

TSTC Waco Student Right-to-Know & Campus Security Act:

It is the policy of Texas State Technical College to comply fully with the published mandates of the Student Right-to-Know & Campus Security Act (Public Law 101-542), the Higher Education Technical Amendments of 1991 (Public Law 102-26), the Higher Education Amendments of 1992 (Public Law 102-325), and that each operating unit of the System prepare and follow procedures to satisfy the stipulations of the Act, as amended. It is also the policy of Texas State Technical College that:

1. Anyone observing a crime committed on any campus or at any institution function shall be encouraged to report such a crime to the TSTC Police Department Office. Police Officers will respond to all reports and take appropriate action. Campus security authorities include deans of student who oversee student housing, a student center, or student extracurricular activities as well as faculty advisors to student groups. Resident Assistants also fall within the category of "officials responsible for student housing," and are therefore considered by the staff of the U.S. Dept. of Education to be "campus security authorities."
2. The TSTC Chief of Police will contact the Executive Vice President and the President following a report(s) of a crime that is to be reported in this notice, if it is believed there is a continued threat to the campus community. A timely warning will be made to the campus community through the campus emergency notification system, which generate messages via telephone, cell phone, email and text messaging to students, faculty and staff.
3. Traffic and suspicious activities on the Texas State Technical College campus shall be monitored by TSTC Police officers to protect the safety and security of our students, staff, faculty and visitors;
4. Security personnel employed by the college shall be commissioned peace officers and shall have the same responsibilities as city, county and state police and have the duty and obligation to enforce campus rules and regulations, as well as local, state and federal laws;
5. Campus security procedures shall be defined and communicated clearly to students and employees, including encouraging students to be responsible for their own security;
6. Campus crime prevention programs and procedures shall be defined and communicated clearly to all students and employees;
7. Criminal activity occurring at off-campus College functions shall be monitored and recorded through communications with local police agencies;
8. An Annual Security Report shall be prepared, and published each campus to all employees and students of that campus by Oct. 1 of each year. This report shall contain the elements specified by the Student Right-to-Know & Campus Security Act (Public Law 101-542) as amended by the Higher Education Technical Amendments of 1991 (Public Law 102-26) and the Higher Education Amendments of 1992 and 1998 (Public Law 102-325). The annual security report is compiled by the Chief of Police, with the assistance of the Vice President for Student Development and staff. All reports of crime on campus that are subject to the required notice are tracked and reported annually. The Executive Vice President and/or Associate Vice President in Student Development are considered campus security authorities. Reports made to these persons will be included in the annual report. Counselors will encourage persons they are counseling to report violations, on a voluntary, confidential basis if necessary, to the TSTC Police Department.

Victims are encouraged to speak to other officials of the institution for purposes of seeking information or reporting incidents. Victims have the right and can expect to have incidents of sexual misconduct taken seriously by the college, and to have those incidents investigated and properly resolved through administrative procedures.

The college recognizes that many victims desire confidentiality, and many will not want the college to investigate and attempt to resolve the incident. Despite this fact, if officials of the college (including administrators, campus law enforcement, and affirmative action officers) are notified of the details of an incident, they have a duty to fully investigate. If, through investigation, it is determined that a threat of continuing harm or harassment is present, or the incident is of extreme severity, the college must act to resolve the incident to the extent possible, even without

the cooperation of the victim.

9. Any person, who is the victim of a sex offense which occurs on campus, or at an official off-campus College function, should immediately report such offense to the Police Department or to the Executive Vice President and also to local law enforcement officials. If contacted first, Police Department personnel or the Executive Vice President will assist the victim, if desired, in reporting to local law enforcement officials.

Sex offense victims are encouraged to seek immediate medical attention and to preserve any physical evidence of such crime;

10. Campus student disciplinary procedures shall be communicated to all students during orientation sessions and in writing in campus catalogs and student handbooks. Such procedures shall specify that a campus disciplinary proceeding shall be held when evidence of a sex offense is sufficient to warrant a hearing. In such cases, both the accuser and the person(s) accused of a sex offense are entitled to attend and have others present during a campus disciplinary proceeding and that both the accused and the accuser shall be informed in writing of the outcome of any campus disciplinary proceedings regarding an alleged sex offense. The availability of campus and community counseling, mental health or other student services for victims of sexual assault shall also be communicated to students in a similar manner;

11. Disciplinary action for a sex offense may be imposed on a student upon a finding by the campus disciplinary officer that a student committed an act of sexual assault or aggravated sexual assault as defined by 22.011 and 22.021 of the Texas Penal Code including non-forcible sex offenses. The conclusion of the campus disciplinary committee shall be based on "preponderance of the information" rather than "proof beyond a reasonable doubt" and need not coincide with legal actions taken by a court of law.

12. Any student who, in the opinion of the campus disciplinary officer, has committed a sex offense on campus or at an official off-campus college function may be expelled from the college;

13. Students who report that they are the victims of sexual assault on campus may, at their discretion, request of the Associate Vice President for Student Development that their on-campus residence assignment be changed on a temporary or permanent basis.

14. The campus shall develop and deliver to students, as a portion of orientation programs, or by other means, an educational program to promote awareness of rape, acquaintance rape and other sex offenses. The Police Department and Student Life will provide training to students or groups as requested.

Campus Security Policies

All persons who reside, work, or visit campus are responsible for protecting their own property and should take appropriate measures to prevent loss of such property. If any type of criminal activity does occur, it should be reported to the Police Department as soon as possible. The Department is available 24 hours, seven days a week and is located at 1101 Airline Drive. The telephone number is 867- 3690. Medical emergencies and other emergencies may be reported by dialing 9-911 from any campus extension.

Section 204 (B)

Section 51.209 of the Texas Education Code authorizes the College administration or its designated representatives to refuse admission to, or the right to remain on campus to any person who has no legitimate business with the college community. The police may request proper identification of individuals they encounter on the campus, especially those persons encountered during the late night hours, under suspicious circumstances or in response to reports from college community members.

Uniformed police officers patrol the campus. The officers are equipped with two-way handheld radios capable of contacting other area law enforcement agencies or fire departments. The campus facilities and grounds are maintained by the Physical Plant. Maintenance of lighting and landscape near sidewalks, walkways, and entrances to building and parking lots is done on a regular basis. Access to campus buildings is limited to times designated for the building to be open. The following procedures are implemented in order to ensure that a reasonable measure of security exists for students living in single student housing:

1. All facilities are staffed with student personnel. Student staff members are trained to report violations of institutional policies and to monitor activities at each facility. Student staff members

are to assist residents and to contact proper authorities.

2. Entrances to the residence halls are locked during hours that are not designated for visitation.

3. Police Officers routinely patrol housing areas.

4. Access to keys for residential facilities are limited to authorized individuals who have been sufficiently screened and procedures are in place to track the custody of keys.

Section 204 (C)(i)

Police officers employed by the college are commissioned as "Peace Officers" and are required to enforce all federal, state and local laws within their jurisdiction. Officers are also required to enforce rules and regulations issued by the governing body at TSTC. The Police Department of TSTC Waco has an excellent working relationship with all area criminal justice agencies, including the City of Waco, Texas Rangers, Federal Bureau of Investigation and District Attorney.

Section 204 (C)(ii)

Police Officers are required to complete a police report on all criminal cases reported. The Police Officer reports crime occurring on campus, as well as property loss, to the Uniform Crime Reporting Section, Crime Records Division of the Texas Department of Public Safety in Austin, Texas. College police reports are reviewed with the college administrators daily during the regular workweek. Copies of reports, which involve students, are forwarded to Student Development for review in accordance with established college disciplinary guidelines. Any person may report information on a crime without giving personal information. These confidential reports are included in the annual campus crime statistics. This information is reviewed and an attempt is made to substantiate the information, then act on this information. All members of the community are encouraged to report any suspicious activity. The complete TSTC Waco Policy & Procedure may be obtained by contacting the Police Department. Information regarding campus crime prevention measures and awareness of safety publications presented to students each semester during campus orientation programs. This information is also distributed to and/or discussed with those persons who reside in campus housing facilities, student leaders and other groups by officers who participate in meetings throughout the school year. The Police Department also uses campus media for the purpose of providing information to the entire college community. This includes articles in campus newspapers and newsletters.

Section 204 (E)

Members of the Police Department participate in the New Student Orientation sessions. Information regarding campus crime and safety is provided for new students. Members of the Police Department also participate in community safety awareness programs in Waco, McLennan County and Texas upon request.

Section 204 (F)(H)

The following statistics were compiled in compliance with the Campus Security/Campus Awareness Act of 1990. The 2008 statistics are for the reporting period Jan. 1, 2005 through Dec. 31, 2007.

Federal law mandates that Texas State Technical College Waco must maintain and report certain violent and nonviolent criminal offenses, which occur, on TSTC Waco property. The Department investigates all reported criminal offenses, which occur on college property, and these offenses are reported in the Uniform Crime Report submitted monthly to the Texas Department of Public Safety.

Federal law mandates that TSTC Waco crime statistic information be published for three consecutive years. The reportable criminal statistics are: Student Right -to-Know Crime Statistics Student Right -to-Know & Campus Security Act, (PUBLIC LAW 1001-54, TITLE 11, SECTION 204)

Federal law mandates that Texas State Technical College Waco must maintain and report certain violent and nonviolent criminal offenses which occur on TSTC Waco property. The Department investigates all reported criminal offenses which occur on college property and these offenses are reported in the Uniform Crime Report submitted monthly to the Texas Department of Public Safety. The Federal law mandates that TSTC Waco crime statistic information be published for three consecutive years. The reportable criminal offense statistics are:

THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY & CAMPUS CRIMES STATISTICS ACT (formerly the Cam-

pus Security Act)* The Campus Security Act was amended in 1998.

Statistics for years prior to 1998 have been restated in accordance with the amendments to the extent possible. Any marked increase across years or in the revised statistics from previous years can be accounted for by the fact that the geographic boundaries for reporting were greatly expanded in 1998, and reporting of drug, alcohol, and weapons violations has also been broadened to include not only arrests but also disciplinary referrals.

The Anonymous Statistics include reports made to campus counselors and campus security authorities. Anonymous Statistics represent anonymous reports believed by the reporter to have been made in good faith, but for which no verification has been established. Anonymous Statistics have been included in the numbers reported. This category includes all on-campus incidents, including those listed in the category below, "In dormitories or other residential facilities." Therefore, the two categories are not cumulative, but duplicative.

Key to Hate Crime Notations

Type of Bias or Prejudice: Race = ra,

Gender = g,

Religion = re, Sexual Orientation = s, Ethnicity = e, Disability = d

Each statistic, resulting in bodily injury that is motivated by a type of bias or prejudice will have a superscript notation for the type of bias. Numbers in superscripts parentheses indicate the number out of the total number of incidents that were motivated by each type of bias. Regulations require institutions to report information about the occurrences of the following crimes: murder, forcible and non-forcible sex offenses including rape, robbery, aggravated assault, burglary, motor vehicle theft, and information concerning the number of arrests, and referrals for campus disciplinary action, occurring on campus for liquor law and drug abuse violations and weapons possessions. Institutions must also report statistics concerning the criminal offenses of murder, forcible rape, and aggravated assault that manifest evidence of prejudice based on race, religion, sexual orientation, or ethnicity, as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 534).

Section 204 (I)

The Police Department enforces all applicable laws regarding the possession, sale, or use of alcoholic beverages or drugs on College property. Officers will issue Justice of the Peace citations when warranted.

Copies of reports involving illegal use of, or possession of alcohol or drugs are forwarded to Student Services for disciplinary action. TSTC is committed to preventive measures for the elimination of alcohol and drug abuse on campus. More information about TSTC's policy on this subject can be found in the TSTC Student Handbook.

Definitions

A. Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This offense is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm such as apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. An unsuccessful attempt to commit murder would be classified as an aggravated assault. Note that it is not necessary that an injury result from an aggravated assault when a gun, knife, or other weapon is used, which could and probably would result in serious personal injury if the crime was successfully completed.

B. Burglary (Breaking and Entering): The unlawful entry into a building or other structure with the intent to commit a felony or a theft. Note that forced entry is not a required element of the offense. Thus, a burglary offense will be considered to have occurred for reporting purposes so long as the entry is unlawful, i.e., it constitutes a trespass (even if it was accomplished via an unlocked door or window). Included within this offense are unsuccessful attempts where force is employed, or where a perpetrator is frightened off while entering an unlocked door or climbing through an open window.

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

D. Murder: The willful (non-negligent) killing of one human being by another.

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

F. Weapons Possessions: Violations 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.

Student Drug & Alcohol Policy

Texas State Technical College is a drug-free college and workplace. The unlawful manufacture, distribution, purchase, dispensation, possession or use of illegal drugs or alcohol by students and employees on college property, or as part of any campus activity, is prohibited at TSTC. A comprehensive Policy & Procedure on Drugs and Alcohol is in effect at TSTC.

The policy also prohibits the use of alcohol by students on campus property and/or as a part of its activities. If a student violates any provision of the Policy on Drugs and Alcohol, disciplinary sanctions-including possible suspension and referrals for prosecution may be imposed.

As a student at TSTC, you should make every effort to read this policy as you will be expected to abide by it. A copy of the policy is in the Student Handbook, or can be obtained at the Student Life, Vice President for Enrollment Services Office, Campus Living, or the Marketing & Communications Office. Information regarding drug or alcohol problems, as well as referral services, is available in Student Life.

College Resources — If requested, the College will provide assistance, insofar as reasonably available, to the victim in changing academic and living arrangements affected by the offense. Campus assistance to the victim of assault includes:

1. Student Health Services and the nurse;
2. Student Life
3. Police Department; and
4. Human Resources.

Community Resources - Community resources available to the victim of sexual assault in Waco include:

1. Hillcrest Baptist Medical Center, 100 Hillcrest Blvd, (254) 230-4578
2. Providence Health Center, 6901 Medical Pkwy., (254) 751-4000;
3. The Advocacy Center for Crime, 2323 Columbus Ave., (254) 752-9330, Hotline 752-7233;
4. Family Abuse Center, (254) 772-8999; and
5. Children's Protective Services, 801 Austin Ave., (254) 756-5571, Hotline 1-800-252-5400.

Definitions

A. Liquor Law Violations: Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages. The April 29, 1994, final regulations specifically exclude from this section the offenses of "driving under the influence" and "drunkenness."

B. Drug Abuse Violations: Violations of laws prohibiting the possession, sale, production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation or use.

Sexual Assault Policy

I. Policy

Sex offenses including rape, acquaintance rape, and other sex offenses (forcible or non-forcible) against any student or employee occurring on campus or at TSTC-sponsored activities off campus are prohibited and will not be tolerated. Sex crime victims should report such offenses to TSTC Police Department or, if the offense occurs off campus, local law enforcement agencies. The assistance of campus authorities is available to the victim of sexual assault who reports the offense to local law enforcement agencies.

II. Definitions

A. Sexual Assault: Attempted or actual unwanted sexual activity as defined by Section 22.011 of the Texas Penal Code.

B. Aggravated Sexual Assault: Attempted or actual unwanted sexual activity as defined by Section 22.021 of the Texas Penal Code. Aggravated sexual assault also includes for purposes of this policy, any sexual act directed against another person, forcibly and/or against that person's will; or not forcible or against the person's will where the victim is incapable of giving consent. Forcible sex offenses include forcible rape, forcible sodomy, and sexual assault with an object and forcible fondling.

C. Non-forcible Sex Offense: Any act of unlawful, non-forcible sexual intercourse, including incest and sexual assault of a child, and the criminal offense of indecency with a child as defined by Section 21.11 of the Texas Penal Code.

III. Procedures

Victims of sexual assault should report the offense immediately to TSTC Police Department, and/or other local law enforcement authorities and that institutional personnel will assist the student if requested in reporting to the appropriate local agency. Evidence of the assault should be preserved whenever possible. The victim should not bathe or shower and should not throw away or wash the clothes worn at the time of the assault. The victim will at all times be offered campus assistance in the reporting process and will, to the extent permitted by law, be offered anonymity if requested.

Complaints and disciplinary actions, unless otherwise provided, are considered confidential and are subject to the provisions of the Family Educational Rights and Privacy Act (Public Law 93-389). Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceedings brought alleging sexual offense.

IV. Sanctions

Sanctions, for persons found in violation, following appropriate disciplinary procedures, shall include suspension from the College or termination of employment. Disciplinary procedures shall proceed regardless of other possible or pending criminal actions. If not otherwise provided in Policy and Procedure 2.4 or the Code of Student Conduct, whichever may apply, both the victim and the person accused of sexual assault shall: (1) be entitled to have an adviser present during any campus disciplinary proceeding; and (2) be informed of the outcome of any campus disciplinary proceedings.

V. Other Assistance

College Resources - If requested, the College will provide assistance, insofar as reasonably available, to the victim in changing academic and living arrangements affected by the offense. Campus assistance to the victim of assault includes:

1. Student Health Services and the College nurse;
2. Student Life (Counselors are encouraged if and when they deem appropriate, to inform the persons they are counseling of any procedures to report crimes on a confidential basis for inclusion in the annual disclosure of crime statistics).
3. Police Department; and
4. Human Resources.

Community Resources - Community resources available to the victim of sexual assault in Waco include:

1. Hillcrest Baptist Medical Center, 100 Hillcrest Blvd, (254) 230-4578
2. Providence Health Center, 6901 Medical Pkwy., (254) 751-4000;
3. The Advocacy Center for Crime, 2323 Columbus Ave., (254) 752-9330, Hotline 752-7233 (SAFE);
4. Family Abuse Center, (254) 772-8999;
5. Children's Protective Services, 801 Austin Ave., (254) 756-5571, Hotline 1-800-252-5400.

Additional information, assistance and procedures can be obtained at the TSTC Student Life in Waco.

Sex Offenders

Information on Sex Offenders and registration can be obtained from the TSTC Police Department and can also be found on the Department of Public Safety Web site at www.waco.tstc.edu/ps.

Completion & Graduation Rates

In compliance with the Student Right-to-Know and Campus Security Act (Public Law 101-542, amended by P.L. 102-26), the following information is provided about enrollment at Texas State Technical College Waco. Of the 1,597 full-time, first time students registered in 2004 fall semester, 126 completed certificates and 298 completed associate degrees with a completion rate of 26.42 percent.

Student Right to Know - Graduation Rates: A student shall be counted as a completion or graduation if, within 150 percent of the normal time for completion of, or graduation from the program, the student has completed or graduated from the program. The graduation rates presented here are based on the number of full-time, first-time, (FT, FT) degree- or certificate-seeking students enrolled at TSTC in Fall 2004 and completed by Summer 2007.

Actual Crimes Reported 2008

Actual Crimes Reported For:	Texas State Technical College Campus						Non-Campus Building or Property			Public Property			Total		
	2006		2007		2008		2005	2006	2007	2006	2007	2008	2006	2007	2008
Offense Type (includes attempts)	Res.	Other	Res.	Other	Res.	Other									
Criminal Homicide															
Murder/Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses															
Forcible	2	0	5	0	1	1	0	0	0	0	0	0	2	5	2
Non-Forcible	3	0	0	0	0	0	0	0	0	0	0	0	3	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	2	0	2	0	1	0	0	0	0	0	0	1	2	2	2
Burglary	49	2	50	2	49	2	1	0	0	15	0	0	66	52	51
Motor Vehicle Theft	2	1	1	2	0	0	1	0	0	2	5	7	5	8	7
Arson	2	0	0	0	0	0	0	0	0	0	0	0	3	0	0
Hate Crimes:															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Arrests/Referrals for Select Offenses															
Offense Type (includes attempts)	Texas State Technical College Campus						Non-Campus Building or Property			Public Property			Total		
	2006		2007		2008		2006	2007	2008	2006	2007	2008	2006	2007	2008
	Res.	Other	Res.	Other	Res.	Other									
Liquor Law Violations:															
Arrest	37	3	42	2	20	1	0	0	0	13	4	1	53	48	22
Referral	18	0	3	0	0	0	0	0	0	0	0	0	18	3	0
Drug Law Violations															
Arrest	18	5	67	4	30	14	0	0	0	0	1	2	23	72	46
Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violation															
Arrest	0	0	2	1	0	0	0	0	1	0	0	0	0	3	1
Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0