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MESSAGE FROM THE CHIEF COMPLIANCE OFFICER

To the Baylor University Community:

Thank you for your interest in Baylor University and its 2017 Annual Fire Safety and Security Report. This report is provided to you in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, [20 U.S.C. §1092(f)] and, in addition to the required campus crime statistics, contains important and valuable information about Baylor’s crime prevention and campus safety programs, related university policies and procedures, and instructions on how you can help further safety and security both on and off campus. The report contains information for the main Baylor campus in Waco and for all of Baylor’s branch campuses in Dallas, Austin, Houston and New York. Following an extensive review of prior year statistics with the assistance of Margolis Healy & Associates, LLC, a leading consulting firm specializing in campus safety, security and regulatory compliance, this report contains revised crime statistics for 2014 and 2015. These revised statistics, previously submitted to the U.S. Department of Education, reflect Baylor’s commitment to accuracy and transparency.

Campus safety at Baylor is a combined daily effort involving many university departments and community members. Included in those efforts are community members willing to report illegal or suspicious behavior, helping each other to stay safe in their daily activities, and responding to emergency situations. We hope that this report informs you about the many ways you can participate in this shared responsibility.

The Baylor University Department of Public Safety (BUDPS) has primary responsibility for policing campus, for providing physical and technical security measures and for emergency management, should such a situation occur. BUDPS partners with other campus and community resources, such as Campus Security Authorities, Student Conduct, Title IX and Waco Police Department to provide ongoing support in these efforts. We believe the best strategy for maintaining a safe campus is a strong law enforcement presence combined with an informed and aware community who are willing to “see something and say something.”

If you have any questions or suggestions regarding campus safety or security, please do not hesitate to contact BUDPS at (254) 710-2211.

Doug Welch
Chief Compliance Officer
ACCESSIBILITY TO INFORMATION AND NON-DISCRIMINATION STATEMENT

Baylor University complies with all applicable federal and state nondiscrimination laws. Baylor University admits students of any race, color, national and ethnic origin, sex, age, disability, or veteran status to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, sex, age, disability, or veteran status in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Baylor University is controlled by a predominantly Baptist Board of Regents and is operated within the Christian-oriented aims and ideals of Baptists. The University is also affiliated with the Baptist General Convention of Texas, a cooperative association of autonomous Texas Baptist churches. As a religiously-controlled institution of higher education, the University is exempt from compliance with some provisions of certain civil rights laws. As such, the University prescribes standards of personal conduct that are consistent with its mission and values. This policy statement is neither intended to discourage, nor is it in fact applicable to, any analytical discussion of law and policy issues involved, or to discussions of any recommendations for changes in existing law. Discussions of these matters are both practiced and are welcomed within our curriculum.

Further information may be obtained from the University Student Policies and Procedures webpage.

Baylor University’s Title IX Coordinator, Kristan Tucker, is responsible for the investigation and resolution of all sex discrimination matters, which includes sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence and retaliation. She also coordinates the University’s Title IX training and outreach programs. Her office is located in the Clifton Robertson Tower, Suite 285, 700 S. University Parks Drive, Waco, Texas. She can be reached at (254) 710-8454 or e-mailed at Kristan_Tucker@Baylor.edu. Additional information about rights, responsibilities, reporting and resources are located at Baylor’s Title IX Office webpage.

Victims of sex offenses are not required to, but should strongly consider contacting the Baylor University Police Department at (254) 710-2222.
ANNUAL SECURITY REPORT

PREPARING THE ANNUAL SECURITY REPORT & DISCLOSURE OF CRIME STATISTICS

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, requires all colleges and universities who receive federal funding to share information about crime on campus and efforts to improve campus safety. In addition, the public must be informed of crimes that occurred on campus as well as certain off-campus buildings or property owned, leased or controlled by Baylor University.

The Clery Compliance Office prepares the Annual Fire Safety and Security Report through collaboration with several University departments such as Baylor University Department of Public Safety, Student Life, Residence Life, Title IX, Emergency Management, designated Campus Security Authorities from all Baylor campuses, and local law enforcement agencies that serve Baylor’s main campus and branch campuses. This information, which is monitored and maintained by both the Clery Compliance Office and the BUPD, is designed to assist those attending or considering joining the Baylor community in making informed decisions about their personal safety. As the campus continues to develop, any updates to policy information and crime data are provided by each of these offices.

This Annual Fire Safety and Security Report provides statistics for the previous three years concerning reported crimes that occurred on the Baylor campus, and the Baylor branch campuses. It includes crimes that occurred within property owned, leased, or controlled by Baylor University. As well as, crimes that occurred on public property immediately adjacent to, or on thoroughfares running through the campuses. This report also includes University policies concerning a wide range of campus safety and security issues, sexual assault, alcohol and other drugs, and access to the campus. All policy statements contained in this report apply to all campuses unless otherwise indicated.

The Clery Compliance Manager collaborates with the local law enforcement agencies serving the main campus and other branch campuses to acquire the criminal statistics for each campus. BUPD continues to maintain close relationships with all police departments where Baylor University owns or controls property to ensure that crimes reported directly to these police departments involve the University are brought to the attention of the Clery Compliance Manager.

Once all data has been reviewed by the Clery Compliance Manager, the Chief of Police, the Associate Vice President for Public Safety, and several other campus colleagues; the University distributes a notice of the availability of this Annual Fire Safety and Security Report by October 1st of each year to every member of the University community. This includes all constituents attending separate or branch campuses as well. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Baylor Department of Public Safety at (254) 710-2222, or it can be viewed and printed by visiting the 2017 Annual Fire Safety and Security Report webpage.

Baylor University’s Clery Compliance Manager, Shelley Deats, joined Baylor in February 2015 and is responsible for ensuring compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Below are some of the processes utilized by Baylor University to achieve compliance:

- Remaining aware of all changes in policy or law that may affect the Clery Act.
- Preparing, publishing and making the Annual Fire Safety and Security Report available to all prospective students and employees by October 1st of each year.
- Maintaining accurate records of all Clery crime statistics, crime prevention programs and Baylor owned properties.
- Coordinating with other University representatives to keep compliance policies accurate.
- Identifying and training all Campus Security Authorities.
- Assisting in managing the dissemination of Timely Warnings and Emergency Notifications to the campus communities.
- Serving as a liaison with local law enforcement agencies to comply with retrieving Clery reportable statistics and ensuring accurate information is obtained for the Daily Crime Log.

Ms. Deats’ office is located in Hankamer Academic Center, 1428 S. 5th St. She can be e-mailed at Shelley_Deats@baylor.edu.

ANNUAL DISCLOSURE OF CRIME STATISTICS

While Baylor University strives to maintain a safe campus environment, crimes do occur. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC§1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. BUPD maintains a close relationship with all police departments where Baylor University owns or controls property to ensure that crimes reported directly to these police departments involve the University are brought to the attention of the Clery Compliance Manager.

BUPDS collects crime statistics through a number of methods. Police dispatchers and officers enter all directly received reports of alleged crimes through an integrated computer aided-dispatch system/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. BUPD periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex
In addition to the crime data maintained by BUPD, the statistics below also include crimes that are reported to Campus Security Authorities (CSAs), as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub-categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus student conduct authorities for respective violations, not the number of offenses documented.
### 2017 Baylor University Clery Crime Statistics

#### Baylor University Main Campus

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<th>YEAR</th>
<th>ON CAMPUS</th>
<th>STUDENT HOUSING (SUBSET OF ON CAMPUS)</th>
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<table>
<thead>
<tr>
<th>OTHER OFFENSES</th>
<th>ON CAMPUS</th>
<th>STUDENT HOUSING</th>
<th>NON-CAMPUS BUILDING OR PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>ON CAMPUS</th>
<th>STUDENT HOUSING</th>
<th>NON-CAMPUS BUILDING OR PROPERTY</th>
<th>PUBLIC PROPERTY</th>
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1 hate crime reported in 2014 Vandalism based on race
No hate crimes were reported in 2015
2 hate crimes were reported in 2016 1 Simple Assault based on race and 1 Intimidation based on race
### Primary Crimes

<table>
<thead>
<tr>
<th>Year</th>
<th>On Campus</th>
<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
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</thead>
<tbody>
<tr>
<td>2014</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2015</td>
<td>0</td>
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<td>N/A</td>
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</tr>
<tr>
<td>2016</td>
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<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
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</table>

#### Criminal Homicide

- **Murder and Nonnegligent Manslaughter**
  - 2014: 0
  - 2015: 0
  - 2016: 0

- **Negligent Manslaughter**
  - 2014: 0
  - 2015: 0
  - 2016: 0

#### Sex Offenses

- **Rape**
  - 2014: 0
  - 2015: 0
  - 2016: 0

- **Fondling**
  - 2014: 0
  - 2015: 0
  - 2016: 0

- **Incest**
  - 2014: 0
  - 2015: 0
  - 2016: 0

- **Statutory Rape**
  - 2014: 0
  - 2015: 0
  - 2016: 0

#### Robbery

- 2014: 0
- 2015: 0
- 2016: 0

#### Aggravated Assault

- 2014: 0
- 2015: 0
- 2016: 0

#### Burglary

- 2014: 0
- 2015: 0
- 2016: 0

#### Motor Vehicle Theft

- 2014: 0
- 2015: 0
- 2016: 0

#### Arson

- 2014: 0
- 2015: 0
- 2016: 0
### VAWS OFFENSES

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
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<tbody>
<tr>
<td>Dating Violence</td>
<td>N/A</td>
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<td>N/A</td>
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<tr>
<td>Domestic Violence</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>Stalking</td>
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### OTHER OFFENSES

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<th>2016</th>
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<td>N/A</td>
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<tr>
<td>Drug Abuse Violations</td>
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<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Illegal Weapons Possession</td>
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<td>N/A</td>
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<th>NON-CAMPUS BUILDING OR PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>ON CAMPUS</th>
<th>STUDENT HOUSING</th>
<th>NON-CAMPUS BUILDING OR PROPERTY</th>
<th>PUBLIC PROPERTY</th>
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<tbody>
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<td>N/A</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
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<td>N/A</td>
<td>0</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Illegal Weapons Possession</td>
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<td>N/A</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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</table>

No hate crimes reported in 2014
No hate crimes reported in 2015
No hate crimes reported in 2016.
### PRIMARY CRIMES

#### CRIMINAL HOMICIDE

<table>
<thead>
<tr>
<th>Year</th>
<th>On Campus</th>
<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>2015</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2016</td>
<td>0</td>
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<td>N/A</td>
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#### Negligent Manslaughter

<table>
<thead>
<tr>
<th>Year</th>
<th>On Campus</th>
<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>2015</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>2016</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
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#### SEX OFFENSES

##### Rape

<table>
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<tr>
<th>Year</th>
<th>On Campus</th>
<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
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</thead>
<tbody>
<tr>
<td>2014</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>2015</td>
<td>0</td>
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<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2016</td>
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##### Fondling

<table>
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<tr>
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<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
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</thead>
<tbody>
<tr>
<td>2014</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>2015</td>
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<td>0</td>
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<tr>
<td>2016</td>
<td>0</td>
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##### Incest

<table>
<thead>
<tr>
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<th>On Campus</th>
<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
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</thead>
<tbody>
<tr>
<td>2014</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>2015</td>
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<td>N/A</td>
<td>0</td>
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<td>2016</td>
<td>0</td>
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##### Statutory Rape

<table>
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<tr>
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<th>On Campus</th>
<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
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<th>Unfounded</th>
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</thead>
<tbody>
<tr>
<td>2014</td>
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<td>N/A</td>
<td>N/A</td>
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<tr>
<td>2016</td>
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##### Robbery

<table>
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<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
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</thead>
<tbody>
<tr>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>2015</td>
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<tr>
<td>2016</td>
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##### Aggravated Assault

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<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
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<tbody>
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<td>N/A</td>
<td>N/A</td>
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<td>2016</td>
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##### Burglary

<table>
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<tr>
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<th>Noncampus Building Or Property</th>
<th>Public Property</th>
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<tbody>
<tr>
<td>2014</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>2015</td>
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<td>2016</td>
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##### Motor Vehicle Theft

<table>
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<th>Student Housing (Subset of On Campus)</th>
<th>Noncampus Building Or Property</th>
<th>Public Property</th>
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<tbody>
<tr>
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<td>N/A</td>
<td>N/A</td>
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<td>2015</td>
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<td>N/A</td>
<td>0</td>
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<tr>
<td>2016</td>
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##### Arson

<table>
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<th>Noncampus Building Or Property</th>
<th>Public Property</th>
<th>Unfounded</th>
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</thead>
<tbody>
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### VAWA Offenses

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<th>2015</th>
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<tr>
<td>Dating Violence</td>
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<tr>
<td>Domestic Violence</td>
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<td>N/A</td>
</tr>
<tr>
<td>Stalking</td>
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### Arrest and Judicial Referral

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<th>Student Housing</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
<th>ON Campus</th>
<th>Student Housing</th>
<th>Non-Campus Building or Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
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<td>Liquor Law Violations</td>
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<td>N/A</td>
<td>N/A</td>
<td>2015</td>
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<tr>
<td>Drug Abuse Violations</td>
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<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Illegal Weapons Possession</td>
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<td>N/A</td>
<td>2015</td>
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<td>2016</td>
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</table>

N/A indicates that this facility was not opened until July of 2015
No hate crimes reported in 2015
No hate crimes reported in 2016
### PRIMARY CRIMES

<table>
<thead>
<tr>
<th>CRIMINAL HOMICIDE</th>
<th>YEAR</th>
<th>ON CAMPUS</th>
<th>STUDENT HOUSING (SUBSET OF ON CAMPUS)</th>
<th>NONCAMPUS BUILDING OR PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>UNFOUNDED</th>
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<tbody>
<tr>
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<table>
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### Other Offenses

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No hate crimes reported in 2014
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No hate crimes reported in 2016
DEFINITIONS OF REPORTABLE CRIMES

Criminal Homicide—Murder and nonnegligent manslaughter is the willful (nonnegligent) killing of one human being by another.

Criminal Homicide—Negligent manslaughter is the killing of another person through gross negligence.

Sex offenses—Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape—The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator.

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

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

Statutory rape—Sexual intercourse with a person who is under the statutory age of consent.

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

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

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

Motor vehicle theft—The theft or attempted theft of a motor vehicle.

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

HATE CRIMES

Hate Crimes include all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

Hate crime—A crime that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. The categories of bias include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

Larceny/Theft—The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded. Examples include, thefts of bicycles or automobile accessories, shoplifting, pocket-picking, stealing of any property or article that is not taken by force and violence or by fraud, and attempted larcenies.

Simple Assault—An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

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

Destruction/Damage/Vandalism of Property (excluding Arson)—To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

CATEGORIES OF PREJUDICE

Race—A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

Gender—A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender.

Gender Identity—A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

Religion—A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

Sexual Orientation—A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation (i.e., a person’s physical, romantic, and/or emotional attraction to members of the same or opposite sex.
Ethnicity—A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

National Origin—A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

Disability—A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

ARRESTS AND DISCIPLINARY REFERRALS FOR VIOLATION OF WEAPONS, DRUG ABUSE AND LIQUOR LAWS

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

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

Liquor Law Violations—The violation of State or local laws or ordinances prohibiting the manufacture, sale, purchase, transporting, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

DEFINITIONS OF GEOGRAPHY

As specified in the Clery Act, the following property descriptions are used to identify the location of crimes on and around Baylor University’s campus.

ON-CAMPUS BUILDINGS OR PROPERTY

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution’s educational purposes, including residence halls; and

2. Any building or property that is within or reasonably contiguous to the area identified in paragraph 1 above, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or retail vendor).

NON-CAMPUS BUILDINGS OR PROPERTY

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or

2. Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

PUBLIC BUILDINGS OR PROPERTY

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

The Baylor University crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

BRANCH CAMPUS

A branch campus is always a separate campus. Branch campus is a specific Department designation. It is defined as a location of an institution that is geographically apart and independent of the main campus of the institution. A location of an institution is considered independent of the main campus if the location is permanent in nature, offers courses in educational programs leading to a degree...
or other recognized educational credential, has its own faculty and administrative or supervisory organization, and has its own budgetary and hiring authority.

ABOUT THE BAYLOR UNIVERSITY DEPARTMENT OF PUBLIC SAFETY

MISSION STATEMENT
To establish and implement a comprehensive, sustainable platform that will effectively serve the Baylor University community and protect its students, faculty, and stakeholders from harm and/or embarrassment.

ROLE, AUTHORITY, AND TRAINING
Part of the Finance and Administration Division, the Baylor University Police Department (BUPD) has a staff of 62 persons, including 37 police officers, 10 dispatchers, 13 Security Officers, an Administrative Manager, and a Records Manager. Collectively, BUPD has more than 300 years of law enforcement experience. All sworn members of the Baylor University Police may make arrests and exercise all the authority of a police officer in McLennan County.

All BUPD commissioned officers and dispatchers are licensed and certified by the Texas Commission on Law Enforcement (TCOLE). All officers and dispatchers attend a rigorous field-training program with a minimum of 400 hours of training. Training for BUDP officers and dispatchers includes all state-mandated programs and additional training to exceed the required minimum. To remain certified, BUDP officers must complete 40 hours of in-service training bi-annually, including any TCOLE mandated courses.

The Baylor University Police Department office is open Monday - Friday, 8:00 a.m. to 5:00 p.m. Police dispatchers are on duty at the office (located at the Speight Avenue Parking Garage) to receive calls for service/assistance 24 hours a day, 7 days a week, including holidays. If in need of Police assistance, call (254) 710-2222 or 2222 from any campus telephone.

The Diana R. Garland Waco School of Social Work Campus falls within the service area of the BUPD. All other branch campuses are served by the closest local law enforcement agency.

All security working on any of the branch campuses, on a permanent basis, or security hired to work special events for Baylor University do not have the authority of a Peace Officer to make arrests under the Texas Code of Criminal Procedure.

CREATING A SAFE AND CARING COMMUNITY IS OUR NUMBER ONE PRIORITY
The University takes great pride in the community and offers students, faculty and staff many advantages. This community is a great place to live, learn, work and study, however, this does not mean the campus community is immune from unfortunate circumstances that may arise. With that in mind, Baylor University has taken progressive measures to create and maintain a reasonably safe environment on all its campuses.

Though the University is progressive with its policies, programs, and education, it is up to each one of us to live with a sense of awareness and use reasonable judgment while on campus.

WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT
On the main campus, BUPD maintains a cooperative relationship with the City of Waco Police Department, the McLennan County Sheriff’s Office, Texas Department of Public Safety, and surrounding police agencies. BUPD is the primary reporting and investigating law enforcement agency for all crimes occurring on the BU main campus and the Diana R. Garland Waco School of Social Work. The City of Waco Police Department will be the primary reporting and investigating law enforcement agency for all crimes occurring...
outside the boundaries of the BU campus. Both agencies will continue to provide mutual aid assistance to each other on a daily basis. The Baylor University Department of Public Safety has entered into a Memorandum of Understanding with the Waco Police Department to coordinate law enforcement activities involving the two agencies. BUPD also works with the Waco Fire Marshal’s Office on fire code compliance and as necessary on arson investigations. BUPD also works in cooperation with the Texas Department of Public Safety and federal law enforcement agencies on joint investigations.

BUPD officers are also commissioned as reserve McLennan County Sheriff’s Deputies and as such have co-jurisdiction with the Sheriff’s office in McLennan County. Citations issued are adjudicated within the local McLennan County Justice of the Peace offices, located at the McLennan County Courthouse.

WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT FOR BAYLOR’S BRANCH CAMPUSES

The Baylor branch campuses are not supported with onsite Baylor police or security. These campuses are supported by local law enforcement agencies. BUPD does not currently have a formal memorandum of understanding with any of these first responder agencies. The Dallas Executive MBA Program is also supported by Weiser Security Company. BUPD works closely with the local law enforcement agencies to address the security concerns for each of the branch campuses.

ABOUT THE HOUSTON POLICE DEPARTMENT

MISSION STATEMENT

The mission of the Houston Police Department is to enhance the quality of life in the city of Houston by working cooperatively with the public to prevent crime, enforce the law, preserve the peace, and provide a safe environment.

The Baylor Diana R. Garland Houston School of Social Work is located in the South Main Baptist Church located at 4100 S. Main St., Houston, TX 77002. This location is patrolled by the Houston Police Department.

For more information about the Houston Police Department, call (713) 884-3131, or visit http://www.houstontx.gov/police.

OTHER HELPFUL LINKS

LINKS:

Victim Services - http://www.houstontx.gov/police/vsu/

ABOUT THE DALLAS POLICE DEPARTMENT

MISSION STATEMENT

The Police Department, in serving the people of Dallas, strives to reduce crime and provide a safe city by:

- Recognizing that its goal is to help people and provide assistance at every opportunity;

- Providing preventive, investigative, and enforcement services;

- Increasing citizen satisfaction with public safety and obtaining community cooperation through the Department’s training, skills, and efforts; and

- Realizing that the Police Department alone cannot control crime, but must act in concert with the community and the rest of the Criminal Justice System.

In achieving this mission, the men and women of the Dallas Police Department will conduct themselves in an ethical manner. They will:

- Respect and protect the rights of citizens as determined by the law;

- Treat citizens and their fellow employees courteously and with the same amount of dignity with which they expect to be treated themselves;

- Be examples of honesty and integrity in their professional and personal lives, thereby earning the public trust;

- Perform their duties with the knowledge that protection of the lives and property of all citizens is their primary duty; and
• Comply with the spirit and letter of the Code of Conduct

The Baylor Dallas Executive MBA Program is located in the Cooper Aerobics Center at 12200 Preston Rd., Dallas, TX 75230. The North Central Division within the Dallas Police Department patrols this location.

To view more information about the North Central Operations Division visit Dallas North Central Operations Division, call (214) 670-7253, or visit the station located at 6969 McCallum Blvd., on the northeast corner of Hillcrest Rd. and McCallum Blvd.

The Cooper Aerobics Center is also provided additional security through Weiser Security Services.

OTHER DALLAS AREA NUMBERS AND HELPFUL LINKS

For information regarding Emergency Shelters or Social Organizations if you need protection.

- Dallas Police/Fire/Ambulance 911
- Family Place (214) 941-1991
- Protective Order Information (214) 653-3528
- Salvation Army F/V Shelter (214) 424-7208
- Genesis Women’s Shelter (214) 942-2998
- New Beginning Center (972) 276-0057
- Austin Street Shelter (214) 428-4242
- Rape Crisis Center (214) 590-0430
- Suicide Crisis Center (214) 828-1000
- Alcoholic Recovery (214) 823-3200
- Information & Referral Services (214) 379-4357
- Dispute Mediation Service (214) 754-0022
- Child and Family Guidance Centers (214) 351-3490
- Dallas Police Department Domestic Violence Counselor (214) 671-4302
- City of Dallas Social Services (214) 670-4225
- Dallas Police Department Domestic Violence Squad (214) 671-4304
- City Attorney (214) 670-4439
- Lawyers Against Domestic Violence (214) 748-1234 ext.3012
- Department of Protective and Regulatory Services (800) 252-5400
- Adult Protective Services (800) 252-5400
- National Domestic Violence Hotline (800) 799-SAFE

LINKS:

- Dallas County and Surrounding Local Areas www.dallasdvrresources.org
- Dallas County District Attorney – Family Violence Division https://www.dallascounty.org/departments/da/family_violence.php
- Genesis Women’s Shelter www.genesisshelter.org
- Family Place www.familyplace.org

ABOUT THE AUSTIN POLICE DEPARTMENT

VISION & MISSION STATEMENTS

VISION – To be respected and trusted by all segments of Austin’s diverse community.

MISSION STATEMENT – To keep you, your family, and our community safe.

Department Values – I C.A.R.E.

- Integrity – the cornerstone of police work-without it public trust is lost.
- Courage – to make the right professional decision.
- Accountable – to the community, the department, and coworkers.
- Respect – of the community, the department, and most importantly, self.
- Ethical – professional actions and decision making.

The Baylor Austin Executive MBA Program is located in the Oak Creek Plaza located at 3107 Oak Creek Dr., Austin, TX 78727. The Northwest/Region II Division within the Austin Police Department patrols this location.

- Austin Police Department:
  - Emergency 911/Non-Emergency 311
  - From outside the Austin area for a Non-Emergency call (512) 974-2000

OTHER AUSTIN AREA HELPFUL LINKS

LINKS:

Austin Police Department – http://www.austintexas.gov/departments/police
Victim Services –
http://www.austintexas.gov/department/victim-services

Protective Orders –
http://www.safeaustin.org/help/protectiveorder/


ABOUT THE BAYLOR HEALTH CARE SYSTEM DEPARTMENT OF PUBLIC SAFETY

The Baylor University Louise Herrington School of Nursing is located in the Baylor University Medical Center at 3700 Worth St., Dallas, TX 75246. The Baylor Scott & White Health Department of Public Safety located at 4005 Crutcher St., Dallas, TX 75246 patrols this location.

DALLAS CAMPUS PUBLIC SAFETY NUMBERS
- 24 Hour Communications Center (214) 820-4444
- Administration (214) 820-2358
- Crime Prevention/Personal Safety (214) 820-3629
- Emergencies (214) 820-4444
- Escorts (214) 820-4444
- Fire Safety (214) 820-2642
- Parking Services (214) 820-7275
- Photo ID (214) 820-7275

ABOUT THE CITY OF NEW YORK POLICE DEPARTMENT

MISSION STATEMENT

The mission of the New York City Police Department is to enhance the quality of life in New York City by working in partnership with the community to enforce the law, preserve peace, reduce fear, and maintain order. The Department is committed to accomplishing its mission to protect the lives and property of all citizens of New York City by treating every citizen with courtesy, professionalism, and respect, and to enforce the laws impartially, fighting crime both through deterrence and the relentless pursuit of criminals.

The Baylor in New York Program offers classes and residential space at 41-34 Crescent St., Long Island City, NY 11101. This program is located in the 114th Precinct and patrolled by the New York Police Department.

- New York Police Department Contact Information: Emergency 911/Non-Emergency 311
- Precinct: (718) 626-9311
- Community Affairs: (718) 626-9327
- Crime Prevention: (718) 626-9324
- Domestic Violence: (718) 626-9316
- Youth Officer: (718) 626-9337
- Auxiliary Coordinator: (718) 626-9352

CRIMES INVOLVING STUDENT ORGANIZATIONS AT OFF-CAMPUS LOCATIONS

Currently, there are no Baylor University student organizations housed in off campus facilities that are officially recognized by Baylor University. Nevertheless, Baylor University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Baylor University students and recognized student organizations on and off campus. BUPD receives daily crime logs from Waco Police Department and uses these logs to determine if Baylor student organizations or Baylor students have committed criminal activity off campus. In coordination with local law enforcement agencies, the BUPD will actively investigate certain crimes occurring on or near campus. If BUPD learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about criminal incidents to the Division of Student Life, to adjudicate as appropriate.
The University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University may become involved in the off-campus conduct of recognized student organizations or individual students when such conduct is determined to affect a substantial University interest (as defined by the Student Code of Conduct).

REPORTING CRIMES AND OTHER EMERGENCIES

The University encourages everyone on all Baylor campuses to immediately and accurately report crimes, fires or other emergencies. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire University community that you report all incidents to the appropriate police department when the victim of a crime elects to or is unable to make such a report. This will ensure an effective investigation and appropriate follow-up actions are taken. Your report could be the determining factor in establishing cause for the BUPD to issue a “Timely Warning” or “Emergency Notification,” as defined in the Clery Act 20 U.S.C. §1092(f), to ensure the safety of the entire Baylor community.

For the main campus, you should contact the BUPD by calling (254) 710-2222 or dial 911. Emergency and non-emergency reports can also be made through use of the Baylor Campus Guardian mobile phone app, and non-emergency reports can also be made through Baylor’s Report It webpage. Baylor community members attending branch campuses should elicit the assistance of the closest law enforcement agency or other emergency responders for their area. This can easily be done by dialing 911. Some of these agencies have been listed below for your convenience:

- Baylor Scott & White Health Public Safety Department
  - Emergency (214) 820-4444
  - Non-Emergency (214) 820-7898
  - Crime Prevention/Personal Safety (214) 820-3629
- Dallas Police Department:
  - Emergency 911
  - Non-Emergency (214) 744-4444
- Austin Police Department:
  - Emergency 911
  - Non-Emergency 311
  - From outside the Austin area for a Non-Emergency call (512) 974-2000
- Houston Police Department:
  - Emergency 911
  - Non-Emergency (713) 884-3131

The Baylor Health Care System Department of Public Safety (BHCSDPS) has a 24-hours/day dispatch center. The dispatch center can be contacted by calling (214) 820-4444, or by calling 911 on a landline telephone on the School of Nursing campus. Other helpful BHCSDPS contact numbers are listed below:

- Administration (214) 820-2358
- Administration Fax (214) 820-7898
- Crime Prevention/Personal Safety (214) 820-3629
- Emergencies (214) 820-4444
- Escorts (214) 820-4444
- Fire Safety (214) 820-2642
- Parking Services (214) 820-7275
- Photo ID (214) 820-7275

OTHER HELPFUL BHCS DPS CONTACT NUMBERS ARE LISTED BELOW:

- New York Police Department:
  - Emergency 911
  - Non-Emergency 311
  - Precinct (212) 239-9811

AUSTIN EXECUTIVE MBA PROGRAM

All Austin Executive MBA personnel are encouraged to contact the Austin Police Department or other emergency responders such as fire or EMS, by dialing 911 to report any criminal incident, fire or other emergencies. From outside the Austin area for a non-emergency, you may call (512) 974-2000.
DALLAS EXECUTIVE MBA PROGRAM

All Dallas Executive MBA personnel are encouraged to contact the Dallas Police Department or other emergency responders such as fire or EMS, by dialing 911 to report any criminal incident, fire or other emergencies. For other non-emergency assistance, you may call (214) 670-7253.

DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

All Houston School of Social Work personnel are encouraged to contact the Houston Police Department or other emergency responders such as fire or EMS, by dialing 911 to report any criminal incident, fire or other emergencies. For other non-emergency assistance, you may call (713) 884-3131.

BAYLOR IN NEW YORK PROGRAM

All Baylor in New York personnel are encouraged to contact the New York Police Department or other emergency responders such as fire and EMS, by dialing 911 to report any criminal incident, fire or other emergencies. For other non-emergency assistance, you may call (212) 239-9811.

VOLUNTARY, CONFIDENTIAL REPORTING

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on all Baylor campuses. Reports filed in this manner are counted and disclosed in the Annual Fire Safety and Security Report. In limited circumstances, the department may not be able to assure confidentiality and will inform you in those cases.

In certain instances, a crime victim may be reluctant to file a report fearing the “process” and/or loss of his/her anonymity. In such circumstances, crime victims are still encouraged to make a confidential report. When a student or employee reports an incident to Baylor University their privacy will be respected to the fullest extent possible. At a minimum, crime victims will receive important counseling and referral information. Confidential reports are important because they provide valuable information that can enhance the safety of the community-at-large and such reports will provide a more accurate portrait of actual campus crime. (Remember, help is available, all you need to do is ask.)

To report a crime on the main campus, contact the Baylor Department of Public Safety at (254) 710-2222, utilize the BU Campus Guardian phone, “Report IT” web page, or one of the emergency call box telephones, located on the main campus and in the parking garages.

BU CAMPUS GUARDIAN

BU Campus Guardian phone app allows faculty, staff and students to call or text crime information to the main campus dispatch center. For more information about this app, please visit BU Campus Guardian.

“REPORT IT”

Baylor University has recently consolidated numerous reporting mechanisms that can be found on one convenient web page. The Baylor University Report It website directs faculty, staff, students, alumni, parents and the public to a range of reporting tools and instructions.

If there are additional forms or procedures that faculty or staff would like to suggest for inclusion on this page, please send an email to the Baylor Webmaster at webmaster@baylor.edu.

EMERGENCY PHONES

The University has installed more than 233 emergency phones throughout Baylor’s main campus. Phones are located in public areas of buildings including parking garages, elevators, residence hall complexes, administration buildings, and also numerous outdoor locations. Emergency phones provide direct voice communications to the Baylor Department of Public Safety Dispatch Center. To learn more about these phones, please visit Call Boxes and Emergency Telephones.

REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES

The Clery Act recognizes certain University officials and offices as CSAs. The Act defines these individuals as an “official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.” An official is defined as “any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.” While the University prefers that community members promptly report all crimes and other emergencies directly to the Baylor Department of Public Safety at (254) 710-2222 or 911, or the appropriate local law enforcement agency, it also recognizes that some may prefer to report to other individuals or University offices. While the University has identified several hundred campus security authorities, we officially designate the following offices as places where campus community members should report crimes:

Anyone may call the BUPD at (254) 710-2222 to report concerning information. Callers may remain anonymous. It is important to have
a culture where people feel safe reporting wrongful conduct. For more information, or to file a complaint, you can access Baylor’s Whistleblower Policy, the EthicsPoint Webpage, or Report It.

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>PHONE NUMBER</th>
<th>CAMPUS ADDRESS</th>
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<tbody>
<tr>
<td>1. Associate Dean for Student Conduct Administration</td>
<td>(254) 710-1715</td>
<td>Clifton Robinson Tower, Suite 270</td>
</tr>
<tr>
<td>2. Associate Vice President for Student Life</td>
<td>(254) 710-1314</td>
<td>McLane Student Life Center, Suite 114</td>
</tr>
<tr>
<td>3. Director, Campus Living and Learning</td>
<td>(254) 710-3642</td>
<td>Penland Residence Hall, Room 1201</td>
</tr>
<tr>
<td>4. Vice President and Chief Human Resources Officer</td>
<td>(254) 710-2000</td>
<td>Clifton Robinson Tower, Suite 200</td>
</tr>
<tr>
<td>5. Director, Student Activities</td>
<td>(254) 710-2371</td>
<td>Bill Daniel Student Center, Suite 100</td>
</tr>
<tr>
<td>6. Vice President and Director of Intercollegiate Athletics</td>
<td>(254) 710-1222</td>
<td>Simpson Athletics and Academic Center, Suite 250</td>
</tr>
<tr>
<td>7. Assistant Director of Greek Like</td>
<td>(254) 710-2371</td>
<td>Bill Daniel Student Center, Suite 100</td>
</tr>
<tr>
<td>8. Director of Campus Recreation</td>
<td>(254) 710-4102</td>
<td>McLane Student Life Center, Suite 124</td>
</tr>
<tr>
<td>9. Assistant Director of Study Abroad</td>
<td>(254) 710-2657</td>
<td>Hankamer Academic Center, Room 160</td>
</tr>
<tr>
<td>10. Dean, Diana R. Garland School of Social Work</td>
<td>(254) 710-6400</td>
<td>811 Washington, Waco, TX</td>
</tr>
<tr>
<td>11. Dean, Louise Herrington School of Nursing</td>
<td>(214) 820-2792</td>
<td>3700 Worth St., Dallas, TX</td>
</tr>
<tr>
<td>12. Associate Dean for Academic Affairs, Louise Herrington School of Nursing</td>
<td>(214) 820-2776</td>
<td>3700 Worth St., Dallas, TX</td>
</tr>
<tr>
<td>13. Director, Austin Executive MBA Program</td>
<td>(512) 255-3622</td>
<td>3107 Oak Creek Dr., Suite 240 Austin, TX</td>
</tr>
<tr>
<td>14. Director, Dallas Executive MBA Program</td>
<td>(972) 458-2327</td>
<td>12200 Preston Rd., Dallas, TX</td>
</tr>
<tr>
<td>15. Director, Baylor in New York Program</td>
<td>(917) 617-8404</td>
<td>41-34 Crescent St., Long Island City, NY</td>
</tr>
<tr>
<td>16. Associate Director of Field Education - Houston School of Social Work</td>
<td>(346) 701-8047</td>
<td>4100 Main St., Houston, TX</td>
</tr>
</tbody>
</table>
TIMELY WARNING REPORTS

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, BUPD will issue a Timely Warning. BUPD will generally issue a Timely Warning for the following crimes: arson, aggravated assault, criminal homicide, robbery, burglary, sexual assaults, motor vehicle thefts and hate crimes. BUPD will issue these warnings through a variety of methods, including but not limited to e-mails, phone call, text and other media.

All initial messages will begin with “Baylor Timely Warning” to indicate the severity of the message and will provide a brief description of the Timely Warning or emergency response notice. When additional information is available, it may be provided using one or more of the methods listed above. The information you receive may provide vital information on what actions you need to take if you are on campus during such a situation.

In the event a Timely Warning is sent, it may include the following information: type of crime, date, time and location of crime, available suspect information, as well as safety tips to help with the risk of being involved in a similar incident.

The purpose of a Timely Warning is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The University will issue a Timely Warning whenever the following criteria are met:

1. A crime is committed;
2. The perpetrator has not been apprehended; and
3. There is a substantial risk to the physical safety of other members of the campus community because of this crime.

Such crimes include, but are not limited to:

1. Clery Act crimes reported to any Campus Security Authority or the local police; and where
2. The University determines that the incident represents an on-going threat to the campus community.

Additionally, the BUPD may, in some circumstances, issue a Timely Warning when there is a pattern of crimes against persons or property.

Crimes that would not present a continuing threat, and therefore, may not merit a Timely Warning, include the following:

- An assault between two individuals who have a disagreement and know each other. This may be an isolated event and presents no ongoing threat to the community.
- Crimes in which the perpetrator has been apprehended, thereby eliminating the threat.
- Crimes in which an identified perpetrator is only targeting specific individuals to the exclusion of others, such as domestic violence.

In cases of a late report, they may be so delayed there is no possibility of issuing a Timely Warning to the community. These will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information available.

The Chief of BUPD will generally make the determination, in consultation with other University officials, that a Timely Warning is required. In emergency situations, however, any police supervisor may authorize a Timely Warning. A Baylor Safety Notification may be issued when an incident or crime has occurred and may impact members of the community, but an Emergency Notification or Timely Warning is not required. Anyone with information warranting a Timely Warning or Emergency Response Notification for Baylor University campuses may reference the list below for guidance of who to call.

PASTORAL AND PROFESSIONAL COUNSELORS

Under the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Baylor University to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to inform the persons they are counseling on available procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Any student or employee who reports an incident of sexual violence, domestic violence, dating violence or stalking (whether the offense occurred on or off campus) shall receive a written explanation of their rights and options from the Responsible Person to whom the incident is reported, including counselors and other confidential resources.

DAILY CRIME AND FIRE LOG

The Clery Compliance Office maintains a combined Daily Crime and Fire Log, which contains all crime and fire incidents reported to the BUPD for the Baylor main campus and surrounding Waco areas that fall within BUPD patrol response area. The Daily Crime and Fire Log is published Monday through Friday when the University is open. The log is available 24 hours per day to members of the public here. This log identifies the nature, type, location, and time of each criminal incident reported to BUPD. The most current 60 days of information is available at the Baylor University Police Department located on the first floor of the Speight Plaza Parking Facility, S. 4th St. and Speight Ave. Upon request, a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within 48 hours of notice.
• For the Baylor University Waco campus, or the Diana R. Garland Waco School of Social Work—BUPD at (254) 710-2222;
• For the Baylor University Diana R. Garland Houston School of Social Work—Houston PD at (713) 884-3131;
• For the Louis Herrington School of Nursing in Dallas—Baylor Scott & White Public Safety at (214) 820-4444;
• For the Austin Executive MBA Program—Director or Assistant Director at (512) 255-3622;
• For the Dallas Executive MBA Program—Director at (972) 458-2327;
• For the Baylor in New York Program—Director at (917) 617-8404.

If unable to reach someone at the numbers provided in the case of an emergency, please refer to the local law enforcement agencies within the area or call 911.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

EMERGENCY MANAGEMENT AT BAYLOR UNIVERSITY

The purpose of emergency preparedness at all Baylor University campuses is to develop, organize, coordinate and lead the campus toward effective preparation for, and efficient response to, emergencies and disasters, with the primary focus on saving lives, reducing human suffering, and the minimizing of property loss and academic services.

The Baylor University Director of Emergency Management is responsible for emergency planning and preparedness. The Emergency Operations Plan is designed to be an all-hazards disaster response and emergency management plan that complies with FEMA’s Guide for Developing High-Quality Emergency Operations Plans for Institutions of Higher Education, and other standards, all of which include planning, mitigation, response, and recovery actions.

The priorities are:

• Life safety, infrastructure integrity, and environmental protection during an emergency
• Coordination with University departments to write, maintain, test, and exercise the emergency plan
• Cooperation, integration, and mutual aid with local, state and federal agencies and their emergency plans

A summary of the University’s emergency response procedures is located at Emergency Notification / Timely Warning - Baylor Alerts. Included at this web page is detailed information regarding the University’s Emergency Notification policy, including how to enroll in the Emergency Notification system to ensure you receive emergency notices on University and mobile devices?

DRILLS, EXERCISES AND TRAINING

To ensure the effectiveness of its emergency preparedness at the Baylor University main campus and Diana R. Garland Waco School of Social Work branch campus, the BUDPS Department of Emergency Management engages operational, academic, administrative, and external entities on a regular basis, and at least annually, with an exercise that includes testing of various aspects of Baylor University’s capabilities. The exercises generally are announced (date only, not time or content) to the public, but occasionally they are unannounced. Following each exercise, Baylor University documents the date, time, and description of the exercise, relevant details, and outcomes and/or future objectives for improvements. The Department of Emergency Management will continue to release the emergency response and evacuation procedures for the Baylor community that coincides with at least one annual test.

In addition, emergency response and evacuation procedures are tested twice annually in residence halls and once per quarter at Baylor Health Services. Monthly fire drills are conducted at the Piper Child Development Center.

The Baylor Scott & White Health Care System provides emergency management support to the Baylor School of Nursing.

For the Dallas and Austin Executive MBA Programs, Diana R. Garland Houston School of Social Work and Baylor in New York Program, emergency management, including drills and exercises, are handled on a campus by campus basis by the owner of each of these facilities. In the event of an emerging incident that impacts branch campuses, program coordinators will maintain ongoing communications with Baylor University as it activates its emergency plans.

EMERGENCY NOTIFICATION

Under appropriate circumstances, the BUPD will issue Emergency Notifications, Timely Warnings or Safety Notifications regarding criminal activity or safety issues concerning campus as required by law.

• A Baylor Alert is an Emergency Notification of an incident that is currently occurring on, or imminently threatening the campus.
• A Baylor Timely Warning is notification of Clery crime(s) that have already occurred and are considered by the institution to represent a serious or continuing threat to students and employees.
• A Baylor Safety Notification may be issued when an incident or crime has occurred and may impact members of the campus community, but an Emergency Notification or Timely Warning is not required.

BUPD is responsible for confirming facts that indicate a notification is necessary, and has primary responsibility for issuing, coordinating, and determining content and methods of delivery of Emergency
Notifications, Timely Warnings, and Safety Notifications. BUPD may delegate certain responsibilities to, or collaborate with other Baylor personnel including but not limited to: Director of Emergency Management, Office of General Counsel, Title IX Coordinator, Vice President for Student Life, Associate Vice President for Student Life, Director of Media Relations, and Assistant Director for Media Communications.

Baylor University is committed to ensuring the main campus and all branch campuses receive timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus, or in the local area, that poses an immediate threat to the health and safety of campus community members.

At the Baylor University main campus, a text, e-mail and voice calling communication system is used in concert with an indoor and outdoor notification system. The text, e-mail and voice calling communications system can be used to send emergency messages within minutes of the occurrence of an incident to alert the Diana R. Garland Waco School of Social Work and Baylor School of Nursing branch campuses.

The Baylor University main campus performs a monthly test of the outdoor and indoor mass notifications systems and a weekly test of the text, e-mail and voice calling communications system.

NOTIFICATION PROCEDURES

The following procedures outline the process the University uses when issuing Emergency Notifications to the main campus and to the Diana R. Garland Waco School of Social Work and Baylor School of Nursing branch campuses. Information and instructions may be sent using one or more methods to all, or to a segment of the campus community for each location.

MAIN CAMPUS

- Text message to your cell phone (automatically opted in)
- Twitter @BaylorAlert, and in some instances @BaylorUMedia
- E-mail notification to your Baylor email account
- Outdoor notification system
- Indoor notification system
- Audio message to a cell phone or other telephone
- Recorded Information on the University’s Information Hotline, (254) 710-4411
- Designated websites
- Radio and TV alerts through local news media
- Facebook – Baylor Department of Public Safety

A monthly test of the outdoor and indoor notifications systems and a semiannual test of the text, e-mail and voice calling communications system is performed.

LOUISE HERRINGTON SCHOOL OF NURSING

- Text message to your cell phone (automatically opted in)
- Twitter @BaylorNursing
- E-mail notification to your Baylor email account
- Audio message to a cell phone or other telephone
- Recorded Information on the University’s Information Hotline, (254) 710-4411
- Louise Herrington School of Nursing website
- Notices may also be posted WFAA TV (CH.8)

AUSTIN & DALLAS EMBA CAMPUS COMMUNITIES

- Text message to your cell phone (automatically opted in)
- E-mail notification to your Baylor email account
- Audio message to a cell phone or other telephone

DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

- Text message to your cell phone (automatically opted in)
- E-mail notification to your Baylor email account
- Audio message to a cell phone or other telephone

BAYLOR IN NEW YORK PROGRAM PARTICIPANTS

- Text message to your cell phone (automatically opted in)
- E-mail notification to your Baylor email account
- Audio message to a cell phone or other telephone

CONFIRMING THE EXISTENCE OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION AND INITIATING THE EMERGENCY NOTIFICATION SYSTEM

Once it is confirmed there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, the Chief of Police, Director of Emergency Management or other designee will assess the need to issue an Emergency Notification.

BUPD will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system. The only instance in which there might be a delay is in the case that issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. As soon as the condition that may compromise efforts is no longer present, the University will issue the Emergency Notification to the campus community.
BAYLOR UNIVERSITY 2017 ANNUAL FIRE SAFETY AND SECURITY REPORT

BRANCH CAMPUS

BUPD may become aware of emergency situations or incidents through onsite program administrators or other sources. Decisions to issue a notification will be made in coordination with Baylor Scott & White Public Safety for the School of Nursing area and the Waco Police Department for the Diana R. Garland Waco School of Social Work and extended jurisdictions. Baylor also works with local law enforcement agencies in Dallas, Austin, Houston, and New York for information pertaining to Baylor’s branch campuses.

DETERMINING THE APPROPRIATE SEGMENT OR SEGMENTS OF THE CAMPUS COMMUNITY TO RECEIVE AN EMERGENCY NOTIFICATION

For the main campus and Waco School of Social Work, notifications are given to the entire community due to the size of the campus, the frequency of movement within the campus by community members, and the concept of keeping the entire community aware of significant emergencies. The University may also post applicable messages about the dangerous situation on the University homepage. This will ensure the rest of the campus is aware of the situation and notified of the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, University officials will distribute the notification to the entire Baylor campus community.

Administrators at branch campuses will notify appropriate segments of their respective campuses.

DETERMINING THE CONTENTS OF THE EMERGENCY NOTIFICATION

The BUPD has primary responsibility for coordinating the issuance of a “Baylor Alert,” determining the content of the “Baylor Alert,” and determining which of the methods available for issuance of the “Baylor Alert” will be utilized. The University has a single template message to alert the community of a dangerous situation as quickly as possible. (Baylor Alert! Dangerous Situation! Seek secure shelter immediately, away from doors and windows. More info to follow.) Once that is sent out, there will be a follow-up with more specific details. The only exception to this is when issuing Tornado Warnings and Severe Weather Alerts. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

PROCEDURES FOR DISSEMINATING EMERGENCY INFORMATION TO THE GREATER COMMUNITY

Depending on the situation, Baylor University may work through the office of Marketing and Communications to notify the greater Baylor and Waco community through designated websites (http://www.baylor.edu), a hotline, radio and TV alerts through local news media, and other emerging communications platforms (e.g., Twitter, Facebook, etc.). However, in emergency situations, any police supervisor may authorize an Emergency Notification. For incidents involving off-campus crimes, the University may issue a Safety Notification if the crime occurred in a location used and frequented by the University population.

ENROLLING IN THE UNIVERSITY’S EMERGENCY NOTIFICATION SYSTEM

All Baylor students, faculty and staff and are automatically enrolled into the Baylor Alert System. University community members are also encouraged to regularly update their information on BearWeb. Campus community members are encouraged to enroll in the Baylor Alert system by visiting the Emergency Preparedness site where further instruction is available.

SECURITY OF AND ACCESS TO MAIN CAMPUS UNIVERSITY FACILITIES

Baylor University is committed to campus safety and security at all campus locations.

BUPD, Technical Security and the Facilities Management Office (FMO) are vigilant for safety and security considerations in the category of campus maintenance. Inspections of campus facilities by facilities management personnel are made regularly so repairs affecting safety and security can be made. Concerns regarding potential safety or security hazards may be reported to any of these groups:

- Facilities Department (254) 710-1361
- Police Department (254) 710-2222
- Technical Security Branch (254) 710-6617

An electronic security alarm system located at the main campus police department communication center monitors a comprehensive network of intrusion detection and duress alarm systems.

At the Baylor University main campus, administrative buildings are accessible during normal business hours. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there.

Many cultural and athletic events held in the University facilities are open to the public. Other facilities such as the bookstore, library, and performance center are likewise open to the public.

The normal access schedule for facilities that host special events varies, depending on the hours of each event.

Only individuals with demonstrated need are issued keys to a building.
SPECIAL CONSIDERATIONS FOR MAIN CAMPUS
RESIDENCE HALL ACCESS

At the University main campus, all residence halls operate with a computerized access control system. Identification cards are programmed so that only students who are residents in a particular residence hall have access to that residence hall. The system denies entry to all unauthorized persons. BUDPS Security Officers are responsible for checking and securing doors, when needed.

When a door is malfunctioning, personnel are summoned for immediate repair. All residence hall and apartment exterior doors are equipped with locks and emergency exit doors.

Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident’s responsibility to ensure that his/her guest is aware of the University and residence hall policies. Guests are not provided with room keys or door access cards. Guests of the opposite sex must be escorted by a resident of the building at all times. All exterior doors are locked 24 hours a day, with the exception of the main lobby entrance that is staffed. When the main lobby is not staffed all exterior doors are secured and residents gain access to their residence hall utilizing their ID access card. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. BUDPS Security Officers are assigned to patrol the residence hall areas from 11:00 p.m. until 7:00 a.m. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated buildings and gain access via the University’s electronic access control system. During the summer, when groups who are not regularly associated with Baylor University are using the University’s residence halls, exterior doors are locked 24 hours a day with the exception of the main lobby, which is staffed. Each guest is issued an identification card that allows him or her to gain access to their assigned building via the electronic access control system. BUDPS personnel (security officers and police officers) conduct regular checks of all residence hall areas.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE
OF BAYLOR MAIN CAMPUS FACILITIES

Baylor University is committed to campus safety and security. At the University, locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings and from building to building.

Baylor Facilities Management, in conjunction with representatives from BUDPS, conducts surveys of University property twice each year to evaluate campus lighting. At the University, there are over 1042 walkway, parking lot and roadway lights that provide illumination on campus.

We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting or landscaping, to the Baylor University Department of Public Safety at (254) 710-2222.

SECURITY OF AND ACCESS TO DIANA R.
GARLAND WACO SCHOOL OF SOCIAL WORK

The Baylor University Department of Public Safety (BUDPS) Technical Security Branch and Facilities Management Office are vigilant for safety and security considerations in the category of campus maintenance. Inspections of campus facilities by Facilities Management personnel are made regularly so repairs affecting safety and security can be made. Concerns regarding potential safety or security hazards may be reported to any of these groups:

- Facilities Department (254) 710-1361
- Police Department (254) 710-2222
- Technical Security Branch (254) 710-6617

An electronic security alarm system located at the main campus Police Department Communication Center monitors a comprehensive network of intrusion detection and duress alarm systems.

The Baylor University Diana R. Garland Waco School of Social Work is secured on a 24 hour basis but may be accessed Monday through Friday 7:30 a.m. to 5:15 p.m. by students and staff via ID card access. Visitors needing access to the area utilize an intercom system located at the front door of the building. There is a list of contact numbers that will connect them to those that have authority to open the area. Access is limited to those enrolled in the program or otherwise authorized access.

There is no residential housing at the Diana R. Garland Waco School of Social Work.
SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE DIANA R. GARLAND WACO SCHOOL OF SOCIAL WORK CAMPUS FACILITIES

At the Baylor Diana R. Garland Waco School of Social Work, doorways are kept locked and monitored with camera surveillance. The parking area also offers quick and immediate access to the interior of the building.

Baylor's Diana R. Garland Waco School of Social Work is in a leased facility and the property owner is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

SECURITY OF AND ACCESS TO DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

The Diana R. Garland Houston School of Social Work at Baylor University offers its Master of Social Work program on the third floor of the South Main Baptist Church in downtown Houston.

Security officers are present and must be on-site to gain access to this building. They open and close the exterior of the building each day. The Baylor Social Work area is restricted to Baylor affiliates, which access the area by a card access security system. In addition, this location is equipped with a camera doorbell that allows personnel to view persons requesting entrance to the Baylor area without a security card.

There is no residential housing at the Diana R. Garland Houston School of Social Work.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK CAMPUS FACILITIES

Baylor’s Diana R. Garland Houston School of Social Work is in a leased facility and the property owner is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

SECURITY OF AND ACCESS TO LOUISE HERRINGTON SCHOOL OF NURSING

Currently, the School of Nursing location is a four-story complex with a student computer lab open 24 hours per day, classrooms, study lounges and the Don A. and Ruth Buchholz Patient Simulation Lab.

The Mabel Peters Caruth Learning Resource Center (LRC), located on the fourth floor, is staffed by two librarians, a library associate, and student workers. The LRC is open seven days a week for a total of 87 hours, with extended hours during finals. The computer lab and study room are open for around the clock use by a secure ID badge controlled entrance.

There is no residential housing at the Louise Herrington School of Nursing.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE LOUISE HERRINGTON SCHOOL OF NURSING

Baylor’s School of Nursing is in a leased facility and the property owner is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

SECURITY OF AND ACCESS TO AUSTIN EXECUTIVE MBA PROGRAM

At the Austin Executive MBA Program location all outside doors lock automatically at 7:00 p.m. However, students and staff have 24/7 access to the building via keycard. Administrators have keys to the offices, all students and faculty have access to classrooms and lounge area.

There is no residential housing at the Austin Executive MBA Program.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE AUSTIN EXECUTIVE MBA PROGRAM

Baylor's Austin Executive MBA Program is in a leased facility and building manager, Amy Oclon (Amy.Oclon@cis.cushwake.com), is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.

SECURITY OF AND ACCESS TO DALLAS EXECUTIVE MBA PROGRAM

The Dallas Executive MBA Program is located in the Cooper Aerobics Center, which is a gated hotel-type facility. There are three entrances with the main gate staying open on a 24-hour basis. The side gates are open from 5:00 a.m. to 7:00 p.m. daily. The facility holds a contract with Weiser Security, which maintains 24-hour security team surveillance. In addition, the building has cameras and a staff member monitoring the front entrance from 5:30 a.m. to 9:00 p.m. This facility is open Monday through Friday from 8:30 a.m. to 5:30 p.m. and opened as needed on Saturdays. Administrators have keys to the offices.

There is no residential housing at the Dallas Executive MBA Program.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE DALLAS EXECUTIVE MBA PROGRAM

Baylor University is committed to campus safety and security at all campus locations. Baylor's Dallas Executive MBA Program is in a leased facility and the building manager, TJ Estes (tjestes@cooper-clinic.com), is responsible for maintaining locks, landscaping and outdoor lighting and all security related systems for this branch campus.
SECURITY OF AND ACCESS TO THE BAYLOR IN NEW YORK PROGRAM

The Baylor in New York Program located at 41-34 Crescent St., Long Island City, NY 11101 consists of 6 individual apartments and a classroom that is also used as a library and storage. Students and staff have 24/7 key access to their individual apartments. There is one common lobby area that is accessible 24/7. The classroom is only accessible via key to the administrators of the program.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF THE BAYLOR IN NEW YORK PROGRAM

This facility has an attendant on the ground floor at the only entrance. There are also cameras focused on the elevator area of each floor and in different locations on the ground/lobby level. The Baylor in New York Program is in a leased facility and the building superintendent and maintenance team are responsible for maintaining locks, landscaping, outdoor lighting and all security related systems for this branch campus.

Baylor Resident Director Meaghan Ritchey is responsible for ensuring safety and functionality for all residences at this branch campus.

BAYLOR UNIVERSITY’S RESPONSE TO SEXUAL AND GENDER-BASED HARASSMENT AND INTERPERSONAL VIOLENCE

INTRODUCTION

Baylor University is committed to providing a safe learning and working environment, and in compliance with federal law, has adopted policies and procedures to prevent and respond to incidents of sexual and gender-based harassment and interpersonal violence, which includes sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, and retaliation. The Sexual and Gender-Based Harassment and Interpersonal Violence Policy (“Title IX Policy”) governs the conduct of Baylor University students (regardless of enrollment status), faculty, staff and third parties (i.e., non-members of the University community, such as vendors, alumni/ae, visitors, or local residents).

Third parties are both protected by and subject to the Title IX Policy. A third party may report or file a complaint concerning a violation of this policy committed by a member of the University community. A third party may also be permanently barred from the University or subject to other restrictions for failing to comply with this policy.

The Title IX Policy applies to conduct that occurs on University property, and in certain circumstances, off University property (i.e., off campus). This policy applies to conduct that occurs off campus when the conduct is associated with a University-sponsored program or activity, such as travel, research, or internship programs; when it utilizes University-owned or provided technology resources; or when such conduct may cause a continuing adverse effect or creation of a hostile environment on campus. Judgments about these matters will depend upon the facts of an individual case.

The University encourages all individuals to report prohibited conduct or a potential violation of this policy to the Title IX Office, BUPD, and/or to local law enforcement. A complainant has the right to report or to decline to report, potential criminal conduct to law enforcement. Upon request, the University will assist a complainant in contacting law enforcement at any time. Under limited circumstances posing a threat to health or safety of any University community member, the University may independently notify law enforcement.

An individual may make a report to the University, to law enforcement, to neither, or to both. Campus Title IX processes and law enforcement investigations operate independently of one another, although the University will coordinate information with the Baylor University Police Department. A report can be made as follows:

- Make a report to the Title IX Office in person, by telephone, by email, or online at www.baylor.edu/reportit.
- If on campus, contact the Baylor University Police Department for assistance in filing a criminal complaint and preserving physical evidence at (254) 710-2222.
- If off campus, contact local law enforcement to file a criminal complaint at 911.

An individual may pursue some or all of these steps at the same time (e.g., one may simultaneously pursue a Title IX report and a criminal complaint). When initiating any of the above options, an individual does not need to know whether they wish to request any particular course of action nor how to label what happened. An individual may choose to make a report and remain anonymous.

The entire Title IX Policy may be viewed at http://www.baylor.edu/titleIX/doc.php/249242.pdf

BAYLOR’S COMMITMENT TO ADDRESS SEXUAL AND GENDER-BASED HARASSMENT, SEXUAL ASSAULT, SEXUAL EXPLOITATION, STALKING, INTIMATE PARTNER VIOLENCE, AND RETALIATION

Baylor University is committed to providing a safe and non-discriminatory learning, living, and working environment for all members of the University community. Baylor does not discriminate on the basis of sex or gender in any of its education or employment programs and activities, and it does not tolerate discrimination or harassment on the basis of sex or gender. Such conduct in any form violates the Student Code of Conduct, University policies and may violate Federal and State Laws. Violations of the Title IX Policy are subject to disciplinary sanctions through:
The University provides the following services and assistance to all sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, and retaliation victims:

- Baylor University will facilitate the process of the McLennan County District Attorney’s Office payment of the sexual assault forensic exam. The Texas Crime Victim Compensation Act may allow for payment of any related medical expenses.

- BUPD employs a crime victim liaison that is available to all victims of violent crimes. This liaison provides support and guidance to victims and enables them to receive advocacy, information, and assistance both judicially and academically.

- BUDPS actively participates in the McLennan County Sexual Assault Response Team (SART). This is to ensure victims are provided the appropriate care in a timely fashion and with only well-trained professionals.

- On campus counseling services are available to students through Counseling Services.

- A procedure is in place that may allow the victims of violence to retroactively withdraw from a semester or individual courses.

DEFINITIONS

Texas Penal Code §22.011 defines Sexual Assault as follows:

(a). A person commits an offense if the person:

(1). intentionally or knowingly:

(A). causes the penetration of the anus or sexual organ of another person by any means, without that person’s consent;

(B). causes the penetration of the mouth of another person by the sexual organ of the actor, without that person’s consent; or

(C). causes the sexual organ of another person, without that person’s consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or

(2). intentionally or knowingly:

(A). causes the penetration of the anus or sexual organ of a child by any means;

(B). causes the penetration of the mouth of a child by the sexual organ of the actor;

(C). causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;

(D). causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor; or

(E). causes the mouth of a child to contact the anus or sexual organ of another person, including the actor.

(b). A sexual assault under Subsection (a)(1) is without the consent of the other person if:

(1). the actor compels the other person to submit or participate by the use of physical force or violence;

(2). the actor compels the other person to submit or participate by threatening to use force or violence against the other person, and the other person believes that the actor has the present ability to execute the threat;

(3). the other person has not consented and the actor knows the other person is unconscious or physically unable to resist;

(4). the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it;

(5). the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring;

(6). the actor has intentionally impaired the other person’s power to appraise or control the other person’s conduct by administering any substance without the other person’s knowledge;

(7). the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat;

(8). the actor is a public servant who coerces the other person to submit or participate;

(9). the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person’s emotional dependency on the actor;

(10). the actor is a clergyman who causes the other person to submit or participate by exploiting the other person’s emotional dependency on the clergyman in the clergyman’s professional character as spiritual adviser; or
(11). the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code.

_Date violence._ Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

(i). The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

(ii). For the purposes of this definition—

(A). _Date violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse._

(B). _Date violence does not include acts covered under the definition of domestic violence._

(iii). For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

_Date violence._

(i). A felony or misdemeanor crime of violence committed—

(A). By a current or former spouse or intimate partner of the victim;

(B). By a person with whom the victim shares a child in common;

(C). By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

(D). By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or

(E). By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

_Stalking._

(i). Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

(A). Fear for the person’s safety or the safety of others; or

(B). Suffer substantial emotional distress.

(ii). For the purposes of this definition—

(A). _Course of conduct_ means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.

(B). _Reasonable person_ means a reasonable person under similar circumstances and with similar identities to the victim.

(C). _Substantial emotional distress_ means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

(iii). For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

_NEW YORK STATE PENAL LAW ARTICLE 130 DEFINES SEX OFFENSES._

SECTION 130.05 DEFINES LACK OF CONSENT AS FOLLOWS:

Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim where lack of consent results from:

- Forcible compulsion; or
- Incapacity to consent; or
- Where the offense charged is sexual abuse or forcible touching, any circumstances in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor’s conduct; or
- Where the offense charged is rape in the third degree, as defined in subdivision three of section 130.25, or criminal sexual act in the third degree as defined in subdivision three of section 130.40, in addition to forcible compulsion, circumstances under which, at the time of the act of intercourse, oral sexual conduct or anal sexual conduct, the victim clearly expressed the victim clearly expressed to engage in such act, and a reasonable person in the actor’s situation would have understood such person's words and acts as an expression of lack of consent to such act under all circumstances.

- A person is deemed incapable of consent when he or she is:
  - Less than seventeen years old; or
  - Mentally disabled; or
  - Mentally incapacitated; or
  - Physically helpless; or
A hostile environment can be created by persistent or pervasive conduct or by a single or isolated incident, if sufficiently severe. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the conduct is physical. A single incident of sexual assault, for example, may be sufficiently severe to constitute a hostile environment. In contrast, the perceived offensiveness of a single verbal or written expression, standing alone, is typically not sufficient to constitute a hostile environment.

**Sexual harassment:**
- May be blatant and intentional and involve an overt action, a threat or reprisal, or may be subtle and indirect, with a coercive aspect that is unstated.
- Does NOT have to include intent to harm, be directed at a specific target, or involve repeated incidents.
- May be committed by anyone, regardless of gender, age, position, or authority. While there is often a power differential between two persons, perhaps due to differences in age, social, educational, or employment relationships, harassment can occur in any context.
- May be committed by a stranger, an acquaintance, or someone with whom the complainant has an intimate or sexual relationship.
- May be committed by or against an individual or may be a result of the actions of an organization or group.
- May occur by or against an individual of any sex, gender identity, gender expression, or sexual orientation.
- May occur in the classroom, in the workplace, in residential settings, or in any other context.
- May be a one-time event or may be part of a pattern of behavior.
- May be committed in the presence of others or when the parties are alone.
- May affect the complainant and/or third parties who witness or observe harassment.

**C. Sexual Exploitation**

**Sexual Exploitation:** Any act where one person violates the sexual privacy of another or takes unjust or abusive sexual advantage of another without their consent. Sexual exploitation may include:
- surreptitiously observing another individual’s nudity or sexual activity or allowing another to observe consensual sexual activity without the knowledge and consent of all parties involved.
• recording, photographing, transmitting, showing, viewing, streaming, or distributing intimate or sexual images, audio recordings, or sexual information without the knowledge and consent of all parties involved; or
• exposing one’s genitals or inducing another to expose their own genitals in non-consensual circumstances

D. Intimate Partner Violence

Intimate Partner Violence: Any act of violence or threatened act of violence that occurs between individuals who are involved or have been involved in a sexual, dating, spousal, domestic, or other intimate relationship. Intimate partner violence may include any form of prohibited conduct under this policy, including sexual assault, stalking, and physical abuse (as defined below).

Physical abuse consists of threatening or causing physical harm to another, or engaging in other conduct that threatens or endangers the health or safety of any person. Physical abuse will be addressed under this policy if it involves sexual or gender-based harassment, intimate partner violence, or is part of a course of conduct under the stalking definition.

As used in this policy, the definition of intimate partner violence is consistent with the definitions of dating violence and domestic violence set forth in the Clery Act (as amended by VAWA). When determining whether the reported conduct meets the Clery definition, whether there has been a domestic or dating relationship will be determined by a review of its length, type, and frequency of interaction.

E. Stalking

Stalking: A course of conduct (i.e., more than one act) directed at a specific person which would cause a reasonable person (under similar circumstances and with similar identities to the complainant) to feel fear, to experience substantial emotional distress, or to fear for their safety or the safety of a third person. Acts that together constitute stalking may be direct actions or may be communicated by a third party, and can include, but are not limited to, threats of harm to self, others, or property; pursuing or following; non-consensual (unwanted) communication by any means; unwanted gifts; trespassing; and surveillance or other related types of observation. Stalking also includes cyber-stalking through electronic media, like the internet, social networks, blogs, cell phones, or text messages.

F. Retaliation

Retaliation: This policy prohibits acts or words taken against an individual or group of individuals involved in a protected activity. Protected activity includes making a good faith report under this policy; filing an external complaint; opposing in a reasonable manner and consistent with University policy an action reasonably believed to constitute a violation of this policy. Retaliation may also include acts or words taken against an individual or group of individuals because they have participated in proceedings under this policy. Retaliation can take many forms, including, but not limited to, adverse action or violence, threats, and intimidation that would discourage a reasonable person (under similar circumstances and with similar identities to the complainant) from engaging in protected activity. Actions in response to a good faith report or response under this policy are considered retaliatory if they have a materially adverse effect on the working, academic, or University-controlled living environment of an individual or if they hinder or prevent the individual from effectively carrying out their University responsibilities. All individuals and groups of individuals are prohibited from engaging in retaliation and will be held accountable under this policy.

G. Complicity

Complicity: Any act that knowingly aids, facilitates, promotes, or encourages the commission of prohibited conduct by another person.

H. Additional Guidance Regarding Consent and Incapacitation

The following definitions clarify key terminology as used throughout the policy.

Consent: Consent is the voluntary, informed, and freely given agreement, through words and/or actions, to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner willingly and affirmatively chooses to participate.

In evaluating whether consent has been freely sought and given, the University will consider the presence of any force, threat of force, or coercion; whether the complainant had the capacity to give consent; and, whether the communication (through words and/or actions) between the parties would be interpreted by a reasonable person (under similar circumstances and with similar identities) as a willingness to engage in a particular sexual act. Consent cannot be obtained through physical force or where there is a reasonable belief of the threat of physical force, when one person overcomes the physical limitations of another person, or by taking advantage of another person’s incapacitation.

Important points regarding consent include:

• Consent to one act does not constitute consent to another act.
• Consent on a prior occasion does not constitute consent on a subsequent occasion.
• Consent to an act with one person does not constitute consent to an act with any other person.
• The existence of a prior or current relationship does not, in itself, constitute consent; even in the context of a relationship, there must be mutual consent.
Incapacitation: Incapacitation is the inability, temporarily or permanently, to give consent because the individual is mentally and/or physically helpless, either voluntarily or involuntarily, or the individual is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. In addition, an individual is incapacitated if they demonstrate that they are unaware of the time of the incident or where they are, how they got there, or why or how they became engaged in a sexual interaction.

When alcohol is involved, incapacitation is a state beyond drunkenness or intoxication. When drug use is involved, incapacitation is a state beyond being under the influence or impaired by use of the drug. Alcohol and other drugs impact each individual differently, and determining whether an individual is incapacitated requires an individualized determination.

The University does not expect community members to be medical experts in assessing incapacitation. Individuals should look for the common and obvious warning signs that show that a person may be incapacitated or approaching incapacitation. A person’s level of intoxication is not always demonstrated by objective signs; however, some signs of intoxication may include clumsiness, difficulty walking, poor judgment, difficulty concentrating, slurred speech, vomiting, combativeness, or emotional volatility. A person who is incapacitated may not be able to understand some or all of the following questions: “Do you know where you are?” “Do you know how you got here?” “Do you know what is happening?” “Do you know whom you are with?”

An individual’s level of intoxication may change over a period of time based on a variety of subjective factors, including the amount of substance intake, speed of intake, body mass, and metabolism. It is especially important, therefore, that anyone engaging in sexual activity is aware of both their own and the other person’s level of intoxication and capacity to give consent. The use of alcohol or other drugs can lower inhibitions and create an atmosphere of confusion about whether consent is effectively sought and freely given. If there is any doubt as to the level or extent of one’s own or the other individual’s intoxication or incapacitation, the safest course of action is to forgo or cease any sexual contact.

In evaluating consent in cases of reported incapacitation, the University asks two questions: (1) Did the respondent know that the complainant was incapacitated? and if not, (2) Should a sober, reasonable person in a similar set of circumstances as the respondent have known that the complainant was incapacitated? If the answer to either of these questions is “yes,” there was no consent; and the conduct is likely a violation of this policy.

A respondent’s voluntary intoxication is never an excuse for or a defense to prohibited conduct, and it does not diminish the responsibility to determine that the other person has given consent.

OPTIONS FOR COMPLAINANTS AND OTHER REPORTING PARTIES

The University encourages all individuals to report any alleged or suspected violation of the Title IX Policy to the Title IX Coordinator and to report potential criminal conduct to law enforcement. After consulting a Confidential Resource, as appropriate, anyone who seeks to make a complaint or report may:

- File an internal complaint or report with the Title IX Coordinator, thereby invoking the University’s internal investigation process www.Baylor.edu/titleix/report.
- Request interim measures from the Title IX Coordinator www.Baylor.edu/titleix/report.
- If on campus, contact the Baylor University Department of Public Safety for assistance in filing a criminal complaint and preserving physical evidence (254) 710-2222.
- If off campus, contact local law enforcement to file a criminal complaint (254) 750-7500.
- If at a branch campus, contact the appropriate local law enforcement agency to file a criminal complaint. Information regarding the appropriate local law enforcement agency is listed for each branch campus within this document.

An individual may pursue some or all of these steps at the same time (e.g., one may simultaneously pursue an internal complaint and a criminal complaint). When initiating any of the above options, an individual does not need to know whether he/she wishes to request any particular course of action nor how to label what happened.

Students and employees also have a right to decline to report to law enforcement, and will still be entitled to any and all available resources provided by Baylor University.
REPORTING AN INCIDENT

Students, faculty, staff or visitors to all Baylor campus locations that have been the victim of an incident of sexual or gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, or retaliation should immediately report these incidents to the Title IX Office located at Clifton Robinson Tower, 700 S. University Parks Dr., Suite 285, Waco, TX, phone (254) 710-8454, and the Office of Judicial Affairs located at Clifton Robinson Tower, 700 S. University Parks Dr., Suite 270, Waco, TX, phone (254) 710-1715. Employees may also report to the Baylor University Office of Human Resources located at the Clifton Robinson Tower, 700 S. University Parks Dr., Suite 200, Waco, TX, phone (254) 710-2000 or e-mail at askHR@baylor.edu. Baylor University officials will assist any victim in notifying law enforcement, including local police, if they elect to do so. Victims are also entitled not to report to law enforcement. Any student or employee, who reports an incident of sexual violence, domestic violence, dating violence or stalking, (whether the offense occurred on or off campus), shall receive a written explanation of their rights and options from the Responsible Person who the incident is reported.

These incidents may also be reported to the on-site program administrators at any of the branch campus locations.

Any person designated as a Responsible Person under Title IX must immediately report incidents of sexual or gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, or retaliation to the Title IX Office.

BAYLOR MAIN CAMPUS AND DIANA R. GARLAND WACO SCHOOL OF SOCIAL WORK

The Baylor main campus and the Diana R. Garland Waco School of Social Work are served by BUPD located at the Speight Plaza Parking Facility, 1521 S. 4th St., Waco, TX, phone (254) 710-2222. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911. If off campus, the incident can be reported to the Waco Police Department at 3115 Pine Ave., Waco, TX, by calling 911, or (254) 750-7500.

BAYLOR DIANA R. GARLAND HOUSTON SCHOOL OF SOCIAL WORK

The Baylor Diana R. Garland Houston School of Social Work is located in the South Main Baptist Church at 4100 S. Main St., Houston, TX 77002. This location is patrolled by the Houston Police Department. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911. If off campus, the incident can be reported to the Houston Police Department by calling (713) 884-3131.

For more information about the Houston Police Department, visit http://www.houstontx.gov/police/.
VICTIM PRIVACY AND CONFIDENTIALITY

Baylor University recognizes the sensitive nature of sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, and retaliation issues and is committed to protecting the privacy of any individual who reports these incidents. Different officials on campus are, however, able to offer varying levels of privacy to victims. Reports made to law enforcement, (including cases where criminal prosecution is pursued), may be made public through Public Information Act requests and shared with the accused, although personally identifiable information may be redacted.

The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log. Pursuant to the Clery Act, the University includes statistics about certain offenses in this report and provides those statistics to the United States Department of Education in a manner that does not include any personally identifying information about individuals involved in an incident. The Clery Act also requires the University to issue Timely Warnings to the University community about certain crimes that have been reported and may continue to pose a serious or continuing threat to campus safety. Consistent with the Clery Act, the University withholds the names and other personally identifying information of complainants when issuing Timely Warnings to the University community.

CONFIDENTIALITY, PRIVACY, AND RELATED RESPONSIBILITIES

Issues of privacy and confidentiality play important roles in Baylor’s Title IX Policy and may affect individuals differently. While they are closely related, the concepts of privacy and confidentiality are distinct terms that are defined below. In some circumstances, the reporting responsibilities of University employees, or the University’s responsibility to investigate, may conflict with the preferences of the complainant and/or respondent with regard to privacy and confidentiality. Therefore, all individuals are encouraged to familiarize themselves with their options and responsibilities and make use of Confidential Resources, if applicable, in determining their preferred course of action.

Requests for confidentiality or use of anonymous reporting may limit the University’s ability to respond fully to the incident, including pursuing disciplinary action against the respondent.

CONFIDENTIALITY AND CONFIDENTIAL RESOURCES

The term confidentiality refers to the circumstances under which information will or will not be disclosed to others.

Baylor University employs individuals in three offices who are able to maintain confidentiality under this policy:

- Licensed professional mental health counselors serving in this capacity at Baylor University;
- Licensed medical professionals serving in this capacity at Baylor University; and
- The Baylor University Chaplain.

The individuals listed above are designated Confidential Resources.

Information shared with Confidential Resources (including information about whether an individual has received services) will be disclosed to others only with the individual’s written permission or if applicable ethical or legal obligations compel the professional to reveal such information (e.g., if there is suspected abuse or neglect of a minor). Confidential Resources may be required to submit non-identifying information about violations Baylor’s Title IX policy to the Baylor University Department of Public Safety for purposes of the anonymous statistical reporting under the Clery Act.

An individual who is not prepared to make a report, or who may be unsure how to label what happened, but still seeks information and support, is strongly encouraged to contact a Confidential Resource. In light of the University’s obligation to make reasonable efforts to investigate and address conduct prohibited by this policy, University community members who are not designated Confidential Resources, must notify the Title IX Coordinator or the Baylor University Department of Public Safety of suspected violations and cannot guarantee the confidentiality of a complaint or report under this policy. Third parties who have knowledge of prohibited conduct under this policy are strongly encouraged to report to the Title IX Office or Baylor University Department of Public Safety.

CONFIDENTIALITY RIGHTS OF COMPLAINANTS AND RESPONDENTS

Individuals involved in investigations or disciplinary proceedings under Baylor’s Title IX policy are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, complainants and respondents are not restricted from discussing and sharing information with others who may support or assist them in presenting their case. Medical and counseling records are privileged and confidential documents that are protected from disclosure under the Title IX policy.

The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log, in the annual crime statistics or in a Timely Warning Notices. The name of the victim and other personally identifiable information about the victim will be withheld.

PRIVACY

The term privacy refers to the discretion that will be exercised by the University in the course of any investigation or disciplinary processes.
under Baylor’s Title IX policy. The University has an obligation to make reasonable efforts to investigate and address complaints or reports of violations of the policy. In all such proceedings, the University will take into consideration the privacy of the parties to the extent reasonably possible.

Any additional disclosure of information related to the complaint or report may be made if consistent with the Family Educational Rights and Privacy Act (FERPA) or the Title IX requirements.

In accordance with Chapter 57 of the Texas Code of Criminal Procedures, victims may use a pseudonym to protect their identity when reporting sexual violence offenses or family violence offenses to Texas law enforcement agencies. A pseudonym is a set of initials, or a fictitious name, chosen by the victim to be used in all public files and records concerning the sexual assault.

PROCEDURES THAT VICTIMS SHOULD FOLLOW

If an incident of sexual or gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence or retaliation occurs, it is important to preserve evidence to aid in the possibility of a successful criminal prosecution. Victims are strongly encouraged to take the following steps:

• Get to a safe place as soon as possible!

• Try to preserve all physical evidence. This evidence is critical for both criminal prosecutions, pertaining to a protective order, or for the University adjudication process. The victim of sexual assault should not bathe, douche, use the toilet, shower, brush teeth, or change clothing until s/he has a medical exam. Any clothing removed should be placed in a paper bag. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates are available to the victim to provide support.

• Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.

• Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented, including through the preservation of photographic evidence.

• Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.

• Contact the police. It is vital to report these crimes in a timely manner. It is important to remember reporting a crime does not require that criminal charges must be filed with the District Attorney’s Office. The decision to prosecute may be made at another time. If the complainant decides to pursue charges, the District Attorney’s Office will review the case and determine if they are able to move forward with the prosecution of the case.

• Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

PERSONAL SAFETY

Despite the best efforts of law enforcement, serious crimes do occur on campuses. It is important to report any suspicious incidents to police and always remain alert and vigilant.

Some of the more serious crimes that too often are unreported are sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, and retaliation. It is important to know what these crimes are, because in many cases, victims do not realize that have been victimized. Additionally, crimes of this nature are very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those who may have been victims of sexual offenses or who have a friend who has been a victim of a sex offense.

There are many guidelines to help you be more alert and aware of the situation to prevent such serious crimes. Such as:

• Know your surroundings

• Be alert

• Call for help

• Report any suspicious people and/or activity, immediately

ON AND OFF-CAMPUS RESOURCES

Both Baylor University and the City of Waco offer other important resources to the victims of sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, and retaliation, including medical treatment, counseling and advocacy they may wish to utilize. The Baylor Title IX Office is available to assist any student or employee and will help them consider their options and navigate through any resources or recourse they elect to pursue. The Baylor Human Resources Department is also available to assist any employee. Employees may also seek assistance from the Employee Assistance Program. BUPD will assist employees or students in initially contacting a local law enforcement agency for off campus incidents. BUPD will also continue to assist the complainant throughout the criminal justice process. The Counseling Center provides services to enrolled
Students can access confidential resources on campus through:

**Baylor University Counseling Center**
http://www.baylor.edu/counseling_center
(254) 710-2467 (to schedule an appointment or speak with a staff member)
McLane Student Life Center, 2nd Floor
209 Speight Ave.

Hours of Operation: 8 a.m. until 5 p.m. Monday through Friday (extended hours until 7 p.m. on Wednesdays and Thursdays) by appointment only. The Counseling Center is closed during academic breaks.

Walk-in Clinic: 9 a.m. to 4 p.m. (must arrive no later than 3:30 p.m.) Monday through Friday, including the noon lunch hour

A valid Baylor ID is needed for entry into the McLane Student Life Center (SLC).

In case of a crisis, an individual may come by the Counseling Center during regular office hours. A psychologist or counselor is on call after regular office hours and during weekends and can be reached by calling (254) 710-2467. Students are advised to contact other available mental health resources when the Counseling Center is closed during academic breaks.

In Waco: If a student is having a psychological crisis and needs assistance, call the following numbers:

**Mental Health Mental Retardation** (254) 752-3451 and select Crisis Option
**DePaul Center** (254) 776-5970
**911** or a local hospital

**County Sexual Assault Response Team (SART) Location:**
Advocacy Center for Crime Victims and Children
2323 Columbus Ave.
Waco, Texas 76701
http://www.advocacycntr.org
Crisis Hotline (254) 752-7233
Toll free (888) 867-7233
(254) 752-9330 (office)
(254) 752-9655 (fax)

To access crisis counseling and other community resources:

**Family Abuse Center**, Waco, Texas
Legal assistance, housing, and confidential counseling
http://www.familyabusecenter.org
(800) 283-8401 (24-Hour Hotline)
Baylor University Health Services
http://www.baylor.edu/health_center/
(254) 710-1010 (to schedule an appointment or speak with a staff member)
McLane Student Life Center, 2nd Floor
209 Speight Ave.
Hours of Operation: 8 a.m. to 6 p.m. Monday through Friday and 9 a.m. to 1 p.m. Saturday
Call (254) 710-1010 after hours for professional advice from a registered nurse at Sironia Health.

Office of Spiritual Life, University Chaplain Burt Burleson
http://www.baylor.edu/spirituallife/index.php?id=870480
spiritual_life@baylor.edu
(254) 710-3517 (office)
Bobo Spiritual Life Center
Corner of 5th St. and Speight Ave.

Employee Assistance Program - is a confidential employee benefit which provides assessment and short-term counseling to employees, their spouses, and their dependents. An employee or an employee’s family member can access the program by calling the ComPsych @GuidanceResources@ toll-free number: (888) 628-4844; TDD: (800) 697-0353; Go online: www.guidanceresources.com (company Web ID: PGFEAP). To learn more please visit: Baylor Employee Assistance Program

Although it is unlikely due to the geographic restraints, students at branch campuses are welcome to utilize the resources at the Baylor main campus. For more information about local resources, please contact your campus administrator. Some of the above listed resources are available on a statewide or national basis.

ACCOMMODATIONS
If requested, the University will make changes in academic and living situations reasonably available in assisting victims of sexual assault, sexual harassment, dating violence, domestic violence, and stalking. Options may include but are not limited changes to a victim’s academic, living, transportation, and or working situation.

Baylor University will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

Whether a student or employee reports to law enforcement and/ or pursues any formal action, if they report an incident of sexual assault, sexual harassment, domestic violence, dating violence or stalking, Baylor University is committed to providing them as safe a learning or working environment as possible. Upon request, Baylor University will make any reasonably available change to a victim's academic, living, transportation, and or working situation. Students may contact the Title IX Coordinator at Clifton Robinson Tower, 700 S. University Parks Dr., Suite 285, (254) 710-8454. The Title IX Coordinator or their designee will provide the student with their notice of rights and options.

Employees may contact the Baylor University Office of Human Resources located at the Clifton Robinson Tower, 700 S. University Parks Dr., Suite 200, (254) 710-2000 or e-mail at askHR@baylor.edu for assistance. A Human Resources representative will provide the employee with their notice of rights and options.

If a victim reports an incident to law enforcement, they may assist them in obtaining a protective order from a criminal court. Baylor University is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. A protective order can contain several provisions to protect victims from any further harm, including no-contact provisions. In Texas, a violation of a protective order is a criminal offense and the violator may be immediately arrested without having to procure an arrest warrant.

The Baylor University Department of Public Safety in conjunction with the appropriate Baylor University offices assists in obtaining no-contact orders.

VAWA SEXUAL VIOLENCE EDUCATION PROGRAMS
Baylor University is committed to increasing the awareness of and prevention of sexual assault, sexual harassment, domestic violence, dating violence and stalking; and by policy prohibits these crimes. All incoming students and new employees are provided with programming and strategies intended to prevent these types of incidents before they occur through the changing of social norms and other approaches that includes a clear statement that Baylor University prohibits such acts. These programs include:

BRIDGES: BUILDING A SUPPORTIVE COMMUNITY
The Title IX Training Course for Faculty and Staff is a federally mandated overview course about Title IX and the Violence Against Women Act. This mandatory course helps each faculty and staff member be more aware of situations in which interpersonal and sexual violence may occur and understand their responsibilities in reporting and aiding students and colleagues who have experienced interpersonal or sexual violence.

Specific Baylor policies and resources may be found at www.baylor.edu/titleix. It is important for faculty and staff to understand their roles in working with those who have been affected by interpersonal or sexual violence.

This program is also presented in the new hire orientation program (Bear Essentials).
IT’S ON US BAYLOR CAMPAIGN

All first year and new transfer students are required to attend this course developed by the Title IX Office. This event is for students to learn about interpersonal and sexual violence prevention as well as bystander intervention. The program includes:

- Awareness of interpersonal violence (sexual assault, sexual harassment, stalking, dating/domestic violence, sexual exploitation)
- University policies
- How to report incidents
- Title IX Office information
- How to get help (confidential resources, University disciplinary process, criminal prosecution options)
- Prevention (combination of risk reduction and bystander intervention).

The Baylor University Title IX Office uses the nationally recognized GreenDot Bystander Training Program. The three most effective intervention strategies are listed below:

- **Direct** – The bystander interacts directly with the people involved in the situation to assist an individual who may be in danger. The Direct approach can be as simple as asking if someone is ok or removing them from the situation.

- **Delegate** – Finding someone else to interdict. Individuals may not be comfortable intervening or maybe getting involved doesn’t feel safe. You can always Delegate to someone with authority. Call the BUDPS or the appropriate law enforcement agency.

- **Distract** – Sometimes a simple distraction can deflect the intensity of a situation. For example, you can Distract them by asking someone to go to the restroom or invite them to go for a meal. Distraction is intended to diffuse a possibly dangerous situation.

The Counseling Center sponsors an on-line course entitled “Every Choice.” This program also provides students and employees recognition and interventions strategies if they find themselves as bystanders to preparatory acts of sexual assault, sexual harassment, domestic violence, dating violence or stalking.

RESPONSIBLE EMPLOYEE TRAINING

Faculty or staff who have been designated as a Responsible Employee are required to participate in the Responsible Employee Training. This training includes:

- Review of the University’s Title IX Policy
- Title IX law
- Violence Against Women Act and Campus SaVE law
- Reporting incidents to the Title IX Office
- Rights, options and resources available
- Definition of confidential employees
- Confidential resources
- Interim and permanent sanctions
- Employee roles in supporting student success under the Title IX policy.

Please note: All employees who have NOT been identified as a Confidential Resource ARE designated as a Responsible Employee.

HOW TO BE AN EFFECTIVE BYSTANDER

Bystanders play a critical role in the prevention of sexual, gender-based and intimate partner violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have to choose to intervene, speak up, or do something about it. We want to promote a culture of community accountability, a caring community where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. If you or someone else is in immediate danger, dial 911. Trust and follow your instincts when considering direct intervention or calling the police. Below is a list of some ways to be an effective bystander.

- Be a Good Samaritan. If you observe someone who seems to be in distress, see if they need help. Ask them if they are ok. If they are incapacitated or ask for help, get them the aid they need.

- Be courageous, work past your fear and get involved. Even a quick phone call to the authorities can bring a positive resolution to an incident.

- Confront individuals or call the authorities when you observe them trying to take advantage of an incapacitated individual.

- If you become aware of someone making plans to incapacitate an individual or group of individuals, confront them or call the authorities.

- If someone confides in you that they were the victim of sexual or gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, or retaliation, encourage them to report the incident and refer them to the Baylor University resources and assistance listed above.

The Title IX Office continues to work with several different departments on campus including, the Counseling Center to increase risk reduction programs designed to decrease perpetration and bystander inaction, to increase empowerment of victims in order to promote safety, and to help individuals and communities address conditions that facilitate violence.
The Baylor University Counseling Center has helpful information on its website to assist those who may be in an abusive domestic or dating relationship or the victim of stalking.

BAYLOR POLICY STATEMENT ON CAMPUS ADJUDICATION PROCESS

Baylor University strictly prohibits all acts of sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, intimate partner violence, and retaliation. In addition to facing criminal charges, students, employees and other affiliates may also face disciplinary action by Baylor University. The Title IX Office will handle incidents involving accused students, and Baylor University Human Resources will handle incidents involving accused employees/affiliates.

INVESTIGATIONS AND DISCIPLINARY PROCEDURES IN GENERAL FOR THIS POLICY

The University is committed to providing a prompt, fair, and impartial investigation of all alleged violations of the Title IX Policy from the initial investigation to the final result. During the disciplinary process, both parties (complainant and respondent) have equivalent rights, including the opportunity to review and present evidence, to be accompanied by an advisor of their choice, and to appeal. The University will concurrently provide both parties with written notification of any hearing, the outcome of the process, any appeal, and the final results. The University reserves the right to outline guidelines regarding the participation of an advisor of choice during any meetings or procedures. Such guidelines however will not restrict the presence of an advisor of choice.

Baylor University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

TIMING OF INVESTIGATIONS AND ANYRELATED DISCIPLINARY PROCEEDINGS

The Title IX Coordinator will seek to complete the investigation in approximately 60 calendar days following receipt of the complaint or report. However, the timing will vary depending on the complexity of the investigation and the severity and extent of the harassment.

There may be circumstances that require the extension of timeframes for good cause, including extension beyond 60 calendar days. Timeframes may be extended by the Title IX Coordinator to ensure the integrity and completeness of the investigation; comply with a request by law enforcement; accommodate the availability of witnesses; accommodate delays by the parties; or for other legitimate reasons, such as the complexity of the investigation and the severity and extent of the alleged misconduct. The University will notify the parties in writing of any extension of the timeframes for good cause and the reason for the extension.

Although cooperation with law enforcement may require the University to suspend the fact-finding portion of a Title IX investigation, temporarily, the University will promptly resume its Title IX investigation as soon as it is notified by the law enforcement agency that the agency has completed the evidence gathering process. The University will not, however, wait for the conclusion of a criminal proceeding to begin its own investigation and, if needed, will take immediate steps to provide appropriate interim measures for the complainant.

Investigations will proceed according to the aforementioned timeframes to the extent possible during the summer and at other times when classes at the University are not in session. The Title IX Coordinator will work with the parties to balance the need for promptness and the preference for in-person meetings regarding the investigation.

Timeframes for all phases of the disciplinary process, including the investigation, any related disciplinary proceedings, and any related appeal, apply equally to both complainant and respondent.

INVESTIGATION, DISCIPLINARY, AND APPEAL PROCEDURES FOR CASES WHEN THE RESPONDENT IS A STUDENT

When the Title IX Coordinator receives a complaint or report alleging that a student violated this policy, the Title IX Coordinator will appoint one or more investigators. The investigator may be a University employee or an outside investigator. The investigator will conduct an inquiry and determine whether a violation of this policy has been alleged. Any investigator will have training in conducting Title IX investigations as soon as it is notified by the law enforcement agency. Any investigator will have training in investigating and evaluating conduct prohibited under the policy. Any investigator will be impartial and unbiased.

The investigator will conduct separate interviews with the parties to the complaint. Each party may select an advisor of their choice who may accompany them to any meeting or related proceeding, but the advisor may not participate in such meeting or proceeding. The investigator will interview witnesses, as necessary. Witnesses may not bring advisors. At the conclusion of each interview, the investigator will review the notes with the interviewee. The investigator will prepare a case file of all interview summaries, witness statements, and other documents. The file, redacted of personally identifiable information, as necessary, will be available to the complainant and the respondent. The Title IX Coordinator will provide written notice to both parties of the charges to be adjudicated based solely on the violation(s) of the policy alleged during the investigation.

After reviewing the file, each party will have an opportunity to (1) meet again with the investigator, (2) respond in writing to the
investigator, and (3) request the collection of other information by the investigator. If any party provides a written response or makes a request for additional information, that writing will be shared with the other party. Any additional information gathered will be shared with both parties, and each will have the opportunity for further response. The investigator will designate reasonably prompt timeframes to ensure a timely completion of the process while also providing an adequate opportunity for both sides to respond thoroughly to the information gathered during the investigation.

Following the investigation, a single adjudicating officer will meet with the complainant, respondent, investigator, and any witnesses the officer believes appropriate to determine, whether the respondent, based on the preponderance of evidence standard, violated University policy. The adjudicating officer may be a University employee or an outside investigator. The adjudicating officer will meet with the complainant and the respondent separately, and each will be provided the opportunity to make a statement. The adjudicating officer will make an equal amount of time available to both the complainant and the respondent. The complainant and respondent may each bring an advisor who may accompany them to any meeting or related proceeding, but the advisor may not participate in or disrupt the hearing process. If either party fails to appear at any scheduled meeting or related proceeding, and wishes to have had such opportunity, he/she may explain such failure to appear and the related circumstances in writing to the Title IX Coordinator within two days. The Title IX Coordinator will determine whether the meeting should be rescheduled. If no explanation is received from the absent party, or if the meeting is not rescheduled, the adjudicating officer may proceed with their deliberations and decisions. All adjudicating officers will have training in adjudicating and evaluating conduct prohibited under the policy. Adjudicators will receive annual training that at a minimum addresses issues related to dating violence, domestic violence, sexual assault and stalking, as well as how to conduct an investigation and hearing processes that protects the safety of victims and promotes accountability. All adjudicating officers will be impartial and unbiased.

If a student is found responsible for violating this University policy, the adjudicating officer will determine a sanction. Possible sanctions are listed below. Sanctions will be determined based on the seriousness of the misconduct and the responsible student’s prior disciplinary history, if any, at the University or any other educational institution. Information regarding the student’s prior disciplinary and student conduct history, to the extent not previously provided due to issues of relevance, will only be provided to the adjudicating officer after the officer has made a determination of responsibility for violation of University policy. Remedial measures will be determined based on the need to afford the parties an educational environment free from discrimination under Title IX. The adjudicating officer will prepare a report containing findings of fact, findings of responsibility, the rationale, and any sanctions. Written notification of findings of fact and responsibility and, in cases of violations of University policy, any sanctions will be communicated simultaneously to both parties by the Title IX Coordinator. The notification will include the parties’ rights of appeal.

The Title IX Coordinator will also send a copy of the report to the Associate Dean for Student Conduct Administration who will record the decision and any sanctions and retain such record in accordance with protocols for all other disciplinary cases. In all cases, the file will be archived by the Title IX Coordinator.

The adjudicating officer’s report and the tangible evidence presented at the hearing constitute the record of the hearing. After any appeals are concluded, the Title IX Coordinator shall excise the name of the accused from the record of the hearing in which a decision is rendered that an act of misconduct has not been committed, unless the Title IX Coordinator determines that the circumstances of the case warrant the retention of the name in the record for a reasonable length of time. If the name of the accused is retained in the record, they shall not become part of the student’s permanent disciplinary record and must be marked CONFIDENTIAL and may not be disclosed, except as required by the Family Educational Rights and Privacy Act (FERPA).

**RIGHTS OF APPEAL**

Both parties, the complainant and the respondent, have equal rights to an impartial appeal. All appeals will be referred to the Vice President for Student Life or designee. The Vice President for Student Life, or designee, may decide the appeal or may convene a panel to decide the appeal. If an appeal panel is convened, the panel will consist of the Vice President for Student Life, or designee, (as Chair) and two additional faculty or administrators. Any individual hearing an appeal will be trained regarding Title IX and prohibited conduct defined under this policy. Any individual hearing an appeal will be impartial and unbiased.

A complainant or respondent may file a written appeal on the grounds that: (1) there is substantial, relevant information that was not presented, and reasonably could not have been presented during the investigation; (2) the imposed sanction does not fall within the range of sanctions imposed by the University for similar misconduct; or (3) there was procedural unfairness during the disciplinary process.

The adjudicating officer’s findings of fact, findings of responsibility, the rationale, and any sanctions will only be reviewed under one of the three grounds listed above. The individual hearing the appeal may decide to uphold the original decision of the adjudicating officer, to alter the imposed sanction, or to remand the case to the adjudicating officer for additional proceedings or other action.

The deadline for filing an appeal is three calendar days from the date the parties are notified of the decision. If either party files an appeal, the Title IX Coordinator will notify the other party in writing. The Title IX Coordinator will coordinate the appeal and will have primary responsibility for interactions with the parties, gathering
information needed for the appeal, and notifying both parties in writing of the outcome of the appeal.

Within three calendar days from the date the parties are notified of the outcome of the appeal to the Vice President for Student Life, or designee, either party may have a final appeal to the President. The President of Baylor University may review the outcome of the appeal on the grounds that: (1) there is substantial, relevant information that was not presented and reasonably could not have been presented during the investigation; (2) the imposed sanction does not fall within the range of sanctions imposed by the University for similar misconduct; or (3) there was procedural unfairness during the disciplinary process.

The adjudicating officer’s findings of fact, findings of responsibility, the rationale, and any sanctions will only be reviewed under one of the three grounds listed above.

In the event either party files an appeal to the President, the Title IX Coordinator will notify the other party in writing. No additional written documentation will be required unless the request for review arises from a procedural unfairness, which occurred during the appeal process. The President may decide to uphold the outcome of the appeal, to alter the imposed sanction, or to remand the case to the adjudicating officer for additional proceedings or other action. The Title IX Coordinator will coordinate the President’s review and will have primary responsibility for interactions with the parties and notifying both parties in writing of the outcome of the President’s review.

**STUDENT ENROLLMENT AND RESIDENCE STATUS**

Prior to a final determination of sanction, including the outcome of an appeal, the respondent may be permitted to remain in on-campus residence, attend classes, and use some or all University facilities. However, in cases when circumstances potentially harm the physical, mental, or emotional safety or well-being of a member (or members) of the University community or impair the ability of the University to carry out its essential functions, the Title IX Coordinator may recommend to the Vice President for Student Life that certain restrictions be imposed on the respondent in order to provide the complainant with an educational environment free from Title IX-related discrimination.

If, following appeal, the respondent is found responsible for a violation under this policy, the sanction will be effective as of the date of the original decision by the adjudicating officer. In cases adjudicated prior to the last day of classes, if the final sanction is separation from the University (i.e., suspension, suspension with conditions, or expulsion), obtaining credit for the semester will be at the discretion of the Vice President for Student Life.

Pending the final decision of an adjudication or sanction imposed under this policy, including an appeal thereof, an administrative hold will be placed on the respondent’s University transcript; and the award of the respondent’s degree will be withheld.

**INVESTIGATION, DISCIPLINARY, AND APPEAL PROCEDURES FOR CASES WHEN THE RESPONDENT IS A FACULTY OR STAFF MEMBER**

When the Title IX Coordinator receives a complaint or report alleging that a member of the faculty or staff violated this policy, the Title IX Coordinator will work with the Provost’s Office and/or Human Resources to investigate in a manner consistent with Baylor personnel policies and all applicable law.

**RIGHTS OF APPEAL**

Both parties, the complainant and the respondent, have equal rights to an impartial appeal in a manner consistent with Baylor personnel policies and all applicable law.

**DISCIPLINARY PROCEDURES WHERE ONE PARTY IS A MEMBER OF THE UNIVERSITY COMMUNITY AND THE OTHER PARTY IS A NON-MEMBER OF THE UNIVERSITY COMMUNITY**

When a third party, (i.e., a non-member of our University community) is involved as a complainant or a respondent, the University will use disciplinary procedures that are generally consistent with the disciplinary procedures stated above, appropriately modified based on the particular circumstances involved, taking into account privacy requirements and other concerns. In no case will a member of our community (i.e., current student, faculty member, or staff member) be afforded lesser rights or lesser opportunities to participate in the disciplinary proceeding than the non-member of the University community. (To view the entire policy please visit: Title IX Policy)

**OTHER INVESTIGATION AND RESOLUTION PROCEDURES**

If a complaint or report of conduct prohibited by this policy is made against multiple individuals, an office, or the University in general, the Title IX Coordinator will review the matter and take appropriate action, in accordance with this policy. The Title IX Coordinator may conduct an investigation, using investigative and disciplinary procedures that are generally consistent with those stated in this policy, appropriately modified based on the particular circumstances involved. The Title IX Coordinator also has the discretion to conduct a climate review, after which the University may implement appropriate remedial measures.
RANGE OF PENALTIES AND OTHER REMEDIES UNDER THIS POLICY AND DISCIPLINARY PROCEDURES

Members of the University community may be subject to disciplinary penalties for violating this policy.

ADDITIONAL FORMS OF SUPPORT

If a respondent is found responsible for violating this policy, the complainant may request forms of support not already in place, such as a no contact order. The University will promptly implement such support, as appropriate. The support shall be effective even if the respondent files an appeal or if such an appeal is pending. Even in situations where a respondent is not found responsible for violating this policy, the University may provide to both the respondent and the complainant additional forms of support which are reasonable under the circumstances and do not place a substantial burden on either the complainant or respondent.

SANCTIONS

The appropriate disciplinary authority will determine the sanction. Sanctions will be determined based on the seriousness of the misconduct and on the individual’s prior disciplinary history, if any.

The findings of fact and responsibility, and, in cases when violations of University policy occurred, any sanctions will be communicated to the parties both in person and in writing by the Vice Provost for Academic Affairs and Policy and/or Vice President for Human Resources or designee. The notification will include the parties’ rights of appeal. In all cases involving sex discrimination or sexual misconduct, the file will be archived by the Title IX Coordinator.

PENALTIES APPLICABLE TO STUDENTS

For violations of this policy by students, in general the penalties, in ascending order of severity, are:

**Warning:** A formal admonition which appears in an individual’s permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Disciplinary Probation:** A more serious admonition may be assigned for a definite amount of time. It implies that any future violation, of whatever kind, during that time, may be grounds for suspension, suspension with conditions, or, in especially serious cases, expulsion from the University. Disciplinary probation will be taken into account in judging the seriousness of any subsequent infraction, even if the probationary period has expired. Disciplinary probation appears in an individual’s permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Community Service:** Community service up to 10 hours per week may be added to disciplinary probation for a portion or duration of the probationary period or following a warning.

**University Housing:** When appropriate to the infraction, removal from University housing or relocation within University housing may be added to any of the other penalties listed above except warning.

**Restriction of Access to Space, Resources, and Activities:** When appropriate in cases involving behavioral misconduct between members of the community, restrictions may be placed on access to space and/or resources or on participation in activities so as to limit opportunities for contact between the parties.

**Withholding of Degree:** In cases involving seniors or graduate students in their final semester, the University may withhold a student’s Baylor degree for a specified period of time. This penalty is imposed instead of suspension at the end of senior year or final year of graduate study when all other degree requirements have been met. Relevant information remains on the student’s permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Suspension:** Student status at the University may be terminated for a specified period of time. Relevant information remains on the student’s permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Suspension with Conditions:** Student status at the University may be terminated for at least the period of time specified by the suspension, with the suspension to continue until certain conditions, stipulated by the appropriate body applying this penalty, have been fulfilled. These conditions may include, but are not limited to, restitution of damages, and formal apology. Relevant information remains in the student’s permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

**Expulsion:** This is permanent termination of student status at the University, without any opportunity for readmission to the community. Relevant information remains in the student’s permanent disciplinary record at the University and may be disclosed by the University when the student consents in writing or as otherwise required by law.

The following may accompany the preceding penalties, as appropriate:

**Educational Programs:** In addition to any of the penalties listed above, a student may be required to participate in educational programs.
The Baylor University Department of Public Safety places a high priority on crime prevention. While it is impossible to prevent all crimes, the department believes that people can be aware of ways to reduce their chances of becoming victims. The department provides a wide range of services and educational programs designed to promote campus security and that aid in anticipating and minimizing potential dangers to the population and property of the University. Crime prevention and awareness at Baylor require the involvement of all members of the University community. The Baylor University Department of Public Safety strives to provide leadership and direction for this effort through programs ranging from crime prevention seminars to onsite inspections.

For the purpose of discouraging thefts on campus, the Baylor University Department of Public Safety sponsors Operation Identification. Through this program, bicycles and other items of personal property are engraved with the owner’s personal identification number. The Baylor Department of Residence Life provides assistance with this program by encouraging students residing in campus housing to mark their valuable personal property.

In addition, crime prevention posters and handouts are utilized in an effort to make all members of the campus community aware of the potential for crime. The Lariat, the campus newspaper, is used as a means for presenting crime prevention and awareness information to the University community, including timely reports to members of the campus community regarding the occurrence of serious crimes on the campus (e.g., murder, rape, robbery, aggravated assault, burglary, and motor-vehicle theft).

While all police personnel are oriented to the concept of crime prevention, the two Crime Prevention Officers attend many advanced training schools to keep their level of expertise current at all times. These officers also act as the department’s liaisons to the campus community.

These and other programs are available upon request and are presented throughout the year to groups on campus. Additionally, the Crime Prevention Officers participate in the annual National Night Out, during which members of the local law enforcement agencies visit area communities.

Anyone, including branch campus constituents, desiring information on crime prevention programs or related literature may contact the Crime Prevention Officers at (254) 710-2222.

CAMPUS SECURITY PROCEDURES AND CRIME PREVENTION

Throughout the year, the Baylor University Department of Public Safety conducts a variety of crime prevention programs. Programs are held for students, parents of students, and employees.

BUDPS supports the following crime prevention programs:

CRIME FREE MULTI-HOUSING

The Crime Free Multi-Housing program is designed to build a partnership between police and managers of rental properties that will enhance the ability to reduce crime, drugs, and other criminal activity on the property.

The Crime Free Multi-Housing program approaches crime on many fronts. The police cannot solve crime problems alone. Neither can
manual. This manual outlines the entire physical defense program for reference and continuous personal growth. The growing, widespread acceptance of this system is primarily due to the ease, simplicity and effectiveness of our tactics, solid research, and unique teaching methodology.

The program is dedicated to teaching women defensive concepts and techniques against various types of assault, by utilizing easy, effective and proven self-defense tactics. Our system of realistic defense will provide a woman with the knowledge to make an educated decision about resistance. This course is offered upon request and is conducted multiple times a semester.

**ACTIVE SHOOTER**

The active shooter course is designed to teach participants to take direct responsibility for their personal safety and security. They will learn how, with the proper mindset and the necessary tools, to be better equipped to react with purpose and to maximize their chance of survival if involved in an active shooter situation. This course is offered upon request and is conducted multiple times a semester.

**SOCIAL MEDIA**

Social media can be used as a tool for stalking individuals as well as identity theft. Practical tips are covered that an individual can put in place to safeguard the user against these crimes. This course is offered only upon request.

**DRUG RECOGNITION**

This presentation uses actual recovered drug paraphernalia to educate personnel on how to detect warning signs of narcotics on property, to include the scent of marijuana, and possible deceptive storage receptacles. This annual program is offered to the Residential Life Student’s staff prior to the arrival of the incoming residential students for the Fall semester.

**ALCOHOL AWARENESS**

Incoming freshmen are required to take alcohol and drug education through AlcoholEdu. More information about AlcoholEdu can be found here.

Other programs include the “Fatal Vision” course. Participants drive golf carts and attempt to navigate a course lined with traffic cones while wearing fatal vision goggles or “drunk goggles” to demonstrate the dangerous effects of drinking and driving. At the end of the course, participants will take two standardized field sobriety tests. Through this program, students experience the dangers of impairment from drugs and alcohol without suffering the all-to-real consequences. They get firsthand experience of impairment of driving skills, coordination, and personal judgment. This program is offered annually and upon request.
OPERATION ID

The property-marking program is offered between the hours of 8:00 a.m. and 5:00 p.m. Monday – Friday. The etching of the identification number of the owner on the property (e.g. bicycle) is intended to aid in the recovery of the property in the event of a theft. Once the property is engraved with the owner’s identification number, the property and owner information will be recorded into our system. This aids in identifying the property in the event of a theft, or if the property is found.

OTHER PROGRAMMING

BUDPS continues to develop new programming to address specific requests or concerns within the Baylor community.

CRIME PREVENTION TIPS

While the Baylor University campus is a reasonably safe environment, crimes do occur. The Baylor University Police Department seeks your cooperation in keeping the Baylor University Campus safe and crime free. Please remember, you are responsible for your own personal safety. You can stay safe and help us keep the Baylor community safe by applying some of the safety guidelines listed below:

• Keep doors to residence halls, labs, and classrooms locked when occupied. Never prop open residence hall exterior doors.
• Don’t provide access to unauthorized persons in the buildings or classrooms.
• Don’t keep large amounts of money with you. Lock all valuables, money, jewelry, checkbooks in a lock box or locked drawer.
• Keep a list of valuable possessions with information such as make, model, and serial numbers.
• Take advantage of the Engraving Programs and have valuables engraved with specific identifying marks.
• Don’t leave laptops or textbooks unattended in labs or libraries, even if it is for a short period of time.
• Don’t lend credit cards or identification cards to anyone.
• Report loitering or suspicious persons to police immediately; don’t take any chances.
• Be aware of your surroundings at all times.
• If you are the victim of a crime or an injury, report it immediately to the BUPD at 2222.
• Watch out for your neighbor and their property.
• Always know who is on the other side of your door before opening it.
• There is safety in numbers, never walk alone at night.
• Park your vehicle in well lit areas.
• Always park your bike at a bike rack and secure it with a U-Lock.
• Do not leave valuable items in your vehicle, secure them in your trunk or take them with you.
• Check the back seat of your car before getting inside.
• SLOW DOWN on campus. The campus streets are small and narrow.

BEHAVIORAL INTERVENTION TEAM

In order to extend our efforts on emergency preparedness and prevention, Baylor University has established a Student of Concern Committee. The objective of the Committee is to put in place a structured process for evaluating potentially threatening situations that occur at the University. The multi-disciplinary team is comprised of members from around the University community.

WEAPONS POLICY

The use or possession of firearms, explosives, fireworks, missiles, or weapons on University owned or controlled property is prohibited without the approval of the Vice President for Student Life. Baylor acknowledges that under Texas law, a student who holds a valid concealed handgun license may store a concealed firearm in a locked, privately owned or leased motor vehicle parked on a street or driveway or in a Baylor parking lot or parking garage.

The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the University. On a case-by-case basis, the BUDPS provides storage facilities for the personal weapons of members of the University community. Failure to comply with the University weapons policy will result in disciplinary action against violators.

VICTIM’S RIGHTS-STATE OF TEXAS

A “victim” is defined by Chapter 56 of the Code of Criminal Procedure, as “a person who is the victim of sexual assault, kidnapping, aggravated robbery, trafficking of persons, or injury to a child, elderly individual, or disabled individual or who has suffered bodily injury or death because of the criminal conduct of another.” Victims, close relatives (spouse, parent, adult brother or sister, or child) of a deceased victim and legal guardians of a victim are entitled to the following rights:

• to receive adequate protection from harm and threats of harm arising from cooperation with prosecution efforts;
• to have their safety considered by the magistrate when setting bail;
• to receive information, on request, of relevant court proceedings, including appellate proceedings, of cancellations and rescheduling prior to the event, and appellate court decisions after the decisions are entered but before they are made public;
• to be informed of the use and purpose of a victim impact statement, to complete a victim impact statement and to have the statement considered before sentencing, acceptance of a plea bargain, or before an inmate is released on parole;
• to be present at all public court proceedings, with the consent of the presiding judge;
• to have a victim advocate accompany them during the sexual assault exam if an advocate is available at the time of the examination.

Victims, close relatives and guardians may contact the Baylor University Police Department's Crime Victim Compensation Liaison at (254) 710-2211. The Liaison will be able to assist with access to rights and benefits through the Texas Crime Victimization Act. They can also assist with referrals to other assistance agencies. Faculty, students and staff victimized at branch campuses will need to contact the Crime Victim Compensation Liaison by contacting the local law enforcement agency investigating the case. The Baylor main campus Crime Victim Compensation Liaison can assist victims in contacting the other agencies liaison.

MORE INFORMATION

Victim Information and Notification Everyday 24-hour-information on jail status and court events: (877) 894-8463
Code of Criminal Procedure, Chapter 56
Texas Constitution, Article I Section 30

STUDENT CONDUCT

THE OFFICE OF JUDICIAL AFFAIRS – STUDENT CONDUCT ADMINISTRATION

The mission of the Office of Judicial Affairs is to promote a safe, orderly, and civil University community and to encourage and inspire students to become good citizens by engaging in personal responsibility, ethical decision making, and demonstrating respect for the rights and safety of others.

THE STUDENT CODE OF CONDUCT

The Office of Judicial Affairs is responsible for administering the Student Code of Conduct, which articulates the behavioral standards and the equitable procedures employed by the University to respond to allegations of student misconduct.

The Student Code of Conduct is administered at all University campuses on University property and may also address off campus student misconduct when a student’s behavior affects a substantial University interest.

Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract.

In most cases, the Office of Judicial Affairs will also assign developmental and educational interventions designed to promote greater awareness and improved decision-making for students and to further deter future misconduct.

The University will, upon written request, disclose to an alleged victim of a crime of violence or non-forcible sexual assault the report of the results of any disciplinary proceeding conducted by the University.

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus operations, the Office of Judicial Affairs may assign an Interim Suspension and/or other actions, designed to protect the health and safety of the community and members therein.

The Office of Judicial Affairs is also responsible for conducting pre-admission, pre-enrollment, and re-enrollment reviews for prospective students with known behavioral problems.

Any individual or entity may submit reports alleging student misconduct to the Office of Judicial Affairs or designee at the campus where the incident occurred.

The Office of Judicial Affairs also provides outreach programming designed to inform and educate students and to promote Baylor University principles. Baylor University is obligated to provide all students with the University’s regulations, policies, and procedures governing student conduct. Baylor University policies and procedures, including the Code of Conduct for Students and the Off-Campus Misconduct Policy and Parental Notification Policy, are published on the Judicial Affairs website.

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact the Office of Student Conduct at (254) 710-1715 or judicial_affairs@baylor.edu.

PARENTAL NOTIFICATION POLICY

The University reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes Baylor University to disclose disciplinary records concerning violations of the University’s rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21 regardless of whether the student is a dependent.

The University may also report non-alcohol or drug related incidents to parents or legal guardians of dependent students under circumstances described in the Student Guide to General University Policy and Rules. See the following website for the University Code of Conduct and additional information concerning Parental Notification: University Code of Conduct.

MISSING STUDENT NOTIFICATION POLICY

The Clery Act requires institutions that maintain on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008).

When it is determined that a residential student is missing from the main campus or the Baylor in New York campus, staff at these campuses, in collaboration with the appropriate local law enforcement agency, will be guided by this Missing Student Notification Policy and related procedures.

PROVISIONS

In accordance with general institutional Emergency Notification procedures, when a University student is thought to be missing from the campus, staff in the University administration should be immediately notified. Specifically, staff in the Office of Residence Life, Associate Vice President for Student Life, BUPD, and the senior Student Life professional at a campus should be contacted so they can coordinate efforts to locate the student. The designated Assistant Vice President for Student Life at Baylor University, or the Director of Student Life at other locations, is to be notified immediately of all students thought to be missing. He/she has the

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authority and the responsibility for coordinating the efforts made by the University to assist the student and the student’s family.

The appropriate Student Life representative, or other individual (including the branch campus administrators), upon learning that a student is missing, will file a formal missing student report. At the main campus, BUDPS must be notified immediately. For the Baylor in New York Program, campus administrators will notify BUDPS and the New York City Police Department.

It will be made clear to all students annually, that each residential student of the University has the option to designate an individual to be contacted by Baylor University administration within 24 hours from the time that Baylor University determines the student is missing. Baylor University provides each student with the means and opportunity to register their confidential Missing Student contact information by logging into the Bear web link at http://www.baylor.edu/bearweb, and filling out the Address and Contact Information form. This information is only accessible to University employees who are authorized campus officials and this information will not be disclosed to others with the exception of law enforcement personnel. This information shall not be used except in the furtherance of a missing student investigation.

In accordance with the Baylor University’s Missing Student Policy, it should be noted that Baylor University notifies each student who is under 18 years of age (and not an emancipated individual), that Baylor University is required to contact the student’s parents or guardian in addition to the person identified as the missing student’s contact person.

This contact will be made within 24 hours from the time that the student is determined to be missing.

In accordance with Baylor University procedures, it should be noted that Baylor University will inform each residential student that Baylor University will notify the appropriate local law enforcement agency or campus security department when a student has gone missing, unless the local law enforcement agency was the entity that made the determination that the student was missing. This notification will be made within 24 hours from the time that the student is determined missing.

If the campus law enforcement personnel or campus security department has been notified that a student has gone missing, and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours, Baylor University staff will initiate emergency contact procedures as outlined in Baylor University’s policy and protocol. Law enforcement will activate the appropriate procedures immediately if, during the missing student investigation, it is substantiated the student is missing under suspicious circumstances.

Baylor University’s missing student investigative procedures include the following:

- Communication procedures for official notification of appropriate individuals at the University that a student has been missing for more than 24 hours.
- Require an official Missing Person Report relating to a University residential student to be referred immediately to the BUDPS.
- If through investigation of an official report, the University police or campus security department determines a student has been missing for more than 24 hours, or if during the missing student investigation, it is substantiated the student is missing under suspicious circumstances, they will immediately:
  - Notify the local police.
  - Contact those individuals provided by the student, as their missing student contact person.
  - If a student is under 18 years of age, and not an emancipated individual, immediately contact the custodial parent(s) or legal guardian(s) of the student, in addition to the student’s missing student contact person.

Reports regarding any student living in on-campus housing (including all housing managed by Baylor University’s Campus Living & Learning Department) that may be missing must be referred immediately to the Baylor University Department of Public Safety at phone number (254) 710-2222. Students living in on-campus housing are encouraged to identify a contact person or persons whom the University will attempt to notify within 24 hours if the student is determined by the Baylor University Department of Public Safety to be missing for the prior 24-hour period.

Students may list these individuals as an emergency contact on BearWeb at this secured link: http://www.baylor.edu/bearweb. The student registers this contact information confidentially. In addition to any additional contact person designated by the student, if the student is under 18 years of age and not emancipated, the University will attempt to notify a custodial parent or guardian within 24 hours of when the student is determined to be missing.

**BAYLOR UNIVERSITY POLICIES GOVERNING ALCOHOL AND OTHER DRUGS**

**BAYLOR UNIVERSITY ALCOHOL AND DRUG POLICY**

Baylor University policy prohibits the unlawful manufacture, possession, use, sale, transfer, or purchase of a controlled substance or another dangerous drug such as a controlled substance analogue (designer drug) on or off the campus. It is also a violation of University policy for anyone to possess, use, or be under the influence of an alcoholic beverage on the campus or at a University-related activity off campus. An off-campus University-related activity is defined in the “Process for Student Organization Violations.” Anyone violating these policies is subject to disciplinary action ranging from warning to expulsion.
The University believes that spiritual, intellectual, emotional, physical, and social development has their greatest growth free from mind-altering chemicals. Its goal is to provide an environment where the entire campus community is challenged and motivated to live a chemical-free lifestyle.

As a first step toward reaching that goal, the University makes every effort to seek full compliance with University policy and federal, state, and local laws and ordinances; to discourage by every means possible the use of alcohol; to promote sobriety; to provide social and recreational alternatives to the use of alcohol and other drugs; and to offer confidential, effective, and redemptive assistance to employees and students who seek help for substance abuse problems, while focusing on the development of a comprehensive program of nonresidential services.

Because the University is committed to a caring relationship among its students, staff, faculty, administrators, and regents—a caring that is characterized by understanding, forgiveness, and respect for individuality—its disciplinary procedures are intended to be constructive and redemptive. For students who seek help for substance abuse problems, complete confidentiality will be strictly observed to the limit of the law. Insofar as federal and state statutes and professional ethical standards permit, no professional on the Baylor counseling or medical staff will in any way notify the administration of the name of a specific student who comes for assistance for substance abuse or any other type problem, and no records will be forwarded to the administration regarding the services or the problem.

Students can obtain more information concerning alcohol and drug awareness programming by contacting the Department of Wellness by calling (254) 710-1726 or by visiting their website at http://www.baylor.edu/wellness/.

The Drug-Free Schools and Communities Act requires that Baylor notify each student and employee annually of its programs to prevent the illicit use of drugs and the abuse of alcohol by students and employees. Baylor University has a number of programs to combat the misuse of drugs and the abuse of alcohol and other chemical substances. Information relating to these programs is available at http://www.baylor.edu/student_policies/index.php?id=32251.

Federal law requires Baylor University to notify annually all faculty, staff, and students of the following:

The University prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room except by individuals who are twenty-one years or older at campuses where alcoholic beverages are permitted. This also includes prohibiting the presence of students under the age of twenty-one in residence hall rooms where alcohol is present. In addition, the smoking of any material is prohibited in all facilities of Baylor University at all locations.

## HEALTH RISKS ASSOCIATED WITH DRUG AND ALCOHOL USE

### DRUGS

Narcotics such as opium, morphine, and heroin can cause euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. The symptoms of an overdose of narcotics are slow and shallow breathing, clammy skin, convulsions, coma, and possible death. Persons experiencing withdrawal from addiction to narcotics can experience watery eyes, runny nose, yawning, and loss of appetite, irritability, tremors, panic, cramps, nausea, chills, and sweating.

Depressants such as barbiturates and Quaaludes can cause slurred speech, disorientation, and drunken behavior. An overdose of a depressant results in shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death. Withdrawal symptoms include anxiety, insomnia, tremors, delirium, convulsions, and possible death.

Stimulants such as cocaine and crack can cause increased alertness or euphoria, an increased pulse rate and blood pressure, insomnia, and loss of appetite. An overdose of stimulants results in agitation, increase in body temperature, hallucinations, convulsions, and possible death. Withdrawal symptoms include apathy, long periods of sleep, irritability, depression, and/or disorientation.

Hallucinogens such as LSD and amphetamines cause illusions and hallucinations and poor perception of time and distance. The effects of an overdose include psychosis and possible death.

Marijuana and hashish can cause euphoria, increased appetite, relaxed inhibitions, and disoriented behavior. The effects of an overdose include fatigue, paranoia, and possible psychosis. Withdrawal symptoms include insomnia, hyperactivity, and decreased appetite.

### ALCOHOL

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person’s ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.
Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

For more information visit: www.drugabuse.gov and http://www.samhsa.gov

POLICIES SPECIFIC TO FACULTY AND STAFF
The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance or other mind-altering substance is prohibited at Baylor University. A Baylor employee who violates this prohibition is subject to discipline by the University. Such discipline may include required participation in a drug rehabilitation program or termination from employment.

LEGAL SANCTIONS APPLICABLE TO DRUG AND ALCOHOL USE

A. Federal Penalties and Sanctions

**21 UNITED STATES CODE 844(A):**
1st conviction: Up to one-year imprisonment and fined a minimum of $1,000, or both.

After 1 prior drug conviction: A term of imprisonment for not less than 15 days but not more than 2 years and fined a minimum of $2,500.

After 2 or more prior drug convictions: A term of imprisonment for not less than 90 days but not more than 3 years and fined a minimum of $5,000.

Special sentencing provisions for possession of flunitrazepam: Imprisoned for not more than 3 years and/or fined.

**21 USC 844**

**21 UNITED STATES CODE 853(A)(2) AND 881(A)(7):**
Forfeiture of personal and real property derived from, used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one-year imprisonment.

**21 USC 853**

**21 USC 881**

**21 UNITED STATES CODE 881(A)(4):**
Forfeiture of all conveyances, including aircraft, vehicles, or vessels, which are used, or are intended for use, to transport, or in any manner to facilitate the transportation, sale, receipt, possession or concealment of a controlled substance.

**21 USC 881**

**18 UNITED STATES CODE 922(G):**
Ineligible to receive or purchase a firearm.

**18 USC 922**

B. State Penalties and Sanctions

**TEXAS PENAL CODE SEC. 49.02:**
Being intoxicated in public such that one is a danger to oneself or others is a Class C misdemeanor, punishable by a fine not to exceed $500.

**Texas Penal Code Chapter 49**

**TEXAS ALCOHOLIC BEVERAGE CODE SEC. 101.31:**
It is illegal to possess or distribute alcoholic beverages in a dry area. Violation of this law is a Class B misdemeanor and carries a penalty of a fine not to exceed $2,000 and/or confinement in jail not to exceed 180 days.

**Texas Alcoholic Beverage Code Chapter 101**

**TEXAS ALCOHOLIC BEVERAGE CODE SEC. 106.02, 106.04-106.05, 106.071:**
The purchase, possession, or consumption of alcoholic beverages by a person under 21 years of age is a Class C misdemeanor and punishable by a fine not to exceed $500, or, if previously convicted at least twice, a fine of not less than $250 or more than $2,000, confinement in jail for a term not to exceed 180 days, or both.

**Texas Alcoholic Beverage Code Chapter 106**

**TEXAS ALCOHOLIC BEVERAGE CODE SEC. 106.06:**
Furnishing alcoholic beverages to a minor is a Class A misdemeanor and punishable by a fine not to exceed $4,000 and/or confinement in jail not to exceed one year.

**Texas Alcoholic Beverage Code Chapter 106**

**21 UNITED STATES CODE 844(A):**
Forfeiture of all conveyances, including aircraft, vehicles, or vessels, which are used, or are intended for use, to transport, or in any manner to facilitate the transportation, sale, receipt, possession or concealment of a controlled substance.

**21 USC 844**

**18 UNITED STATES CODE 922(G):**
Ineligible to receive or purchase a firearm.

**18 USC 922**
TEXAS EDUCATION CODE SEC. 37.122:
The possession of an intoxicating beverage while on the grounds of any public school or while entering or inside any enclosure, field, or stadium where an athletic event sponsored or participated in by a public school is a Class C misdemeanor and carries a penalty of a fine not to exceed $500.

Texas Education Code Chapter 37

TEXAS PENAL CODE SEC. 49.04:
Driving under the influence of alcohol is a Class B misdemeanor and punishable by a fine of up to $2,000 and a minimum confinement of 72 hours and/or up to 180 days in jail.

If found with an open container in the person's immediate possession, the minimum confinement period extends to six days. If it is shown at trial the alcohol concentration level was 0.15 or higher the offense is a Class A misdemeanor punishable by a fine not to exceed $4,000 and confinement in jail not to exceed one year.

Texas Penal Code Chapter 49

TEXAS ALCcoholic BEVERAGE CODE SEC. 106.07:
A person under 21 years of age who misrepresents his or her age for the purpose of purchasing alcohol beverages commits a Class C misdemeanor punishable by a fine not to exceed $500, or, if previously convicted at least twice, a fine of not less than $250 or more than $2,000, confinement in jail for a term not to exceed 180 days, or both.

Texas Alcoholic Beverage Code Chapter 106

TEXAS HEALTH AND SAFETY CODE SEC. 481.102-106, 481.112-119:
The illegal distribution, possession, or use of controlled substances may be punished by 5 years to life in prison and up to a $250,000 fine.

Texas Health and Safety Code Chapter 481

TEXAS HEALTH AND SAFETY CODE SEC. 481.112-120:
The delivery or possession of controlled substances with the intent to manufacture controlled substances is punishable by a jail term of 10 years to life and up to a $250,000 fine.

Texas Health and Safety Code Chapter 481

TEXAS HEALTH AND SAFETY CODE SEC. 481.120, 481.121
The delivery or possession of Marijuana can be punished by a term of up to life in prison and/or a fine up to $100,000 depending on the amount of Marijuana.

Texas Health and Safety Code Chapter 481

TEXAS HEALTH AND SAFETY CODE SEC. 481.122:
The distribution of marijuana or controlled substance to a minor is punishable by 5 to 99 years in prison and/or up to a $10,000 fine.

Texas Health and Safety Code Chapter 481

POSSESSION OF DRUG PARAPHERNALIA
A person is unlawful when he possesses, with the intent to use, drug paraphernalia which is used for packaging, manufacturing, injecting, and ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances, Drugs, Device and Cosmetic Act of 1972.

SYNTHETIC MARIJUANA
Effective March 1, 2011 the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. This drug may also be known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma. Individuals found responsible for manufacturing, possessing, importing/exporting or distributing these substances will face criminal and civil penalties. University students engaging in these activities will also be held responsible under the University’s illegal substances policy.

In 2011, the Texas Legislature passed laws making it illegal to possess and sell synthetic forms of marijuana. In Texas, this is considered a penalty group 2-A drug. The penalties for possessing this type of drug range from a class B misdemeanor to a third-degree felony, depending on the aggregated weight.

DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS

OPTIONS
The Baylor University Counseling Center offers the research-based prevention program called CHOICES. The program aims to help students appreciate the risks associated with alcohol use and equip them with skills and knowledge to make better decisions. Baylor students, like all college students, face choices regarding alcohol consumption. Risky decisions about drinking can have detrimental, sometimes tragic effects. CHOICES alcohol education programs are available through the Baylor Counseling Center; for more information call (254) 753-7332.

ALCOHOLEDU
Alcohol consumption goes hand in hand with any number of undesirable situations. Naturally, part of helping keep students from these situations is to educate them about alcohol, a resource that can benefit them in many ways. Each year, first time freshmen and transfer students are required to complete an online resource offered by Baylor, AlcoholEdu, a personalized online survey and course designed to help students consider their current behavior and attitudes toward alcohol, both in consumption and in being
The following services are available through Baylor University Counseling Services for those students who believe they have substance abuse problems.

1. Assessment
2. Referral
3. Individual therapy
4. Group therapy
5. Support groups
6. Psychoeducational group

Students may obtain the above services on a confidential basis by either calling Counseling Services at (254) 710-2467 or arranging for an appointment.

Similar services are available to Baylor employees through the Employee Assistance Program (EAP). Information on the EAP can be obtained by visiting the Employee Assistance Program webpage.

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Baylor University.

DEFINITIONS

THE FOLLOWING TERMS ARE USED WITHIN THIS REPORT. DEFINITIONS HAVE BEEN OBTAINED FROM THE HIGHER EDUCATION OPPORTUNITY ACT:

On-Campus Student Housing – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

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

RESIDENCE HALL FIRE DRILLS

Fire drills are conducted in all on-campus residence halls during the beginning of each semester to allow occupants to become familiar with and practice their evacuation skills. The Assistant Director conducts the drills for Facilities and Operations, Hall Directors, Assistant Hall Directors, Community Leaders (Student Advisers) and Baylor University Department of Public Safety’s Director of Emergency Management and Fire Safety Specialist.

FIRE SAFETY

Baylor University takes fire safety very seriously and continues to enhance its programs to the University community through education, engineering and enforcement. Educational programs are presented throughout the year to faculty, staff and students so they are aware of the rules and safe practices. These programs, which are available at all campus locations, include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

All University residence halls have emergency evacuation plans and conduct fire drills at the beginning of each semester during the school year to allow occupants to become familiar with and practice their evacuation skills.

Baylor University has been a leader in ensuring the safety of students, faculty, staff and visitors who live and work in University operated residences. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire safe living environment. All University operated residence halls and apartments are provided with automatic sprinkler systems, smoke detectors and building fire alarm systems to provide early detection and warning of a possible fire emergency.

The University maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to insure system readiness and proper operation in the event of a fire emergency.
The University has adopted and developed numerous Safety Policies and Guidelines to help promote a safe living and work environment at all University locations. These policies, guidelines and other fire safety information can be accessed on the Internet at Fire Safety.

BUPD officers who are trained for initial response to fire incidents occurring at University facilities provide additional protection. Officers provide assistance in building evacuation and extinguishment/confinement of small fires.

In addition, laboratory safety and evacuation plans are also part of the Environmental Health and Safety (EHS) mission. EHS is dedicated to maintaining the safety of our community by conducting annual inspections, plan reviews, and evacuation drills in all laboratories on main campus.

**FIRE SAFETY EDUCATION AND TRAINING PROGRAMS FOR STUDENTS, FACULTY AND STAFF**

Environmental Health and Safety and the Baylor University Department of Public Safety, in coordination with Residence Life and Housing and Food Service, provides annual training to Community Leaders (CLs), Community Assistants (CAs) and Residence Life Coordinators.

*Topics addressed during this training include:*

- Fire prevention in the residence hall
- What to do in the event of a fire
- How to report a fire or other emergency
- How residence hall fire safety systems operate

CLs and CAs coordinate additional fire safety training and education programs for residence hall students. Additionally, food service staff members at the University are trained annually on hands-on use of fire extinguishers and emergency procedures in the event of a fire.

Other general safety and fire safety information is available to students, faculty and staff on the Environmental Health and Safety website or at the Baylor University Department of Public Safety Website.

**FIRE INCIDENT REPORTING AT BAYLOR MAIN CAMPUS**

Students, faculty and staff are instructed to call 911 to report a fire emergency.

Non-emergency reports (e.g. evidence that something burned) are made to:

Baylor University Department of Public Safety – (254) 710-2222

**FIRE INCIDENT REPORTING AT BAYLOR IN NEW YORK**

Students, faculty, and staff are instructed to call 911 to report a fire emergency.

Non-emergency reports (e.g. evidence that something burned) are made to:

Baylor University Department of Public Safety – (254) 710-2211.

**PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY**

A strategic plan has been developed and is being administered to have all the buildings on campus retrofitted with the most technologically advanced fire safety systems. The plan also includes a phase to have those facilities with the newest fire safety equipment placed on a network IP address. This will allow all the buildings with the new systems to communicate with Baylor University Department of Public Safety without relying on fiber optics.

**IMPORTANT PHONE NUMBERS AND OTHER CONTACT INFORMATION**

Baylor University Police Department, 1521 S. 4th St, Waco, TX 76706, (254) 710-2222

Baylor University Department of Risk Management, 1320 S. 7th St., Waco, TX 76706, (254) 710-3867

City of Waco Fire Department, Central Fire Station 1016 Columbus Ave., Waco, TX 76701, (254) 750-1740

City of Waco Police Department, 3115 Pine Ave., Waco, TX 76708, (254) 750-7500

McLennan County Sheriff’s Office, 901 Washington Ave., Waco, TX 76701, (254) 757-5000

**FIRE EVACUATION PROCEDURES FOR BAYLOR UNIVERSITY MAIN CAMPUS**

**IN THE EVENT OF A FIRE**

1. Pull the nearest fire alarm to evacuate the building. Leave the building immediately.
2. If you hear the fire alarm, leave the building immediately. A fire nearby may not be noticeable by sight or smell. Everyone is expected to exit a building immediately upon hearing the fire alarm.
3. If possible, shut down any equipment or processes that could cause a secondary fire if left unattended.
4. Know your emergency exit routes and be prepared to use an alternate route if necessary. Do not use elevators. If you are trapped in the building, try to reach a point of refuge, such
as a stairwell, or stay by a window and wave a white flag to attract the attention of emergency responders.

5. If possible, close doors and windows behind you on the way out to confine the fire.

6. Keep low if there is smoke.

7. On your way out, assist any mobility-impaired persons to a stairwell or other point of refuge if possible. Report their location to the emergency response personnel.

8. If you work in an area frequented by the public, announce that an evacuation has been ordered and ask people to exit the building. Healthy adults and young adults are expected to evacuate themselves upon hearing the fire alarm.

9. Once out of the building, assemble at the pre-designated assembly location(s). Do not block driveways or areas that may be used by emergency response personnel. An attempt should be made to account for any faculty, staff, and students known to have been in the building.

10. Notify emergency responders of any injuries and/or location of mobility-impaired or other persons trapped in the building.

11. Do not re-enter the building until the Waco Fire Department, Baylor Police, or other representative of the Department of Public Safety has declared the building safe.

**WHAT IT MEANS TO EVACUATE**

Evacuation means the movement of persons from a dangerous or potentially dangerous place to a safe place. Examples include the evacuation of a building due to a bomb threat or fire. In an extreme situation (e.g. a flood), large portions of, or the entire campus may be required to evacuate.

**HOW WILL I KNOW TO EVACUATE?**

An evacuation notification may come from several sources, including the fire alarm system, BUPD, Campus Living & Learning Staff, other University employees, or other authorities utilizing the University’s emergency communications tools.

**HOW TO EVACUATE**

Evacuate the facility upon hearing the alarm or other official announcement. Close office/classroom doors and turn off lights and computers. Use designated corridors and fire exit stairs that lead to ground level. Leave the building in an orderly manner. Do not use elevators. Assemble at the Evacuation Assembly Point(s). Follow instruction of emergency personnel. Report any individuals left in the building to personnel. Do not re-enter the building until emergency personnel give an “All Clear” announcement.

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**EVACUATION ASSEMBLY POINTS**

The point(s) (EAPs) to which all building occupants should report following a building evacuation. Most Evacuation Assembly Points are pre-identified locations, although specific incidents may require the EAP to relocate.

If knowledge of fire or cause of fire alarm is known, immediately locate BUDPS personnel and provide them with information regarding the fire/fire alarm. No one at Baylor University is required to fight a fire as a part of their responsibility. However, voluntary use of a fire extinguisher by personnel who are properly trained can save both lives and reduce property loss.

**RESIDENTIAL FACILITY FIRE SAFETY POLICIES**

The following are prohibited in residential communities because of their serious potential as fire hazards:

- Candles (unless wicks are completely removed)
- Halogen Lamps
- Open flames such as matches, lighters, etc.
- Use or possession of incense, fireworks or firecrackers
- Use or possession of combustible paints or liquids, including lighter fluid
- All types of grills. Students are only permitted to use community charcoal grills
- Doors that are over 50% covered with paper, posters, etc.
- Walls that are more than 30% covered with paper, posters, etc.
- Mopeds, motorcycles, motorscooters, or other gas combustible engines within the hall or apartment community
- Appliances with exposed heating elements, including space heaters, toasters, griddles, and George Foreman Grills
- Smoking anywhere on campus
### STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES

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## 2016 On-Campus Student Housing Fire Safety Systems

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<th>Facility</th>
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<th>Smoke Detection</th>
<th>Public Access</th>
<th>Fire Extinguishers</th>
<th>Evacuation Placards</th>
<th>Fire Drills Per Year</th>
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## FIRE SAFETY SYSTEM INFORMATION FOR RESIDENTIAL FACILITIES

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<th>Public Access</th>
<th>Fire Extinguishers</th>
<th>Evacuation Placards</th>
<th>Fire Drills Per Year</th>
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<td>FAIRMONT APTS 1600 S. 5TH ST.</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>0¹</td>
</tr>
<tr>
<td>BAYLOR PLAZA I 1818 S. 2ND ST.</td>
<td>Yes³</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
</tr>
<tr>
<td>BAYLOR PLAZA II 1920 S. 3RD ST.</td>
<td>Yes³</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
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<tr>
<td>BAYLOR PLAZA III 2014 S. 2ND ST.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
</tr>
<tr>
<td>PINETREE APTS 824 SPEIGHT AVE.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
</tr>
<tr>
<td>COTTONWOOD APTS 100 COTTONWOOD</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
</tr>
<tr>
<td>SPEIGHT JENKINS APTS 1501 S. 9TH ST.</td>
<td>Yes³</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
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<tr>
<td>BROWNING PLACE APTS 805 JAMES AVE.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>BROWNING SQUARE APTS 1721 S. 9TH ST.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>QUADRANGLE APTS 1825 S. 5TH ST.</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>0¹</td>
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<tr>
<td>EAST VILLAGE- EARLE 306 BAGBY</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>EAST VILLAGE- TEAL 206 BAGBY</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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</tr>
</tbody>
</table>

1. Apartment style buildings with direct exterior access
2. Dining hall kitchen supported by Ansul R102 UL300 fire suppression system
3. Monitored by off-site vendor
## FIRE STATISTICS FOR STUDENT HOUSING FOR BAYLOR IN NEW YORK

### STATISTICS AND RELATED INFORMATION REGARDING FIRES FOR BAYLOR NEW YORK

<table>
<thead>
<tr>
<th>RESIDENTIAL FACILITIES</th>
<th>YEAR</th>
<th>TOTAL FIRES IN EACH BUILDING</th>
<th>FIRE NUMBER</th>
<th>CAUSE OF FIRE</th>
<th>NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY</th>
<th>NUMBER OF DEATHS RELATED TO A FIRE</th>
<th>VALUE OF PROPERTY DAMAGE CAUSED BY FIRE</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAYLOR IN NEW YORK PROGRAM 44 W. 28TH ST., NEW YORK, NY 10453</td>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td></td>
<td>2014</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td></td>
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<td>0</td>
<td>N/A</td>
<td>N/A</td>
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<td>N/A</td>
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## 2016 STUDENT HOUSING FIRE SAFETY SYSTEMS FOR BAYLOR IN NEW YORK

### FIRE SAFETY SYSTEM INFORMATION FOR RESIDENTIAL FACILITIES FOR BAYLOR NEW YORK

<table>
<thead>
<tr>
<th>FACILITY</th>
<th>MONITORING BY BUPD 24/7</th>
<th>SPRINKLER SYSTEM</th>
<th>SMOKE DETECTION</th>
<th>PUBLIC ACCESS</th>
<th>FIRE extinguishers</th>
<th>EVACUATION placards</th>
<th>FIRE DRILLS PER YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAYLOR IN NEW YORK PROGRAM 44 W. 28TH ST., NEW YORK, NY 10453</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>0</td>
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