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2018 Annual Security Report

Message from the Chief of Police

The Trinity University Police Department is committed to creating a safe community in which to work, learn, and live. Our state certified police officers, security officers, and communications officers are here to assist you. The University Police Department addresses security concerns in a proactive and progressive manner ensuring our students, faculty, and staff are provided with the best possible service. We provide 24-hour police service and emergency response by vehicle, bicycle, and foot patrol. I encourage students to utilize our safety escort program known as “Tiger Tracks” during evening hours and subscribe to our new mobile app “ELERTS”, found in our website. Working together as a community, we will continue to promote safety and security at Trinity.

Sincerely,

Paul J. Chapa
Chief of Police
**Mission Statement**

The mission of the Trinity University Police Department is to work with the highest integrity in partnership with our campus community to enhance quality of life by providing exemplary police service for all in a proactive, progressive, and professional manner.

**Policy Statement**

Trinity University annually publishes this campus security report and fire safety report in compliance with the Jeanne Clery Act, formerly known as the Campus Security Act. It includes security policies, campus crime statistics, and fire safety information.
Procedures for Reporting Incidents

Trinity has established campus policies regarding procedures for students and others to report crimes or emergencies. The University Police Department encourages accurate and prompt reporting of all crimes to the campus police and the appropriate police agencies, when the victim of a crime elects to or is unable to make such a report.

1. All victims of crimes that occur on the campus or persons observing crimes against property or persons, suspicious activities, or accidents should report these incidents to the University Police Department at (210) 999-7070. The emergency phone numbers are (210) 999-7000, and “7000”, or “911” can be dialed from any campus phone. Blue light and emergency phones are located in outdoor areas on campus and in elevators. University police officers are on duty at all times and patrol by foot, motor vehicle, and bicycle.

2. All victims of crimes that occur on the campus or persons observing crimes against property or persons, suspicious activities, or accidents should report these incidents to the University Police Department at (210) 999-7070. The emergency phone numbers are (210) 999-7000, and “7000”, or “911” can be dialed from any campus phone. Blue light and emergency phones are located in outdoor areas on campus and in elevators. University police officers are on duty at all times and patrol by foot, motor vehicle, and bicycle.

3. For crimes that occur off campus, you should report crimes to the applicable local law enforcement agency. For crimes that occur within the City of San Antonio, you should contact the San Antonio Police Department, at: (210) 207-7410.

4. Students and employees may seek assistance in reporting criminal offenses from the University Police Department (210) 999-7070, Counseling Services (210) 999-7411, Residential Life (210) 999-7219, Health Services (210) 999-8111, and the Dean of Students (210) 999-8843.

5. The Trinity University Police Department provides all victims of crimes that occur on campus, or to persons involved in serious traffic accidents, the opportunity to report the incident to the Trinity University Police or the San Antonio Police. If a victim declines to report the matter to the local police, the incident will be handled as an institutional matter, whether or not it is being investigated by the University Police or a municipal police agency.

6. If you are the victim of a crime and do not want to pursue action with the University system or the criminal justice system, you may still want to consider making an anonymous report. You may do this by calling (210) 999-7821 or by email: cp@trinity.edu. The Chief of Police will file a confidential report on the details of the incident without revealing your identity. The University can keep an accurate record about the number of incidents involving students and alert the campus community of potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.
Campus Law Enforcement

1. Trinity University’s Police Department provides 24-hour security and police coverage for the University community (with jurisdiction on campus and streets immediately adjacent) 365 days a year. The University Police Department is located at 538 Kings Court, San Antonio, TX 78212. The Police Department is responsible for services in the areas of parking, traffic control, crime prevention, investigations, fire prevention, safety, and law enforcement. The Police Department employs a staff of professionals who are committed to providing a safe and secure environment for the University community. All police officers employed by the University are certified Texas Peace Officers and have full arrest authority. They are licensed under Article 51.212 of the Texas Education Code. All First Responders of the Police Department are trained in CPR, First Aid, and Automatic External Defibrillators.

The Trinity University Police Department has achieved Recognition Status from the Texas Police Chiefs Association. The Law Enforcement Recognition Program is a voluntary process where police agencies in Texas prove their compliance with 164 Texas Law Enforcement Best Practices. These “Best Practices” were carefully developed by Texas Law Enforcement professionals to assist agencies in the efficient and effective delivery of service, the reduction of risk, and the protection of individual’s rights.

2. The San Antonio Police Department, the Bexar County Sheriff’s Office, other local police agencies, state agencies, and federal law enforcement agencies have criminal jurisdiction on the Trinity University campus. In addition, unlawful acts reported to the University that involve University students are investigated and referred to local law enforcement agencies, when appropriate. Local law enforcement agencies may also notify the university when students or recognized student organizations engage in criminal activity.
3. The Trinity University Police Department has a Memorandum of Understanding with the San Antonio Police Department and Bexar County Sheriff’s Office. University Police cooperate with outside law enforcement agencies and exchange critical information.

**Access to Facilities**

1. Students, faculty, and staff are required to carry Trinity University identification cards while on campus and are required to present these cards to authorized representatives of the institution upon request.

2. Athletic facilities are available for use by the University community. Information on use of the facilities is available from the University Communications Office and the Athletics Office.

3. All residence halls are locked and/or access controlled by security cards. Each resident’s room is equipped with a deadbolt lock on the front door. All rooms have either a security viewer on the front door or a clear view of the front door area from a window. During semester breaks and vacation periods, door locks to student rooms are plugged with a security device to prevent entry. Students are responsible for keeping their doors locked at all times. Additional security precautions for students to follow are provided in the Student Handbook at [https://inside.trinity.edu/policies/student-life-policies/student-handbook](https://inside.trinity.edu/policies/student-life-policies/student-handbook)

4. Academic buildings are open to the public for University business purposes and the campus community during normal business hours. Visitors are welcome to conduct University-related business in non-restricted areas of the academic buildings as long as they comply with the rules and regulations of the University.

5. Support buildings such as the Coates Library, the Halsell Center (Computer center), the Coates Student Center and Laurie Auditorium are subject to special access policies and regulations.

6. The grounds of the University are open to the public, subject to visitors complying with the rules and regulations of the University. This includes visitors identifying themselves upon request by officials of the University.
**Maintenance of Campus Facilities**

Various programs are designed to inform students and employees about campus safety procedures and practices. Student and employees are encouraged to be responsible for their own and others’ security and safety.

1. The University has established the Safety, Security, and Health committee to assist in reviewing, recommending, and establishing policies, procedures, and practices. The committee is made up of faculty, staff, and students. Examples of on-going review are lighting surveys and safety classes.

2. Staff members are provided with security orientation information during their initial employment evaluation period. In addition, new students receive information about safety procedures and practices at the beginning of their first year at Trinity.

3. Ongoing crime prevention and awareness information and personal/safety classes and programs are presented to student and employee groups throughout the year. Examples: Community Awareness and Resource Team, Operation ID, personal safety, theft prevention, active shooter training, and the RAD Program (Rape Aggression Defense Systems-Women’s Self-Defense program). These programs are offered frequently and information can be found at the University Police Department. For more information on these programs, please contact our Crime Prevention Officer at (210) 999-8307.
Immediate Notification Regarding Emergency Response and Evacuation Procedures

Upon confirmation of a significant emergency or dangerous situation, University Police will, without delay, notify the campus community through the University’s Emergency Messaging System unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. If there is an immediate threat to the health or safety of students or employees occurring on campus, the Trinity University Police will provide follow-up information, in a timely manner, to the University community. This system includes: VOIP telephone, TrinAlert, outdoor speaker system, and a campus wide email system.

The Chief of Police and/or the Emergency Manager will assess the emergency to confirm the existence of a significant emergency or dangerous situation, notify University officials and the crisis management team, determine the appropriate segment of the campus community to be notified, and determine the content of the notification. The Police Dispatcher will then initiate the emergency notification system.

In the event of an emergency that would affect the larger community (including for emergencies or dangerous situations on streets adjacent to the University), the University Communications Office would notify local media. The University also has information available through an emergency hotline (888-57-ALERT) and the emergency website: http://emergency.trinity.edu. University Police tests the emergency messaging system on a monthly basis. To sign up to receive the emergency notification: https://new.trinity.edu/emergency

The University tests the emergency response and evacuation procedures on at least an annual basis, including thorough tests that may be announced or unannounced and by publicizing its emergency response and evacuation procedures in conjunction with at least one test per calendar year. For each test, the University documents a description of the exercise, the date, time, and whether it was announced or unannounced. The University’s emergency preparedness & procedures can be found at: https://inside.trinity.edu/university-police/emergency-preparedness
**Timely Warning**

The University distributes Timely Warning notices on a case-by-case basis to notify the campus community of crimes that have been reported to the Trinity University Police Department that are considered by the University to represent a threat to students and employees, to aid in the prevention of similar crimes, or to provide follow up information for the community relating to an emergency alert. The Chief of Police or his designee will provide Timely Warning notices and special security bulletins distributed throughout campus facilities and residential areas to alert the community of crime patterns and suspect information on a situational basis. The name(s) and other identifying information of victim(s) will be withheld in these warnings. The distribution of warnings is accomplished through University wide e-mail and Community Crime Alert postings. The University is not required to provide timely warnings for crimes reported to a pastoral or professional counselor.

**Missing Students**

In accordance with Federal Regulations (U.S. Department of Education Clery Act amendments 2008) and in the best interest of student safety, Trinity University has established a procedure for reporting missing students who reside on campus. Specifically, anyone (including students, employees, family members, employers, etc.) can, and must, report a missing resident to the Trinity University Police Department 999-7070, immediately. University officials are available to assist and support those reporting missing persons. While a 24-hour window of waiting time is standard, reports can be made anytime a concern arises. The University will notify local law enforcement within 24 hours of the determination that a student is missing, unless local law enforcement was the entity that made the determination the student was missing.

Parents and guardians as listed in the University data system will be notified in the event a report of a missing student has been filed, within 24 hours of the determination the student is missing. If a student wishes to identify a different individual for notification, his or her contact information must be sent by e-mail to the Residential Life Office at
However, if a student is under 18 years of age and not emancipated, the university must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying the additional contact person designated by the student. All information, about whom the student has designated as the missing person contact is kept confidential, will be accessible only to authorized campus officials, and will not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. (The University is required to contact parents or guardians of missing students who are under the age of 18 and un-emancipated.) Trinity University Police will notify San Antonio Police Department if a student is reported missing.

Prevention/Awareness Programs

The University has educational programs and campaigns designed to provide both primary and ongoing prevention and inform student and employees about the prevention of crimes, including but not limited to dating violence, domestic violence, sexual assault, and stalking. Risk Management assigns training modules for Title IX, SaVE, VAWA, Clery, Protecting Children on Campus, Alert Driver, Van Driver, and Golf Cart. Various safety courses are assigned to individuals that have had work-related injuries/illnesses.

1. “Operation Identification,” provided by the Police Department and student groups, promotes the engraving of driver’s license numbers on valuables and the retention of serial numbers from all items that are marked.

2. Personal Safety, fire safety, and first aid programs are offered by the Environmental Health and Safety Department on a regular basis to all students, faculty, and staff. Call (210) 999-7004 or visit, https://inside.trinity.edu/environmental-health-safety for details.

3. Counseling Services staff members are available to provide support to student in need of assistance and can inform persons within the University community of the procedure to report crimes on a voluntary and confidential basis for inclusion in the Annual Security Report on reported campus crime. Counseling services offers information and victim assistance in areas such as rape, domestic violence, dating violence, and stalking.

4. The Lock/Take/Hide initiative are signs posted throughout the campus reminding all to lock your car, take your keys, and hide your belongings.

5. The Trinity University Police Department has supplied the following safety training videos to help provide valuable information to our students, faculty, and staff.
“Shots Fired on Campus” is a dynamic training program designed to instill the survival mindset and teaches realistic strategies for dealing with an active shooter situation on campus.

“360º Stay Safe-Stay Safe at College” is an important step toward helping the campus community take more responsibility for their personal safety and security. Safety videos include information on sexual assault, controlling behavior, stalking, and other miscellaneous videos.

Both videos are available through the university’s website and can be accessed by this link: [https://inside.trinity.edu/university-police/emergency-procedures/safety-training-videos](https://inside.trinity.edu/university-police/emergency-procedures/safety-training-videos)

6. A new employee orientation checklist includes a security section and is used to document the training supervisors give their employees. Human Resources provides employment-related training such as: Performance Management, Leadership Fundamentals, Recruitment and Hiring, Legal Fundamentals, and Discipline/Performance/Termination.

7. A safety escort program, known as “Tiger Tracks” is available Monday-Saturday from 5:00pm-10:00pm for faculty, staff, and students by calling the University Police at (210) 999-7070.

8. Triage: This presentation is a requirement for all new students of Trinity University during New Student Orientation. The program focuses on common issues on college campuses such as underage drinking, drugs, mental health, harm reduction and promoting a safe campus.

9. Crime Prevention awareness flyers are distributed by Residential Life and the Trinity University Police.

10. Live-in Residential Life staff receive training in security and safety practices and incorporate crime prevention programs into the management of residence halls.

11. Rape Aggression Defense Program-The Cornerstone of R.A.D. Systems, is a course that has its foundations in education and awareness. The course includes lecture, discussion and self-defense techniques suitable for women of all ages and abilities. This course is available for one semester credit.
12. “ELERTS” app to assist in reporting crimes and other suspicious activity; provides a virtual escort for user.  
https://inside.trinity.edu/university-police/elerts

13. Bystander Action: 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.

14. Online Bicycle registration program can be accessed by scanning a QR cod at various bike racks on campus or by visiting:  
https://inside.trinity.edu/university-police/bicycle-registration

**Violence Against Women Act (VAWA) Definitions**

The University prohibits crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking, as defined below.

**Dating Violence:**

**Definition for Clery Reporting:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.  (i) The existence of such a relationship shall be determined based upon the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of the interaction between the persons involved in the relationship.  (ii) For the purposes of this definition - (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.  (B) Dating violence does not include acts covered under the definition of domestic violence.
Texas Law (Texas Family Code Ann 71.0021): (a) “Dating violence” means an act, other than a defensive measure to protect oneself, by an actor that:
   (1) is committed against a victim or applicant for a protective order:
      (A) with whom the actor has or has had a dating relationship; or
      (B) because of the victim’s or applicant’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 or applicant 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).

Stalking:

Definition for Clery Reporting: (i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to – (A) Fear for the person’s safety or the safety of others; or (B) Suffer substantial emotional distress. (ii) For the purposes of this definition – (A) 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. (B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. (C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Texas Law (Texas Penal Code Ann. § 42.072): (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.
Domestic Violence:

Definition for Clery Reporting: (i) A felony or misdemeanor crime of violence committed – (A) By a current or former spouse or intimate partner of the victim; (B) By a person with whom the victim shares a child in common; (C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; (D) 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 (E) 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.

Texas Law (Texas Family Code Ann 71.004): “Family violence” means:
(1) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;
(2) abuse, as that term is defined by Sections 261.001(1)(C), (E), (G), (H), (I), (J), (K), and (M), 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.

Sexual Assault:

Definition for Clery Reporting: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s UCR program and included on pages 30 and 31 of this report.

Texas law (Tex. Penal Code Ann. § 22.011): (a) A person commits [Sexual Assault] if:
(1) the person 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) regardless of whether the person knows the age of the child at the time of the offense, the person 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.

(c) In this section:
(1) “Child” means a person younger than 17 years of age.

Texas law regarding Consent (Tex. Penal Code Ann. § 22.011): (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, violence, or coercion;
(2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to 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.
Sexual Assault, Dating Violence, Domestic Violence, and Stalking Procedures

Procedures with anticipated timelines for the various steps in our process can be found in the brochure published by the Dean of Student’s Office. This brochure discusses student rights in the process, policies and procedures. Visit this link at: https://drive.google.com/open?id=1YK10sjy6VUVFUW83rmZS3-7f_AjVZxrS

1. **Prohibition.** Sexual misconduct and sexual assault, including rape, dating violence, domestic violence, and stalking are prohibited and are violations of the following: Trinity University Standards of Conduct for Students and its sexual harassment policy and violations of the Texas Penal and Family Codes.

2. **Prevention programming and Bystander Intervention.** Trinity University provides the following primary prevention and ongoing programs to prevent dating violence, domestic violence, sexual assault, and stalking: Campus Sexual Violence Elimination Act (SaVE Act) training and Rape Aggression Defense (R.A.D.) Women’s Self-Defense training. These programs and other educational programs and initiatives promote awareness to incoming students and describe safe and positive options, including for bystander intervention. Additional information is provided above and below in this report.

3. **Assistance.** If you are sexually assaulted, you may seek assistance by contacting any of the following: University Police (210) 999-7000, Title IX Coordinator (210) 999-7507, Counseling Services (210) 999-7411, Residential Life Office (210) 999-7219, Health Services (210) 999-8111, Dean of Student (210) 999-8843, Director of Human Resources (210) 999-7507, or the Rape Crisis Center (210) 349-7273. **If you are in an emergency situation, call (911).**

4. **Notice of Rights and Options.** Trinity University will provide the student or employee with a written explanation of their rights and options for seeking resources or accommodations and filing a complaint, as set forth fully below.

5. **Preservation of Evidence.** Evidence of a sexual assault and the attacker’s identity may be left on the victim’s body. Therefore, do not wash in any way until you have been examined at the Methodist Specialty and Transplant Hospital Emergency Room at 8026 Floyd Curl Drive, San Antonio TX (210) 575-8168, which is the only hospital trained and equipped to process sexual assaults (24/7). Victims of sexual assault should go in for the exam as quickly as possible because the evidence deteriorates quickly and may be important in proving the assault in criminal proceedings. The hospital staff of Methodist Specialty and Transplant Hospital are trained to collect forensic evidence, check for injuries, and deal with the possibility of exposure to sexually transmitted diseases. A sexual assault nurse examiner (SANE) is a hospital
staff member who plays a vital role in handling sexual assault and is specifically trained to: provide comprehensive care to sexual assault survivors; demonstrate competency in conducting a forensic examination; have the ability to testify as an expert witness; and show compassion and sensitivity to survivors of sexual assault.

6. **Report to law enforcement.** A victim of a campus sexual assault may choose to report the sexual assault to campus law enforcement, San Antonio Police Department, or decline to contact authorities. To report a sexual assault to campus law enforcement authorities, contact University Police at (210) 999-7000 or use any Blue Light emergency phone. Any Student Life staff member can assist you in this process. Also, you may report the assault directly to the San Antonio Police Department (for non-emergency calls: (210) 207-7273, for off-campus emergencies: 911) and the Trinity’s University Police staff can assist you with this process.

7. **Report to University.** A victim who wishes to file an informal or formal complaint against another member of the University community, of sexual assault, dating violence, domestic violence, or stalking, whether the offense occurred on or off campus, should notify the Title IX Coordinator (210) 999-7507. The victim will be provided with a written explanation of the rights and options to file a complaint. The procedure will be prompt, fair and an impartial process from the initial investigation to the final result. The investigation will be conducted by officials who, at a minimum, receive training on dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protect the safety of victims and promotes accountability and who do not have a conflict of interest or bias for any party. The university will maintain confidentiality and discretion to the extent it is able in compliance with its policies and the law.

8. **Prompt, Fair and Impartial Proceedings.** As set forth more fully below, the University provides a reasonably prompt process that provides consistency and equal rights to the parties.

9. **Potential Sanctions for Students.** Students who are found responsible for acts of sexual assault and violation of University policy may be subject to disciplinary actions, as well as educational and remedial measures, including:

   * Any student found responsible for violating the policy on non-consensual or forced sexual contact (where no intercourse has occurred) will likely receive a sanction ranging from probation to expulsion.

   * Any student found responsible for violation of policy on non-consensual or forced sexual intercourse will likely receive a sanction of suspension or expulsion.
*Any student found responsible for violating the policy on sexual exploitation or sexual harassment will likely receive a sanction ranging from warning to expulsion.

*Any student found responsible for violating policies on dating violence, domestic violence, stalking, will likely receive a sanction of suspension or expulsion.
*The proceeding will be conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.

*Referred for disciplinary action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

Trinity University Police may also issue a Criminal Trespass Warning (CTW). Please visit the Student Handbook, at: 

10. **Potential Sanctions for Employees.** Employees who are found responsible for acts of sexual assault and violation of University policy may be subject to disciplinary action up to and including dismissal from employment. Employees may also be subject to lesser disciplinary measures (such as counseling, warning, or suspension) and required to complete educational or remedial measures Trinity University Police may also issue a Criminal Trespass Warning (CTW).

The faculty and Contract Staff handbook address is:
https://inside.trinity.edu/human-resources/faculty-contract-staff-handbook

The Classified employee handbook address is:
https://inside.trinity.edu/human-resources/classified-staff-handbook

**Filing a Complaint**

Victims of sexual misconduct usually have two avenues to consider in filing a formal complaint. These options are not mutually exclusive. The first offers a University administrative process and the second a criminal process. Either or both may be pursued:

1. A victim who wishes to have a complaint reviewed administratively, within the institution, should contact the Title IX Coordinator at (210) 999-7507. The staff will explain Trinity University procedures. 2. A student who wishes to have a complaint handled criminally should contact the Trinity University Police Department at (210) 999-7070, the San Antonio Police Department at (210) 207-7273, or other local law enforcement agency in the location where the crime occurred. A University staff member is available to accompany an accusing student through this process as requested. Contact
the Deans of Students Office for a campus advocate. The accusing party can decide to
not pursue a formal complaint. When possible, the University will respect the wishes of
the accusing party. The University’s ability to investigate the matter may be negatively
impacted by the accusing party’s desire to keep the matter confidential. When necessary
due to the circumstances, the University may initiate its own investigation of instances of
sexual misconduct.

Accusing students shall be notified of their options to notify law enforcement and to be
assisted by campus authorities. Accusing students have the right to decline to report to
law enforcement. Students have the right to have their cases referred for administrative
campus investigations and review. The process will provide a prompt, fair, and impartial
investigation and resolution. The individuals conducting the investigation will receive
annual training in issues related to domestic violence, dating violence, sexual assault,
stalking, and how to conduct an investigation and hearing process that protects the safety
of victims and promotes accountability. The accuser and the accused are entitled to the
same opportunities to have others present during a campus disciplinary proceeding,
including the advisor of one’s choice. Both parties shall be informed simultaneously, in
writing, of the outcome of any campus disciplinary proceedings alleging sexual assault,
dating violence, domestic violence, or stalking sanctions imposed and the institution’s
procedures for appealing the results. Both parties will be provided with any information
that will be used during informal and formal disciplinary meetings and hearings. All parties
should expect to be treated with respect by university officials. Accusing parties, accused
parties and their supporters have the right to be free from retaliation. Parties have the
rights to seeks assistance from Trinity University Police Department or the San Antonio
Police Department for court-ordered no contact orders.

The university reserves the right to unilaterally take whatever measure it deems
necessary in response to allegations and/or finding of policy violation in sexual assault,
dating violence, domestic violence, or stalking in order to protect an individual’s rights
and personal safety as well as the broader interests of the community. Student will be
present with these available measures and how to request the same in writing. Such
measure include, but are not limited to, modification of living arrangements,
reassignment of classes as available or removal from classes, interim suspension from
campus pending a hearing, and reporting the matter to law enforcement. Students may
also seek changes to their living arrangement, assignment of classes, removal from
classes and other necessary interim measures by making these requests to the Dean of
Students. Trinity University will keep the protective measure provided to victims
confidential to the extent confidentiality would not impair the University’s ability to
provide these supports.
Trinity University will provide written notification to students and employees about counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other available services on campus and in the community. Also written notification to victims about options for and available assistance in changing academic, living, transportation, and working situations.

These measures are available upon request, regardless of whether a victim makes a report to TUPD or other law enforcement agency.

**Standard of Evidence**

Trinity University considers the great weight of the credible evidence as its standard in student conduct cases. Often referred to as the “preponderance of the evidence,” this standard asks decision-makers to consider whether it is more likely than not that a violation occurred.

**Appeals**

Accused and accusing parties are simultaneously notified, in writing, of all outcomes. In student cases, both parties are given an opportunity to appeal. Victim impact statements are confidential, except, in the event of an appeal. A student who appeals may see the impact statement in order to effectively prepare a petition. The parties in a case generally have the right to respond once, in writing, to the information submitted by the other party. All procedures are at the sole discretion of the Conduct Review Board Chair.

**Additional Resources:**

For more detailed information on sexual assault, please visit the sexual assault web page: https://gotu.us/kNOwmore

Counseling for victims of sexual assault is available on campus through Counseling Services and off campus through the Rape Crisis Center (24-hour hotline: (210) 349-7273) 7500 Highway 90 West Building #2, Suite 201, San Antonio TX 78228 (e-mail address: rapecrisis.com). The Trinity University Police Department has a Memo of Understanding with the Rape Crisis Center.

For more detailed information on sexual assault, please visit the sexual assault webpage: https://inside.trinity.edu/dean-students/sexual-assault

**Sexual Offender Registration**

In accordance with the Adam Walsh Child Protection and Safety Act of 2006, Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeane Clery Act, and the Family Education Rights and Privacy Act of 194, Trinity University Police Department is
providing a link to the Texas Department of Public Safety Sex Offender Registry. The law requires institution of higher education to issue a statement advising the campus community where to obtain state-provided law enforcement information concerning registered sex offenders. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is student. In the State of Texas, convicted sex offender must register with the Sex Offender and Crimes against Minors Registry maintained by the Texas Department of Public Safety. The TX Sex Offender Registration Program is available online at [www.statutes.legis.state.tx.us/?link=PE](http://www.statutes.legis.state.tx.us/?link=PE), Code of Criminal Procedure, Sex Offender Registry Program, reference Article 62.153. Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited. The Texas Department of Public Safety is responsible for maintaining this registry. Visit the DPS website at: [https://records.txdps.state.tx.us/SexOffenderRegistry](https://records.txdps.state.tx.us/SexOffenderRegistry).

**Risk Reduction Tips**

Risk reduction tips can often take an unintentional victim blaming tone. With no intention to victim-blame, and with recognition that only those who commit sexual violence are responsible for those actions. Please consider the following risk reduction tips:

- If you have limits, make them known as early as possible.
- Tell a sexual aggressor “NO” clearly and firmly.
- Try to remove yourself from the physical presence of a sexual aggressor.
- Find someone nearby and ask for help.
- Take affirmative responsibility for your alcohol intake and drug use and acknowledge that alcohol and drugs lower your sexual inhibitions and may make you vulnerable to someone who views a drunk or high person as a sexual opportunity.
- Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to make a mistake. Respect them when they do. If you find yourself in the position of being the initiator of sexual behavior, you owe sexual respect to your potential partner. These suggestions may help you to reduce your risk for being accused of sexual misconduct. Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.
- Understand and respect personal boundaries.
• DON'T MAKE ASSUMPTIONS about consent; about someone's sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity, then you should assume you DO NOT have consent.
• Mixed message from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behavior with which they are comfortable.
• Don't take advantage of someone's drunkenness or drugged state, even if they are responsible for their condition.
• Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simple because of your gender or size. Don't abuse that power.
• Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
• Silence and passivity should not be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.

**Illegal Drugs and Alcohol Policies**

Trinity's enforcement of underage drinking law and Trinity's enforcement of drug violations can be found on the following links. Please visit our websites at:


1. The consumption, sale, and/or possession of any alcoholic beverage by any person less than 21 year of age is prohibited as provided by state law and campus regulations.

2. Alcohol consumption is permitted by those persons of legal age in designated areas and under conditions as specified in the Student Handbook.

3. Trinity University prohibits the use, possession, manufacture, sale, or distribution by its students of any illegal drugs. Employees uphold State, Federal Law, and HSC code 481.

5. The Drug-Free Workplace Act of 1988 applies to all employees of the University. Any employee who is found guilty of an offense involving a controlled substance on the premises or property owned or controlled by the University shall be subject to disciplinary action, including termination, or will be required to satisfactorily participate in an approved drug assistance or rehabilitation program.

6. The University offers counseling and referrals for assessment and treatment of drug or alcohol abuse. These services are offered by Health Services and Counseling Services on a confidential basis to all members of the University community. The University also provides a link for all student to take an alcohol assessment called e-CheckUpToGo on the alcohol web page [https://inside.trinity.edu/dean-students/alcohol](https://inside.trinity.edu/dean-students/alcohol). The University offers employees an employee assistance program through UNUM. Their website is [www.unum.com/worklifebalance](http://www.unum.com/worklifebalance).

7. Residential Life Office incorporates the following topics to new students about drugs and alcohol during their first couple of weeks at Trinity. The first day of move-in during the evening all residents are required to attend a hall meeting with their RA. During that meeting all the RAs go over the University Policies and Laws pertaining to drugs and alcohol.

**Retaliation**

Retaliation is prohibited by the University. It is a violation of policy for any member of the University community to retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities as related to the information above.

**Firearms and Weapons Policies**

The carrying or possession of any type of weapon or firearm on the premises or Trinity University is strictly and absolutely prohibited. This prohibition expressly includes those person licensed to carry concealed handguns (other than those who are licensed peace officers.) For purposes of this policy, the premises of Trinity are defined as any building, or potion of a building, that Trinity owns or occupies, whether on a temporary or permanent basis, including, without limitation, any building or portion of a building Trinity is leasing, and all Trinity-owned vehicles. Any person violating this policy will be required
to leave Trinity's premises immediately. Any employee found to be in violation of this policy will be subject to discipline, including immediate termination. Any student found to be in violation of this policy will be subject to discipline, including expulsion from the University. The only valid exception to this policy must be obtained in advance of the coming on Trinity's premises while possession a weapon or firearm and approved in writing by Trinity's Chief of Police. No Trinity Officer, faculty, or staff member has authority to grant verbal exception to this policy. For purposes of this policy “weapon” is broadly defined and includes, without limitation, ammunition, explosives, clubs, illegal knives, paintball guns, projectile launcher, BB guns/pistols, facsimile weapons, and fireworks.
Uniform Crime Reporting Categories and Definitions

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

Arrest: Persons processed by arrest, citation or summons.

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.

Burglary: The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

Larceny/Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Criminal Homicide: Manslaughter by Negligence—The killing of another person through gross negligence.

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 determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition—

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.
**Destruction/ Damage/ Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**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.

**Forcible Rape/ Legacy Rape:** The carnal knowledge of a female forcibly and against her will. Rapes by force and attempts or assaults to rape, regardless of the age of the victim, are included. Statutory offenses (no force used—victim under age of consent) are excluded.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

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

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

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

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

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- Fear for the person’s safety or the safety of others; or
- Suffer substantial emotional distress.

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

**Unfounded Crime** - A reported crime that upon investigation by law enforcement authorities is found to be false or baseless. Only sworn or commissioned law enforcement personnel may unfound a crime. Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.

**Hate Crime:** Is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Although, there are many possible categories of bias, under the Clery act, only the following eight categories are reported: race, religion, sexual orientation, gender, gender identity, ethnicity, national origin and disability.

**Disciplinary Referrals:** Individuals referred to Dean of Student for liquor law, drug law, and illegal weapons violations, who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction. The numbers include incidents that are reported via TUPD incident reports and reports provided from other members of the university community.

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

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

**Liquor Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influences and drunkenness.

**Weapons Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

This classification encompasses weapons offenses that are regulatory in nature.
Definitions of Geography

On-Campus: 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 institutions’ educational purposes, including residence halls; and any building or property that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes.

Note: Statistics for university housing facilities are recorded and included in both the “on-campus total” category and the “on-campus residential only category.”

Non-Campus Building or Property: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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. Residence halls that are located outside the campus boundaries are captured in the “Non-Campus” category.

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

Crime Reporting
The University collects information regarding crimes and reports crime statistics for the crimes listed within its Clery geography (as defined above). This information is gathered while networking with other law enforcement agencies. Reports are requested for any Clery reportable crimes. Once provided, statistics are gathered and accounted for in their respective areas.

Crimes Reported to SAPD that Occurred in Public Areas near Trinity University
The University collaborates with SAPD to monitor and record criminal activity of students at non-campus locations. The criminal offense information reported below was provided to our department by the San Antonio Police Department; Planning and Research Unit (Records) for SAPD reporting area #2220. The figures represent reported crimes as determined by the SAPD police officer at the scene. Offense classification may change upon further investigation, therefore, these statistics will not be the same as the Uniform Crime Report. Part I offenses are those listed. Part II offenses are usually misdemeanors. Assaults include simple assaults. Burglary is the sum of residential and non-residential.
Criminal offenses as reported to Department of Education, on public property adjacent to and accessible from campus. Includes (but not limited to) the following:

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<thead>
<tr>
<th>Block</th>
<th>Street Name</th>
<th>Block</th>
<th>Street Name</th>
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</thead>
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<tr>
<td>700/800</td>
<td>Block of Shook Ave.</td>
<td>400/500/600</td>
<td>Block of E. Hildebrand Ave.</td>
</tr>
<tr>
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<td>Block of E. Rosewood St.</td>
<td>600</td>
<td>Hildebrand Access Rd.</td>
</tr>
<tr>
<td>100</td>
<td>Block of Oakmont Ct.</td>
<td>100</td>
<td>Devine Rd.</td>
</tr>
<tr>
<td>300</td>
<td>Block of Bushnell Ave.</td>
<td>500</td>
<td>Block of Kings Ct.</td>
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<td>Block of E. Mulberry Ave.</td>
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<td>Ledge Lane, Stadium Dr., and Alamo Stadium (SAISD)</td>
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<tr>
<td>Crime</td>
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<td>2016</td>
<td>2015</td>
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<td>-------------------------------</td>
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</tr>
<tr>
<td>Murder/ Non-Negligent Manslaughter</td>
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</tr>
<tr>
<td>Negligent Manslaughter</td>
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<tr>
<td>Rape</td>
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<tr>
<td>Forcible Fondling</td>
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<tr>
<td>Statutory Rape</td>
<td>0</td>
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<td>0</td>
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<tr>
<td>Incest</td>
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<td>0</td>
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<tr>
<td>Robbery</td>
<td>0</td>
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<tr>
<td>Aggravated Assault</td>
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</tr>
<tr>
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<tr>
<td>Motor Vehicle Theft</td>
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## CRIMINAL OFFENSES REPORTING TABLE

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Total</th>
<th>On Campus Student Housing</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
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Hate Crimes: Zero reported in 2017, 2016, 2015

Unfounded Crimes: There were Zero reported in 2017, 2016, 2015
### VAWA Offenses Reporting Table

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Total</th>
<th>On Campus Student Housing</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
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<td>2015</td>
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<tr>
<td>Dating Violence</td>
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<tr>
<td></td>
<td>2015</td>
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<td>1</td>
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</tr>
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</tr>
<tr>
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<td>0</td>
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<tr>
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<td>2015</td>
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### Arrests & Disciplinary Referrals Reporting Table

<table>
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<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Total</th>
<th>On Campus Student Housing</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
<td>Arrests: Weapons: Carrying, Possession, etc.</td>
<td>2017</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td></td>
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<td>2015</td>
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<td>Disciplinary Referrals: Weapons: Carrying, Possession, etc.</td>
<td>2017</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<td>0</td>
</tr>
<tr>
<td></td>
<td>2015</td>
<td>3</td>
<td>3</td>
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<tr>
<td>Arrests: Drug Abuse Violations</td>
<td>2017</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2015</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disciplinary Referrals: Drug Abuse Violations</td>
<td>2016</td>
<td>58</td>
<td>58</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2015</td>
<td>60</td>
<td>59</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arrests: Liquor Law Violations</td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td></td>
<td>2016</td>
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<td>0</td>
</tr>
<tr>
<td></td>
<td>2015</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disciplinary Referrals: Liquor Law Violations</td>
<td>2016</td>
<td>61</td>
<td>56</td>
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<tr>
<td></td>
<td>2015</td>
<td>110</td>
<td>78</td>
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</table>
2018 Annual Fire Safety Report

Overview

The Trinity University Annual Fire Safety Report is published each year to provide fire statistics and information in compliance with the Jeanne Clery Disclosure of Campus Security. The Higher Education Opportunity Act (Public law 110-315) became law in August 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus housing statistics. This report includes data from January 1, 2015 thru December 31, 2017.

General Statement of University Owned/ Controlled Student Housing

All 16 Residence Halls are covered by a fire alarm system which is monitored 24 hours/day, seven days/week. 14 Residence Halls are also covered with an integrated automatic sprinkler system. The remaining 2 Residence Halls are programmed to have integrated automatic sprinklers installed during future renovations. Additional detail regarding the fire safety system for each hall is provided below.

Residence life staff receive intensive and comprehensive fire safety training at the beginning of each academic year.

Content of training provided:

- University fire prevention policy and rules
- What action to take if a fire is discovered
- Building evacuation assembly areas and personnel accounting procedures
- Fire extinguisher operation and hands-on demonstration

In addition, a program that covers emergency and evacuation procedures is reviewed regularly with the occupants and staff of each respective residence hall by the Residence Life staff. Every Residence Hall student room has an emergency evacuation map installed on the inside of the front door as well, to direct occupants to primary and secondary exits.
A total of 30 Fire drills were conducted; 15 in Fall and 15 in Spring. Basic fire safety instructions are offered to all new and existing employees. Additional training is provided periodically, coordinated by the Department of Environmental Health and Safety, and by request from individual departments.

**Specific Fire Prevention Related Policies**

It is the policy of Trinity University to provide faculty, staff, students and visitors with the safest possible environment, free from potential fire hazards. The primary goal of the university’s fire prevention program is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. This goal is accomplished by (1) conducting routine fire safety inspections of all university buildings, (2) increasing the fire safety awareness of employees and students by conducting periodic training on basic fire safety, and (3) conducting third party fire safety audits via
our insurance consortia. Regarding fire safety inspections, fire & life safety features of
the buildings shall be in compliance with all applicable standards of the National Fire
Protection Association (NFPA) and the City of San Antonio Fire Department. The
Department of Environmental Health and Safety conducts fire extinguisher inspections of
all university buildings at least once a month. Some buildings may be inspected more
frequently, as may be deemed necessary by the Director of Environmental Health and
Safety.

The Department of Environmental Health and Safety will coordinate with the Trinity
University Police Department, and the City of San Antonio Fire Department in the
investigation of each fire incident. To minimize the potential for fires at Trinity University,
it is the policy of the university to prohibit open burning and the use of combustible
decorations at all times (unless in accordance with other university policies and
procedures, and or authorized by City of San Antonio Fire Department). Open burning as
defined by the university is any open/exposed flame or combustion that produces heat,
light or smoke, and has the potential to cause a fire. Examples of open burning are, but
not limited to, torches, candles, incense, bonfires, campfires, barbeque grills (except for
those permanently installed and portables at least 50 feet from any building) and their
related accessories such as: gasoline, propane, lighter fluid, charcoal, and pyrotechnics.

All decorations and ornaments must be of fire-resistant or non-combustible material, U.L.
rated and approved for use. Holiday tree lights must be unplugged at the end of each
day, and removed after the event or holiday season. Decorative lights including holiday
lights, as well as floodlights, extension cords or electrically operated ornaments must be
U.L. rated and approved for use. Extension cords or decorative lights cannot be routed
under rugs or carpets, through doorways or in any manner that could present a fall or
trip hazard or impede egress. Electric lights or electrically operated ornaments cannot be
used on metal, aluminum or any other similar metal, which could induce an electric shock.
Artificial snow and other decorative sprays should be used with extreme caution; they
cannot be used in laboratory and/or clinical settings. Avoid spraying around exits, exit
signs or any of the fire protection equipment (i.e. fire hose cabinets, fire extinguishers,
sprinkler heads and piping, fire alarm pull boxes, smoke detectors, etc.).

**DO NOT** block doorways, exits, exit signs or any of the fire protection
equipment (i.e. fire hose cabinets, fire extinguishers, sprinkler heads and piping, fire alarm pull boxes, smoke detectors, etc.), or place items (i.e.
furniture, equipment, etc.) in any manner that could present a fall or trip
hazard, or impede egress.

Example of prohibited items: Portable space heaters, barbeque grills, hibachis, smokers
(gas, electric, charcoal) and related accessories including lighter fluids and lighters, and
other similar type products (for cooking/warming purposes), any open flame device or
objects including candles, incense sticks and related accessories, hot plates, slow cookers,
deep fryers, electric skillets, electric woks, griddles, sandwich makers/grills, and other
similar type products (for cooking/warming purposes), toaster ovens (for cooking/warming purposes), flammable/combustible liquids (for recreational/personal use), fireworks, firecrackers, rockets, flares, sparklers and other devices, halogen lamps, ceiling/wall tapestries, live holiday trees or non-fire retardant artificial holiday trees.

The “cooking” and “warming” options exclude cooking and warming done in areas designated and built for such purposes and only while the use of these devices are under the direct supervision of a competent individual.

**Definitions**

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

**Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure or act of nature.

**Fire-related death** - Any instance in which a person - (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) Dies within one year of injuries sustained as a result of the fire.

**Fire-related injury** - Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.
Statistical Report

2015-2017 statistics as reported to the Trinity University Department of Environmental Health and Safety. The statistics seen in the table below were valid at the time of publication, but may not reflect current trends.

<table>
<thead>
<tr>
<th>Residential Halls</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fires</td>
<td>Injuries</td>
<td>Deaths</td>
</tr>
<tr>
<td>Beze Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Calvert Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>City Vista (new residence)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Herndon Hall</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Isabel Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Lightner Hall</td>
<td>1*</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Miller Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Verna McLean Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murchison Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Myrtle Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>North Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Prassel Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>South Hall</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Susanna Hall</td>
<td>0</td>
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</tr>
<tr>
<td>Thomas Hall</td>
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</tr>
<tr>
<td>Winn/Witt Hall</td>
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<table>
<thead>
<tr>
<th>Date Reported</th>
<th>Nature of Fire</th>
<th>Date and Time of Fire</th>
<th>Location</th>
<th>Value of Property Damage Caused by Fire</th>
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<tbody>
<tr>
<td>8/27/2015*</td>
<td>Stove-top fire associated with cooking</td>
<td>8/27/2015 at approx. 0852 hours</td>
<td>Lightner Hall room 209</td>
<td>$0</td>
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<tr>
<td>10/09/2016*</td>
<td>Electrical outlet short due to blow-dryer</td>
<td>10/09/2016 at approx. 0207 hours</td>
<td>Lightner Hall room 106A</td>
<td>$0</td>
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## Fire Protection Equipment

<table>
<thead>
<tr>
<th>Residential Halls</th>
<th>24 Hour Alarm Monitoring</th>
<th>Sprinkler System</th>
<th>Smoke Detection Device</th>
<th>Fire Extinguishing Device</th>
<th>Evacuation Plan &amp; Placards</th>
<th>Number of Fire Drills per Calendar Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beez Hall</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>2</td>
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<tr>
<td>Calvert Hall</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>2</td>
</tr>
<tr>
<td>City Vista (new residence)</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>N/A</td>
</tr>
<tr>
<td>Hemdon Hall</td>
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<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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<tr>
<td>Isabel Hall</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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<td>Lightner Hall</td>
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<td>Miller Hall</td>
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<td>yes</td>
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<td>yes</td>
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<tr>
<td>Verna McLean Hall</td>
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<td>contains riser pipe*</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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<tr>
<td>Murchison Hall</td>
<td>yes</td>
<td>yes</td>
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<td>yes</td>
<td>2</td>
</tr>
<tr>
<td>Myrtle Hall</td>
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<td>yes</td>
<td>yes</td>
<td>yes</td>
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<tr>
<td>North Hall</td>
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<td>yes</td>
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<td>yes</td>
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<tr>
<td>Prassel Hall</td>
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<td>yes</td>
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<td>yes</td>
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</tr>
<tr>
<td>South Hall</td>
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<td>contains riser pipe*</td>
<td>yes</td>
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<tr>
<td>Susanna Hall</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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<td>Thomas Hall</td>
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<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>2</td>
</tr>
</tbody>
</table>

*As Residence Halls are renovated, sprinkler system is installed. Fire Alarm Systems are monitored by TUPD and third party contractor.

For purposes of including a fire in the statistics for the Annual Fire Safety Report contact:

**Director of Environmental Health and Safety**  
Osvaldo 'Ozzie' Crespo III  
One Trinity Place, Box #61/ San Antonio, TX 78212

(T): 210-999-7004  
(F): 210-999-8303
**TUPD Administrative Staff**

Paul J. Chapa, Chief of Police
210-999-7070

Pete Perez Jr., Assistant Chief of Police
210-999-7070

Laura Hernandez, Corporal/Administrative & Compliance Assistant
210-999-7326

John Santellan, Lieutenant/Investigations
210-999-7070

John Rowse, Sergeant/Investigations
210-999-8308

Clint Ratliff, Sergeant/Training and Special Events
210-999-8538

Community Awareness
210-999-8307

Sylvia Villarreal, Supervisor/Telecommunications
210-999-7003

Ivan Pendergast, Emergency Manager
210-999-8375
## Important Phone Numbers

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
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<tbody>
<tr>
<td>University Police, Emergency Number</td>
<td>210-999-7070 or 7000 or 9-1-1</td>
</tr>
<tr>
<td>Safety Escorts “Tiger Tracks”</td>
<td>210-999-7070</td>
</tr>
<tr>
<td>Health Services</td>
<td>210-999-8111</td>
</tr>
<tr>
<td>Counseling Services</td>
<td>210-999-7411</td>
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<tr>
<td>Alcoholics Anonymous</td>
<td>210-828-6235</td>
</tr>
<tr>
<td>Narcotics Anonymous</td>
<td>210-434-0665</td>
</tr>
<tr>
<td>San Antonio Rape Crisis Center</td>
<td>210-349-7273</td>
</tr>
<tr>
<td>San Antonio Crime Stoppers</td>
<td>210-224-STOP (7867)</td>
</tr>
<tr>
<td>Title IX Coordinator</td>
<td>Pamela Johnston (<a href="mailto:pjohnst2@trinity.edu">pjohnst2@trinity.edu</a>)&lt;br&gt;On Campus Extension 7551 or 210-999-7551</td>
</tr>
<tr>
<td>Deputy Title IX Coordinator</td>
<td>David Tuttle (<a href="mailto:dtuttle@trinity.edu">dtuttle@trinity.edu</a>)&lt;br&gt;On Campus Extension 8843 or 210-999-8843</td>
</tr>
</tbody>
</table>
The 2018 Trinity University Annual Security Report can be found at: https://inside.trinity.edu/university-police

Daily Crime and Fire Log is available for review at Trinity University Police Department

538 Kings Court, San Antonio, TX 78212