

# *TEXAS A&M UNIVERSITY, GALVESTON*

## **2015 Annual Security Report**

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In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f), 34 CFR 668.46)

The Texas A&M University, Galveston 2015 Annual Security Report is an excerpt from the consolidated Texas A&M University 2015 Annual Security Report located at: <https://upd.tamu.edu/Current%20Disclosures/Annual%20Security%20Report.pdf>

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The excerpt information is also available on the Texas A&M University, Galveston web site: <http://www.tamug.edu/police/AnnualCleryReport.pdf>.

The consolidated Texas A&M University Annual Fire Safety report is available at: [https://ehsd.tamu.edu/Fire%20Life%20Safety%20Documents/Annual%20Fire%20Safety%20Report%20on%20Student%20Housing%20\(1\).pdf](https://ehsd.tamu.edu/Fire%20Life%20Safety%20Documents/Annual%20Fire%20Safety%20Report%20on%20Student%20Housing%20(1).pdf)

The Texas A&M University, Galveston Annual Fire Safety report is available at: <http://www.tamug.edu/police/FireSafetyReport.pdf>.

If any link located in this report does not function, please email [ehsd-cleryandfirereports@tamug.edu](mailto:ehsd-cleryandfirereports@tamug.edu) for assistance.

# Table of Contents

## Chapter V - Texas A&M University, Galveston

<b>Campus Crime Statistics and Security Policies</b>	<b>V-1</b>
<b>Campus Fire Safety Standards and Measures</b>	<b>V-1</b>
<b>Department Information and Crime Reporting Procedures</b>	<b>V-2</b>
<b>Jurisdiction / Authority</b>	<b>V-3</b>
<b>Public Crime Log</b>	<b>V-5</b>
<b>Timely Warnings</b>	<b>V-5</b>
<b>Immediate Threat</b>	<b>V-6</b>
<b>Emergency Preparedness</b>	<b>V-9</b>
<b>Sex Offender Registry</b>	<b>V-10</b>
<b>Sexual Assault, Dating Violence, Domestic Violence, and Stalking</b>	<b>V-10</b>
<b>Alcohol, Drug, Weapons and Missing Students</b>	<b>V-29</b>
<b>Education of Members of the University Community</b>	<b>V-30</b>
<b>Statistical Reporting</b>	<b>V-32</b>
<b>Access and Maintenance of Campus Facilities</b>	<b>V-34</b>



## Chapter V - Texas A&M University, Galveston

### **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) (Formerly Student Right to Know and Campus Security Act of 1990)**

In compliance with federal law, the following information is maintained and available through the office listed below.

#### **Campus Crime Statistics and Security Policies**

An Annual Security Report is available that includes information on campus security policies and statistics. Security policies include: reporting crimes and emergencies, security resources, crime awareness and prevention, security of campus facilities and residence halls, and alcohol, drug and weapon violations. The 2015 Annual Security Report for Texas A&M University at Galveston includes statistical data for calendar years 2014, 2013, and 2012. The University Police Department requests/obtains input from local law enforcement, Student Affairs and Campus Security Authorities in determining yearly crime statistics.

The Annual Security Report can be found at <http://www.tamug.edu/police/AnnualCleryReport.pdf>. A printed copy is available upon request at the address below.

University Police Department  
Texas A&M University at Galveston  
200 Seawolf Parkway, Bldg 3025  
Galveston, TX 77553  
(409) 740-4545  
<http://www.tamug.edu/police/Index.html>

#### **Higher Education Campus Fire Safety Standards and Measures**

In compliance with federal law, the following information is maintained and available through the office listed below.

**Campus Fire Statistics and Fire Safety Policies**

An annual campus housing fire safety report is available that includes information on fire safety systems and fire statistics for on campus student housing facilities. An annual campus housing fire safety report is available as a separate report and it includes information on fire safety systems and fire statistics for on campus student housing facilities. The Annual Fire Safety Report on Student Housing is available at: <http://www.tamug.edu/police/FireSafetyReport.pdf>. A printed copy is available upon request at the address below.

University Police Department  
Texas A&M University at Galveston  
200 Seawolf Parkway, Bldg 3025  
Galveston, TX 77553  
(409) 740-4545  
<http://www.tamug.edu/police/Index.html>

This report contains numerous links to websites that may be useful to reading the Annual Security Report. If any link does not function, please email [helpdesk@tamug.edu](mailto:helpdesk@tamug.edu).

**Department Information and Crime Reporting Procedures****Mission Statement:**

Texas A&M University at Galveston Police is concerned about the safety and welfare of all campus members and guests and commits itself to promoting a safe and secure environment. Because no campus can totally isolate itself from crime, Texas A&M University at Galveston Police has developed a series of policies and procedures designed to ensure that every possible precaution is taken to protect the campus community. By all of us working together, we can achieve our goals of a safer campus.

The University Police Department reports to the Associate Vice President of Administration. The police department works closely with all departments of the University to ensure that safety policy and procedures are uniformly executed and conveyed in a clear and consistent manner to all the University's students, faculty, and staff.

The University Police office is located in the Student Support Building #3025, suite 120, on the Mitchell Campus at 200 Seawolf Parkway on Pelican Island in the city of Galveston, Texas. The business office is open Monday thru Friday 8am-5pm.

**University Police Authority:**

Texas A&M University at Galveston, Police Department is staffed by the Chief of Police, one supervisor and 8 commissioned Peace Officers. They are fully empowered and licensed by the State of Texas and have authority to stop vehicles, make arrests, conduct criminal investigations and enforce all laws ([Texas Education Code 51.203](#)).

## **Jurisdiction, Enforcement, Arrest Authority, Mutual Agreement, and Interagency Cooperation of the University Police Department**

The Texas A&M University at Galveston Police Department is the primary police authority for Texas A&M University at Galveston. Our police officers are certified Texas peace officers as defined in article 2.12 of the Texas Code of Criminal Procedure. Pursuant to Section 51.203 of the Texas Education Code, the primary jurisdiction of Texas A&M University at Galveston police officers includes all counties in which property is owned, leased, rented, or otherwise under the control of Texas A&M University at Galveston. As peace officers, the Department's armed police officers have the same authority to detain and arrest as municipal police officers. While our unarmed security officers do not make arrests, their presence and observations at various campus locations support and assist the work of the Patrol Division. The Texas A&M University at Galveston Police Department is computer linked to city, state and federal criminal justice agencies, which provide access to criminal records, wanted persons, stolen property, and vehicle information. All crimes reported to Texas A&M University at Galveston Police are investigated and are referred for prosecution through the Offices of the County Attorney and District Attorney when appropriate. Criminal matters involving university students may also be referred to university administration for disciplinary action.

Texas A&M University at Galveston Police Department maintains excellent working relationships with all area law enforcement agencies including the Galveston Police Department, Galveston County Sheriff's Office, Texas Department of Public Safety, Texas Alcoholic Beverage Commission, and the local field office of the Federal Bureau of Investigation. These working relationships are maintained through a written mutual aid agreement. This agreement allows for the investigation of alleged crimes and information sharing which would include informing the Texas A&M University at Galveston Police Department about situations reported to a given local law enforcement agency that may warrant an emergency response or timely warning notification. Working relationships are also maintained through periodic communications among agency administrators and frequent contacts between line officers and investigators cooperating on specific cases. Through these relationships, the Texas A&M University at Galveston Police Department may monitor and record student non-campus criminal activity, including student organizations using non-campus property.

### **Training:**

Like many other college and university police departments, the Texas A&M University at Galveston Police Department (TAMUG-PD) appoints a training coordinator who is responsible for conducting intensive and continuing training for all campus police and security officers. Training subjects include criminal law, civil law, public relations, race relations, interpersonal communication, crisis intervention, critical incident response, and all facets of protection of persons and property. Training includes guest lecturers from the Galveston Police Department and other outside agencies, such as the FBI and the Secret Service. Training is also conducted during periodic staff meetings.

This training usually includes updates on existing problems, new court decisions impacting the University environment, and other timely topics. The police officers also attend various training as required to maintain and advance their State TCLEOSE License. In addition, all TAMUG-PD police have attended standard first aid and CPR training.

**General Procedures for Reporting a Crime or Emergency:**

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to TAMUG-PD in a timely manner, when the victim of such crimes elects or is unable to make such a report. This publication focuses on TAMUG-PD because it patrols the Mitchell Campus and other local Texas A&M University property. To report a crime or an emergency on the Texas A&M Campus at Galveston, call 911. To report a non-emergency security or public safety-related matter, call TAMUG-PD at extension 4545 or, from outside the University phone system, (409) 740-4545. In the event the phone service is interrupted or the power is interrupted on campus, callers can call the department cellphone, (409) 771-5185.

All TAMUG-PD incident reports are reviewed by a police supervisor. Some reports are forwarded to the Division of Student Affairs for review and/or referral, if they document University rule violations or Clery law violations, as appropriate. TAMUG-PD Investigators will conduct a follow-up investigation of a report when it is deemed appropriate. Additional information obtained via any investigation may also be forwarded to the Office of Student Affairs to assist their investigation. If assistance is required from the Galveston Municipal Police Department or the Galveston Fire or EMS Department, TAMUG-PD will contact the appropriate unit. If a sexual assault or rape should occur on campus, staff on the scene, including TAMUG-PD, can offer the victim a wide variety of services. TAMUG-PD is a member of the Galveston County Sexual Assault Response Team (SART) that has trained members who are on-call and available to assist a victim of sexual assault 24 hours a day.

Victims, witnesses and others should make voluntary reports of all crimes to the TAMUG Police Department for inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For example, a crime reported to a campus security authority and passed on to TAMUG-PD will be included in the TAMUG crime stats; a crime that was reported only to the Galveston Rape Crisis Center would not be included in the TAMUG crime statistics. Annual crime statistics are confidential in that personally identifiable information is not included in the disclosure. However, because police reports are public records under state law, TAMUG cannot hold reports of crimes in confidence.

TAMUG-PD sends a request each year to the University Counseling Center that encourages counselors to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Counselors are not required to report.

**Reporting to the TAMUG Police Department:**

This can be done immediately by following the procedures outlined above. The reasons for reporting to TAMUG-PD are: 1) to take action which may prevent further victimization, including issuing a Safety and Security Alert to warn the campus community of an impending threat to their safety; 2) to apprehend a potential perpetrator; 3) to seek justice for the wrong that was committed; and 4) to have the incident recorded for statistical purposes about incidents that occurred on campus.

If you choose to report the incident, a TAMUG-PD officer will take a statement from you regarding the details of the crime. The officer will ask you to describe the actor(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. You may have a support person with you during the interview. NOTE: Reporting an incident is a separate step from choosing to prosecute. When you file a report, you are NOT obligated to continue with legal proceedings

or University disciplinary action. Remember, you can choose whether or not to participate in criminal proceedings at any point.

**Reporting Methods Available on Campus:**

TAMUG-PD can be contacted from on-campus telephones by dialing a four digit extension-4545. In addition, approximately seven Emergency Blue Light phones are available throughout the Mitchell Campus in case of an emergency. These phones are maintained by the facilities services department and the safety officer. When anyone calls, they will be talking to the Galveston Police Department dispatcher.

**Reporting a Crime to the Galveston Police Department (GPD):**

A person reporting a crime to TAMUG-PD has the right to report the crime to the Galveston Police Department (GPD) by calling 911 or utilizing the Galveston non-emergency call center at (409)765-1702, if the offense occurred in the Galveston Police jurisdiction. TAMUG-PD officers regularly discuss this option with crime victims and will assist the victim with that process.

**Non-Campus Crime:**

Criminal activity at non-campus locations in which students are engaged is monitored and recorded by GPD. If GPD is contacted about criminal activity occurring at non-campus property involving TAMUG students, GPD may notify TAMUG. However, there is no official GPD policy requiring such notification. Students in these cases may be subject to arrest by GPD and University disciplinary proceedings through the Office of Student Affairs. When TAMUG is notified, the University Police Department may assist with the investigation in cooperation with local, state, or federal law enforcement agencies. With the exception of SALT Camp (see below), University Police does not routinely monitor or record criminal activity for non-campus locations that may be used by students or officially recognized student organizations. TAMUG does not have non-campus housing facilities for recognized student organizations.

**SALT Camp Security:**

The University Police Department began security operations at "salt camp" in 2011. SALT camp is a freshman orientation camp available to all newly accepted TAMUG students and is held off-campus.

*No Clery crimes or violations were reported or investigated during SALT CAMP in 2012, 2013, or 2014.*

**Public Crime Log**

The department also maintains a daily crime log which is normally updated every two days and contains all crimes reported to TAMUG-PD. It is available on request at the police department.

**Crime Alert (Timely Warning) Policy**

The circumstances in which a Crime Alert will be generated include, but are not limited to, the receipt of a good faith report to the Texas A&M at Galveston University Police Department or other Campus Security Authority (CSA) of a crime reportable under the Clery Act, that poses a serious or continuing threat to the campus community. The Chief of Police, or designee, is responsible for determining if a Crime Alert (Timely Warning) will be issued. Crimes reportable under the Clery Act that may warrant a Crime Alert include, but are not limited to, major incidents of arson, murder/non-negligent

manslaughter, robbery, aggravated assault, sex offenses, or other crimes as determined necessary by the Chief of Police or designee. The determination will be made on a case by case basis after due consideration of all available facts of the crime, such as the nature of the crime and whether or not a continuing danger to the campus community exists. If the University Police Department or other CSA is not notified of a crime in a manner that would allow the department to provide timely notice (generally 10 or more days after the date of the alleged incident), a Crime Alert may not be issued. All situations will be evaluated on a case by case basis.

The University Police Department is responsible for the issuance of Crime Alerts. Personnel authorized to issue a Crime Alert are: the Chief of Police or designee. Anyone with information warranting a Crime Alert should report the circumstances immediately to the Texas A&M University at Galveston Police Department, by phone (409-740-4545) or in person at the Texas A&M University at Galveston Police Department (200 Sea Wolf Parkway, Bldg 3025).

Crime Alert will be issued through the university e-mail system to students, faculty and staff. Crime Alerts will also be posted on the Texas A&M University at Galveston Police Department public web site at: <http://www.tamug.edu/police/>. Crime Alerts will contain sufficient information about the nature of an identified threat to assist members of the campus community in taking appropriate action to protect themselves or their property. The Crime Alert will generally include:

- A readily understandable description of the type of crime or occurrence.
- The general location, date and time of the offense.
- A physical description of the suspect(s), if available, where there is sufficient detail that would reasonably help identify a specific individual suspect or group of suspects
- Possible connection to other incidents.
- Date and time the alert was issued.
- Suggested measures which members of the university community can take to help protect themselves.

*It is important to note that in some cases law enforcement may need to withhold some facts if releasing the information would compromise an ongoing investigation or the identity of the victim. Victim names and other identifying information of victims are never included in Crime Alerts / timely warnings.*

## **Notification to the TAMUG Community about an Immediate Threat**

The Incident Command Team receives information from various offices/departments on campus, such as TAMUG-PD and the Office of Emergency Management (OEM). If one of these units confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the TAMUG community, the Incident Command Team and External Relations will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the TAMUG community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The Incident Command Team will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: TAMUG-PD, GPD, and/or the



Galveston Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Victim names and other identifying information of victims are never included in emergency notifications. If the Incident Command Team is not immediately available, the TAMUG-PD or the Office of Emergency Management will determine the content of the notification and initiate the notification system once the threat has been confirmed and no compromise has been noted.

In the event of a serious incident that poses an immediate threat to members of the TAMUG community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the TAMUG campus community. These methods of communication include Sea Aggie Alert, a system that provides email and text message alerts to members of the TAMUG community. All Students, staff, and faculty are automatically signed up for email alerts through admissions or direct application.

To add/modify your email address or mobile phone number to this service, go to this website: <https://www.getrave.com/login/tamug>. Register for approved Texas A&M University Galveston emergency communications and other important information via text message and email. The notification system does not charge subscribers to send or receive SMS messages. Standard or other messaging charges apply depending upon your wireless carrier plan and subscription details. Once registered, you can opt out of SMS messages at any time by texting STOP to 67283 or 226787.

Sea Aggie Alert is available for those in the TAMUG community and can include parents and guardians. Alerts are often sent out through social media pages as well, including Facebook and Twitter. Sea Aggie Alerts may also be received directly to your computer using your Email program. Follow-up alerts will be broadcast over the same system. Updates will continue until the threat is over. Individuals can call the TAMUG-PD or GPD dispatch line to report important information. Community members are encouraged to notify TAMUG-PD of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students, faculty, staff, or visitors on campus. TAMUG-PD has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, TAMUG-PD has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If so, federal law requires that the institution notify the campus community or the appropriate segments of the community that may be affected by the situation.

Sea Aggie Alerts will be issued during an emergency. The Emergency Procedure section of the TAMUG website provides additional information and tips for individual emergency preparedness and the Emergency Response Handbook can be downloaded from the website. The handbook provides information on how to prepare for and respond to the most likely emergency situations that may arise on campus.

**Other Distribution Methods:**

The University Police Department will cause an emergency notice to be issued via Sea Aggie Alert Emergency Message System. We encourage everyone to sign up for this service at this website. <http://www.getrave.com>

- In addition to posting the Sea Aggie Alerts, the TAMUG-PD may generate an email which will be sent to Aggnews, administered by the Communication Department for immediate distribution to all campus members.
- For posting notifications on the TAMUG website, the Department will send a copy of the notification to the Assistant Vice President of Administration [409-740-4943] for review and The Assistant Vice President of Administration will alert the University CEO of the notification as soon as circumstances permit. The University will post the notification on the website for the duration of the emergency as soon as circumstances permit.
- The department does not issue emergency notifications for the above listed crimes if
  - The department apprehends the subject(s) and the threat of imminent danger for members of the TAMUG community have been mitigated by the apprehension.
  - A report was not filed with TAMUG-PD or if TAMUG-PD was not notified in a manner that would allow the department to post an emergency notification for the community. As a general guideline, a report that is filed more than five days after the date of the alleged incident may not allow TAMUG-PD immediately notify. This type of situation will be evaluated on a case by case basis.
  - If the report was filed within a medical, legal or pastoral/counselor privileged relationship that is exempt from reporting to TAMUG-PD.

Individuals receiving the emergency notification will also be advised with updated information, as needed, using the same method(s) as the original notification.

### **How You Will Know to "Shelter-in-Place"**

A shelter-in-place notification may come from several sources, including TAMUG-PD, Residence Hall Staff members, other University employees, the federal, State or local government, GPD, or other authorities utilizing the University's emergency communication tools such as Sea Aggie Alert.

### **How to "Shelter-in-Place"**

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are.
2. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency.
3. If you are outdoors, proceed into the closest, "safe" building quickly or follow instructions from emergency personnel on the scene. If a particular building is involved in the emergency, the Sea Aggie Alert will tell you, so you can avoid that building.
4. Locate a room to shelter inside. It should be:
  - a. An interior room;
  - b. Above ground level; and
  - c. Without windows or with the least number of windows.
  - d. If there is a large group of people inside a particular building, several rooms maybe necessary.
- e. If the emergency involves personal danger, the group should spread out in the room and plan a defense (see shots fired video).
5. Shut and lock all windows (tighter seal) and close exterior doors.
6. Turn off air conditioners, heaters, and fans.
7. Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)

8. Make a list of the people with you and ask someone (House Staff, faculty, or other staff) to call the list in to TAMUG-PD so they know where you are sheltering. If only students are present, one of the students should call in the list.
9. Turn on a radio or TV and listen for further instructions.
10. Make yourself comfortable.

### **Shelter-in-Place Procedures - What it means to "Shelter-in-Place"**

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

### **Basic "Shelter-in-Place" Guidance**

If an incident occurs and the building you are in is not damaged, stay inside the building in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, ID card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions. Do not go outside to see what's going on. Emergency personnel may not have the manpower to come get you if you get into trouble.

## **Emergency Preparedness**

The Texas A&M University at Galveston Police Department is a partner with Galveston County and with the City of Galveston in the jurisdictional Emergency Management Plan. The Environmental Health and Safety (EHS) Office of Emergency Management (OEM) has primary responsibility for emergency preparedness at Texas A&M University at Galveston. Duties and responsibilities range from working with departments to write and exercise building evacuation plans, to developing and maintaining emergency plans as required by regulation, and as otherwise deemed necessary to augment and implement the Galveston County Plan.

Texas A&M University at Galveston's Emergency Management and Incident Command Team is in place to prepare and maintain the readiness of the TAMUG campus during an emergency or major incident affecting multiple areas of the TAMUG community to protect people, research and facilities. The University's various departments maintain a business continuity plan to assure the resumption of operations immediately following an emergency.

The primary university plan is the broad-based Texas A&M Emergency Operations Plan available at <http://www.tamug.edu/emergency/noshow/Campus%20Emergency%20Response%20Plans%2004-30-2015.pdf> The Texas A&M Emergency Operations Plan describes the general framework for emergency response at Texas A&M University at Galveston. A set of more specific emergency protocols has been developed that are intended to provide guidance for the general public in the event of foreseeable emergencies. The 12th Man Emergency Playbook may be viewed at <http://www.tamug.edu/emergency/noshow/TAMUGEmergencyPlayBook.pdf> Information about emergency procedures at Texas A&M University may also be accessed online via the Emergency Preparedness link: <http://www.tamu.edu/emergency>. University departments are responsible for

developing business continuity plans for their specific areas to compliment and support the Institutional Continuity Annex (Annex J) of the Emergency Operations Plan.

Texas A&M University at Galveston tests various aspects of our emergency operations plan on at least an annual basis through table-top exercises, full-scale exercises, and continuity exercises. These exercises are performed and documented with after action reviews in accordance with FEMA's Homeland Security Exercise and Evaluation Program requirements. In addition, Environmental Health and Safety manages a robust Building Evacuation Program which works with Building Emergency Coordinators to maintain and test building evacuation procedures annually for facilities on campus.

TAMUG conducts monthly pre-scheduled (announced and unannounced) testing of the emergency notification system. These monthly tests are launched by the Sea Aggie Alert system administrator. After each test the administrator generates a report to document and analyze the functionality of each communication device within the notification system. The TAMUG Emergency Management Coordinator distributes an email annually to students, faculty, and staff publicizing the TAMUG emergency response and evacuation procedures.

More information can be found at:

[EMERGENCY MANAGEMENT GUIDELINES](#)

## **Sex Offender Registry**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteer's services, or is a student.

In Galveston, convicted sex offenders must register with the Galveston Police Department. You can link to this information, which appears on GPD's website, (under-Community) by accessing GPD's website at. <http://www.galvestonpolice.net/official/>

In Texas, convicted sex offenders must register with the Department of Public Safety. You can link to this information, which appears on the Texas State Police website, by accessing, <https://records.txdps.state.tx.us/DpsWebsite/index.aspx>

## **Sexual Assault, Dating Violence, Domestic Violence, and Stalking**

In accordance with federal law, Texas A&M University at Galveston prohibits discrimination on the basis of sex and prohibits sexual assault, dating violence, domestic violence, stalking, and related retaliation. The TAMUG Code of Student Conduct states that rape and all forms of sexual assault are violations of TAMUG's Code of Student Conduct. The following are statements of policy that address sexual assault, dating violence, domestic violence, and stalking whether it occurs on or off campus, when it is reported to a University official.

**Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence, and Stalking:**

Victims of sexual assault, dating violence, domestic violence, or stalking have the option of notifying Campus Police and local law enforcement authorities. Below is a list of local law enforcement agencies. Reports can be filed with the agency where the incident occurred.

<u>Agency</u>	<u>Phone</u>
University Police Department	409-740-4545
Galveston Police Department	409-762-3702 or 911
Galveston Sheriff Department	409 766-2300

It is the policy of the University Police Department to conduct investigations of all reported sexual assault, dating violence, domestic violence, and stalking complaints reported to them and within their jurisdiction, with sensitivity, compassion, patience, and respect for the victim. The University Police Department is available to receive and investigate reports of sexual assault, dating violence, domestic violence, and stalking, assist a victim in securing medical attention, participate in evidence preservation and collection, conduct investigations of crimes, and inform the victim of legal and administrative options both on and off campus. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure and the Galveston County District Attorney's Office. Law enforcement will help victims understand the process of obtaining protection orders, no contact orders, restraining orders, or similar lawful orders issued by the courts or TAMUG.

Any student or employee who experiences, observes, or becomes aware of illegal discrimination, sexual harassment (including sexual assault, dating violence, domestic violence, and stalking) and/or related retaliation should promptly report the incident(s). A third party should promptly report incidents involving an employee or student. At TAMUG, information should be reported to a designated university official, in accordance with the Table 1Galveston below, including the Texas A&M University Title IX Coordinator (979-845-0977, [TitleIX.Coordinator@tamug.edu](mailto:TitleIX.Coordinator@tamug.edu)).

**Table 1Galveston: TAMUG Designated University Officials**

If the alleged offender is a:	Student	Faculty	Staff Third party	Any complaints can be reported to the Texas A&M University Title IX Coordinator
TAMUG Designated University Official:	Student Affairs, 409-740-4598, <a href="mailto:sutherlt@tamug.edu">sutherlt@tamug.edu</a> or TAMUG Title IX Campus Coordinator, 409-740-4503, <a href="mailto:hr@tamug.edu">hr@tamug.edu</a>	Dean of Faculties (College Station), 979-845-4274, <a href="mailto:Dof@tamug.edu">Dof@tamug.edu</a>	Human Resources Director (also the TAMUG Title IX Campus Coordinator), 409-740-4503, <a href="mailto:hr@tamug.edu">hr@tamug.edu</a>	Associate VP for University Risk and Compliance, 979-845-0977, <a href="mailto:TitleIX.Coordinator@tamug.edu">TitleIX.Coordinator@tamug.edu</a>

The designated officials have procedures in place to inform individuals of their rights to file criminal charges as well as the availability of services on and/or off campus. Victims are notified of their right to immediately report the incident to the University Police Department, but victims also have the right to choose non-notification to such authorities. The officials will assess the immediate safety needs of the victim, provide the victim with access to medical care, and assist the victim in contacting the University

Police Department or appropriate law enforcement agency if the victim so chooses. The Officials will take steps to address the conduct, protect and assist the victim, remediate effects, and assign an investigative authority to review the complaint. The investigation process initiated by the designated official allows for resolution of the conduct to include rendering a final result regarding the complaint and taking action to prevent recurrence of the conduct.

Designated university officials provide a written explanation of rights and options to each victim reporting sexual misconduct, including sexual assault, dating violence, domestic violence, and stalking (whether the offense occurred on or off campus). The handout includes information regarding:

- the importance of preserving physical evidence;
- procedures about how and to whom the alleged offense should be reported;
- the victim's option to notify proper law enforcement authorities including on-campus and local police;
- the victim's option to be assisted by campus authorities in notifying law enforcement if the victim chooses;
- the victim's option to decline to notify such authorities;
- the rights of victims and the institution's responsibilities for orders of protection, no contact orders, restraining orders, or similar lawful orders issued by the court or institution;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- existing on-campus and community resources/contacts (counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services)
- the victim's options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures;
- protection from retaliation; and
- an explanation of procedures for institutional disciplinary action in cases of alleged sexual assault, dating violence, domestic violence, and stalking.

Victims reporting to Student Health Services will also receive the handout.

Upon written request, the University Student Affairs Office will disclose the report on the results of any disciplinary proceeding conducted by the University against an alleged student perpetrator to the alleged victim of a crime of violence. If the alleged victim is deceased as a result of the offense, the next of kin of such victim will be treated as the alleged victim for purposes of this paragraph. The victim's next of kin have the same rights for sex offenses.

**Guidelines or Suggestions to Follow After a Sexual Assault, Dating Violence, Domestic Violence, or Stalking (as applicable to the specific incident):**

- Go to a safe place as soon as you can.
- Contact the Police Department at 911 (9-911 using an on-campus phone).
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you later wish to take legal action.
- John Sealy Hospital in Galveston (409-772-1011) is a member of the Galveston County SART team. This facility has specially trained Sexual Assault Nurse Examiners and a forensic unit

offering detailed physical examinations, evidence collection, and expert testimony, as well as experienced victim advocates.

- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- In cases of sexual assault, domestic violence, dating violence, and stalking, preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.
- Personnel are available to help explain your options, give you information, and provide emotional support. Personnel include: any designated university official listed in Table 1 Galveston, Student Affairs (409-740-4598, [sutherlt@tamug.edu](mailto:sutherlt@tamug.edu)), Student Counseling Services (409-740-4736), Student Health Services (409-740-4736) and the Galveston Resource Crisis Center (409-763-1441).

### **Medical Treatment (as applicable to the specific incident):**

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather and preserve evidence that may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protection order. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Ordinarily the police will be contacted by hospital personnel whenever they provide treatment for injuries resulting from a crime. If you seek treatment at a local hospital and the police are contacted, this does not mean that you have to proceed with criminal charges. The officer will be concerned about your welfare and the welfare of other potential victims. Even if you agree to be examined and let evidence be collected, you are still going to be able to decide if you want to be involved in the criminal investigation process of your own case.

If a person declines to make a police report, the hospital can still perform a medical forensic exam. The exam is confidential and the evidence will be stored by the Department of Public Safety (DPS) for two years. The evidence kit will be destroyed after two years. In Texas, the statute of limitations for sexual assault is 10 years for an adult. There are no limitations where DNA evidence is available. Without a police report, the survivor will be responsible for the medical portion of the hospital exam. DPS will pay for the evidence collection. If a person makes a police report, the medical portion can be reimbursed through the Office of the Attorney General's Crime Victims Compensation Fund. Drug and toxicology screens are not part of a non-report exam. If a person suspects they were drugged, an individual may want to consider making a police report immediately.

### **Confidentiality:**

Although the confidentiality of information received, the privacy of the individuals involved, and the wishes of the complainant/victim regarding action by the university cannot be guaranteed, they will be protected to as great a degree as is legally possible. The expressed wishes of the victim regarding confidentiality will be considered in the context of the university's obligation to act upon the information

to maintain a safe campus community and the right of the accused to be informed about the charges against him/her. If the individual does not disclose any identifying information about him/herself or any other party involved (e.g. names, department, or unit) during the inquiry, response on the part of the university may be limited. Personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons with a specific need to know who are investigating the complaint or delivering resources or support services to the victim. Publicly available recordkeeping, for purposes of Clery Act reporting and disclosures, will be made without inclusion of identifying information about the victim.

In accordance with the Texas Code of Criminal Procedures, Art. 57, victims may use a pseudonym to protect their identity when reporting 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. The victims of sexual assault, dating violence, domestic violence, or stalking are not required to file criminal charges or seek disciplinary actions through the university grievance or conduct process (although the university may be obligated to take action). However, physical and emotional support can still be obtained. Licensed counselors, who receive reports when acting in this capacity as part of their official employment, are not required to, nor may, disclose an incident that in any way identifies the student concerned without the student's consent. The Student Counseling & Career Services Office (409-740-4736) and the Employee Assistance Program, (409-740-4503, located at UTMB) are confidential mental health counseling services which is available to students, faculty, staff, and the employee's immediate family members residing in the same household who may be experiencing difficulties. However, if an imminent harm situation is present, the counselor must take action to protect whoever is at risk.

### **Resources, Rights, and Options for Victims:**

In addition to counseling services, the institution offers the victim a range of protective measures following the allegation of sexual assault, dating violence, domestic violence, or stalking. Upon the request of a student victim of alleged sexual assault, dating violence, domestic violence, or stalking, the Office of Student Affairs (409) 740-4598, as the Title IX designated complaint department, will assist the victim with issues including, but not limited to, changing academic, living, transportation, and working situations, if requested and reasonably available, regardless of whether the victim chooses to report the incident to law enforcement. Human Resources (409) 740-4503 and the Student Affairs Office (409) 740-4598 provide similar assistance to employee victims. University Police can implement protective measures including issuance of criminal trespass warnings to those who are considered a danger to the campus community or to a certain victim in the campus community. The warning can cover either the entire campus or a specific campus location. Emergency protective orders can also be issued by the courts on a temporary basis in family violence situations, and no contact orders can be issued by the institution. The University Police Department is available to all victims to provide information or direct victims to the proper agency about personal safety, Texas Crime Victim's Rights, Texas Crime Victims Compensation Fund and other information upon request. Available options and assistance are also covered through prevention and awareness education.

The University will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.



Victims of sexual assault, dating violence, domestic violence, or stalking are informed of these options in writing when designated university officials receive notification of an incident regardless of whether the victim elects to pursue a criminal complaint. Following are resources available to victims and other on-campus and in the community.

<b>Law Enforcement and Legal Assistance</b>	<b>Phone</b>	<b>Address</b>	<b>Website</b>
TAMUG Police Department	409-740-4545	Building 3025, Galveston Campus	<a href="http://www.tamug.edu/police/">http://www.tamug.edu/police/</a>
Galveston Police Department	409-765-3702	2517 Ball St, Galveston, TX 77550	<a href="http://www.galvestonpolice.net/official/">http://www.galvestonpolice.net/official/</a>
Galveston County Sheriff's Office	409-766-2300	601 54 <sup>th</sup> St, Galveston, TX 77551	<a href="http://www.co.galveston.tx.us/sheriff/">http://www.co.galveston.tx.us/sheriff/</a>

<b>Counseling</b>	<b>Phone</b>	<b>Address</b>	<b>Website</b>
TAMUG Employee Assistance Program	409-772-2485	UTMB , Galveston, TX Rebecca Sealy Hospital, Room 2.812	<a href="http://www.tamug.edu/hrd/Employees/EAP.html">http://www.tamug.edu/hrd/Employees/EAP.html</a>
TAMUG Student Counseling Office	409-740-4736	Seibel Student Services Center #104 Galveston Campus	<a href="http://www.tamug.edu/counsel/">http://www.tamug.edu/counsel/</a>

<b>Medical and Health Services Name</b>	<b>Phone</b>	<b>Address</b>	<b>Website</b>
John Sealy Hospital at UTMB	409-772-2222	301 University Blvd., Galveston, TX	<a href="http://www.utmbhealth.com/oth/Page.asp?PageID=OTH000004">http://www.utmbhealth.com/oth/Page.asp?PageID=OTH000004</a>
Mainland Medical Center	409-938-5000	6801 Emmett F Lowry Expressway Texas City, TX	<a href="http://www.mainlandmedical.com">http://www.mainlandmedical.com</a>
Clear Lake Regional Medical Center	281-332-2511	500 Medical Center Blvd. Webster, TX	<a href="http://www.clearlakermc.com">http://www.clearlakermc.com</a>

<b>Support, Advocacy, and Other Resources Name</b>	<b>Phone</b>	<b>Address</b>	<b>Website</b>
Resource & Crisis Center of Galveston County	409-765-7233	1802 Broadway, Suite 122, Galveston, TX	<a href="http://rccgc.org/">http://rccgc.org/</a>
Bay Area Turning Point, Inc.	281-286-2525	210 South Walnut St., Webster, TX	<a href="http://www.bayareaturningpoint.org/index.htm">http://www.bayareaturningpoint.org/index.htm</a>
Houston Area Women's Center	713-528-7273	1010 Waugh Drive, Houston, TX	<a href="http://www.hawc.org/">http://www.hawc.org/</a>
Advocacy Center for Children of Galveston County	409-741-6000	5710 Avenue S 1/2 Galveston, TX	<a href="http://www.galvestoncac.org/">http://www.galvestoncac.org/</a>

National Sexual Assault Hotline	1-800-656-4673	1220 L Street NW, Suite 505, Washington, DC	<a href="https://www.rainn.org/get-help/national-sexual-assault-hotline">https://www.rainn.org/get-help/national-sexual-assault-hotline</a>
Texas Department of Family and Protective Services	1-800-252-5400	701 W. 51st Street Austin, TX	<a href="https://www.dfps.state.tx.us/About_DFPS/default.asp">https://www.dfps.state.tx.us/About_DFPS/default.asp</a>
U.S. Department of Education, Office for Civil Rights	1-800-872-5327	1999 Bryan St. Suite, 1510 Dallas, TX	<a href="http://www2.ed.gov/about/offices/list/ocr/index.html">http://www2.ed.gov/about/offices/list/ocr/index.html</a>
U.S. Department of Justice, Office on Violence Against Women	202-307-2277	950 Pennsylvania Avenue, NW Washington, DC	<a href="http://www.ovw.usdoj.gov/">http://www.ovw.usdoj.gov/</a>
National Domestic Violence Hotline	1-800-799-7233		<a href="http://www.thehotline.org/">http://www.thehotline.org/</a>

<b>Visa and Immigration Assistance</b>	<b>Phone</b>	<b>Address</b>	<b>Website</b>
Texas Workforce Commission	1-800-252-3642	3549 Palmer Hwy, Texas City, TX	<a href="http://www.twc.state.tx.us/customers/jsemp/employee-rights-laws.html">http://www.twc.state.tx.us/customers/jsemp/employee-rights-laws.html</a>
U.S. Citizenship and Immigration Services	1-800-375-5283	126 Northpoint Drive Houston, TX	<a href="http://www.uscis.gov/about-us/find-uscis-office/field-offices/texas-houston-field-office">http://www.uscis.gov/about-us/find-uscis-office/field-offices/texas-houston-field-office</a>
International Student Services (visa and immigration assistance)	979-845-1824	1st Floor Bizzell Hall East, College Station Campus, TX	<a href="http://iss.tamu.edu">http://iss.tamu.edu</a>
TAMU International Faculty and Scholarly Services	979-862-1719	1111 Research Pkwy, College Station Campus, TX	<a href="http://ifss.tamu.edu/">http://ifss.tamu.edu/</a>

<b>Student Financial Aid</b>	<b>Phone</b>	<b>Address</b>	<b>Website</b>
TAMUG Office of Financial Aid	409-740-4500	Sea Aggie Center #913 Galveston Campus	<a href="http://www.tamug.edu/finaid/">http://www.tamug.edu/finaid/</a>
TAMUG Veterans Services	409-740-4500	Sea Aggie Center #913 Galveston Campus	<a href="http://www.tamug.edu/Veterans/Benefits.html">http://www.tamug.edu/Veterans/Benefits.html</a>
Federal Student Aid Call Center	1-800-433-3243		<a href="https://studentaid.ed.gov/">https://studentaid.ed.gov/</a>

**Investigations and Disciplinary Proceedings<sup>25</sup> for Sexual Assault, Dating Violence, Domestic Violence, and Stalking:<sup>26</sup>**

Upon notice of a sexual assault, dating violence, domestic violence, or stalking incident, the university will exercise due diligence in providing a prompt, fair, and impartial proceeding from the initial investigation to the final result<sup>27</sup> that is consistent with the institution's policies and transparent to the accuser<sup>28</sup> and accused. Investigations and proceedings are designed to protect the safety of victims and promote accountability. In accordance with [System Regulation 08.01.01 Civil Rights Compliance](#), any student or employee who experiences, observes, or becomes aware of illegal discrimination, sexual harassment, and/or related retaliation should promptly report the incident. A third party should promptly report incidents involving an employee or student. Once an individual discloses information to a designated university official, according to Table 1Galveston, he/she will be considered to have filed a complaint with the university, and an investigation is initiated regardless of whether the victim chooses to pursue criminal charges. The designated official will appoint an investigating authority.<sup>29</sup> The Texas A&M University Title IX Coordinator will be promptly informed of the complaint by the Texas A&M University at Galveston Title IX Campus Coordinator or his designee. In assigning investigators to cases, the designated official examines the relationships of those involved for concerns regarding bias. Investigators may also decline the assignment if they feel they have a conflict of interest.

Investigations and conduct proceedings use a preponderance of the evidence information standard i.e., more likely than not that sexual harassment or violence occurred. Proceedings provide both the accuser and accused the same opportunities to have others present during any institutional proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. The choice or presence of an advisor is not limited for either the accuser or the accused in any meeting or institutional disciplinary proceeding, however, restrictions regarding the extent to which the advisor may participate in the proceedings may be established and applied equally to both parties. Individuals conducting investigations receive training at least annually which covers investigation and grievance

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<sup>25</sup> For the purposes of this section, proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, factfinding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

<sup>26</sup> The following statements are applicable to this section, "Investigations and Disciplinary Proceedings for Sexual Assault, Dating Violence, Domestic Violence, and Stalking". [System Regulation 08.01.01 Civil Rights Compliance](#) was revised effective September 18, 2015. Texas A&M University's processes described in the 2015 Annual Security Report are currently being updated. Revised processes will be available on TAMU's websites.

<sup>27</sup> For the purposes of this section, result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

<sup>28</sup> For the purposes of this section, "Investigations and Disciplinary Proceedings for Sexual Assault, Dating Violence, Domestic Violence, and Stalking", the accuser is assumed to be the victim. A non-victim accuser may not be afforded all the rights described in this section. Non-victim accusers are provided protection against retaliation for making a complaint.

<sup>29</sup> When the alleged offender is faculty, the designated official receiving the report (TAMU Dean of Faculties Office in College Station) appoints specific TAMUG faculty members to conduct the investigation through the TAMUG Title IX Campus Coordinator. The Dean of Faculties Office retains oversight of the investigation.

models to address sexual assault, dating violence, domestic violence, and stalking, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. Following are the university's investigation procedures.

If the accused is a student:

The investigative authority will review the complaint, interview witnesses, take written or electronic statements if applicable, and ascertain details and circumstances associated with the complaint. Investigations are intended to collect and report with detailed information in connection with a reported incident involving Texas A&M University Galveston students. The purpose of an investigation is three fold: to provide the Assistant Vice President of Student Affairs sufficient information to determine if the incident warrants further University action; to collect information (not determine responsibility); and to determine Departmental jurisdiction. Conducting an investigation is not a process that is designed to “prove” a student did something wrong or to find a student responsible for a student rule violation.

The designated official reviews the report and makes a determination as to whether further investigation or a student conduct conference is warranted. The student conduct process provides that:

- Timely access to any information that will be used after the investigation but during formal and informal disciplinary meetings/hearings will be provided to the accuser, accused, and appropriate officials.
- During the student conduct process the accused and accuser have timely notice of meetings at which the accuser or accused, or both, may be present. However, the student conduct panel may accommodate concerns for personal safety, well-being, and/or fears of confrontation of the complainant, accused, and/or other witnesses during the conference at the discretion of the Student Conduct Administrator.
- The accuser and accused have the right to be assisted by an advisor that he/she chooses at his/her own expense. However, the accuser and the accused are responsible for presenting their own information.

After the student conduct conference, a result is provided by the student conduct panel who determines whether a violation of student rules occurred. Sanctions are determined by the student conduct panel and imposed by the Student Conduct Administrator, if applicable. One or any combination of the following sanctions may be imposed for a student conduct code violation: expulsion, suspension, conduct probation, conduct review, restrictions, restitution, community or university service, educational requirements, written warning, required counseling, no contact order, letter of enrollment block, letter of reprimand, loss of campus housing privilege, deferred loss of campus housing privilege, campus housing probation, and interim suspension. For more detail, see [Texas A&M University Galveston Student Rule 47](#).

If the accused is faculty:

The investigative authority will review the complaint, interview witnesses, take written or electronic statements if applicable, determine what occurred. The investigation is conducted in a manner that includes timely notice of meetings at which the accuser or accused may be present. Timely and equal

access to any information that will be used during informal and formal disciplinary meetings and hearings is provided to the accuser, the accused, and appropriate officials.

The investigative authority provides a report on the merits of the complaint to the designated official. The designated official reviews the report and forwards a recommendation to the Provost/Vice President who then renders a final result, including any sanctions (if applicable). Disciplinary actions may include written warning, required training and/or counseling, no contact order, probation, suspension without pay, transfer, demotion, reduction in pay, extended suspension with pay, dismissal, and restitution. For more detail, see [University SAP 08.01.01.M1.02, Investigation and Resolution of Complaints against Faculty Parties for Illegal Discrimination, Sexual Harassment, or Related Retaliation Charges](#).

If the accused is staff or a third party:

The investigative authority will review the complaint, interview witnesses, take written or electronic statements if applicable, determine what occurred. The investigation is conducted in a manner that includes timely notice of meetings at which the accuser or accused, or both may be present. Timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings is provided to the accuser, the accused, and appropriate officials.

The investigative authority provides a report on the merits of the complaint to the appropriate Vice President or designee who renders a final result, including any sanctions (if applicable). Disciplinary actions may include written warning, required training and/or counseling, no contact order, probation, suspension without pay, transfer, demotion, reduction in pay, extended suspension with pay, dismissal, and restitution. For more detail, see [University SAP 08.01.01.G1.01, Investigation and Resolution of Complaints against Non-faculty Employees and Unrelated Third Parties for Illegal Discrimination, Sexual Harassment, or Related Retaliation Charges](#)

For all investigations and disciplinary proceedings:

The goal is to fairly resolve complaints in a reasonably prompt timeframe of approximately 55 business days, excluding any appeal period, however, unusual circumstances requiring additional time may necessitate an extension with good cause. Written notice of the delay and the reason for the delay is provided to the accuser and the accused. Results, including any sanctions, will be provided as close to simultaneously as practical and in writing to both the accuser and accused. Results may also be provided to the investigative authority and the supervisor and department head of the accused, if applicable. Appeals may be made by the accuser and the accused. Procedures for the accuser and the accused to appeal are provided with the documentation of results. Changes based on appeal and when results become final are provided as close to simultaneously as practical, given the circumstances in each case, in writing to both the accuser and accused.

The university will take reasonable action to protect the victim, the accused, and those providing witness statements on behalf of either party or supporting either party in other ways from retaliation. This action may come during or following an investigation of a complaint. Instances of retaliation are prohibited by law and by University rules, will be investigated, and may result in further conduct charges, disciplinary actions or arrest.

**Prevention and Awareness Programs:<sup>30</sup>**

Primary prevention programs are defined as programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Texas A&M University at Galveston provides culturally relevant, inclusive primary prevention and awareness education to incoming students and new employees to clearly define sexual assault, dating violence, domestic violence, stalking, and consent in the jurisdiction. The programs identify sexual assault, dating violence, domestic violence, and stalking as prohibited conduct and provide information regarding bystander intervention, risk reduction in recognizing warning signs of abusive behavior, ways to avoid potential attacks, and victims' rights and options. Rights and options include procedures victims should follow if sexual misconduct, dating violence, domestic violence, or stalking occurs, the importance of preserving evidence, options for notifying law enforcement and campus authorities, procedures for institutional disciplinary action and conduct proceedings, possible sanctions following a proceeding, on-campus and community resources, rights and options for obtaining lawful orders, assistance in receiving interim measures and remedial action, explanation of victim confidentiality, and protection from retaliation.

The Asst. V.P. of Student Affairs established a session, known as “The Next Step Program” at new student conferences (orientation) which include presentation and distribution of the above educational material. The session is mandatory for incoming, undergraduate freshman and transfer students. Crime prevention and safety information, some specifically targeting sexual violence and stalking, is presented at new student conferences by the TAMUG University Police Department. A similar presentation is scheduled for incoming graduate students at various graduate student orientations and to new employees by the Human Resources Department at new employee orientation. New employees currently receive web-based Equal Employment Opportunity training mandated by The Texas A&M University System. Updates to this training are in progress.

Ongoing prevention and awareness campaigns are defined as programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking using a range of strategies with audiences throughout the institution. The same information included in the institution’s primary prevention and awareness programs are incorporated into ongoing prevention and awareness campaigns. Various departments on campus support ongoing campaigns for students and employees as described below. Various departments on campus support ongoing campaigns for students and employees to promote awareness and prevention of sexual assault, dating violence, domestic violence, and stalking as described below.

The Women's Resource Center (WRC) (409) 765-7233, and the Resource Crisis Center (RCC) (409) 763-1441 provide advocacy, education, prevention programs and support services for female and male students, faculty, and staff.

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<sup>30</sup> For the purposes of this section awareness programs means community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

The University Police participates with other University departments during awareness events across campus and in the community during times such as Campus Safety Awareness Week, National Night Out, and Sexual Assault Awareness Month.

The Human Resources Department also offers training for employees regarding violence and sexual harassment in the workplace that covers employee rights, responsibilities, and strategies for preventing sexual violence and reporting complaints.

Texas A&M Galveston has initiated the Step Up! Bystander Awareness Training Program with its faculty, staff, students and student leaders. Step UP! is a prosocial behavior and bystander intervention program that educates students to be proactive in helping others. The goals of Step UP! are to:

- Raise awareness of helping behaviors
- Increase motivation to help
- Develop skills and confidence when responding to problems or concerns
- Ensure the safety and well-being of self and others

Most problematic behaviors on college campuses involve bystanders. Step UP! training provides a framework explaining the bystander effect, reviews relevant research and teaches skills for intervening successfully using the 5 Decision Making Steps, and the S.E.E. Model (Safe; Early; Effective).

The Office of the Asst. V.P. of Student Affairs and the Counseling Services Department maintain a webpage which describes university resources, assistance, and reporting procedures for students impacted by sexual violence (<http://www.tamug.edu/hrd/TAMUG%20Resources-Rights-Options%20for%20Survivors%20%202011-1-2014.pdf>). A webpage, called TAMUG Title IX also lists resources for students, faculty, staff and visitors who wish to report any form of sexual harassment. <http://www.tamug.edu/hrd/Title%20IX.html>

All students and employees are provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims both on-campus and in the community. The Asst. V.P of Student Life distributes an email with this information and prevention and awareness information to all students in the fall semester and to new students in the spring semester. Human Resources provide a similar email distribution to all employees annually.

Texas A&M Galveston has implemented the following programs in the past year to help all campus members understand, recognize and combat sexual violence.

#### Sexual Assault Awareness Programming

1. Sexual Assault Awareness Presentations: New/Transfer Student Orientation & Corp of Cadets

Presented by: Ken Bailey, MS, LPC-S, Director of Counseling and Career Services; Todd Sutherland, PhD, Assistant Vice President for Student Affairs; Sam Martinez, University Police Department Chief of Police; Shannon Samuelson, Outreach at Resource and Crisis Center of Galveston County; Amber Wilhelm, MA, Crisis Intervention Specialist at Resource and Crisis Center of Galveston County

Student Life, Counseling and Career Services, and the Resource and Crisis Center of Galveston County collaborate to present educational information to new and transfer students and their parents related to

harassment, stalking, dating violence and sexual assault. This programs includes definitions, concepts, real world examples, how to report, as well as on and off campus resources. The Resource and Crisis Center also presents this program to the Corp of Cadets.

*These presentations are every fall during new student conferences and as requested by the Corps*

2. Healthy Relationships Presentations in Health and Fitness Classes

Presented by: Ken Bailey, MS, LPC-S, Director of Counseling and Career Services; Daisey McCloud, MAPCP, LPC, Assistant Director of Counseling; Rick Ertell, Ed.D., LPC-S, CSC, CSES, Assistant Director Counseling and Disability Services; Diane Manley, MS, LPC-Intern, Student Development Specialist II

Counselors present to students on healthy relationships vs unhealthy relationships, how mental health can affect relationships, suicide, how to help a friend, resources available.

*These presentations are every fall, and as requested by the Health and Fitness faculty*

3. Stranger Danger: Gig ‘Em Week Event

Presented by: Diane Manley, MS, LPC-Intern, Student Development Specialist II; Sgt. Chris Fultz, UTMB RAD Program; TAMUG Peer Educators, Trained Student Workers

The purpose is to educate new and returning students on how to stay safe on campus. TAMUG PD business cards are available along with safety whistles and campus and community resource information. Students are able to sign up for the RAD program on campus and a representative from the UTMB RAD program is present to explain the program and answer questions.

*This program is presented every fall during Gig ‘Em Week, the first week(s) back to school*

4. Safe Sex Bingo

Presented by: Diane Manley, MS, LPC-Intern, Student Development Specialist II; Mark White, Executive Director, AIDS Coalition Coastal Texas; Gerald Weber, Director of Community Outreach at STDcheck.com; TAMUG Peer Educators, Trained Student Workers

An interactive way to educate students on correct terminology related to safe sex practices (including abstinence, consent, etc.). A panel of sex education specialist is available to answer anonymous questions from students.

*This program is presented every semester: fall during Gig ‘Em Week and spring for Valentine’s Day*

5. UTMB RAD Program

Presented by: James Carr, UTMB RAD Instructor; Sgt. Chris Fultz, UTMB RAD Instructor

For Domestic Violence Awareness Month in October and Sexual Assault Awareness Month in April UTMB RAD (Rape Aggression Defense) Officers come to campus to train female students in basic self-defense. This 12 hour course includes a lecture on personal safety and violence, threat avoidance strategies, safety skills, and real world assault resistance tactics for women.

*This program is presented during Domestic Violence Awareness Month (October) and during Sexual Assault Awareness Month (April). It is also offered off campus at UTMB.*



#### 6. Health Fairs

Presented by: Diane Manley, MS, LPC-Intern, Student Development Specialist II; Daisey McCloud, MAPCP, LPC, Assistant Director of Counseling and Career Services

Approximately 15 agencies from the community come to campus to share educational information and giveaways in an effort to increase health, safety, and wellness on campus. Some of the agencies in attendance include: Resource and Crisis Center of Galveston County, Family Service Center, UTMB Health, Crisis Hotline, RAD Offices, TAMUG Police Department, and other related organizations.

*Presented in the spring and the fall*

#### 7. Counseling and Community Resources Networking Luncheon

Presented by: The Office of Counseling and Career Services Counselors

Counseling and Career Services hosts a networking luncheon at TAMUG to share information on community resources and services that might be helpful for our students. Attendees typically include Resource and Crisis Center of Galveston County, UTMB Health, Crisis Hotline, Aggie Moms, St. Vincent's House, Bay Area Council on Drugs and Alcohol, Gulf Coast Center, and TAMUG PD. Information from this networking meeting is compiled into a community resource binder. This binder is kept in the Office of Counseling and Career Services (relaxation room) for students to use as needed.

*Typically held once per year, during the summer*

#### 8. Denim Day

Presented by: Diane Manley, MS, LPC-Intern, Student Development Specialist II; Kenyatta Dawson, PhD, Assistant Director of Diversity Services; Christina Harrover, Resource Education and Development Coordinator at Resource and Crisis Center; Amber Wilhelm, MA, Crisis Intervention Specialist at Resource and Crisis Center

Students purchase a ribbon (for a small donation) and wear their ribbon and denim to support survivors of sexual assault. A representative comes to campus to present on the meaning of denim day and educates faculty, staff, and students on consent, assault, violence, and what to do if you need help.

*Denim Day is held in April for Sexual Assault Awareness Month*

### **Bystander Intervention and Risk Reduction:<sup>31</sup>**

Everyone has a role in changing community knowledge, attitudes and behaviors. Change happens as each person is able to identify risky situations and take action to confront, interrupt, or prevent acts of sexual violence. Bystander intervention programs can help students observe a situation and determine an appropriate intervention where someone could use some help. In Aggieland, bystander intervention means just that; Aggies taking care of Aggies. If you find a friend in a situation that concerns you, consider the following strategies to intervene safely and effectively.

- Create a distraction to interrupt the flow of events
- Involve others to help you

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<sup>31</sup> For the purposes of this section bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

- Make an excuse to remove a friend from the situation
- Point out the unwanted behavior in a safe and respectful manner
- Call for help, if needed

By being prepared, alert, and assertive, you can reduce your risk of being sexually assaulted. Consider the following tips:

- Be aware of your surroundings
- Practice responsible drinking; alcohol is a factor in many sexual assaults
- Never leave your drink unattended
- Don't accept drinks from someone you don't know or trust
- Stay with your friends and make sure your friends stay with you
- Be careful of online relationships
- Trust your instincts

We are reminded to think about relationships, specifically relationships that may be, or become abusive. Be aware of the signs:

- Is one of the partners verbally and emotionally abusive?
- Is one of the partners isolating the other from friends and family?
- Is one of the partners controlling, intimidating or always jealous?
- Is there a threat of harm?

### **Definitions of Sex Offenses:**

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent (see consent section below).

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling: The touching of the private 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 or physical incapacity.

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

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

Consent: According to the [Texas A&M University Student Conduct Code 24.4.20.1](#), an individual who is mentally incapacitated, unconscious, or unaware that the sexual abuse is occurring is considered unable to give consent. The type of force employed may involve physical force, coercion, intentional impairment of an individual's ability to appraise the situation through the administering of any substance, or threat of harm to the victim. According to [System](#)

[Regulation 08.01.01, Civil Rights Compliance](#), consent is clear and voluntary agreement to engage in a specific sexual activity. A person who was asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made under duress or by threat, coercion, or force, cannot give consent.

*Consent* is defined in the [Texas Penal Code, Section 1.07\(11\)](#) as assent in fact, whether express or apparent. Without consent is also defined in the [Texas Penal Code section 22.011\(b\)](#) within the definition of sexual assault (see below). A person must be 17 years of age or older to be able to consent to sexual activity in the state of Texas.

*Sexual Assault* is defined in the [Texas Penal Code, Section 22.011](#) as follows.

- (a) A person commits an offense if the person:
  - (1) intentionally or knowingly:
    - (A) causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
    - (B) causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
    - (C) causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
  - (2) intentionally or knowingly:
    - (A) causes the penetration of the anus or sexual organ of a child by any means;
    - (B) causes the penetration of the mouth of a child by the sexual organ of the actor;
    - (C) causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;
    - (D) causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or
    - (E) causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.
- (b) A sexual assault under Subsection (a)(1) is without the consent of the other person if:
  - (1) the actor compels the other person to submit or participate by the use of physical force or violence;
  - (2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;
  - (3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;
  - (4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;
  - (5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;
  - (6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge;
  - (7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;
  - (8) the actor is a public servant who coerces the other person to submit or participate;

- (9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor;
- (10) the actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; or
- (11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code.
- (c) In this section:
- (1) "Child" means a person younger than 17 years of age.
- (2) "Spouse" means a person who is legally married to another.
- (3) "Health care services provider" means:
- (A) a physician licensed under Subtitle B, Title 3, Occupations Code; (B) a chiropractor licensed under Chapter 201, Occupations Code;
- (C) a physical therapist licensed under Chapter 453, Occupations Code;
- (D) a physician assistant licensed under Chapter 204, Occupations Code; or
- (E) a registered nurse, a vocational nurse, or an advanced practice nurse licensed under Chapter 301, Occupations Code.
- (4) "Mental health services provider" means an individual, licensed or unlicensed, who performs or purports to perform mental health services, including a:
- (A) licensed social worker as defined by Section 505.002, Occupations Code;
- (B) chemical dependency counselor as defined by Section 504.001, Occupations Code;
- (C) licensed professional counselor as defined by Section 503.002, Occupations Code;
- (D) licensed marriage and family therapist as defined by Section 502.002, Occupations Code;
- (E) member of the clergy;
- (F) psychologist offering psychological services as defined by Section 501.003, Occupations Code; or
- (G) special officer for mental health assignment certified under Section 1701.404, Occupations Code.
- (5) "Employee of a facility" means a person who is an employee of a facility defined by Section 250.001, Health and Safety Code, or any other person who provides services for a facility for compensation, including a contract laborer.
- (d) It is a defense to prosecution under Subsection (a)(2) that the conduct consisted of medical care for the child and did not include any contact between the anus or sexual organ of the child and the mouth, anus, or sexual organ of the actor or a third party.
- (e) It is an affirmative defense to prosecution under Subsection (a)(2):
- (1) that the actor was the spouse of the child at the time of the offense; or
- (2) that:
- (A) the actor was not more than three years older than the victim and at the time of the offense:
- (i) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
- (ii) was not a person who under Chapter 62, Code of Criminal Procedure, had a reportable conviction or adjudication for an offense under this section; and
- (B) the victim:
- (i) was a child of 14 years of age or older; and

(ii) was not a person whom the actor was prohibited from marrying or purporting to marry or with whom the actor was prohibited from living under the appearance of being married under Section 25.01.

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

***Dating Violence:*** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based upon the reporting party's statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. Any incident meeting this definition is considered to be a crime for the purposes of Clery Act reporting.

*Dating Violence* is defined in the [Texas Family Code, Section 71.0021](#) as follows.

- (a) "Dating violence" means an act, other than a defensive measure to protect oneself, by an actor that:
- (1) is committed against a victim:
    - (A) with whom the actor has or has had a dating relationship; or
    - (B) because of the victim's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
  - (2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, assault, or sexual assault.
- (b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
- (1) the length of the relationship;
  - (2) the nature of the relationship; and
  - (3) the frequency and type of interaction between the persons involved in the relationship.
- (c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

***Domestic Violence:*** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. Any incident meeting this definition is considered to be a crime for the purposes of Clery Act reporting.

*Family Violence* is defined by the [Texas Family Code, Section 71.004](#) as follows.

- (1) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;

- (2) abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G), by a member of a family or household toward a child of the family or household; or
- (3) dating violence, as that term is defined by Section 71.0021.

***Stalking:*** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Any incident meeting this definition is considered to be a crime for the purposes of Clery Act reporting.

*Stalking* is defined in the [Texas Penal Code, Section 42.072](#) as follows.

- (a) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:
  - (1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening:
    - (A) bodily injury or death for the other person;
    - (B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
    - (C) that an offense will be committed against the other person's property;
  - (2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and
  - (3) would cause a reasonable person to:
    - (A) fear bodily injury or death for himself or herself;
    - (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
    - (C) fear that an offense will be committed against the person's property; or
    - (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.
- (b) An offense under this section is a felony of the third degree, except that the offense is a felony of the second degree if the actor has previously been convicted of an offense under this section or of an offense under any of the following laws that contains elements that are substantially similar to the elements of an offense under this section:
  - (1) the laws of another state;
  - (2) the laws of a federally recognized Indian tribe;
  - (3) the laws of a territory of the United States; or
  - (4) federal law.
- (c) For purposes of this section, a trier of fact may find that different types of conduct described by Subsection (a), if engaged in on more than one occasion, constitute conduct that is engaged in pursuant to the same scheme or course of conduct.
- (d) In this section:
  - (1) "Dating relationship," "family," "household," and "member of a household" have the meanings assigned by Chapter 71, Family Code.

(2) "Property" includes a pet, companion animal, or assistance animal, as defined by Section 121.002, Human Resources Code.

## **Alcohol, Drug, Weapons & Missing Students**

### **Alcohol, Drug and Weapon Policies:**

Texas A&M University at Galveston seeks to encourage and sustain an academic environment that both respects individual freedom and promotes the health, safety and welfare of all members of the community. In keeping with these objectives, the University has established a policy and guidelines governing the distribution and consumption of alcoholic beverages on the University campus, consistent with laws of the State of Texas. Underage possession and/or consumption of alcoholic beverages is not permitted on property owned or controlled by the University. Intentionally or knowingly selling, or "furnishing" alcoholic beverages to persons under the age of 21, or to persons obviously inebriated, is not permitted on property owned or controlled by the University.

Any individual known to be in violation of the university Alcohol Policy is subject to disciplinary action and possible arrest, imprisonment, or fine according to the state or federal law.

Texas A&M University at Galveston does not condone possession, use, or distribution of any and all illegal drugs by anyone in any campus facility. Nor does it condone the illegal distribution of legally prescribed drugs. Any individual known to be possessing, using, or distributing such drugs are subject to disciplinary action and possible arrest, imprisonment, or fine according to state and federal law.

All types of weapons are prohibited on University property. This includes, but is not restricted to, firearms, illegal knives, clubs, or prohibited weapons [as defined by Texas Penal Code, section 46.05(a)]. Anyone possessing or using any of these weapons can and will be subject to disciplinary action and possible arrest, imprisonment, or fine according to state and federal law.

### **Student Drug and Alcohol Education:**

The office of Student Counseling provides alcohol and other drug information to the campus community. Educational information is disseminated through workshops, training seminars, presentations to classes and student groups, information tables, People Helping People (a peer education program) and special educational promotions throughout the year. A resource library which includes books, journals, and video tapes on various substance abuse related topics is maintained in the office. Additionally, confidential counseling is offered by a licensed professional counselor.

For more information, contact the Office of Student Counseling at (409) 740-4736 or in suite 104, Siebel building.

Texas A&M University System Policies and information about the possession, sale, and use of drugs or alcohol, relevant education and treatment programs, penalties, enforcement of federal and state laws, and related information may be found on the System website at: <http://policies.tamus.edu/34-02-01.pdf> (Drug and Alcohol Abuse and Rehabilitation).

Additionally, according to the Safe and Drug-Free Schools and Communities Act, TAMU reviews its programs, services, and policies to prevent unlawful possession, use, or distribution of alcohol and illicit drugs. The results of the biennial review are published at:

<http://urc.tamu.edu/media/628893/DFSCA.pdf>

### **Notification of Missing Students**

Texas A&M University at Galveston Missing Student Notification Policy contains the notification procedures of Texas A&M University at Galveston for missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (the "HEOA").

### **Reason for Policy/Purpose**

The purpose of this proposed policy is to promote the safety and welfare of members of the University community through compliance with the requirements of the HEOA.

### **Who Needs to Know This Policy**

Faculty, staff and students

### **Policy for Missing Students Who Reside in On-Campus Housing**

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should **immediately** notify TAMUG-PD at (409) 740-4545. Housing contact information is (409) 740-4598.

TAMUG-PD will generate a missing person report and initiate an investigation, depending on the information provided.

After investigating the report of a missing person and determining that the person is missing without good cause or under strange circumstances, taking the facts of the case into account, TAMUG-PD will notify the Galveston Police Department and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, TAMUG will notify the student's custodial parent or legal guardian within 24 hours after TAMUG-PD has determined that the student has gone missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by TAMUG in the event the student is determined to be missing without good cause. If a student has identified such an individual, TAMUG will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so through [Residence Life](#). A student's confidential contact information will be accessible only by authorized campus officials and law enforcement as appropriate, in furtherance of a missing person investigation.

## **Education of Members of the University Community**

Campus security and fire safety procedures are discussed during new student orientations. The TAMUG Police Department (TAMUG-PD), the Safety Officer, the Office of Emergency and Management (OEM), and the Division of Student Affairs, including TAMUG Residence Hall Staff participate in forums, town hall meetings, and CL floor meetings in residence halls to address students and to explain



University security, public safety, and fire safety measures and procedures at TAMUG. All incoming students and new employees are clearly instructed to call the campus police for any problem. All incoming students are warned about the dangers of sexual assault and instructed to call the police or any campus official if they ever need help for such a problem. In addition, members of TAMUG-PD conduct crime prevention and general security and safety awareness presentations when requested by various community groups, including students and employees of the University. During these presentations, the following information is typically provided: crime prevention tips; statistics on crime at TAMUG; fire safety information; information regarding campus security procedures and practices, including encouraging participants to be responsible for their own security/ safety and for the security/safety for others on campus. New employee orientation includes the distribution of crime prevention and fire safety materials to all new employees at the HR office.

TAMUG-PD provides an escort service, 24 hours a day, seven days a week for students on the Mitchell Campus.

TAMUG-PD promotes the Identification program, by engraving serial numbers or owner's recognized numbers (e.g. driver's license number) on items of value, and makes engravers available upon request free of charge by TAMUG-PD.

TAMUG-PD monitors the fire alarm system and manages the response to an actual fire alarm by checking the area immediately and by communicating with evacuating residents and the responding fire apparatus, giving real time information and directions, if needed.

**Texas A&M University at Galveston - Reportable Crimes 2012**

Offense	Year	On Campus Property	Residential Facilities (Subset - On Campus)	Non-Campus Property	Public Property
Murder / Non-negligent Manslaughter	2012	0	0	0	0
Negligent Manslaughter	2012	0	0	0	0
Sex Offenses, Forcible	2012	0	0	0	0
Sex Offenses, Non-Forcible (incest or statutory rape)	2012	0	0	0	0
Robbery	2012	0	0	0	0
Aggravated Assault	2012	0	0	0	0
Burglary of Structure	2012	2	1	0	0
Motor Vehicle Theft	2012	0	0	0	0
Arson	2012	0	0	0	0
Hate Crimes *	2012	0	0	0	0
Illegal Weapons Possession Arrests	2012	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	2012	1	1	0	0
Drug Law Arrests	2012	5	1	0	0
Drug Law Violations Referred for Disciplinary Action	2012	1	0	0	0
Liquor Law Arrests	2012	13	13	0	0
Liquor Law Violations Referred for Disciplinary Action	2012	5	5	0	0

**Texas A&M University at Galveston - Reportable Crimes 2013 - 2014**

Offense	Year	On Campus Property	Residential Facilities (Subset - On Campus)	Non-Campus Property	Public Property	Unfounded Crimes <sup>§</sup>
Murder / Non-negligent Manslaughter	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Negligent Manslaughter	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Sex Offenses, Rape	2013	0	0	0	0	n/a
	2014	0	0	0	0	1
Sex Offenses, Fondling	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Sex Offenses, Incest	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Sex Offenses, Statutory	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Robbery	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Aggravated Assault	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Burglary of Structure	2013	2	1	0	0	n/a
	2014	0	0	0	0	0
Motor Vehicle Theft	2013	1	0	0	0	n/a
	2014	0	0	0	0	0
Arson	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Hate Crimes *	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Domestic Violence	2013	0	0	0	0	n/a
	2014	2	2	0	0	0
Dating Violence	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Stalking	2013	0	0	0	0	n/a
	2014	1	0	0	0	0
Illegal Weapons Possession Arrests	2013	0	0	0	0	n/a
	2014	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	2013	0	0	0	0	n/a
	2014	2	2	0	0	1
Drug Law Arrests	2013	8	6	0	0	n/a
	2014	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2013	3	2	0	0	n/a
	2014	7	6	0	0	0
Liquor Law Arrests	2013	4	4	0	0	n/a
	2014	18	18	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2013	15	15	0	0	n/a
	2014	15	11	0	0	0

<sup>§</sup>Unfounded crimes (those that a commissioned peace officer has investigated and found to be false or baseless and are subsequently withheld from the crime statistic) are required to be disclosed beginning in calendar year 2014.

**Texas A&M University at Galveston - Reportable Hate/Bias Crimes**

\*There were no reported hate crimes for the years 2012, 2013, or 2014.

**Access and Maintenance of Campus Facilities****Residence Halls**

Access to residence halls is restricted to residents, their approved guests, and other approved members of the University community. Residents gain entry by swiping their cards on the card access readers. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their access cards. TAMUG-PD officers patrol the residence halls on a regular basis.

House Staff, Residence Directors, and Area Coordinators also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. House Staff and TAMUG-PD staff also conducts periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape.

It is not acceptable to prop open doors or to allow free access to any University residence hall at any time, day or night. All intruders should be reported to the Police as soon as detected.

**Parking lots**

Campus parking lots are patrolled by Campus Police 24 hours a day. All lots are illuminated for low light usage and all are unobstructed by bushes or signage to ensure a safer, more open parking area. Emergency phones are located near most parking lots.

**Academic and Administrative Buildings**

The campus is located within the city limits of Galveston Island on a separate island known as Pelican Island. The campus is readily accessible over the Pelican Island Bridge by motor vehicle. Due to the rural setting and the two lane bridge, it is not easily accessed by foot.

In general the academic and administrative buildings are open to the public, at a minimum, during normal business hours. Individual facilities may have specific hours of operation, which can vary depending upon factors, such as time of the year and operational requirements. Access to some building or portions of buildings, may be limited to authorized personnel at various times. Card swipe systems, locks and other means may be employed to limit access. The University Police patrol the buildings on a regular basis.

**General Provisions**

It is unlawful for any person to trespass on the grounds of any state institution of higher education of this state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education ([Texas Education Code Section 51.204](#)).

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property ([Texas Education Code Section 51.209](#)).

**Maintenance of Campus Facilities**

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. TAMUG-PD regularly patrols campus and reports malfunctioning lights and other unsafe physical conditions to Facilities Management for correction. Other members of the University community are helpful when they report equipment problems to TAMUG-PD or to Facilities Management.

**Responsibilities of the University Community**

Members of the University community must assume responsibility for their own personal safety and the security of their personal property. The following precautions provide guidance.

- Report all suspicious activity to TAMUG-PD immediately.
- Never take personal safety for granted.
- Try to avoid walking alone at night. Use the TAMUG-PD escort service.
- Limit your alcohol consumption, and leave social functions that get too loud, too crowded, or that have too many people drinking excessively. Remember to call TAMUG-PD or GPD for help at the first sign of trouble.
- Carry only small amounts of cash.
- Never leave valuables (wallets, purses, books, phones, etc.) unattended.
- Carry your keys at all times and do not lend them to anyone.
- Lock up bicycles and motorcycles. Lock car doors and close windows when leaving your car.
- Always lock the door to your residence hall room, whether or not you are there.
- Be certain that your door is locked when you go to sleep, and keep windows closed and locked when you are not at home.
- Do not leave valuables in your car, especially if they can be easily noticed.
- Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value.
- Inventory your personal property and insure it appropriately with persona insurance coverage.

**Victim Assistance Services**

If a TAMUG community member becomes the victim of a crime, the TAMUG-PD Department can assist with a referral to the Galveston County District Attorney's office, Victims Assistance Program coordinator. The Coordinator provides assistance to victims/survivors of a crime by assisting them in obtaining the services they need to work through and better understand their options.

