

SOUTHWEST TEXAS JUNIOR COLLEGE POLICE DEPARTMENT **SAFETY AND SECURITY REPORT for the UVALDE CAMPUS**

The Southwest Texas Junior College Police Department will inform the student body, faculty, and staff about criminal offenses on campus. The department will document and report all criminal offenses to the college community. Special notices may be distributed on campus on occasion, if the department determines that there is an immediate need to supply information about a specific incident to the public for their benefit. The college, on occasion, will sponsor seminars and meetings on crime prevention, alcohol and drug awareness, and other programs pertinent to the campus community. Students are informed about campus policies and procedures during New Student Orientation.

I. CURRENT CRIME REPORTING PROCEDURES ON CAMPUS

Persons on the Uvalde campus of Southwest Texas Junior College involved in an incident or needing to report an incident may do so by:

- Reporting in person to the SWTJC Police office in Hubbard Hall(see map).
- Calling the campus operator at **278-4401** (or 0 from a campus extension) till 10:00 P.M.
- Calling the SWTJC Police office at **591-7333** during office hours. Phone mail option.
- Calling the Uvalde area dispatcher at **278-9147** at any hour. Advise them you need the SWTJC Police. They will contact us by radio.
- Dial **911** anytime for FIRE, EMS OR SWTJC POLICE.
- Call the department cellular phone 830-279-1861.

Please report all offenses. This helps us to better control crime.

II. CURRENT POLICIES CONCERNING ACCESS TO CAMPUS FACILITIES

Most campus buildings are accessible to members of the campus community and to guests and visitors during normal business hours Monday through Friday. The campus closes to non-dorm residents at 11:00 P.M. Sunday through Thursday nights, and at midnight on Friday and Saturday nights. After these hours only dorm residents are allowed to be on campus. Dorm residents may not have guests (visitors or day students) after these hours. This helps secure the campus at night and provides a quieter environment around the dorms. The campus reopens at 7:00 AM each weekday.

The Physical Plant and Operations Department maintains the campus buildings and grounds with a concern for safety and security. It inspects the campus facilities regularly, promptly makes repairs affecting safety and security, and responds to reports of potential safety and security hazards, such as broken windows, unsecured doors or locks, and burned out security lighting. The SWTJC Police assist the physical plant personnel by reporting potential safety and security hazards. You may report any similar observations to any SWTJC police officer. Also please feel free to make suggestions as to how safety or security might be improved in a specific area.

III. CURRENT POLICIES CONCERNING CAMPUS LAW ENFORCEMENT

As a professional, full service police department, the SWTJC Police Department is equipped to deal with the same type of problems that most other small departments handle. Our department exists to serve the campus community 365 days a year. We maintain shifts seven days a week, approximately 24 hours per day including all holidays. The campus is patrolled on foot and with fully marked and equipped patrol vehicles. SWTJC police officers wear distinctive uniforms and are in constant radio contact with a dispatcher. We do not employ any security guards.

The SWTJC Police Department currently has three fully certified Police Officers. They are all fully commissioned Texas Peace Officers and have the same law enforcement authority and arrest powers as any city police, county sheriff, state trooper, or constable. Our primary jurisdiction includes any county in which SWTJC has property or programs. This gives us a multi-county jurisdiction, which includes a large portion of southwest Texas.

SWTJC police officers are responsible for a full range of public safety services, including all crime reports, investigations, enforcement of all state laws, including laws concerning alcoholic beverages, controlled substances, and weapons. We respond to all incidents on campus requiring police assistance. Reports of all on campus offenses must be filed through the SWTJC Police Department. We also enforce all policies (laws) passed by the governing board of directors of the college. These policies are similar in nature to city ordinances that a city council would pass for a municipality. These policies are Class C Misdemeanors with a maximum fine of \$200. These board policies and other Class C Misdemeanors are filed through the Justice of the Peace Courts. An example of one such SWTJC policy is the policy (law) prohibiting any person from possessing an alcoholic beverage on campus.

Officers perform other services such as assisting those who have a vehicle with a dead battery. We also unlock dorm rooms for students accidentally locked out, and assist visitors with directions around campus.

Our department has a close working relationship with all surrounding law enforcement agencies; Uvalde Police Department, Uvalde County Sheriff Department, Texas Department of Public Safety, United States Border Patrol, Texas Alcoholic Beverage Commission, and the Texas Parks and Wildlife Department. We routinely exchange crime related information with these and other agencies. We assist them when needed and call on them for assistance in return. We also have direct access to the National Crime Information System through the F.B.I. in Washington D.C.

IV. ON CAMPUS STUDENT HOUSING

There are two resident halls on campus. Each dormitory building is administered by a resident hall supervisor, living on-site. One dormitory is co-ed, the other is female only.

SWTJC police and resident hall supervisors make every effort to make sure that the resident halls are free from uninvited visitors or guests, but it is necessary that the residents themselves take an active role in making sure that strangers are reported to SWTJC Police or resident hall supervisors. Dormitory residents must abide by dormitory rules and regulations. Violators of these policies may be expelled from the dorm and / or criminal charges may be filed. Persons may be banned from the dorm areas or from the campus for disruptive or illegal activity. No visitors or guests may remain on campus after the hours listed in section II.

Southwest Texas Junior College does not have or maintain off campus student housing.

V. STUDENT RESPONSIBILITY PROGRAM

The cooperation, involvement, and personal support of students in a campus safety program are crucial to the success of the program. Students must assume responsibility for their own personal safety and security of their personal belongings by taking simple, common sense precautions.

- Always be aware of your surroundings and the people around you.
- Never leave your books, backpacks, or belongings unattended, even for a moment.
- Always lock and secure your vehicle and remove all valuables from sight of a thief. It takes less than fifteen seconds to break a window on a vehicle and steal property from the interior. Vehicle burglary is a common but preventable offense. Hide your valuables from sight. If they can't see it, they won't steal it. If vehicle burglars can't find easy pickings, they will go somewhere else (off campus).
- Mark your personal property, including books, CD's, and cell phones with an identification number or name.
- Exterior doors to rooms should never be propped open.
- Room doors should be locked even when the student leaves, even just for a moment to go to the laundry room, lobby, or pay phone.
- Residents should ask visitors to identify themselves before opening their door to someone. Use the peephole in the door.
- Residents should carry their keys at all times. Never lend your keys to others.
- Report suspicious persons or activity to SWTJC staff or to SWTJC Police.

VI. EMPLOYEE NOTICE

The SWTJC Police feel that almost every violation committed on campus is preventable. As an employee, you are in and around campus buildings several hours of each day. These violations could be greatly reduced if you would develop a few security habits that could safeguard both your personal safety and SWTJC property. The following information is passed on for your consideration.

- Lock your door or your desk when you leave the room, even if you will only be gone briefly. It takes approximately eight seconds for someone to enter an unlocked room and remove your property or SWTJC property. You are responsible for securing and locking your classroom or office and turning off the lights and air conditioning (if applicable) at the end of the day.
- Do not loan keys to anyone. A friend can lose or misplace your keys long enough for the wrong person to use them. Someone may take the keys and have duplicates made.
- If you possess a security key to a specific room, storage or lab area, make sure that the door is locked when you leave.
- Watch for suspicious persons who have no business in your area. If you see a suspicious person loitering or acting strange, get a good physical description and notify the SWTJC police immediately.
- Be familiar with the area to which you are assigned. If you notice any burned out lights or a safety or security hazard report it to the main office or to SWTJC police.
- If you observe some stranger carrying equipment in boxes, obtain a good physical description and any vehicle description. Notify the SWTJC police immediately.

Please feel free to contact the SWTJC Police by calling 7333 on campus or (830) 591-7333 from off campus. During business hours, the college switchboard 278-4401 or (0) can contact us by radio. After hours, the Uvalde area dispatcher (278-9147) can contact us 24 hours a day. Tell the Uvalde dispatcher you need them to contact the SWTJC police. The cellular number of the SWTJC Police Officer on duty is 830-279—1861.

VII. LAWS CONCERNING ALCOHOLIC BEVERAGES ON CAMPUS

- Southwest Texas Junior College prohibits the possession or consumption of any type of alcoholic beverage on any property own or used by SWTJC by any person of any age (passed by the governing board of directors of Southwest Texas Junior College). This regulation also applies to alcoholic beverages in vehicles on the SWTJC campus. Violators of this regulation face a fine of up to \$200. Charges may be filed on all persons found violating this regulation.
- Additionally, charges may be filed on all persons under the age of 21 that are found violating any of the following state laws.

Texas Alcoholic Beverage Code (a minor is a person under the age of 21)

106.02	Purchase of an alcoholic beverage by a minor.
106.025	Attempt to purchase alcoholic beverage by a minor.
106.03	Sale of alcoholic beverage to a minor.
106.04	Consumption of alcoholic beverage by a minor.
106.041	Driving under the influence by a minor.
106.05	Possession of alcoholic beverage by a minor.
106.06	Purchasing alcoholic beverages for a minor, Furnishing alcoholic beverage to a minor.
106.07	Misrepresentation of age by a minor.

Penalties for the above offenses for persons under the age of 21 are as follows:

- **FIRST OFFENSE**
Maximum fine is \$500.
Mandatory 8-12 hours of community service (alcohol awareness).
Mandatory 30 day driver license suspension.
- **SECOND OFFENSE**
Maximum fine is \$500.
Mandatory 20-40 hours of community service (alcohol awareness).
Mandatory 60 day driver license suspension.
- **THIRD OFFENSE**
Minimum fine is \$250. Maximum fine is \$2000.
Up to 6 months in JAIL.
Mandatory 6 month driver license suspension.

These penalties reflect a significant increase in the punishment to persons under the age of 21 that violate the alcohol laws of Texas. This is the Texas Legislature's response to the nationwide underage drinking problem and the high number of alcohol related traffic fatalities and accidents among young persons in this country. The mandatory driver license suspensions and the other mandatory punishments are being filed by the Uvalde County Justice of the Peace Courts. SWTJC Police will fully enforce all these laws.

VIII. TEXAS LAWS CONCERNING THE POSSESSION OF CONTROLLED SUBSTANCES

Texas law dictates that all penalties for state drug law violations shall carry enhanced penalties for offenses that occur on campuses of an institute of higher education (college campus). SWTJC will, in addition, impose severe administrative sanctions against all persons convicted of violation of state drug laws. The federal government has legislation pending that will cancel all federal student loans and grants to persons convicted of drug law violations whether those violations occurred on or off campus.

IX. DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS

The Student Assistance Program at SWTJC provides information or help for those with a drinking or drug abuse problem. This program is supervised by the college nurse (RN). A separate brochure explaining this program is given to every student at orientation.

X. TEXAS AND SWTJC TOBACCO LAWS

Texas law prohibits persons under the age of 18 from buying, using, or possessing any tobacco product (cigarettes, cigars, chewing tobacco, snuff, etc.) unless they are in the presence of their adult parent, legal guardian, or adult spouse. Penalties for this offense may include fines up to \$500.

SWTJC policy prohibits the use of tobacco products in any building, including dorms, on the SWTJC campus and within fifty feet of any building entrance.

XI. POSSESSION OF WEAPONS

The possession of a firearm (handgun, rifle, or shotgun), illegal knife, club, or prohibited weapon (as defined by the Texas Penal Code 46.05) on any SWTJC campus is a felony. Persons with concealed carry permits are not allowed to possess firearms on any SWTJC campus. In addition, fireworks, explosives, and lethal weapons are also prohibited on any SWTJC campus.

XII. SEXUAL ASSAULT POLICIES AND PROCEDURES

In accordance with the Higher Education Amendments of 1992 (Public Law 102-325) Southwest Texas Junior College promotes the reporting of all sex crime violations and outlines procedures to facilitate the reporting of all alleged violations. It is important that all students, faculty, and staff are aware of these policies and procedures.

- If you are a victim of, or are aware of a sexual assault on campus, immediately call the SWTJC Police Department and report the incident. Southwest Texas Junior College has a staff team, composed of counselors, medical personnel and police that will investigate this type of crime and provide assistance to the victim. Incidents occurring off campus will be investigated by the law enforcement agency having jurisdiction. You are still encouraged to report to SWTJC Police so that our medical and counseling staff can assist you, and so that the SWTJC Police Department can assist you in dealing with the local law enforcement agency.
- Practice being observant so that if you are a victim of sexual assault, you will be better able to identify the assailant.
- If you are a victim of sexual assault, don't change clothes or take a bath or shower. All physical evidence, including seminal fluids, hair, blood, and scrapings of skin samples from under the victim's nails are needed and are used in court. Physical evidence is extremely important in court. Please go to the emergency room to be checked by a physician.
- You have the option to notify the local law enforcement agency if you are off campus. You may also notify the SWTJC Police, or if you prefer, notify a counselor, the college nurse, or the college administration. Texas laws allows a victim to use a pseudonym (a court assigned fictitious name) in court instead of their real name. Your name can be kept out of public records and the news.
- The Southwest Texas Junior College administration will, if reasonably possible, alter the academic schedule of a victim after an alleged sexual offense. Counseling sessions will be made available for the victim.
- Disciplinary action will be taken immediately. This action could result in the attacker being criminally charged or suspended and not allowed on campus until a hearing is held, or if found guilty, barred from the campus and not being allowed to register.
- The procedures for on campus disciplinary action would be the same as those outlined in the Student Handbook for any alleged violation of the Student Code of Conduct.