

# 2010 Annual Security & Fire Safety Report

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## UNIVERSITY OF HOUSTON - VICTORIA

University of Houston-Victoria

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# WELCOME

**Welcome!** On behalf of the University of Houston-Victoria and the Campus Safety Office, we are pleased to welcome you to the university community. The University is committed to providing a safe and secure university environment. The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)** is the landmark federal law, originally known as the Campus Security Act that requires colleges and universities across the United States to disclose information about crime on and around their campuses. Schools must publish an annual report disclosing campus security policies and three years of selected crime statistics. This report includes crime statistics for calendar years 2008, 2009, and 2010. This report is prepared in cooperation with the University of Houston-Victoria Student Affairs Division in compliance with the **Clery Act**.

Whether you are a current or prospective student, faculty, staff or simply a visitor to our website, I would like to thank you for taking time to read the University of Houston-Victoria (UHV) 2010 Annual Security Report. Beginning with calendar year 2009, the Campus Fire Safety Right-To-Know Act requires colleges and universities to report specific fire safety information and statistics in residential complexes owned or controlled by the university or college. For ease of reporting, all required elements of both reports have been merged into a single report entitled the "2010 Annual Security & Fire Safety Report."

For purposes of this report, each entity provides updated information on their educational efforts and programs to comply with both of these acts. Campus crime, arrest and referral statistics include those reported to the Safety Office as well as to designated campus safety authorities. Residential fire statistics include all fire incidents in residential complexes regardless of reporting mechanism. Both reports include specific crime and fire statistics from the previous three years. This report also includes institutional policies concerning campus security, alcohol and drug use, crime prevention, the reporting of crimes, fire safety information and other matters. Interested persons may obtain a printed copy of this report by coming by the Business Service Department, Suite 107 in the University West Building. In addition to the Annual Security Report, the UHV Safety Office maintains a daily log of crimes committed on campus which is available for review in the Business Services Department.

Comments or questions concerning any information in this report as well as your suggestions for improvement are welcomed and may be submitted by e-mail to [campussafety@uhv.edu](mailto:campussafety@uhv.edu) or by calling the Safety & Risk Manager at (361) 570-4245.

Genaro Cortez  
Safety & Risk Manager  
Campus Safety

## **Emergency Assistance and Campus Security Information**

Police Emergency .....	911
Police Non-Emergency.....	361-573-3221
UHV Campus Security .....	361-570-4830
Jaguar Hall Security .....	361-485-4403
Safety Office.....	361-570-4245
Parking Enforcement.....	361-570-4858
Student Affairs.....	361-570-4137
Student Solutions.....	361-485-4995
Counseling Center.....	361-570-4186

### **UHV Emergency Assistance and Campus Security:**

Security Supervisor Cell Phone .....	361-218-1365
Campus Security Cell Phone .....	361-648-1159
Jaguar Hall Security Cell Phone .....	361-648-1156

### **UHSCR Emergency Assistance and Campus Security:**

Campus Security Office .....	832-842-2877
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### **UHSSL Emergency Assistance and Campus Security:**

Campus Security Office .....	281-275-3302
General Administrative.....	281-275-3340

If a crime or emergency situation exists, immediately call Emergency Assistance 911. This will insure that police, fire or medical emergency personnel respond immediately. After calling Emergency Assistance 911, notify Campus Security as soon as possible.

## **Emergency Assistance Telephones**

The University has emergency assistance telephones at the UHV Campus. One emergency assistance phone is located on the grounds near the west entrance to the University Center building. Another emergency assistance phone is located on the grounds near the east entrance to the University West building. Emergency Assistance phones are installed in all campus building elevators. Emergency assistance phones are routinely checked for proper operation and none of the emergency assistance phones require coins to operate.

### **UH-Victoria, Campus Maps**

Click [here](#) to view a map of the UHV Campus which includes the adjacent Victoria College Campus.

Click [here](#) to view a map of Victoria showing the UHV Campus location.

## **PIER System (Public Information & Emergency Response)**

The University of Houston-Victoria utilizes the Public Information and Emergency Response (PIER) System to manage critical communication during an emergency event. PIER is an on-demand crisis management communication web-application. The PIER system is designed for external and internal communication applications where speed, efficiency, and direct communication are important. PIER puts all critical tools needed by communicators into a single, easy-to-use communication platform. Push, pull and interactive communication are all managed in a highly efficient and tightly integrated manner. Communicators and an extended team can work together from anywhere at any time to fully complete and manage a wide range of critical communication tasks.

The University of Houston-Victoria Emergency Information Web site is hosted on the PIER system and is accessible at <http://www.uhvemergency.info>.

## **UHDPS Security Services**

The University of Houston Department of Public Safety (UHDPS) has fully functional security officers assigned to UHV. UHDPS security officers patrol the campus and residential housing on the lookout for suspicious activities or emergency situations.

Security Officers are hired, trained, and supervised by the UHDPS Police Department and are assigned to the University. Security officers patrol the main campus on foot, carts, and vehicles.

Security Officers monitor many areas of the UHV campus and residential housing. They are easy to spot as they are uniformed in bright yellow, high visibility shirts with the word SECURITY plainly marked on the back of the shirt.

## **Security Policies and Procedures**

The UHV Campus Safety Office compiles and publishes this Annual Security Report on or before October 1. The annual Security and Fire Safety Report can be downloaded at [http://www.uhv.edu/Business/safety/manual/SFSReport/Security\\_FireSafety\\_Report.pdf](http://www.uhv.edu/Business/safety/manual/SFSReport/Security_FireSafety_Report.pdf). You may also call (361) 570-4858 or e-mail [campussafety@uhv.edu](mailto:campussafety@uhv.edu) and request a copy of this report.

The Safety Office compiles statistics from “campus safety authorities” as defined by the Clery Act for inclusion in this report. Incidents reported to the Safety Office that fall into one of the required reporting classifications will be disclosed as a statistic in this annual report published by the Safety Office.

For the purpose of making timely warning to the university community, reports of crimes and emergencies should be made directly to the Security Office. When the crime or emergency concerns the safety and welfare of the university community, the University will issue a **Security Alert**.

# The Clery Act

## Drug-Free Schools and Communities Act (DFSCA)

### Drug and Alcohol Abuse Prevention Regulations

The U.S. Department of Education has enacted two mandates that require virtually all institutions of higher education (IHEs) to provide documentation that they have dedicated resources to crime prevention and alcohol and other drug (AOD) abuse prevention:

- [The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act \(Clery Act\)](#) requires IHEs to disclose information about crime on their campuses and in the surrounding communities. IHEs that do not comply with the Clery Act may face fines and be suspended from participating in the federal financial aid program.
- [The Drug-Free Schools and Communities Act \(DFSCA\) and Drug and Alcohol Abuse Prevention Regulations](#) require campuses to certify that they have adopted and implemented programming to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. Failure to comply with DFSCA puts IHEs at risk of forfeiting their federal funding eligibility.

The illegal use of drugs and alcohol is inconsistent with the behavior expected of members of the University community. The University is committed to the development and maintenance of an environment free of alcohol and drug abuse and in compliance with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act of 1989. These laws and their accompanying regulations provide a proper framework for the anti-drug and anti-alcohol policies of the University.

As an IHE, the University of Houston-Victoria must comply with the **Drug-Free Schools and Communities Act (DFSCA) and Drug and Alcohol Abuse Prevention Regulations**. Please review UHV Administrative Policy [C-19, Drug and Alcohol Abuse Prevention](#) which includes a description of drug and alcohol-abuse education programs. Include in the policy are the very serious consequences for illegal drug and alcohol use, including the Penalties under Federal Law and Texas Law. Review the information on the [Effects of Drugs Use](#) and the [Health Risks of Alcohol and Drugs](#) associated with the use of illicit drugs and the abuse of alcohol. Review the mandated biennial [Alcohol and Other Drug \(AOD\) Report](#) which highlights the substance abuse prevention education efforts of the university.

It is the policy of the University that **illicit drug use** including their manufacture, sale, distribution, dispensation or possession is **prohibited** in the workplace, on the campus, or as part of any University activity. Consumption of alcohol may be permitted at certain pre-approved University events subject to UHV Administrative Policy [A-41, Alcoholic Beverage Use on Campus](#) and compliance with local, state and federal laws.

## Confidentiality

UHV strives to protect the identity of those reporting crimes to the extent that the law allows. UHV does not usually accept anonymous reports unless the information can be substantiated by means other than the caller's veracity.

Employees and students of the University may report concerns regarding employee or student behavior anonymously and confidentially. Reports may be made either online by accessing "Campus Safety/Security Concerns" on the MySafe Campus Web site (<http://www.mysafecampus.com>) or by calling 1-800-716-9007. You may also use MySafe Campus to report allegations of fraud, waste or other regulatory compliance issues. The University will respond to all reports.

## Disciplinary Procedures and Sanctions

If the offender is a student, he or she will be subject to the due processes of University policy for their respective home campus regardless of any civil or criminal action that may be pending as a result of the violation. All disciplinary hearings will adhere to the procedures for notification, evidence, counsel/advisors, burden of proof, records, findings, and appeals as outlined in the home campus Student Handbook. University sanctions may include but are not limited to probation, mandatory participation in specific awareness or rehabilitation programs and/or suspension or expulsion from the University. In all hearings, both the accused and accuser will have the same opportunities to present their version of the facts. They can also present other evidence in support of the case including witnesses, and they may question evidence presented. A student's right to privacy is lost when accused of sexual assault on campus and both the victim and the accused will be informed of the outcome of any disciplinary proceedings. Again, the outcome of a hearing is the home University's final determination with respect to the alleged sex offense and sanctions that are imposed and does not address other civil or criminal actions against the accused.

For complete information involving disciplinary procedures and sanctions, refer to the [UHV Student Handbook](#). Students at UHS at Cinco Ranch and UHS at Sugar Land should reference the handbook of their home institution. You may access the handbook of your home institution by using the links below:

University of Houston [UH Student Handbook](#)

University of Houston-Clear Lake [Student Life Policies](#)

University of Houston-Downtown [UHD Student Handbook](#)

## Educational Programs

Throughout the academic year, the University offers a variety of educational sessions on topics such as sexual assault prevention, campus safety, campus security, campus risk management programs, dealing with aggressive behavior, sexual harassment, personal safety, holiday safety, hurricane awareness and other safety related programs. Safety and health training information is posted on the [Campus Safety Manual](#) Web

site. The Office of Training and Continuing Education training program schedule is accessible for viewing on the Human Resources Department Web site at <http://www.uhv.edu/TAD/pdf/training.pdf>.

## **Enforcement Authority**

UHV is committed to work with the Victoria Police Department (VPD), the Victoria County Sheriff's Office (VCSO), the Victoria College (VC) Department of Police and Campus Safety and other local law enforcement agencies on criminal investigations. The Victoria Police Department responds to calls for emergency assistance.

University campuses have a campus security office staffed by Security Officers from the UHDPS Police Department. Security Officers have the right to require identification of any person on the property. Campus security personnel at the University campus will summon local law enforcement, emergency response personnel or University officials as warranted by a situation. UHDPS Security Officers do not have the authority to execute an arrest or issue a criminal citation. Comments concerning Campus Security at the university should be directed to the UHV Campus Safety and Risk Manager at (361) 570-4245.

## **Missing Student Notification**

Any institution that maintains an on-campus housing facility must establish, for students who reside in an on-campus student housing facility, both a policy and procedures for missing student notification. The university has established a policy and procedure designed to identify and assist UHV students who reside in on-campus housing and who have been reported missing more than 24 hours. Administrative policy and procedure [D-11, Missing Student Notification](#) ensures compliance with the Higher Education Act (P.L. 110-315) of 2008.

## **Reporting Criminal Activity**

The University of Houston-Victoria has employees and students at UHS at Cinco Ranch and UHS at Sugar Land. Crime statistics for UHS at Cinco Ranch and UHS at Sugar Land are reported separately in the [UHDPS 2010 Annual Security & Fire Safety Report](#) available @ <http://www.uh.edu/police/2010-University-of-Houston-Annual-Security-and-Fire-Report.pdf>. Employees who work and students who attend UHS at Cinco Ranch and/or UHS at Sugar Land should also review this report.

The University encourages students, faculty, staff, and community members and guests to report all crimes and public safety-related incidents to UHV in a timely manner. Requests for police assistance or reports of suspected criminal activities and emergencies for on-campus matters may be made 24-hours a day, 7 days a week, as follows:

### **UH-Victoria Campus**

Security officers are assigned to UH-Victoria. Should you need assistance concerning an escort, safety or security matter, contact the security officer on duty by calling (361) 570-4830 or by e-mail at [securityofficer@uhv.edu](mailto:securityofficer@uhv.edu). If the security officer is not available during an EMERGENCY situation, you should dial 911. Crime and public safety-related incidents may also be reported to the Campus Safety & Risk Manager by calling (361) 570-4245 or by e-mail at [campussafety@uhv.edu](mailto:campussafety@uhv.edu).

**Crime statistics for UHV are included in this annual report.**

### **UH System at Cinco Ranch**

Security officers are assigned to UHS at Cinco Ranch. Should you need assistance concerning an escort, safety or security matter, contact the security officer on duty by calling (832) 842-2877. If the security officer is not available during an EMERGENCY situation, you should dial 911.

A notification process exists which will permit UHDPS to respond and conduct follow-up investigations of incidents that occur at this facility. You can call UHDPS at (713) 743-3333 to initiate this service. Should you desire to schedule crime prevention programs noted within this document please call our Crime Prevention Unit at (713) 743-0616.

### **UH System at Sugar Land**

Security officer are assigned to UHS Sugar Land. Should you need assistance concerning an escort, safety or security matter, contact the police officer or security officer on duty by calling (281) 275-3302. If the security officer is not available during an EMERGENCY situation, you should dial 911.

A notification process exists which will permit the UHDPS to respond and conduct follow-up investigations of incidents that may occur at this facility. You can call UHDPS at (713) 743-3333 to initiate this service. Should you desire to schedule crime prevention programs noted within this document please call our Crime Prevention Unit at (713) 743-0616.

**Crime statistics for UH System at Cinco Ranch and UH System at Sugar Land are included in the University of Houston Department of Public Safety annual report.**

## **Residence Halls**

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

Housing Staff also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities.

Housing Staff also conduct periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape.

## **Responsibilities of the University Community**

All crime is serious if you are a victim. Students and employees must assume an active role in their personal safety and the security of their personal property. Students, faculty, and staff are responsible for adopting measures to protect themselves and their possessions. Learn to be observant and aware of your surroundings. If you notice suspicious activity or observe a crime, be observant of the circumstances and report the incident. Do not hesitate to call Emergency Assistance 911 or Campus Security. Do not assume someone else has reported the incident.

The following precautions provide guidance:

1. Report all suspicious activity to Security immediately.
2. Report unsafe conditions or hazards to [campussafety@uhv.edu](mailto:campussafety@uhv.edu).
3. Never take personal safety for granted.
4. Try to avoid walking alone at night.
5. Limit your alcohol consumption, and leave social functions that get too loud, too crowded, or that have too many people drinking excessively. Remember to call Security for help at the first sign of trouble.
6. Carry only small amounts of cash.
7. Never leave valuables (wallets, purses, books, calculators, etc.) unattended
8. Carry your keys at all times and do not lend them to anyone.
9. Lock up bicycles and motorcycles. Lock car doors and close windows when leaving your car.
10. Always lock the door to your residence hall room, whether or not you are there. Be certain that your door is locked when you go to sleep, and keep windows closed and locked when you are not at home.
11. Do not leave valuables in your car, especially if they can be easily noticed.
12. Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value.
13. Inventory your personal property and insure it appropriately with personal insurance coverage.
14. Register your bicycle and laptop computer with the Victoria Police Department.
15. If attending night classes, try to park in lighted areas. Have your car keys out when you return to your vehicle and check the front and back seats before entering. If you feel unsafe walking alone back to your car at night, walk with a group or call Security and ask for an escort to your vehicle.
16. Be familiar with work safety policies and procedures.
17. Develop an office alert procedure (a simple signal) with co-workers to let each other know when one is in trouble.
18. Be very cautious about providing personal information, such as your SSN over the telephone or internet.
19. Leave your office blinds open so security and others can easily see inside as they make their rounds.

## Security Escorts

UHV continually works with the university community to make the campus a safe place to learn, work, and live. Our security escort service is designed for community members who have safety concerns and desire having another present when traversing the campus. Based on availability, either Security Officer or the Safety & Risk Manager will escort students, faculty and staff to locations beginning and ending on campus. If you feel that you need an escort please call (361) 570-4830.

## Security and Facility Maintenance

The Facilities Services Department is the service unit primarily responsible for maintaining facilities and grounds. Students and employees are encouraged to report maintenance concerns or issues such as non-operational lights, improperly locking doors, elevator problems, etc. as well as other safety or security hazards. Maintenance concerns may be reported several ways:

- 1) Call Facilities Services (361) 570-4840;
- 2) Submit an online [UHV Facilities Service Request](#);
- 3) Email Campus Security @ [securityofficer@uhv.edu](mailto:securityofficer@uhv.edu);
- 4) Email Campus Safety @ [campussafety@uhv.edu](mailto:campussafety@uhv.edu).

## Security and Access to Campus Buildings

The University of Houston-Victoria is a state institution of higher education and as such, the campus is open to the public. However, the University reserves the right to bar or evict individuals who are considered a threat to the well-being of the campus community or have no legitimate purpose for being on campus. Each building has separate office and building hours that are clearly posted at each main entrance. Generally, office hours are from 8:00 a.m.-5:00 p.m., Monday-Friday. Evening and weekend access is limited to facilities in which computer labs, library services, or other resources are open to students. Building hours vary by facility depending on the services provided but most facilities close by 10:00 p.m. on weekdays and 6:00 p.m. on weekends. University officials and Campus Security have the authority to ask for identification. Students and employees must cooperate and present their photo ID if asked. Individuals who do not have a legitimate purpose for being on campus can be asked to leave and if they do not cooperate may be issued a criminal trespass citation. Campus Security checks all exterior building doors to ensure they are locked after normal building closure hours.

## Sexual Assault

The University is committed to providing a safe and secure campus environment and it is important to note that there have been no known reports of sexual assault at UHV. However, if you are the victim of a sexual assault:

### Get medical care....

As soon as possible, get medical care from a hospital emergency room or your primary care physician. Do not bathe, shower, douche or change clothes prior to your medical examination. Doing so could destroy evidence which may not be legally acceptable if collected later than 72 hours after the assault. If you have already removed clothes worn at the time of the assault, put them in a plastic bag and take them with you to the ER. An examination by a rape/sexual assault nurse will usually be advised to collect information for documentation of evidence should the case be prosecuted. The examination may also include testing and treatment to help prevent sexually transmitted diseases.

### **Report the assault....**

It is your decision whether to report the sexual assault to law enforcement; however, consider that your report may prevent assaults to others. If you plan to file a police report, do not clean up the area or alter it in any way prior to police arrival. All information and reports of sexual assault will be kept confidential to the extent allowed by law. In accordance with the Texas Code of Criminal Procedures, Article, 57, victims may use a pseudonym to protect their identity. The pseudonym is simply a set of initials or any fictitious name chosen by the victim, which will be used in all public files and records concerning the assault.

The University will consider, at the victim's request, changing the victim's academic situation, if reasonable.

### **Seek counseling...**

- Talk with the Director of the University Counseling Center, (361) 570-4186 or (956) 473-9548, about available counseling assistance.
- Consider talking with a friend and confidant who can offer support;
- Call the Sexual Assault Crisis Center - 24 Hour Hotline, (361) 573-3600 or 1-800-365-7345;
- Call or visit the United Campus Ministry organization located at 3310 North Ben Jordan, (361) 649-2904, which offers multi-denominational pastoral counseling for any student in need.

## **Sex Offenders Registration**

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, UHV is required to inform the university community where public information about registered sex offenders can be found. The link to the Texas Department of Public Safety (DPS) Sex Offender Database is [TXDPS - Sex Offender Registry](#). The information on the DPS web site is open record.

## **Shelter-in-Place Procedures – What it Means to “Shelter-in-Place”**

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to

“shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

### **Basic “Shelter-in-Place” Guidance**

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, Jaguar card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions.

### **How You Will Know to “Shelter-in-Place”**

A shelter-in-place notification may come from several sources, including UHV, housing staff, the federal or state government, VPD, or other authorities utilizing the University’s emergency communications tools.

## **Timely Warnings and Access to Information**

The University will provide timely warnings to the campus community about crimes that pose an ongoing threat to students and employees. When there is knowledge of an ongoing threat, an informational notice will be reported to students and employees. Electronic mail is the primary method of University communication and each employee and currently enrolled student has a University assigned e-mail account. For this reason, students and employees are reminded and strongly encouraged to check their University e-mail account at least daily for news or notices.

The University also maintains a public crime log, which contains a record of all incidents reported to Campus Security or to the Campus Safety Office. The UHV Campus public crime log includes a record of all crimes and reports of other safety or risk related incidents...not just those required in this annual report. For example, crimes like theft would be included in the public crime log. Minimally, the public crime log is required to include the nature (classification), case number, date/time reported; date/time occurred, general location and disposition of each reported crime. Incidents are required to be recorded within two business days but certain information may be withheld to protect victim privacy or to ensure the integrity of ongoing investigations. The UHV public crime log is available in the Business Services Department, Suite 107, in the University West Building. The public crime log, which remains open for at least 60 days, is available during normal business hours (8:00am-5:00pm, Monday-Friday) to students, employees and the general public.

## **Trespassing (Texas Education Code)**

**Trespass, Damage, Etc. - Section 51.204, Texas Education Code:** “It is unlawful for any person to trespass on the grounds of any state institution of higher education of this

state or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institution of higher education.”

**Unauthorized Person Refusal of Entry, Ejection, Identification-Section 51.209, Texas Education Code:** “The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control, and may eject any undesirable person from the property on his refusal to leave peaceably on request. Identification may be required of any person on the property.”

**Refusing or Failing to Leave Building Closed to Public-Section 51.242, Texas Education Code:** “No person may refuse or fail to leave a building under the control and management of a public agency, including a state-supported institution of higher education, during those hours of the day or night when the building is regularly closed to the public. Upon being requested to do so by a guard, watchman, or other employee of a public agency, including a state-supported institution of higher education, controlling and managing the building or property, if the surrounding circumstances are such as to indicate to a reasonable person that the individual or individuals have no apparent lawful business to pursue.”

## **Other Campus Safety and Risk-Related Incidents**

The Campus Safety Office publishes a combined campus monthly incident log of reported safety and health, environmental, risk management, and security related incidents that occurred on the University of Houston-Victoria campus and residence halls, the University of Houston System at Cinco Ranch, the University of Houston System at Sugar Land, and The Victoria College Campuses. To view these incidents, go to the [UHV Campus Safety Incident Log](#).

## **Victoria College Clery Act Report and Crime Statistics**

*The University of Houston-Victoria and The Victoria College are separate educational institutions whose campuses border with no perceptible boundaries. The Victoria College has its own Department of Police and Campus Safety Office. It is recommended that UHV Faculty, Staff and students review The Victoria College Clery Act report and crime statistics since many employees and students routinely use various VC facilities and services including the VC/UHV Library, VC Auditorium, VC Bookstore, VC Sports Center and shared parking lots. For a hardcopy of The Victoria College Clery Act report, call The Victoria College directly at (361) 573-3291. The Victoria College Clery Act report and crime statistics may be also be viewed by visiting the [Victoria College Police & Campus Safety](#) Web site.*

## Campus Crime Statistics

The information below provides context for the crime statistics reported as part of compliance with the Clery Act.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: Victoria Police Department, University of Houston Police Department and the Victoria College Department of Police and Campus Safety for the University of Houston-Victoria. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to Campus Security Authorities as defined by federal law.

All of the statistics are gathered, compiled, and reported to the University community via this publication, which is published by the UHV Campus Safety Office. The Safety Office also submits the annual crime statistics published in this report to the Department of Education.

### 2010 Campus Criminal Statistics Summary

Complete and detailed campus crime statistics for UH-Victoria are provided in this report. For the 2010 calendar year, for On Campus, On-campus Student Housing Facilities and Public Property geographic locations there were:

- no murders or non-negligent manslaughter reported;
- no negligent manslaughter reported;
- no sex offenses of any type reported;
- no robberies reported;
- no aggravated assaults reported;
- no burglaries reported;
- no motor vehicle thefts reported;
- no arson reported;
- no hate crimes of any type reported;
- 1 arrests for illegal weapons possession, drug law violations, or liquor law violations reported;
- 3 disciplinary action referrals for illegal weapons possession, drug law violations, or liquor law violations reported.
- No other reportable crime reported on campus, at on-campus student housing facilities, on public property that is within the campus, or immediately adjacent to and accessible from the campus;

**The Jeanne Clery Disclosure of Campus Security Policy  
and Campus Crime Statistics Act  
by Calendar Year**

Criminal Offenses	Geographic Location	2008	2009	2010
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Sex Offenses - Forcible	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Sex Offenses - Non forcible	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Robbery	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Aggravated Assault	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Burglary	On Campus	1	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Motor Vehicle Theft	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Arson	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0

## The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act by Calendar Year

Occurrences of Hate Crimes – On Campus									
Hate Crimes	Year Total			Category of Bias for Crimes Reported in 2010					
	2008	2009	2010	Race	Religion	Sex Orientation	Gender	Disability	Ethnicity/ Origin
Criminal Offense									
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses – Non-forcible	0	0							
Incest	*	0	0	0	0	0	0	0	0
Statutory rape	*	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	*	0	0	0	0	0	0	0	0
Larceny-theft	*	0	0	0	0	0	0	0	0
Intimidation	*	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	*	0	0	0	0	0	0	0	0

\* The Higher Education Opportunity Act (HEOA) enacted on August 14, 2008 reauthorized the Higher Education Act to make changes which affect campus safety and security reporting requirements in hate crime reporting. The current regulations added the crimes of simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property to the list of crimes that must be reported in hate crime statistics.

**The Jeanne Clery Disclosure of Campus Security Policy  
and Campus Crime Statistics Act  
by Calendar Year**

Occurrences of Hate Crimes – On-campus Student Housing Facilities									
Hate Crimes	Year Total			Category of Bias for Crimes Reported in 2010					
	2008	2009	2010	Race	Religion	Sex Orientation	Gender	Disability	Ethnicity/ Origin
Criminal Offense									
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses – Non-forcible	0	0							
Incest	*	0	0	0	0	0	0	0	0
Statutory rape	*	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	*	0	0	0	0	0	0	0	0
Larceny-theft	*	0	0	0	0	0	0	0	0
Intimidation	*	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	*	0	0	0	0	0	0	0	0

\* *The Higher Education Opportunity Act (HEOA) enacted on August 14, 2008 reauthorized the Higher Education Act to make changes which affect campus safety and security reporting requirements in hate crime reporting. The current regulations added the crimes of simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property to the list of crimes that must be reported in hate crime statistics.*

**The Jeanne Clery Disclosure of Campus Security Policy  
and Campus Crime Statistics Act  
by Calendar Year**

Occurrences of Hate Crimes – Public Property									
Hate Crimes	Year Total			Category of Bias for Crimes Reported in 2010					
	2008	2009	2010	Race	Religion	Sex Orientation	Gender	Disability	Ethnicity/ Origin
Criminal Offense									
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses – Non-forcible	0	0							
Incest	*	0	0	0	0	0	0	0	0
Statutory rape	*	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	*	0	0	0	0	0	0	0	0
Larceny-theft	*	0	0	0	0	0	0	0	0
Intimidation	*	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	*	0	0	0	0	0	0	0	0

\* *The Higher Education Opportunity Act (HEOA) enacted on August 14, 2008 reauthorized the Higher Education Act to make changes which affect campus safety and security reporting requirements in hate crime reporting. The current regulations added the crimes of simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property to the list of crimes that must be reported in hate crime statistics.*

## The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act by Calendar Year

Arrests	Geographic Location	2008	2009	2010
Illegal weapons possession	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Drug law violations	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	2	1	0
Liquor law violations	On Campus	0	0	1
	On-campus Student Housing	0	0	1
	On Public Property	1	0	0
<b>Disciplinary Actions</b>				
Disciplinary Actions	Geographic Location	2008	2009	2010
Illegal weapons possession	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0
Drug law violations	On Campus	0	0	2
	On-campus Student Housing	0	0	2
	On Public Property	0	0	0
Liquor law violations	On Campus	0	0	0
	On-campus Student Housing	0	0	0
	On Public Property	0	0	0



The [OPE Campus Security Statistics Website](#) is your direct link to reported criminal offenses for over 6000 colleges and universities in the United States. If you are thinking of attending college in a large urban city, a small liberal arts college, a specialized college, or a community college you can find their security statistics here.

# Annual Fire Safety Report

The University of Houston-Victoria publishes this Annual Fire Safety Report as part of its annual Clery Act compliance document. This report contains information of the campus fire safety program including fire prevention policies and practices, fire safety educational and training initiatives, description of fire protection equipment in the residence halls, and emergency evacuation procedures. This fire safety report includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire and the value of the property damage caused by the fire. The annual fire safety report summarizes the elements of the campus fire safety program, which is administered and maintained by the Campus Safety & Risk Management Office.

This public disclosure is intended to inform current and prospective students and employees of the fire safety programs and policies in place at UHV, and the institution's state of readiness to detect and respond appropriately to fire related emergencies. The combined 2010 Annual Security & Fire Safety Report can be viewed online @ [http://www.uhv.edu/Business/safety/manual/SFSReport/Security\\_FireSafety\\_Report.pdf](http://www.uhv.edu/Business/safety/manual/SFSReport/Security_FireSafety_Report.pdf) Hard copies of the report are available to the public by calling the Business Services Department @ 361-570-4858 or by visiting the Safety Office located in suite 107 of the University West building.

## Program Objectives

It is the policy of UHV to promote safe environmental conditions for faculty, staff, students and visitors that are free from foreseeable fire hazards. A primary objective of the campus fire safety program is early recognition of hazardous conditions. This will allow appropriate action before such conditions result in a fire emergency. This is accomplished by:

- Periodic reviews and updates of fire prevention policies,
- Conducting fire drills in the residence halls,
- Promoting fire safety awareness for employees and students by through training programs on fire prevention, emergency evacuation procedures and related topics,
- Inspecting, testing, and maintaining fire protection systems in accordance with National Fire Protection Association (NFPA) standards and Occupational Safety and Health Administration (OSHA) standards,
- Performing plans review and code consultation for current capital improvement and remodeling projects,
- Mitigating fire hazards utilizing the information provided from fire safety inspections performed by the State Fire Marshal's Office (SFMO), the University's property insurance loss control consultant, and the UH System Fire Marshal's Office.

## **University Owned/Controlled Student Housing**

UHV owns a property which it renovated into a two-floor student housing facility with two person dormitory rooms. The student housing facility is equipped with an automatic sprinkler system and a monitored fire alarm system. UHV is situated in the City of Victoria and the University works closely with the Victoria Fire Department and Emergency Responders of both the city and county of Victoria. Resident students and Residence Life staff receive fire safety training at the beginning of each academic year. Supervised fire drills are conducted monthly in the student housing facility. UHV believes that a hands-on approach and proactive fire safety policies are crucial to maintaining the safety of our students.

### **Emergency Evacuation Drills**

The UHV Safety Office conducts emergency evacuation drills for residential facilities each fall and spring semester. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting a facility for a short-term evacuation.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. Evacuation drills are used as a way to educate and train occupants of fire safety issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm system. The evacuation drill process also provides the University to test the operation of fire alarm system components.

### **Fire and Life Safety Inspections**

The Residential Life staff inspects the student rooms on a regular basis. These inspections will include a general assessment of storage and cleanliness of the room. The Safety Office also inspects student rooms at least once per school year. The purpose of the inspections is to eliminate hazards by educating the student population concerning items that are acceptable for use in their rooms and the practices associated with those items. Students are provided with a residential housing lease agreement which they must read and initial. These agreements contain information on the inspections process and the rules and regulations for residential facilities. The inspection includes a visual inspection of extension cords, sprinkler heads, smoke detectors, fire extinguishers, and other life safety systems.

### **Fire Safety Education and Training Initiatives**

Residence halls staff including community advisors, hall directors, front desk staff, and student dining managers receive intensive and comprehensive fire safety training prior to the start of every fall semester. Topics include a review of the fire prevention policies, weather safety, followed by a hands-on fire extinguisher demonstration, and an emergency evacuation exercise.

Two fire drills are conducted each fall and spring semester in coordination with the Safety Office, Housing and Dining, Facilities Services, and the City of Victoria Fire Department. Participation in fire drills is mandatory and failure to evacuate the building during a fire alarm will result in disciplinary action. The Safety Office and the City of Victoria Fire Department critique the drills to identify problem areas, which are then discussed and resolved with residential housing staff.

There are multiple fire safety educational opportunities for students, faculty and staff to receive throughout the school year. Fire safety educational material is provided at both new employee orientation and at the orientation for new students. The State of Texas Fire Marshal's Office has developed a program entitled "Have an Exit Strategy" and has provided extensive materials to promote this program. The University has incorporated the program into the Fire Safety Training.

## **Fire Safety Tips**

Buildings are equipped with a variety of features that are designed to detect, stop and/or suppress the spread of a fire.

- A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are CLOSED for them to work. Additionally, if a door has a device that automatically closes the door, it should NOT be propped open.
- Sprinklers are 98% effective in preventing the spread of fire when operating properly. DO NOT obstruct the sprinkler heads with materials like clothing hanging from the piping.
- Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of University Policy.
- Almost  $\frac{3}{4}$  of all fires that are caused by smoking material are the result of a cigarette being abandoned or disposed of carelessly. Smoking is not permitted in any UHV building.

## **Fire Protective Features in Residence Halls**

The University houses students in only one residence hall, Jaguar Hall. This section provides a brief summary of the fire protection features provided in the housing facility.

### ***Jaguar Hall***

Jaguar Hall is monitored by a supervised fire alarm system equipped with a public address panel. The complex is protected by an automatic, supervised wet pipe sprinkler system that is integrated with the fire alarm system. The fire alarm system is continuously monitored and supervised by Victoria Communication Services. Cooking operations under the kitchen hoods are protected by special hazard wet chemical suppression systems. The hood exhaust is protected by a special hazard water mist

suppression system. Both of these systems are also monitored by the building fire alarm system. Multi-purpose ABC dry chemical fire extinguishers are installed on each floor as well as throughout the common areas and mechanical spaces in the complex. Other features emergency lights and exit signs to illuminate the means of egress.

### ***Inspection, Testing, and Maintenance of Fire Protection Equipment***

The Safety Office administers this element of the campus fire safety program with support from Facilities Services, and fire protection contractors. All fire protection equipment in the residence halls is tested, inspected, and maintained in accordance with applicable NFPA standards.

## **Future Improvements in Fire Safety**

All renovations and new construction at the University of Houston-Victoria either meet or exceed the requirements of the National Fire Protection Association 101 Life Safety Code. This includes the installation of fire extinguishing systems appropriate for the hazards, state-of-the-art addressable voice fire alarms systems, emergency lighting, etc.

## **Emergency Evacuation Procedures**

- If a fire occurs in a residence hall, the fire alarm response procedure is initiated by residence hall staff with support from first responders (e.g. City of Victoria Fire Department). Other responding university departments including the Safety Office and Facilities Services may also provide support in the investigation, restoration, and cleanup efforts. Fire alarm systems notify building occupants of a potential fire, thus initiating a building evacuation sequence. As conveyed during fire drills, building occupants are directed to the nearest building exit upon activation of the fire alarm system. Building occupants cannot re-enter the building until either the fire department or the housing director indicates that it is safe to do so. After every fire alarm activation or reported fire condition, the hall director on duty is responsible for submitting a fire alarm report to the Safety Office.
- It is policy to maintain an active list of those occupants who may be permanently or temporarily disabled, and this is kept on file in Housing and also at the fire department. The fire department has access to this list when responding to alarm activation so they can better prepare and strategize the potential rescue of physically disabled occupants.
- Emergency evacuation procedures for students and employees inhabiting other campus buildings can be found in the Campus Safety Manual. The emergency egress signs are posted in classrooms, offices, conference rooms and other places of public assembly across campus.

## Fire Log

Institutions must maintain a fire log that reflects the nature of the fire, date, time and general location of each fire in on-campus student housing facilities. UHV complies with this rule by including all fire-related incidents in the Daily Fire Log

The Safety Office and Security maintains a Fire Log of all incidents reported. This log includes the incident type, date incident is reported, date and time of occurrence, general location of each reported incident type and the disposition of the incident if that information is known. The Safety Office and Security posts specific incidents in the Fire Log within two (2) business days of receiving a report of an incident and reserves the right to exclude reports from a log in certain circumstances as permitted by law. The most current 60 days of information is available in the Business Services Department, Suite 107 in the University West building.

## Fire Safety Statistics

The data presented in the following table summarizes the reported fires that occurred in housing facilities from January 2010 through December 2010. Please note that the housing facilities presented in the following table are located on campus property. All fires that occur in campus housing facilities are reported to the Campus Safety & Risk Manager.

### *Summary of 2010 Fire Safety Statistics*

Residence Hall	Number of Fires	Causes	Injuries	Fatalities	Value of Property Damage
Jaguar Hall	0	0	0	0	0

## Important Telephone Numbers

EMERGENCY AT ANY CAMPUS LOCATION.....911

### General Residence Hall and Campus Numbers

Jaguar Hall Front Desk.....	(361) 485-4403
Jaguar Hall Front Desk.....	(361) 485-4404
American Campus Communities Housing Director .....	(361) 485-4400
Aramark Dining Service Director .....	(361) 485-4405
Student Life and Services .....	(361) 570-4136
Campus Safety Office .....	(361) 570-4858
Campus Security Office.....	(361) 570-4830
Campus Safety & Risk Management.....	(361) 570-4245
Facilities Services Department.....	(361) 570-4804
University Switchboard Operator.....	(361) 570-4848
Victoria Police Department.....	911
Victoria Police Department Non-Emergency .....	(361) 573-3221
Victoria Fire Department .....	911
Victoria Fire Department Non-Emergency.....	(361) 485-3460