

**TEXAS A&M UNIVERSITY-TEXARKANA**

**Campus Safety Report**

**and**

**Bringle Lake Village Dormitory  
Fire Safety Report**

**September 2013**

# **Texas A&M University-Texarkana**

The A&M Texarkana University Police Department (UPD) prepares this report on an annual basis to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared with the cooperation of the local police department; Office of Student Life; Office of Residence Life; Office of Admissions; Human Resources Office and the Judicial Affairs Officer.

Campus crime arrest and referral statistics include those reported to: local police where crimes occur on the street in front of our campus; designated campus officials and campus security authorities. This would include Deans, Judicial Affairs Officer, Residence Life Coordinator; Resident Advisors; Faculty advisors to student groups, coaches; Human Resource Officers and Office of Student Life staff. Each year, an e-mail notification is made to all enrolled students that provides the web site to access this report. Faculty and staff also receive an e-mail notification. The Admissions Office home page on the A&M-Texarkana web site gives the web site address for this report. Copies of this report can be obtained at the University Police Department at the Central Plant Building, 7101 university Ave., Texarkana, Texas. 75503. Prospective employees are given this information in job application packets.

Texas A&M University-Texarkana is committed to putting the health and safety of our students, employees and visitors above all other priorities. There is nothing more important than a human life. This report is designed to inform students and employees of various policies, procedures and prevention methods employed by the University. This report also informs students and staff of the type and amount of crime that has occurred on the campus over the past three years.

## **Police/Security**

The A&M-Texarkana University Police Department (UPD) is responsible for preparing the annual Campus Crime Report. This would include maintaining a daily crime log showing all reported crimes each month. The UPD will compile annual crime and arrest statistics, as well as student referrals for campus disciplinary action for non-arrest situations involving drug, alcohol and illegal weapons possession violations. Daily crime logs for the previous 60-day period are available for inspection at the UPD during normal working hours.

The UPD has four (4) licensed, commissioned Police Officers and four (4) Security Officers at our Bringle Lake Campus. These officers will readily assist students, staff and faculty in any way possible. Our Police Officer's are certified Texas Peace Officer's as defined in Article 2.12 of the Texas Code of Criminal Procedures, pursuant to section 51.203 of the Texas Education Code. The primary jurisdiction of UPD officer's includes all counties in which property is owned, leased, rented or otherwise under the control of A&M-Texarkana. As such, these officers have the same authority as municipal, county and state peace officers and are authorized to carry firearms and make arrests when needed.

A close working relationship has been maintained with the Texarkana Texas Police Department, as well as other State and Federal Agencies. A Mutual Aid agreement is in place with the Texarkana Texas Police Department.

## **Incident Reporting and Response**

### **Regular Reporting Procedures**

Any on-campus emergency, criminal offense or suspected criminal activity should be reported immediately. Students are encouraged to report this information to either the UPD (call **6611** from any

campus phone or **903-334-6611** from your cell phone) or by using the Blue Boy emergency phones in the main parking lot and the Bringle Lake Village parking lot. You can also call the Texarkana Texas Police Department by dialing 911. In addition, you can report a crime to the following areas:

Dean of College of Education and Liberal Arts-	903-223-3120
Dean of College of Science, Technology, Engineering and Math -	903-334-6650
Director of Student Life -	903-223-3118
Coordinator of Student Activities -	903-223-1351
Residence Life Coordinator -	903-223-1355
Human Resources Department -	903-223-3113
Director of Residence Recreation and Wellness -	903-223-1362

If a crime is not reported promptly, evidence may be destroyed, leads could be missed and the potential to apprehend a suspect could be lost. Only by knowing what's really happening in the campus community can steps be taken to help solve, reduce or prevent crimes from happening in the first place. Crimes that aren't reported to authorities could give the campus community a false sense of safety so we encourage you to report any and all violations.

If you are a victim of a crime and do not want to pursue action within the University System or the Criminal Justice System, you may still file a confidential report. You can contact the UPD or any of the Campus Security Authorities and report a crime without revealing your identity. The University can then keep an accurate record of the number of crimes, reveal crime patterns and be able to alert the campus community to potential dangers. Felony Crimes on campus can also be reported anonymously by calling the local Crime stoppers number – 903-793-7867.

### **Reporting Criminal Offenses to Campus Security Authorities**

The UPD encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. As an option, criminal offenses may also be reported to designated campus security authorities (CSA) (including, but not limited to) Director of Student Life; Deans; Human Resource Officers; Director of Residence Life; Coordinator of Student Activities; Director of Recreation and Wellness; Resident Advisors and Advisors to student organizations. If a crime is reported to a CSA, they must in turn notify UPD officers with this information. Even if the reporting person does not want a police investigation, the CSA must still report the information to the UPD and that crime will be reported in the annual crime statistics report.

The UPD, Student Services Offices and other campus security authorities will accept confidential and anonymous reports of crime for inclusion in the annual statistical report.

#### **Who is a Campus Security Authority?**

In addition to the members of the Texas A&M University-Texarkana Police Department, the following are considered to be Campus Security Authorities, hereafter referred to as CSAs.

- *Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.*
- *Any official with significant responsibility for student and campus activities, including, but not limited to, officials who manage or otherwise oversee student and campus activities. For example, staff responsible for campus student housing, a student center, or student extra-curricular activities; a director of athletics or a team coach; faculty advisors to student groups; staff responsible for student discipline, and campus judicial staff. An **official** is defined as *any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.**

## **What are Campus Security Authorities required to do?**

CSAs are responsible for reporting all those allegations of crimes specified in the Clery Act that are reported to them, and that they conclude were made in good faith, to the Texas A&M University-Texarkana Police Department. The crimes specified in the Clery Act are murder/non-negligent manslaughter, negligent manslaughter, forcible and non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and arson. If there is evidence that the perpetrator was motivated by bias, then simple assault, larceny (theft), intimidation, and vandalism must be reported as well (please see the definitions provided below). Timely submission of reports by CSAs is very important. If a crime is reported to a CSA, but goes no farther than that, A&M-Texarkana will be unable to fully meet its obligations under the law. Moreover, the campus community may lack information that could help them to stay safe.

## **What Should a Campus Security Authority Avoid Doing?**

CSAs are not responsible for determining whether a crime took place. CSAs are also not responsible for attempting to apprehend an alleged perpetrator of a crime. These are matters best left to law enforcement personnel. CSAs should refrain from attempting to convince a victim to contact law enforcement if the victim chooses not to do so. However, they may note that crimes can be reported to the police anonymously.

## **How do Campus Security Authorities Fulfill Their Responsibilities?**

When a crime is reported to a CSA, they should first ask the reporting party if they would like to report the crime to the police. If they would, they should contact the Texas A&M University-Texarkana Police Department at (903) 223-3114. The police department is located in the Central Plant building. In the event that an in-progress emergency is being reported, the reporting party should be advised to call 6611 immediately. If they are unable to, the CSA may do so on their behalf.

If the reporting party does not want to contact the police about the crime, the CSA should complete a [Campus Security Authority Crime Report Form](#). Even if the reporting party does wish to contact the police about the crime, the CSA may complete the form for their records (check the appropriate box for the law enforcement agency the crime was/will be reported to). The procedure for completing the form is as follows:

- Have the reporting party read the top (boxed) portion of the form.
- Ask if they have reported, or are going to report, the crime to the police. Advise them that reporting a crime to the police does not commit them to filing charges. Crimes may be reported anonymously if the victim/reporting party so desires.
- Personally identifying information for the reporting party should be included if available. This will help to avoid double counting crimes. No such personally identifying information will be included in the Clery statistical disclosures.
- If a victim does not want the report to go any further than the CSA, they should be advised that the CSA is required to submit the report for statistical purposes. However, the report can be submitted without identifying the victim.
- It is very important that the location of the crime is reported as precisely as possible. A building name, parking lot number, close address, or cross street should be provided.

- A description of the crime should be given, including as much detail as possible. This is to aid in the determination of exactly what crime occurred. It is important to note any injuries sustained or weapons used. The reporting party should indicate if they feel that the perpetrator committed the crime because of bias; and, if so, what lead them to believe that to be the case.
- Check the appropriate boxes on the form. Consult the definitions provided below as needed. If in doubt, contact Chief John Gann at 903-223-3114 or Patrol Officer Alex Serrano at 903-334-6611.
- Liquor, drug, and weapon offenses are reported when an arrest (including a citation) is involved or a referral for university disciplinary action is made. Note the number of people arrested or referred.
- If possible, determine what Clery Act geographical location the crime occurred in. Consult the location definitions provided below as needed. If in doubt contact Chief John Gann at 903-223-3114 or Patrol Officer Alex Serrano at 903-334-6611.

When the form is completed, please forward it as soon as possible to the Texas A&M University-Texarkana Police Department at the Central Plant building, Attn: Chief John Gann. The form may also be submitted by Fax to (903-334-6619 or e-mail to: [john.gann@tamut.edu](mailto:john.gann@tamut.edu) Some departments may wish to retain a copy for their files. If so, the forms should be retained for at least three years.

### **Campus Security Authority Training**

The A&M-Texarkana Police Department has a Power point presentation to help Campus Security Authorities understand the Clery Act, why they have been designated as a CSA, and what is required of them as CSAs. To assist you in better understanding the requirements, definitions and procedures involved with compliance to the Clery Act, the A&M-Texarkana Police Dept. will meet with CSAs to hold training sessions. Please contact Chief John Gann at 903-223-3114 or [john.gann@tamut.edu](mailto:john.gann@tamut.edu) or Police Officer Alex Serrano at 903-334-6611 or [alex.serrano@tamut.edu](mailto:alex.serrano@tamut.edu)

You can also download the [Clery Act Campus Security Authority PowerPoint Presentation](#).

### **Crime Definitions**

**Murder and Non-negligent Manslaughter** – The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter** – The killing of another person through gross negligence.

**Sex Offense Forcible (F)** – Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent: forcible rape; forcible sodomy; sexual assault with an object; and forcible fondling.

**Sex Offense Non Forcible (N)** – Unlawful, non-forcible sexual intercourse: incest; statutory rape.

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

**Aggravated Assault** – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary for an injury to result when a gun, knife or other weapon is used in the commission of the crime.

Simple Assault – Assaults and attempted assaults where no weapon was used and which did not result in a serious or aggravated injury to the victim. (Currently, this crime category only applies to hate crimes.)

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

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

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

Liquor Law Violation – The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still, furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; or any attempts to commit any of the foregoing violations. Note: this list does not include public drunkenness and driving under the influence.

Drug Law Violation – Violations of State and local laws related to the possession, sale, use, growing, manufacturing, and making of illicit drugs.

Weapon Law Violation – The violation of laws or ordinances regulating weapons.

Hate Crimes – Any crime that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race; religion; gender; sexual orientation; ethnicity or physical/mental disabilities.

Disciplinary Referrals – incidents in which a student was not arrested but was referred for campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

### **Location Definitions**

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

Non-Campus – (i) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or  
(ii) any building or property owned or controlled by an institution that is used in direct support of, or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Housing – Residence Halls or other university-owned residences.

Public Property—"public property" is defined by the Clery Act regulations as all public property including thoroughfares, streets, sidewalks, and parking facilities that is within the campus, or immediately adjacent to and accessible from the campus. Include the sidewalk across the street from your campus, but do not include public property beyond the sidewalk.

### **Clery Act Timely Warning Policy**

In the event that a Clery reportable crime happens on A&M-Texarkana campus that the Chief of Police (or his designee) judges to be an ongoing or continuing threat to the campus community, a campus-wide "timely warning" will be issued. The warning will be issued through the campus School Messenger System which will send emergency phone messages and e-mails to all students and employees. This same message will be displayed on our web page, our Facebook page, and all electronic signage throughout the university. The "Timely Warning" message that goes out will be the product of discussions of the University President and the Emergency Management Team. The Communications Manager will send out Timely Warnings.

Anyone having knowledge of an ongoing or continuing threat to the campus community that may warrant a timely warning to be issued should immediately report this information to the UPD and/or the city police department. The safety and security of the campus community is of the utmost importance.

### **Emergency Response and Evacuation Procedures**

A&M-Texarkana updated its Emergency Management Plan in the Spring of 2013. The plan was developed using the "all hazards" approach to emergency management. The University will conduct some type of exercise annually to test the effectiveness of the plan. This may consist of a table-top exercise or an actual drill that would test some aspect of the plan. Fire and evacuation drills will be held each semester.

The University has developed a volunteer Emergency Response Team that will assist in fires, evacuations and other emergency situations. This team has received training in light search and rescue; first aid and CPR; AED's (Automatic External Defibrillator); and fire extinguisher training.

In the event of an actual emergency on campus, the University has several systems in place for communicating information quickly to the campus community. A&M-Texarkana uses the School Messenger Emergency Notification System. This is an emergency notification system that gives A&M-Texarkana the ability to communicate health and safety emergency information quickly via phone, e-mail, text messages, web pages and electronic signage throughout the university. As of the fall of 2011 the Texas Legislature passed a law requiring all Universities to automatically enroll students, staff and faculty into our emergency alert system. All students; staff and faculty are now automatically enrolled in the School Messenger system and have the option of opting out of the system if they so desire. Each building is also equipped with a PA system that will be utilized during emergencies.

A&M-Texarkana will, without delay, notify the university community of any immediate threat to the health and/or safety of students or employees occurring on campus. The University President or designee; the Provost; the CFO; the VP of Student Engagement and Success; the Communications Manager; the UPD Chief; the Director of IT; the Human Resources Director and the Physical Plant Director will meet in person if possible, or by phone and determine the threat to the university and surrounding community. This group will determine the threat with the facts at hand and decide if a message is to be sent and if so, who to send it to, and the content of the message. The Communications Manager (with the Director of IT as backup) will then activate the emergency notification system, unless the notification shall in some way compromise the efforts to assist victims or contain, respond to or mitigate the emergency. If the group determines the surrounding community should also be notified, the Communications Manager shall contact local radio, television and news services.

## Crime Prevention



### **Safety Check Points**

- ✓ Walk with friends in lighted areas.
- ✓ Always lock your car.
- ✓ Park in well-lighted areas.
- ✓ Before entering your vehicle, have your keys out and check the interior of the vehicle.
- ✓ Never leave personal property unattended.
- ✓ Carry personal items in a backpack or similar device to keep your hands free at all times.
- ✓ Report any suspicious activity or person to UPD officers – Dial 6611 from any phone at the Bringle Lake campus or 334-6611 from your cell phone.
- ✓ Alter your route of travel between home and campus. Whether walking, jogging, biking, etc., vary your routine.
- ✓ Engrave valuables with your driver's license number. An engraver is available from UPD which is located at the Central Plant building.

Providing a secure campus is of the utmost importance to the university. The university, through various crime prevention programs, has made every attempt to provide a safe, secure environment for students and staff. Students and staff must also assist the university, being responsible for their own safety and the safety of others.

The Bringle Lake Village dormitory opened in August of 2011 and the first class of freshmen dorm students arrived on campus. Students live on campus all year long and their safety is paramount. Campus safety is promoted through regular maintenance of buildings and grounds, including the prompt replacement of non-operating lights and the trimming of bushes and hedges from building entrances and walkways.

The Bringle Lake campus has numerous security features. All buildings at the Bringle Lake campus are equipped with video cameras inside and outside the buildings. There are now five emergency phones (Blue Boys) on the walkways and in the parking lots by the main parking lot and the BLV Dormitory has one phone in each of its parking lots. These phones have a blue lite at the top of the device and are easily seen in the parking lot. To use a Blue Boy phone, simply push the call button and you will be connected to a police/security officer on campus.

An Emergency Management Plan is in place to direct students and staff in exact procedures to follow in any given emergency. The plan was updated in the Spring of 2013 and can be found on the university web site (tamut.edu) by clicking on "Staff," or by simply typing in:

<http://www.tamut.edu/Environmental%20Health%20and%20Safety/cmanage2010.pdf>

Fire alarm/evacuation drills are conducted every semester. Fire alarm drills are conducted at least once a semester at the BLV dormitory. A police/security officer is on duty 24 hours a day and will assist any student or staff in getting to their vehicle safely. Security will also assist in opening locked car doors

and providing jump-starts when needed. The UPD has an I.D. Program to help protect property from theft by engraving driver's license numbers on personal property. Engravers are available for check out at the UPD which is located in the Central Plant Building at the Bringle Lake campus.

Throughout the academic year the Student Services Office provides educational workshops and programs on topics ranging from anxiety/depression to domestic/dating violence and numerous other subjects. For a complete schedule of workshops/programs, contact student services at 223-3062.



## Campus Access and Security

A&M-Texarkana is a public and open campus. For that reason, no effort is made to restrict the general public from entering the campus. However, the University Police Department reserves the right to ban individuals from the campus if they are considered a threat to the well-being of the campus community. The Bringle Lake Village dormitory is locked 24 hours a day and entry can only be gained by residents with a key card. Security cameras are located throughout the BLV dormitory and its parking lot and as well as all other buildings and parking lots throughout the campus. The BLV dormitory is controlled locked all the time and students can only gain entry by using their issued swipe cards.

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## ***Date Rape Prevention Checklist***

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- ✓ Set sexual limits. You don't "owe" anyone sex. Communicate those limits. People can't read your mind.
- ✓ Trust your feelings. If you feel pressured, you probably are.
- ✓ Pay attention to behavior that doesn't seem right. Power stares, someone who grabs or pushes, someone who doesn't listen or disregards what you're saying, someone who blocks your way, or someone sitting or standing uncomfortably close are all clues that you should stay alert.
- ✓ Be assertive. Get angry and act immediately with a negative response if things seem out of control. Stand up for yourself. It's ok to make a scene or be rude in public if someone is pressuring you which may help you to get away from that person.

The campus is routinely inspected for environmental safety hazards such as insufficient lighting; overgrown shrubbery; cracked sidewalks or parking lots and anything that could pose a hazard to members of the campus community.

## Sexual Assault

Sexual Assault and Aggravated Sexual Assault are serious felony crimes. A&M-Texarkana considers it essential to provide Sexual Assault Awareness Programs for students and employees, aimed at the prevention of such crimes. UPD Officers are well trained in all aspects of sexual assault investigation. The UPD and the Student and Academic Support Service Office, offer brochures and other literature aimed at promoting awareness of rape, date rape, and other sex offenses. Occasionally, speakers from various agencies are invited to the campus to present programs on sexual assault awareness and prevention.

If a sex-related offense does occur on campus, the victim is encouraged to report the incident to the UPD and/or the Texarkana Texas Police Department. If a sexual assault is reported to any A&M employee, that employee will assist the subject in notifying University police at 903-334-6611 and/or the city Police Department by calling 911. It is extremely important for the victim to receive immediate medical treatment, while preserving any physical evidence related to the crime. For this reason, the victim should not bathe shower, douche, or change clothes prior to a medical exam. A representative from the Rape Crisis Center will be contacted to meet with the victim at the hospital. A&M Texarkana has a contract with a local Counseling firm to provide counseling to students at no cost. This counseling can be obtained by contacting the Director of Student Life at 903-223-3062.

Victims of sexual crimes must decide whether to call the police and press charges in these cases. Most rapists are repeat offenders and your report may prevent future acts from occurring.

On-campus disciplinary action in cases of alleged sexual assault will be handled in accordance with the Policy on Sexual Harassment in the University Policy and Procedures Manual. Both the accuser and the accused have the same opportunity to have witnesses present during a campus disciplinary proceeding. Both the accuser and the accused shall be

informed of the outcome of any campus disciplinary proceeding brought, alleging sexual assault. If the accused is a student at A&M-Texarkana, the Vice President for Student Engagement and Success shall appoint a Hearing Committee who shall hear the facts of the case. If the Hearing Committee determines the student's behavior violates acceptable University conduct, the VPSES may suspend or expel the student from the university. Victims of sexual assault will be notified of various options for changing academic schedules and living situations upon their request.

## **Disclosures to Victims of Crimes of Violence or Non-forcible Sex Offenses**

A&M University-Texarkana will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the result of any disciplinary hearing conducted by the University against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the university will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

## **Sex Offender Registration Information**

The Federal Campus Sex Crimes Prevention Act requires institutions of higher education to advise the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained.

In the State of Texas, the Texas Department of Public Safety (DPS) is the statewide source of information on sex offenders required by law to register. The DPS Sex Offender Registration open record information may be obtained at the internet location: <http://records.txdps.state.tx.us/soSearch/default.cfm>

In addition, the Texas DPS is required to notify A&M-Texarkana if a registered sex offender is either enrolled, employed or carrying on some type vocation at A&M-Texarkana.

In the event that a registered offender(s) is working or enrolled in classes at A&M-Texarkana, a list of that person(s) name may be obtained at the UPD office in the Central Plant building or at the Office of the Director of Student Life in the university Center.

**In compliance with the Federal Student Right to Know Act and the Clery Act, information regarding graduation rates can be obtained from the Admission's Office by calling (903) 223-3069.**

## **Drugs and Alcohol**

All members of the campus community are expected to abide by state and federal laws regarding controlled substances, illegal drugs, and alcoholic beverages. The possession, use, or sale of illegal drugs (as defined by the Texas Penal Code) on campus is a violation of state law. Violations can result in both university disciplinary action and criminal prosecution.

The possession, sale, consumption, manufacture, or furnishing of alcoholic beverages by students on A&M-*Texarkana* property is strictly prohibited. Alcohol violations can also result in university disciplinary action and criminal prosecution. A&M-*Texarkana* provides drug and/or substance abuse prevention information and referral counseling services to any A&M-*Texarkana* officer, employee, or student. Employees should contact the Human Resources Department for more information at 903-223-3113. Students should contact the Office of Student Life on the 1st floor of the University Center at the Main campus or call 903-223-3116. Persons can also call the Alcohol/Drug Abuse Hotline locally, at 903- 832-9623. Personal counseling is available through a local counseling firm that has contracted with the university to provide counseling at no charge. Information can be obtained by calling the Office of Student Life at 903-223-3116.

### **High Risk Alcohol Intake**

People who consume large amounts of alcohol over a short period of time can reach very high blood alcohol levels before they pass out. This can lead to decreased breathing and death. Vomiting associated with high levels of alcohol may also cause choking and death.

#### **How to Help an Intoxicated Friend.**

##### **Do:**

- Keep calm and get lots of help. Individuals with high alcohol-blood levels can be unpredictable and violent.
- Speak in a firm, clear, reassuring manner.
- Stay with a person who is vomiting. If the victim is lying down, turn them on their side, keep the tongue from falling back into the throat and protect them from choking.
- Monitor the person. If they become unconscious or appear to have problems breathing, seek medical help immediately by calling 911.

##### **Don't:**

- Don't try to walk, run or exercise the person and don't try to keep them awake.
- Don't force anything orally – food, liquids or drugs- in an attempt to sober them up.
- Don't try and give them a cold shower-this can be very dangerous.
- Don't try to restrain them without a lot of sober assistance.

### **Health Risks of Alcohol**

Health hazards associated with excessive use of alcohol or alcohol dependency include dramatic behavioral changes, retardation of motor skills, and impairment of reasoning and rational thinking. These factors result in a higher incidence of accidents and accidental death for such persons than for nonusers of alcohol.

Nutrition also suffers and vitamins and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding from the intestinal tract, damage to nerves and the brain, liver damage, psychotic behavior and loss of memory and coordination. Other risks include impotence, inflammation of the pancreas, damage to bone marrow, the heart, testes, ovaries and muscles. Damage to nerves and organs can be irreversible.

### **Health Risks of Other Drugs**

Use of illicit drugs may lead to physiological and mental changes similar to those caused by alcohol, although changes are usually more severe and more sudden. Death or coma resulting from overdose of drugs is also more frequent. Illicit drugs are commonly classified in seven categories: Cocaine; Amphetamines; heroin and other opiates; hallucinogens; solvent inhalants, steroids and marijuana.

In addition to adverse effects associated with use of a particular drug, intravenous-drug users who use unsterilized needles or who share needles with other users can develop AIDS, hepatitis, tetanus and infections of the heart. Brain damage is also a real possibility.

## **Missing Student Notification**

If a member of the A&M-Texarkana University campus community has reason to believe that a student who resides on-campus is missing, he or she should notify the campus Police Department (UPD) at 903-334-6611 and the Residence Life Coordinator at 903-223-1355 so they can investigate whether the student is actually missing.

If UPD determines that the student is missing and has been for more than 24 hours, the UPD will notify 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 (legal independent status) individual, UPD will notify the student's parent or legal guardian immediately after the student has been determined to be missing for more than 24 hours.

In addition to registering an emergency contact, students residing on-campus have the option to identify confidentially an individual to be contacted in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, UPD 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 the Residence Life Coordinator.

**Crime Statistics Reporting Table - (\* No On-Campus student housing until August 2011.)**

OFFENSE	YEAR	ON-CAMPUS PROPERTY	*ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER/NON-NEGLIGENT MANSLAUGHTER	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
NEGLIGENT MANSLAUGHTER	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
SEX OFFENSES, FORCIBLE	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
SEX OFFENSES, NON-FORCIBLE	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
ROBBERY	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
AGGRAVATED ASSULT	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
BURGLARY	2010	0	n/a	0	0
	2011	0	4	0	0
	2012	0	0	0	0
MOTOR VEHICLE THEFT	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
ARSON	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
ARRESTS: WEAPONS CARRYING, POSSESSING, ETC	2010	0	n/a	0	0
	2011	0	3	0	0
	2012	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS CARRYING, POSSESSING, ETC	2010	0	n/a	0	0
	2011	0	0	0	0
	2012	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2010	0	n/a	0	0
	2011	0	1	0	0
	2012	0	3	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2010	0	n/a	0	0
	2011	0	1	0	0
	2012	0	6	0	0

\*\*\* There were no Hate Crimes reported in 2010, 2011 or 2012.

	On-Campus Property	On-Campus Student Housing	Non-Campus	Public Property
Disciplinary Referrals: Drug Abuse Violations				
2010	0	0	0	0
2011	0	0	0	0
2012	0	3	0	0
Drug Abuse Arrests:				
2010	0	0	0	0
2011	0	0	0	0
2012	0	0	0	0

**BRINGLE LAKE VILLAGE**

**DORMITORY**

**FIRE SAFETY REPORT**

**SEPTEMBER 2013**

# **Bringle Lake Village Dormitory**

## **Fire Safety Report**

### **September 2013**

#### **I. Introduction**

In August of 2011, A&M-Texarkana opened its first student housing building at the Bringle Lake campus. The Bringle Lake Village (BLV) dormitory is a modern brick and wood structure that will house over 290 students.

#### **II. Fire Safety System**

The A&M-Texarkana campus has an integrated fire alarm system. As additional buildings are built they'll be tied into the existing buildings through one main panel at the university's Central Plant building. Each building has its own fire alarm panel.

All buildings, including the BLV dorm, are equipped with smoke detectors in each dorm room; hallways; stairwells and common areas. Fire extinguishers are located on each floor of the building. Evacuation maps that show evacuation routes, fire pull stations and fire extinguishers are on the inside main door of all dorm rooms.

The fire alarm system is monitored 24 hours a day by Siemen's Fire Protection service. Should the alarm go off, Siemen's monitoring will notify the local fire department and then the UPD.

All A&M-Texarkana buildings are protected by a fire sprinkler system. Should a fire ever occur in the BLV dorm, the sprinkler system will go off and should put out any fire in the building.

#### **III. Emergency Fire Evacuation Procedures**

- When you hear a fire alarm – LEAVE the building immediately closing all doors behind you.
- Follow the main evacuation route but be prepared to use an alternate route.
- If you must evacuate through smoke, get low to the floor and crawl. Heat and deadly smoke rise and cleaner air will be 12-24 inches above the floor.
- If you must open doors while evacuating, test the door before opening. Use the back of your hand to touch the door, the doorknob and door frame. If they are hot, do not open the door. If they are cool, brace yourself against the door and slowly open it. If smoke and heat are present, close the door and use an alternate route.
- Use stairways, never an elevator. In a fire, elevator shafts may fill with smoke or the power may go out leaving you trapped.
- Once outside, assemble at your designated area and do not return to the building until the Fire Department has indicated the building is safe to re-enter.
- If you are trapped, try to stay as calm as possible. Try to get to a room with an outside window and a telephone. Call 911 and give them your exact location. If there is no phone, wave an object out the window to signal for help. Keep all doors between you and the fire closed. Cover all vents and seal cracks around the door to keep out smoke. Be as calm and patient as possible. Rescue personnel will arrive to assist you.

#### **Evacuation Assistance**

Any person who cannot walk down stairs will be directed to the east or west stairwells in the BLV dorm. The BLV resident assistants will serve as floor monitors in the dorm and provide this assistance for dorm students and/or visitors. Once in the interior stairwell the RA will



call or radio the University Police Department and give their location and how many persons are in the stairwell with them. They will stay there until emergency responders arrive and assist them out of the building. The interior stairwells have sprinklers and should be safe until emergency assistance arrives.

#### **IV. Dormitory Rules**

##### **Appliances**

Electrical appliances not allowed include, but are not limited to: Air conditioning units, room water coolers, camping stoves, ceiling fans, electric skillets or woks, griddles, halogen touchier lamps, potpourri pots, hot oil popcorn poppers, hot plates, oven broilers, power tools, any appliance with an open coil, space heaters, toasters, or toaster ovens. The hall staff will confiscate unauthorized or misused appliances, and the individuals responsible will be subject to disciplinary action. Allowed appliances include: Coffee pots, hot pots, microwave/refrigerator (University issued), rice cookers, and blenders. Staff reserves the right to require any cooking appliances to be removed if the appliance is deemed to be unsafe or otherwise damages or could potentially damage the hall or the hall community.

##### **Candles and Incense**

Candles and incense are prohibited in the residence hall rooms, lobbies, and storerooms due to possible fire hazards. This rule includes decorative candles with burned or unburned wicks. Residents found with candles will be assessed a \$25.00 fine and these objects will be confiscated. Confiscated items will be disposed of at the end of each semester. Candle warmers and potpourri pots are not allowed.

##### **Cooking**

Cooking in the residence halls is allowed with approved cooking appliances only and approval of use of kitchen by Director of Residence Life. Residents are responsible for ensuring that proper sanitation, ventilation, and fire safety precautions are taken. Any damage resulting from improper food disposal will be billed to the individuals responsible. No food or waste should be disposed of in sinks. Residents are responsible for cleaning the kitchen when cooking is completed.

##### **Extension Cords/Surge Protectors**

Extension cords may not be used while living in the halls. Power strips/Surge protectors should never be placed above the ceiling tiles, underneath carpet or stapled or pinched in anyway. Only power strips and multi-plugs with built in circuit breakers (surge protectors) may be used in rooms. Improper use of multi-plugs may result in a write up with a fine or Texarkana City Community Service.

##### **Fire Doors**

It is absolutely essential that corridor and stairwell doors be kept closed at all times. Closed doors retard the travel of smoke, heat, toxic gases, and fire from the area of origin. Propping of doors may result in disciplinary and fines. Nothing should be attached to a fire door.

##### **Fire Drills/Equipment**

The University will hold fire drills at least once a semester to acquaint the residents with fire evacuation procedures. All residents and guests should follow directions during the drills. Failure to evacuate the building may result in disciplinary action, a monetary fine, and possibly suspension. Because it is imperative that fire and safety equipment functions properly when it is needed, the following acts are prohibited:

- Tampering or playing with fire extinguishers, smoke detectors, exit lights, or emergency lights
- Tampering with or pulling a fire alarm under false pretense
- Removing smoke detector batteries or otherwise rendering a smoke detector inoperable
- Propping open fire doors
- Obstructing halls and stairwells with furniture, debris and other materials
- Hanging objects from smoke detectors
- Presence on fire escapes in non-emergency situations
- Residents who jeopardize the security or safety of any resident will be subject to severe disciplinary action. Tampering with fire equipment or acts of arson can result in civil prosecution, disciplinary measures, and/or possible fines.

### **Halogen Lamps**

Due to fire safety, halogen torch lamps or other lamps using halogen bulbs are prohibited in the residence halls.

### **Health and Safety Checks**

The University recognizes residents' desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, University Personnel, through a residence hall staff member, reserves the right to enter a resident's room to determine compliance with health and safety regulations. Health and Safety Checks will occur a minimum of two times each semester and residents will receive posted notification of the check 48 hours in advance of the check.

### **Heaters**

For safety reasons, no portable heating units may be used in a residence hall.

### **Holiday Decorations**

- If students decorate their rooms for the holidays, these guidelines must be followed:
- Trees and other greenery must be artificial and must have proof of flame resistance
- Lights must be UL-approved and of low wattage – only miniatures – Lights may not be used until after Thanksgiving (Christmas holiday use only)
- All decorations are to be removed within two days following the holiday
- Holiday lights and rope lights must be taken down in the time period mentioned above
- Fire alarm pull stations, fire extinguisher cabinets, smoke detectors, sprinkler heads and exit signs must not be covered and exits must not be blocked
- No candles, or any open flame may be used

### **Open Flame**

No items that have open flames, flammable fuels or open coils may be used in a residence hall. This includes, but is not limited to candles, lanterns, heaters, and incense. Violation of this rule may result in immediate relocation and disciplinary action. These items will be confiscated immediately.

### **Smoke Detectors**

All student rooms are equipped with smoke detectors. Detectors will be checked prior to the start of each semester and during Health and Safety Checks by the hall staff. Residents that detect a problem with their smoke detector should contact the hall staff immediately. Disciplinary action will result if a student removes or otherwise renders the detector inoperative and a \$100.00 fine or community service may be assessed. Disciplinary action could also result for residents who cause potential fire hazards through unsafe practices (i.e. overloading circuits, use of inappropriate extension cords, use of unauthorized cooking appliances, etc.).

## **Smoking**

All residence hall common areas and rooms are smoke free. Please smoke outside the buildings at the designated areas and be responsible for your cigarette remains. Smoking in a room will result in a \$100.00 fine and/or community service. The following items are also prohibited within the residence halls: hookahs, pipes, bong, or any paraphernalia which may be used to inhale or ingest prohibited drugs. One must be in the parking lot or further to be able to smoke.

## **V. Training**

Before the start of each semester, all Resident Advisors (RA's) go through two weeks of intensive training on all dorm rules and procedures. Local Fire Department firefighters conduct a training session with the RA's and Residence Life Director which also includes hands on training in how to use a fire extinguisher. Once students move into the dorm, the RA's will meet with their dorm students during the first week and will conduct a training session with them, going over all the rules and procedures in this program.

## **VI. Reporting Fires**

Per Federal Law, A&M-Texarkana is required to report statistical data on all fires that occur in on-campus student housing facilities. The Bringle Lake Village dorm is equipped with smoke detectors and a sprinkler system. If there is ever a fire in the dorm, the alarm should go off and the city fire department and the UPD should be automatically notified. If for some reason, a small fire occurs and it's put out before setting the fire alarm off, it should still be reported to campus authorities. Please call one of the numbers listed below and report the fire:

Director of Residence Life - 903-223-1355  
Director of Student Life - 903-223-3062  
University Police Department - 903-334-6611  
Coordinator of Student Engagement - 903-223-1351

## **VII. Future Improvements in Fire Safety**

The A&M -Texarkana Bringle Lake campus is a new campus that opened in 2008. The University Center and Central Plant buildings were completed in 2010. The Bringle Lake Village dormitory opened in August, 2011. The fire alarm system is a modern, integrated system, connecting all the buildings together. All buildings are monitored 24 hours a day by Siemen's monitoring service. Every floor in every building is protected by a sprinkler system. There are no fire safety improvements planned for the next few years.

## **VIII. 2012 Fire Statistics**

The Bringle Lake Village dorm opened in August of 2011. There were no fires reported in the BLV dorm in 2012.

2 Fire Alarm Drills were held during the year, one in the Spring and one during the Fall semester.