event of a fire.

Other general safety and fire safety information is available to students, faculty and staff on the Environmental Health and Safety web site at <http://www.baylor.edu/ehs/> or at the [Baylor University Department of Public Safety Website](#).

## FIRE INCIDENT REPORTING AT BAYLOR MAIN CAMPUS

Students, faculty and staff are instructed to call 911 to report a fire emergency.

Non-emergency notifications (e.g. evidence that something burned) are made to:

Baylor University Department of Public Safety – (254) 710-2222 (2222 if using a campus phone)

## FIRE INCIDENT REPORTING AT BAYLOR IN NEW YORK

Students, faculty and staff are instructed to call 911 to report a fire emergency.

Non-emergency notifications (e.g. evidence that something burned) are made to:

Baylor University Department of Public Safety – (254) 710-2211.

## PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

A strategic plan has been developed and is being administered to have all of the buildings on campus retrofitted with the most technologically advanced fire safety systems. The plan also includes a phase to have those facilities with the newest fire safety equipment placed on a network IP address. This will allow all of the buildings with the new systems to communicate with Baylor University Department of Public Safety without relying on fiber optics.

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## IMPORTANT PHONE NUMBERS AND OTHER CONTACT INFORMATION

Baylor University Department of Public Safety, 1521 S. 4<sup>th</sup> St, Waco, TX 76706, (254) 710-2222  
<http://www.baylor.edu/dps/index.php?id=866871>

Baylor University Department of Risk Management, 1320 S. 7<sup>th</sup> St., Waco, TX 76706  
<http://www.baylor.edu/riskmanagement/>.

City of Waco Fire Department, Central Fire Station 1016 Columbus Ave., Waco, TX 76701 (254) 750-1740 <http://www.waco-texas.com/fire/>.

City of Waco Police Department, 3115 Pine Ave., Waco, TX 76708 (254) 750-7500  
<http://www.waco-texas.com/police/>.

McLennan County Sheriff's Office, 901 Washington Ave., Waco, TX 76701 (254) 757-5000,  
<http://www.co.mclennan.tx.us/sheriff/>.



### IN THE EVENT OF A FIRE:

1. Pull the nearest fire alarm to evacuate the building. Leave the building immediately.
2. If you hear the fire alarm, leave the building immediately. A fire nearby may not be noticeable by sight or smell. Everyone is expected to exit a building immediately upon hearing the fire alarm.
3. If possible, shut down any equipment or processes that could cause a secondary fire if left unattended.
4. Know your emergency exit routes and be prepared to use an alternate route if necessary. Do not use elevators. If you are trapped in the building, try to reach a point of refuge, such as a stairwell, or stay by a window and wave a white flag to attract the attention of emergency responders.
5. If possible, close doors and windows behind you on the way out to confine the fire.
6. Keep low if there is smoke.
7. On your way out, assist any mobility-impaired persons to a stairwell or other point of refuge if possible. Report their location to the emergency response personnel.
8. If you work in an area frequented by the public, announce that an evacuation has been ordered and ask people to exit the building. Healthy adults and young adults are expected to evacuate themselves upon hearing the fire alarm.
9. Once out of the building, assemble at the pre-designated assembly location(s). Do not block driveways or areas that may be used by emergency response personnel. An attempt should be made to account for any faculty, staff, and students known to have been in the building.
10. Notify emergency responders of any injuries and/or location of mobility-impaired or other persons, trapped in the building.
11. Do not re-enter the building until the Waco Fire Department, Baylor Police, or other representative of the Department of Public Safety has declared the building safe.

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### WHAT IT MEANS TO EVACUATE

The movement of persons from a dangerous, or potentially dangerous place, to a safe place. Examples are the evacuation of a building due to a bomb threat or fire. In an extreme situation (e.g., a flood), large portions of, and perhaps the entire campus may be required to evacuate.

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## HOW WILL I KNOW TO EVACUATE

An evacuation notification may come from several sources, including the fire alarm system, BUPD, Campus Living & Learning Staff, other University employees, or other authorities utilizing the University's emergency communications tools.

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## HOW TO EVACUATE

Evacuate the facility upon hearing the alarm or other official announcement: Close office/classroom doors and turn off lights and computers. Use designated corridors and fire exit stairs that lead to ground level. Leave the building in an orderly manner. Do not use elevators. Assemble at the Evacuation Assembly Point(s). Follow instruction of emergency personnel. Report any individuals left in the building to personnel. Do not re-enter the building until an "All Clear" announcement is given by emergency personnel.

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## EVACUATION ASSEMBLY POINTS

The point(s) (EAPs) to which all building occupants should report following a building evacuation. Most Evacuation Assembly Points are pre-identified locations, although specific incidents may require the EAP to relocate.

If knowledge of fire or cause of fire alarm is known, immediately locate BUDPS personnel and provide them with information regarding the fire/fire alarm. No one at Baylor University is required to fight a fire as a part of their responsibility. However, voluntary use of a fire extinguisher by personnel who are properly trained can save both lives and reduce property loss.

## RESIDENTIAL FACILITY FIRE SAFETY POLICIES

The following are prohibited in residential communities because of their serious potential as fire hazards:

- Candles (unless wicks are completely removed)
- Halogen Lamps
- Open flames such as matches, lighters, etc.
- Use or possession of incense, fireworks or firecrackers
- Use or possession of combustible paints or liquids, including lighter fluid
- All types of grills. Students are only permitted to use community charcoal grilles
- Doors that are over 50% covered with paper, posters, etc.
- Walls that are more than 30% covered with paper, posters, etc.
- Mopeds, motorcycles, motor scooters, or other gas combustible engines within the hall or apartment community
- Appliances with exposed heating elements, including space heaters, toasters, griddles, and George Foreman Grills
- Smoking anywhere on campus

# FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES

Statistics and Related Information Regarding Fires in Residential Facilities							
Residential Facilities	Year	Total Fires In Each Building	Fire Number	Cause Of Fire	Number Of Injuries That Required Treatment At A Medical Facility	Number Of Deaths Related To A Fire	Value Of Property Damage Caused By Fire
Allen Hall 723 Speight Ave	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Alexander Hall 1413 S. 7 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Arbors Apts 1825 S. 3 <sup>rd</sup> Street	2013	1	1	Unintentional-Cooking	0	0	0
	2014	0	0	N/A	N/A	N/A	N/A
	2015	1	1	Unintentional-Cooking	0	0	0
Brooks College 600 Dutton Ave	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Brooks Flats 1212 S. 7 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	3	3	Unintentional-Cooking Coffee maker on cooktop Kitchen towel on cooktop	0	0	0

Residential Facilities	Year	Total Fires In Each Building	Fire Number	Cause Of Fire	Number Of Injuries That Required Treatment At A Medical Facility	Number Of Deaths Related To A Fire	Value Of Property Damage Caused By Fire
Collins Hall 1310 S. 8 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Dawson Hall 722 Baylor Ave	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Gables Apts 1621 S. 9 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
N. Village Heritage 1201 S. University Parks D	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	1	1	Unintentional Cooking	0	0	0
N. Village Texana 1201 S. University Parks B	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	1	1	Plastic bowl on cooktop	2	0	\$14952
N. Village University 1201 S. University Parks A	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Kokernot Hall 1110 S. 7 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A

Residential Facilities	Year	Total Fires In Each Building	Fire Number	Cause Of Fire	Number Of Injuries That Required Treatment At A Medical Facility	Number Of Deaths Related To A Fire	Value Of Property Damage Caused By Fire
Martin Hall 1101 S. 5 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Memorial Hall 1425 S. 7 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
North Russell 316 Dutton Ave & South Russell 1200 S. 4 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Penland Hall 1110 S. 5 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Fairmont Apts 1600 S. 5 <sup>th</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Baylor Plaza I 1818 S. 2 <sup>nd</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Baylor Plaza II 1920 S. 3 <sup>rd</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A

Residential Facilities	Year	Total Fires In Each Building	Fire Number	Cause Of Fire	Number Of Injuries That Required Treatment At A Medical Facility	Number Of Deaths Related To A Fire	Value Of Property Damage Caused By Fire
Baylor Plaza III 2014 S. 2 <sup>nd</sup> Street	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Cottonwood Apts 100 Cottonwood	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	1	1	Candle in closet	0	0	\$1950
University Parks Apts 2201 S. University Parks	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
Browning Place Apts 805 James Ave	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A
East Village Earle 306 Bagby	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	1	1	Unintentional cooking	0	0	0
East Village-Teal 206 Bagby	2013	0	0	N/A	N/A	N/A	N/A
	2013	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A

## 2015 ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS

Facility	Monitoring By BUPD 24/7	Sprinkler System	Smoke Detection	Public Access	Fire Extinguishers	Evacuation Placards	Fire Drills Per Year
<b>Allen Hall 723 Speight Ave</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>Alexander Hall 1413 S. 7<sup>th</sup> Street</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>Arbors Apts 1825 S. 3<sup>rd</sup> Street</b>	Yes	No	Yes	No	Yes	Yes	0 <sup>1</sup>
<b>Brooks College 600 Dutton Ave</b>	Yes	Yes <sup>2</sup>	Yes	Yes	Yes	Yes	2
<b>Brooks Flats 1212 S. 7<sup>th</sup> Street</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>Collins Hall 1310 S. 8<sup>th</sup> Street</b>	Yes	Yes <sup>2</sup>	Yes	Yes	Yes	Yes	2
<b>Dawson Hall 722 Baylor Ave</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>N. Village Heritage 1201 S. University Parks D</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>N. Village Texana 1201 S. University Parks B</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>N Village University House 1201 S. University Parks A</b>	Yes	Yes	Yes	Yes	Yes	Yes	2

<b>University Parks Apts 2201 S. University Parks</b>	Yes <sup>3</sup>	No	Yes	No	Yes	Yes	0 <sup>1</sup>
<b>Kokernot Hall 1110 S. 7<sup>th</sup> Street</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>Martin Hall 1101 S. 5<sup>th</sup> Street</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>Memorial Hall 1425 S. 7<sup>th</sup> Street</b>	Yes	Yes <sup>2</sup>	Yes	Yes	Yes	Yes	2
<b>North Russell 316 Dutton Ave &amp; South Russell 1200 S. 4<sup>th</sup> Street</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>Penland Hall 1110 S. 5<sup>th</sup> Street</b>	Yes	Yes <sup>2</sup>	Yes	Yes	Yes	Yes	2
<b>Gables Apts 1621 S. 9th Street</b>	Yes	No	Yes	No	Yes	Yes	0 <sup>1</sup>
<b>Fairmont Apts 1600 S. 5<sup>th</sup> Street</b>	Yes	No	Yes	No	Yes	Yes	0 <sup>1</sup>
<b>Baylor Plaza I 1818 S. 2<sup>nd</sup> Street</b>	Yes <sup>3</sup>	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Baylor Plaza II 1920 S. 3<sup>rd</sup> Street</b>	Yes <sup>3</sup>	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Baylor Plaza III 2014 S. 2<sup>nd</sup> Street</b>	No	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Pinetree Apts 824 Speight Ave</b>	No	No	Yes	No	Yes	No	0 <sup>1</sup>



<b>Cottonwood Apts 100 Cottonwood</b>	No	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Speight Jenkins Apts 1501 S. 9<sup>th</sup> Street</b>	Yes <sup>3</sup>	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Browning Place Apts 805 James Ave</b>	No	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Browning Square Apts 1721 S. 9<sup>th</sup> Street</b>	No	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>Quadrangle Apts 1825 S. 5<sup>th</sup> Street</b>	No	No	Yes	No	Yes	No	0 <sup>1</sup>
<b>East Village- Earle 306 Bagby</b>	Yes	Yes	Yes	Yes	Yes	Yes	2
<b>East Village- Teal 206 Bagby</b>	Yes	Yes	Yes	Yes	Yes	Yes	2

1. Apartment style buildings with direct exterior access
2. Dining hall kitchen supported by Ansul R102 UL300 fire suppression system
3. Monitored by off-site vendor

## 2015 FIRE STATISTICS FOR STUDENT HOUSING FOR BAYLOR IN NEW YORK

Statistics and Related Information Regarding Fires for Baylor New York							
Residential Facilities	Year	Total Fires In Each Building	Fire Number	Cause Of Fire	Number Of Injuries That Required Treatment At A Medical Facility	Number Of Deaths Related To A Fire	Value Of Property Damage Caused By Fire
Baylor in New York Program 44 W. 28 <sup>th</sup> Street New York, NY 10453	2013	0	0	N/A	N/A	N/A	N/A
	2014	0	0	N/A	N/A	N/A	N/A
	2015	0	0	N/A	N/A	N/A	N/A

## 2015 STUDENT HOUSING FIRE SAFETY SYSTEMS FOR BAYLOR IN NEW YORK

Facility	Monitoring By BUPD 24/7	Sprinkler System	Smoke Detection	Public Access	Fire Extinguishers	Evacuation Placards	Fire Drills Per Year
Baylor in New York Program 44 W. 28 <sup>th</sup> Street New York, NY 10453	No	Yes	Yes	Yes	No	Yes	0