



SOUTHERN ARKANSAS UNIVERSITY

2019

Jeanne Clery

Disclosure of Campus Security Policy

And

Campus Crime Statistics & Fire Safety Report

Prepared by

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TABLE OF CONTENTS



SOUTHERN ARKANSAS UNIVERSITY CLERY REPORT

- I. SAUPD Mission Statement**
- II. The Clery Act**
- III. The University Police Department Law Enforcement Authority**
- IV. Crime Reporting Policy**
- V. Three Year Disclosure of Campus Crime Statistics
Years 2018, 2017, 2016**
- VI. Preparation and Disclosure of Crime Statistics**
- VII. Timely Warnings**
- VIII. Emergency Preparedness**
- IX. Response**
- X. Evacuation**
- XI. Emergency Notification**
- XII. University Website**
- XIII. Outdoor Warning System**
- XIV. University Email**
- XV. Rave Alert (students, faculty, and staff)**
- XVI. AlertXpress for parents and local community leaders**
- XVII. Testing and Evaluation**
- XVIII. Campus Prevention Activities**
- XIX. Campus Facilities Security and Access**
- XX. Residence Hall Access**
- XXI. Resident Safety Policies**
- XXII. Maintenance of Campus Facilities**
- XXIII. Access to Southern Arkansas University Grounds and Buildings**
- XXIV. Drug and Alcohol Abuse Education**

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- XXV. Drug Free Workplace Policy**
- XXVI. Statement of Disciplinary Action**
- XXVII. Sexual Assaults: Reporting a Rape or Sexual Assault**
- XXVIII. What to Do In the Event You are Assaulted**
- a. Personal safety
 - b. Armed encounters
 - c. Dangers
 - d. Contact information
- XXIX. Changing Classes and Living Accommodations for Sexual Assault Victims**
- XXX. Southern Arkansas University Policy on Sexual Harassment, Domestic Violence, Dating Violence, and Stalking**
- XXXI. Procedures to Follow if Sexual Harassment, Domestic Violence, Dating Violence or Stalking Occurs**
- a. How to report
 - b. Preservation of evidence
 - c. Assisting in contacting law enforcement
 - d. Notification of Counseling and Assistance
- XXXII. Student Sanctions**
- XXXIII. Procedures for On Campus Disciplinary Actions**
- XXXIV. Filing of False Reports**
- XXXV. Duty to Cooperate**
- XXXVI. Prohibition of Retaliation**
- XXXVII. Disclosures to Victims of Alleged Crimes**
- XXXVIII. Sex Offender Registration**
- XXXIX. Fire Safety**
- XL. Fire Safety Procedures**
- XLI. Fire Alarm Systems in University Residence Halls**
- XLII. Communicating a False Alarm**
- XLIII. Flammable Materials, Explosives, Fireworks, and Open Fires**
- XLIV. Fire Drills**
- XLV. Fire Evacuation Procedures**
- XLVI. Fire Alarms and Evacuation**
- XLVII. Fire Prevention**
- a. Eliminating fire hazards
 - b. Cooking
 - c. Appliances
 - d. Storage
 - e. Smoking
 - f. Reporting Safety Hazards
- XLVIII. Fire Emergencies**
- a. Alarm
 - b. Leaving buildings

- c. No re-entering
- d. Contacting university police
 - i. Surviving building fires
 - 1. Crawling
 - 2. Feeling doors
 - 3. Nearest exits
- e. If you get trapped
 - i. Keep doors closed
 - ii. Signaling for help
 - iii. No jumping
- f. If you are on fire
 - i. Stop, drop, and roll
 - ii. Cool burns

XLIX. Reporting Fires on Campus

L. Fire Safety Education and Training Programs for Students, Faculty, and Staff

LI. Basic “Shelter in Place” Guidance

LII. How You Will Know to “Shelter in Place”

LIII. How to Shelter in Place

LIV. Procedure If a Student Is Reported Missing

LV. Annual Disclosure and Distribution

LVI. Safety Tips on Campus

- a. Personal safety
- b. Home safety

LVII. Appendices

- a. Campus Safety Authorities
- b. Definitions
- c. Geography definitions from the Clery Act
- d. Emergency Numbers and Quick References

Southern Arkansas University Police Department's

Mission Statement

It is the mission of the Southern Arkansas University Police Department to provide a safe and effective learning, living, and working environment for the students, faculty, staff, and visitors of Southern Arkansas University.

"Keeping Southern Arkansas University a safe place to learn"

The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, requires institutions of higher education to distribute to all current and prospective students and employees two types of information: (1) Descriptions of policies related to campus security, and (2) Statistics concerning specific types of crimes. Amendments enacted in 1998 renamed Title II, which is now known as the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act". The amendments require the disclosure of crimes that are reported to police and campus officials other than police, along with a breakdown of locations of criminal activity to be specified as on-campus, non-campus, residence hall, or public property. The *Clery Annual Security Report* is prepared and distributed by the SAU Police Department and is the university's "student right to know" report. An updated hard copy is printed each year in September. Copies are available in the SAU Police Department lobby. Persons requesting copies may contact the SAUPD at (870) 235-4100. A digital version is available online on the SAUPD website or on the University's main Web site at www.saumag.edu. The SAUPD Crime, Incident, and Activity Reports are updated monthly and are available by contacting the SAUPD at (870) 235-4100. SAUPD also publishes an annual, daily activity/crime log, fire log and campus bulletins which can be accessed on the SAUPD Web site at <http://web.saumag.edu/police/>. Each year, the SAU Police Department notifies the campus community via email message of the availability of this report and how it can be obtained.

The University Police Department Law Enforcement Authority

The University Police Department is the law enforcement agency serving the Southern Arkansas University System that includes campuses in the State of Arkansas located in the cities of Magnolia and East Camden. The Southern Arkansas University Police Department is responsible for and provides law enforcement services to both Southern Arkansas University Magnolia and Southern Arkansas University Tech (East Camden).

The officers of the Southern Arkansas University Police Department are trained and certified under the guidelines of the Arkansas Commission on Law Enforcement Standards and Training (ACT 328 of 1967 and 452 of 1975) and have the authority of commissioned police officers with full power of arrest under Arkansas State Statute 25-17-304 on all property owned and controlled by the University, including all streets and state highways contiguous to and running through the campus. The campus falls under the jurisdiction of several law enforcement agencies.

The Southern Arkansas University Police Department, through a cooperative agreement, works closely with the Magnolia Police Department and enforces city and state laws with the jurisdiction of the City of Magnolia. Officers are expected to exercise law enforcement authority in a manner consistent with the educational mission and purpose of the institution. Officers are dedicated to providing first-class service to the community. Officers patrol the campus on foot, by bicycle, electric carts, and in marked police vehicles. Officers are on duty during identified service hours as directed by the President of Southern Arkansas University and by recommendation of the Systems Chief of Police.

By mutual agreement with state and federal agencies, UPD maintains NCIC access (National Crime Information Center computer system); and ACIC (Arkansas Crime Information Center computer system). Through these systems police personnel receive criminal history data, nationwide police records, driver and vehicle identification information and other local, state and federal law enforcement information. UPD has direct radio communication throughout the state using the Arkansas Wireless Information Network to include City of Magnolia Police Department, Columbia County Sheriff's Office and Arkansas State Police.

Crime statistics are compiled by coordination with the local police agencies and by an electronic record keeping system dedicated to the department.

Crime Reporting Policy

Every crime should be reported to law enforcement officials as soon as possible. This is the most effective way to ensure the well-being of the campus community. If this is not possible for some reason, the crime should be reported to one of the following: dean of students in the Office of Student Life, director of Counseling and Testing, or to a faculty or staff member that an individual student is comfortable talking to about the crime.

The University Police will investigate every crime and request assistance from other state and local law enforcement agencies when needed. The serial numbers of all vehicles, equipment and other personal property stolen from the campus are reported to a central dispatch location at the Magnolia Police Department for appropriate circulation. The University Police policies and practices are similar to the practices of local law enforcement agencies in the area.

Local police agencies provide information to the University Police Department on matters of criminal activity at off-campus recognized student activities. (This includes student organizations recognized by the University including any organization with off campus housing facilities. At this time, there is no off campus housing recognized by any campus organization.)

In the area of sexual assault, all faculty and staff are strongly encouraged to do all that they can to get the victim into a support environment through the Office of Counseling and Testing even if there is not a report filed with the University Police.

Confidential Crime Reporting is an essential if not preferred method of reporting. The preferred and primary point of crime reporting should be to the University Police Department or Office of Student Life. If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. If you choose to file a confidential report through the University Police, with your permission, the Chief of Police or a designee of UPD can file a report on the details of the incident without revealing your identity.

The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. It is the policy of the University to encourage the reporting of crimes even if the victim does not wish to file a complaint.

A large, faint watermark of the Southern Arkansas University Police Department badge is centered on the page. The badge is shield-shaped with a yellow border. Inside the shield is a large yellow seven-pointed star. In the center of the star is a circular seal. The seal contains a triangle with a smaller triangle inside it, and the word "SYSTEM" is written across the bottom of the seal. The words "SOUTHERN ARKANSAS UNIVERSITY" are written around the top of the seal.

The email address for UPD is police@saumag.edu. Messages sent via this address are received anonymously. If a response is desired, an address must be included in the message. The number to contact UPD by text is 67283. Type SAUTIP (space) and then type your message.

All faculty and staff are informed of the policy at the back to school meeting each year and that they are to encourage the reporting of the crime, but if the victim chooses not to report it to the police, as listed above, then the faculty or staff member is required to report the crime on forms that exclude the name of the victim. This form is available in the Office of Counseling and Testing and at the University Police Department. Any information received will be reported to the University Police for crime reporting notifications, campus crime statistics reporting, and campus education programs. The Chief of Police at Southern Arkansas University is responsible for the collection, reporting, and disseminating of the annual crime statistics from the local police agencies and Campus Security Authorities for inclusion in the Annual Crime Report.

Three Year Campus Crime Statistics

Criminal Offenses Reporting Table

Offense	Year	Geographic Location			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2018	0	0	0	0
	unfd	0	0	0	0
	2017	0	0	0	0
	unfd	0	0	0	0
	2016	0	0	0	0
	unfd	0	0	0	0
Manslaughter by Negligence	2018	0	0	0	0
	unfd	0	0	0	0
	2017	0	0	0	0
	unfd	0	0	0	0
	2016	0	0	0	0
	unfd	0	0	0	0
Rape	2018	1	1	0	0
	unfd	0	0	0	0
	2017	2	2	0	0
	Unfd	1	1	0	0
	2016	2	2	0	0
	unfd	2	2	0	0
Fondling	2018	1	0	0	0
	unfd	0	0	0	0
	2017	0	0	0	0
	unfd	0	0	0	0
	2016	0	0	0	0
	unfd	0	0	0	0
Incest	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
Statutory Rape	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0
Robbery	2018	0	0	0	0
	unfd	0	0	0	0
	2017	1	0	0	1
	unfd	0	0	0	0
	2016	1	0	0	1
	unfd	1	0	0	1

Three Year Campus Crime Statistics

Criminal Offenses Reporting Table (cont.)

Offense	Year	Geographic Location			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Aggravated Assault	2018	0	0	0	0
	2017	0	0	0	0
	2016	1	0	0	0
Burglary	2018	5	5	0	0
	2017	5	5	0	0
	2016	10	6	0	0
Motor Vehicle Theft	2018	0	0	0	0
	2017	0	0	0	0
	2016	1	1	0	0
Arson	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

unfd - unfounded

Public Property is defined as the L&NW rail right of way to the west of campus, University Street to the south of campus, Pearce Street to the east of campus and the SAU farm boundary to the north of campus inclusive of HWY 82.

Three Year Campus Crime Statistics

Hate Crimes

No hate crimes were reported for the years 2016, or 2018.

One hate crime was reported in campus housing resulting in one arrest for the year 2017.

Three Year Campus Crime Statistics

Arrest and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Location			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Arrest: Weapons Violations	2018	0	0	0	0
	17	1	0	0	1
	16	2	2	0	0
Disciplinary Referrals: Weapons Violation	2018	0	0	0	0
	17	0	0	0	0
	16	0	0	0	0
Arrest: Drug Violations	2018	4	1	0	0
	17	2	1	0	1
	16	1	1	0	0
Disciplinary Referrals: Drug Violations	2018	9	9	0	0
	17	14	14	0	0
	16	17	17	0	0

Three Year Campus Crime Statistics

Offense	Year	Geographic Location			
		On-Campus Property	On-Campus Student Housing Facility	Non-Campus Property	Public Property
Arrests: Liquor Law Violations	2018	2	2	0	0
	17	1	0	0	1
	16	2	0	0	2
Disciplinary Referrals: Liquor Law Violations	2018	35	34	0	5
	17	41	36	0	5
	16	32	32	0	0

Public Property is defined as the L&NW rail right of way to the west of campus, University Street to the south of campus, Pearce Street to the east of campus and the SAU farm boundary to the north of campus inclusive of HWY 82.

Three Year Campus Crime Statistics

VAWA Offenses Reporting Table

Offense	Year	Geographic Location			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Domestic Violence	2018	1	1	0	0
	2017	2	2	0	0
	2016	2	2	0	0
Dating Violence	2018	2	2	0	0
	2017	6	5	0	1
	2016	0	0	0	0
Stalking	2018	0	0	0	0
	2017	0	0	0	0
	2016	0	0	0	0

Public Property is defined as the L&NW rail right of way to the west of campus, University Street to the south of campus, Pearce Street to the east of Campus and the SAU farm boundary to the north of campus inclusive of HWY 82.

Preparation and Disclosure of Crime Statistics

Southern Arkansas University Police Department is the department responsible for compiling and publishing the university's annual security and fire safety report. This document is intended to serve as the annual security and fire safety report, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The purpose of the report is to provide information about security on campus, to include: campus and community crime statistics and safety information, policy information, safety tips, resource phone numbers and a brief overview of the many services and programs provided by SAU. A map of the campus can be found at <https://web.saumag.edu/admissions/interactive-map/>

Statistics for this report are compiled from the following sources: Columbia County Sheriff's Office, Magnolia Police Department, Ouachita County Sheriff's Office, East Camden Police Department, and Calhoun County Sheriff's Office.

Timely Warnings

Timely warnings are made to the campus community about any occurrences that would pose a threat to the University community through the University Police Department, the Office of Student Life, and the Office of the Vice President for Student Affairs. These reports are distributed in various ways depending on the nature of the information. Among the methods used are emails, press releases, warning posters, campus meeting, and announcements.

If there are crimes occurring on the Southern Arkansas University campus that will continue to endanger or affect the entire campus community, Timely Warning Notifications may be distributed and posted on bulletin boards in various locations across the campus and or published through an all-user email within the campus system.

Emergency Preparedness

The ultimate goal of emergency preparedness is to promote community safety, assure continuity of emergency response operations and restore normal University operations and services as quickly as possible following an emergency. The Emergency Operations Plan identifies key decision makers and their roles during a campus emergency. The plan established emergency command centers and describes procedures that will be utilized during specifically identified severities of emergency.

Response

Southern Arkansas University has established a multi-layered approach to emergency preparedness. This approach was developed and modeled with the Incident Life Cycle in mind. The Incident Life Cycle includes: Prevention, Preparedness, Response, Recovery, and Mitigation. Southern Arkansas University has established an Emergency Operations Plan to aid the university community in times of crisis and sets standards for continuous review of policies and procedures. The University Response and Resource Teams will immediately respond to campus emergencies in order to quickly mitigate the incident.

Evacuation

Buildings on campus have a notification system for emergency evacuation. In most buildings this is a fire alarm system. Some systems sound only an alarm while others give voice evacuation directions or announcements. Whenever the alarm system sounds and/or voice command for evacuation is sounded, everyone must leave the building or move to a safe location.

It is required of all departments to have an evacuation plan, which explains the emergency systems and evacuation procedures. This document is to be readily available and provide information such as emergency telephone numbers, evacuation personnel duties, designated meeting points, and building information such as whether the building has an automatic sprinkler system, smoke detection, and/or manual alarm pull stations. There is a designated building captain for all buildings on campus who serves as the key contact during an emergency. In high hazard buildings where several departments co-exist, there are Safety Committees to ensure that all departments work together during an emergency evacuation. The building captain is also responsible for coordinating an annual evacuation drill with the University Police Department. The University Police Department provides Evacuation Training to individual departments. Contact the University Police Department at (870) 235-4100 to set up training or for assistance in development of an Evacuation Plan.

The Housing Office distributes the following documents to students residing in University housing, "Residence Hall Safety Procedures and Rules". The document contains emergency evacuation and safety procedures for natural disasters.

The University Emergency Operations Plan calls upon all employees to be familiar with the Employee Quick Reference Emergency Response Handbook. For additional information on University emergency procedures and safety resources, consult the handbook at <https://web.saumag.edu/police/emergency-preparedness-system/>

Emergency Notification

Southern Arkansas University has multiple campus-wide emergency notification systems that can rapidly provide mass notification during natural disasters or other emergencies to the Southern Arkansas University community. The Chief of Police, in consultation with the President's Administration Team and the Critical Incident Response Team, will utilize the Emergency Operations Plan's incident typing and state of readiness conditions to determine if a notification is necessary, and if so, will determine the content of the notification. The University Police

Department will initiate all notifications. [Southern Arkansas University will, without delay, and taking into account the safety of the community, determine the content of any notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.] Information regarding the response and notification policies will be distributed to the faculty and staff during annual meetings and to students during orientation sessions.

University Website

Up-to-date information regarding the status of the University is always available on the University's website. During and following emergency situations, information as it applies to the University public will be posted on this Web page as it becomes available, including information about such things as University closure, etc. This Web page also provides links to department-specific information (i.e., entertainment venue and program changes, class schedules, and emergency operations procedures). In the event of an emergency situation or campus crisis, it is the responsibility of each department to update the Web page with department-specific information as it becomes available. Other information will be posted as deemed appropriate.

Outdoor Warning System

An outdoor warning system is located beside the Bruce Center on the University campus in order to alert students, faculty, staff, and visitors on University grounds of an emergency. Both warning tones and recorded voice messages will be used to direct those who are in audible range of the outdoor warning system. The audible tones and voice messages will direct all personnel to seek shelter inside or to evacuate as needed. Additional information will be provided through the AlertXpress system and through email.

University Email

Mass emails will be used to provide students, faculty and staff with information regarding potential threats to the safety and security of the campus community. Emails will also be used as a way to notify students, faculty and staff of emergency situations and keep them updated on the situation. The University employs the following types of emails:

- **Informational:** any communication that increases the awareness of campus activities, events, or services (i.e., parking disruptions).
- **Operational:** communication that requires some action on the recipient's part or a required notification by the University (i.e., a message about benefits eligible information).
- **Official:** a non-urgent communication from an executive officer (i.e., a message from the University president).

- **Emergency:** an emergency announcement from an executive officer regarding an imminent event, such as a tornado warning.

Rave Alert (student, faculty, and staff)

Southern Arkansas University utilizes Rave Alert to notify students, faculty, and staff via text messaging, phone, web, and email in the event of emergencies on campus. To register with Rave Alert to receive emergency information please visit the University Police Department website or go to <http://www.getrave.com/login/saumag>.

AlertXpress (parents and local community members)

The Southern Arkansas University Police Department has partnered with the Arkansas Crime Information Center to provide parents and local community members rapid emergency notifications via cell phones, office telephones, faxes and emails using AlertXpress. To register with AlertXpress to receive emergency information please visit the University Police Department website.

Testing and Evaluation

Southern Arkansas University will test the emergency response and evacuation procedures at least once per calendar year. The University Police Department will publicize these procedures in conjunction with this test and document the date and time of the event, as well as provide a description of the exercise and state whether it was announced or unannounced.

Campus Prevention Activities

Students, faculty, and staff should and are strongly encouraged to report potential safety or security hazards by calling the UPD at 235-4100 or the Physical Plant at 235-4065.

The University Police Department presents a variety of safety and crime prevention programs at least once a year and also by request. These programs include Basic Personal Safety, Introduction to Rape Aggression Defense, Arkansas Alcohol Laws, Arkansas Disorderly Conduct Laws, Personal Property Theft Deterrence, Public Property Theft Deterrence, Crime Prevention through Environment Design, Internet Safety, and Who We Are: An Overview of University Police Services. Information concerning safety and security is regularly provided to students, faculty, and staff by crime alert bulletins, posters, news releases, and presentations.

A University Police escort service is available from dusk to dawn for the safety of anyone walking alone on campus at night. This service is available for anyone at any time during weekends, holidays, and during summer sessions. This information is also presented at all residence hall orientations.

Campus safety and security programs are presented to incoming freshmen at orientation at the beginning of each semester, to the on-campus residents as part of their regular programming during the year, and to faculty and staff at back to school meetings and various other meetings throughout the year.

Campus Facilities Security and Access

Academic and Administrative Facilities: The responsibility for locking and unlocking doors rests with Custodial Services or designated department or unit staff members, depending on the use of the building. Times vary from building to building and are arranged with the building executive, dean or department head. For activities scheduled at times when a building is normally locked, arrangements need to be made in advance with one of those officials.

Athletic Facilities: The responsibility for locking and unlocking doors rests with the staff of the Southern Arkansas University Athletic Department. Times vary from building to building depending on the activity in the facility. For activities scheduled at times when a building is normally locked, arrangements need to be made in advance with the athletic department official responsible for the building.

Residence Halls and Dining Halls: The responsibility for locking and unlocking doors rests with University Housing and Campus Dining Services. All of the residence halls are secured with card access systems. Only those individuals given authority to enter a building may enter.

Apartments and Managed Properties: University Village Apartments, University Court Apartments, Mulerider Pointe Apartments, and other managed properties do not have card access systems. The responsibility for locking and unlocking doors rests with the resident(s) of each apartment.

Residence Halls Access

Access to residence halls is restricted to residents, their approved guests, and other approved members of the University community. The exterior doors of all residence halls are locked at all times. Students should not attempt to compromise residence hall security at any time. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to provide a valid form of identification. SAUPD officers patrol the residence halls on a regular basis. Any student or guest found compromising the residence hall security will be documented and may be subject to sanctions. Housing staff, including residence coordinators and residence assistants, also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. Housing staff and SAUPD staff also conduct periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape.

Resident Safety Policies

A number of policies have been implemented to promote safety and security on campus and in the residence halls:

- Non-residents are not permitted in the residence halls unless they are a guest of a resident, or have other legitimate purpose for visiting a hall.
- Alcohol and drugs are banned from campus. Students are not permitted to possess or consume alcohol or non-prescription drugs in the residence halls or other parts of the University campus.
- Weapons, firearms, and explosive devices are not allowed on campus or in the residence halls, outside the compliance with Arkansas ACT 562 of 2017 and ACT 859 of 2017 (see SAU Firearms Policy for additional information). SAU enforces a 10:00 p.m. quiet hour policy outside the residence halls.
- Residence hall exterior doors are locked and residents must swipe their access card to enter their building, except as authorized by law.
- Academic classroom buildings are normally locked after the last class or scheduled event.
- Non-students who come onto campus and violate University policies may be subject to being banned from campus or arrest, if a law is violated.

Maintenance of Campus Facilities

Proper lighting and building security are major factors in reducing crime on campus. The University Physical Plant maintains the University buildings and grounds with a concern for safety and security. Inspections of campus facilities are conducted regularly, and repairs are made as quickly as possible. Individuals should report potential safety and security hazards, such as broken locks and windows. All members of the campus community are encouraged to report safety and security hazards to the Physical Plant or University Police.

Access to Southern Arkansas University Grounds and Buildings

Southern Arkansas University grounds are open to visitors on a daily basis with tours available through the Office of Admissions. Vehicular access to campus is carefully controlled by uniformed officers of the University Police Department. Visitor parking is allowed in designated areas or by temporary permit only. To obtain parking permission, please call the University Police Department at (870)-235-4100.

University facilities are open only to members of the University community and escorted or authorized visitors. Academic and administrative buildings are locked after normal working hours and residence halls and the University Village apartment complex are controlled by University housing policy. Every effort is made to insure that all residence halls are free from uninvited guests. Residence halls are locked 24 hours a day. Visitation hours are from 12:00 noon to midnight Sunday- Thursday and noon to 1:00 a.m. Friday- Saturday. For extra security, a desk worker is on duty in all of the residence halls 24 hours a day. All visitors must check in at the desk and leave a picture ID, and they must be escorted by their host at all times.

Drug and Alcohol Abuse Education

SAUPD enforces all state and local liquor laws, including those for underage drinkers. SAUPD enforces all state and local laws regarding prescription drugs and controlled substances. SAUPD will work with federal agencies when needed to enforce any applicable federal laws.

Southern Arkansas University assists students in finding alternatives to alcoholic beverages for promoting social interaction and stress reduction. SAU also provides services for students who experience alcohol-related difficulties.

For students with substance abuse problems or concerns, assistance is available through the SAU Counseling Center. Experienced professional counselors offer support for students in an atmosphere of understanding and confidentiality. The Counseling Center offers individual assessment and referral to both on- and off-campus resources. Faculty and staff counseling is also available in the SAU Counseling Center.

Possession, use, or manufacture of illicit drugs is strictly prohibited at Southern Arkansas University. Students enrolled in Southern Arkansas University are subjected to disciplinary action for violation of federal or state law regarding the possession, purchase, manufacture, use, sale, or distribution (by either sale or gift) of any quantity of any prescription drug or controlled substance, except for the use of any over-the-counter medication or for the prescribed use of medication in accordance with the instructions of a licensed physician. Possession of paraphernalia associated with the use, possession, or manufacture of a prescription drug or controlled substance is also prohibited.

Possession and use of alcoholic beverages in public areas of University facilities and at official University student functions held on campus must follow state and federal laws and University policies at all times. Irresponsible behavior while under the influence of alcoholic beverages is not condoned and may be subject to review and/or action by the appropriate judicial body. Each campus should develop alcohol awareness and use policy which shall be made available to its new and continuing students each fall.

Anyone aware of substance abuse problems that exist with friends, roommates, classmates, University personnel, or family members is encouraged to consult a counselor at the Counseling Center. Remaining silent or waiting until the situation is out of control is neither respectful nor responsible.

Drug Free Workplace Policy

Drug abuse and use at the workplace are subjects of immediate concern in our society. These problems are extremely complex and ones for which there are no easy solutions. From a safety perspective, the use of drugs may impair the well-being of all employees, the public at large, and result in damage to state property. Therefore, it is the policy of Southern Arkansas University that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in a state agency's or institution's workplace is prohibited. Any employees violating this policy will be subjected to discipline up to and including termination.

Statement of Disciplinary Action

Students violating the University policy on alcohol or drugs are subject to sanctions up to and including expulsion from the University and referral for prosecution. Students who use or possess hard drugs or large quantities of marijuana are typically suspended from the University. Any student allowed to remain in the University will, at a minimum, be required to successfully complete a University sponsored alcohol and drug education course. Employees violating any criminal drug statute while in the work place will be subject to discipline up to and including termination.

Sexual Assaults: Reporting a Rape or a Sexual Assault

As soon as possible following an incident of rape or sexual assault, a victim should report the incident to the University Police at 235-4100. Reporting to the University Police helps:

- (1) Protect you and others from future victimization; (2) apprehend the assailant; (3) and opens options regarding criminal prosecution, action against the perpetrator, and University disciplinary action.

When you report a rape or sexual assault, a University Police officer will gather information from you concerning who, what, where, and when. These questions are necessary to obtain a description of your assailant, where the crime occurred, who may have been present, and other data pertinent to investigation and prosecution.

Reporting a rape or sexual assault and choosing to prosecute are two separate things. When you file a report, you are not obligated to continue with legal proceedings or with University disciplinary action, but you are encouraged to prosecute.

After the report is filed, a rape or sexual assault victim is escorted to a local hospital for a medical examination. The medical examination is necessary to assure that the victim is all right physically, that the possibility of venereal disease and other contagious diseases are eliminated, and that necessary lab specimens are obtained for prosecution.

Do not shower, bathe, or change clothes. If you do, vital evidence may be lost. Do not brush your teeth. The evidence is needed when the medical examination is performed after the rape.

The University Police report is important whether or not prosecution is desired. The University Police will also assist you in reporting a rape or sexual assault to the Magnolia Police Department or the Columbia County Sheriff's Department if the incident occurred in the jurisdiction of either of these agencies.

If you choose not to report rape or sexual assault to the Police, it should be reported to the director of Counseling and Testing. This can be done on a confidential basis. While reporting to the Police is the best method for dealing with rape and sexual assault, it is essential that it be reported to someone so that at least support activities can be provided to victims.

What to Do In the Event You Are Assaulted

- Although your personal safety is maximized when you take precautions, you may still someday be the victim of a crime. Your reaction can affect whether or not you are physically harmed. You should think NOW about how you might react under a variety of circumstances. Are you prepared to scream and yell? Are you prepared to use physical force to resist?
- If you are faced with an armed criminal, cooperating with his or her demands may minimize the risk of injury. Avoid sudden movements and do what he or she demands.
- If you believe your life is in danger, use any defense you can think of (screaming, kicking, biting, and running). Your objective should be to get away.
- If you have been the victim of a sexual assault or rape, CALL THE SAU POLICE IMMEDIATELY at 870-235-4100 or Dial 911.

Rape Awareness Programs

Programs on rape, acquaintance rape, and sexual assault are offered by the SAU Police Department, the SAU Counseling Center, and other areas of the University. Programs are offered each academic semester at residence halls, as well as awareness programs for all students. Programs are also offered any time during the semester by request of different organizations. The Counseling Center is located in Reynolds 216 and provides support to victims of rape, acquaintance rape or sexual assault which can be on a confidential basis. To reach the Center, call 235-4145.

Awareness programs are taught to all incoming students by way of a required Online Class and at the required Mulerider Roundup orientation.

Other agencies which provide assistance are the Union County Rape and Family Violence Center in El Dorado, 870-862-0929 or 888-880-0929; South Arkansas Regional Health Center, 412 N. Vine, Magnolia, 870-234-7500; the Women's Crisis Center, emergency number – 870-836-0325 or 888-836-0325 and business office- 870-836-0375; and the Compassion's Foundation in Magnolia, 870-235-1414 (Hotline).

Changing Classes and Living Accommodations for Sexual Assault Victims

If you are the victim of sexual assault, you are entitled to changes in academic and living situations if these changes are reasonably available. To request such changes, contact the dean of students, residence hall director, or director of Counseling and Testing.

Southern Arkansas University Policy on Sexual Harassment, Domestic Violence, Dating Violence and Stalking

It is the policy of Southern Arkansas University to prohibit Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking of its students, faculty, and staff and to make every effort to eliminate these offenses in the University. University policy prohibits Sexual Harassment, Sexual Assault, Domestic Violence, dating Violence and Stalking between or among students, faculty, staff, and others visiting or conducting official business on campus, and in all areas of the University's work and educational environments. Those who engage in these offenses may be subjected to legal consequences, including civil and criminal penalties and monetary damages.

It is the policy of Southern Arkansas University to prohibit Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence and Stalking, and to prevent sex offenses committed against students, employees, visitors to the campus, and other persons who use University facilities.

Sexual assault is an extreme form of sexual harassment. Sexual harassment is prohibited by University policy and is a form of sex discrimination prohibited by Title VII of the Civil Rights Act of 1964 and by Title IX of the Education Amendments of 1972. Sexual assault is also a crime, defined by the Arkansas Criminal Code.

Domestic violence means a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; a person with whom the victim shares a child in common; a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies under the Violence Against Women Act; or 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.

Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be determined based on a consideration of the following factors: 1) The length of the relationship. 2) The type of relationship. 3) The frequency of interaction between the persons involved in the relationship.

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

The University has designated Dr. Alec Debra Wilson as its Title IX Coordinator, with overall responsibility for oversight of the University's compliance with its obligations under Title IX, including but not limited to its obligations to investigate and respond to allegations of Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence and Stalking. For allegations against faculty, staff or other persons (other than students), the Title IX Coordinator coordinates

with SAUPD and the University Health Center to ensure that allegations reported to University officials are investigated and that confirmed allegations are addressed through University personnel processes, as appropriate.

Procedures to Follow if Sexual Harassment, Domestic Violence, Dating Violence or Stalking Occurs

How to report: If someone is the victim of any of these offenses the circumstances should be reported to SAUPD as soon after the incident as possible if the victim elects to, or is incapable of reporting. If the incident occurred off campus, SAUPD will assist the victim in notifying the proper law enforcement agency.

A victim may also report the incident to University officials such as their Resident Assistant (RA), Hall Manager, Academic Advisor, the Judicial Coordinator, the Dean of Students, or the Office of Human Resources or Office of Equal Opportunity and Compliance to name a few. A victim may go directly to a hospital and decide there what other agencies or resources to contact.

Preservation of Evidence: It is important that a victim of sexual assault does not shower, douche, brush, gargle, or use the restroom, and that they do not wash their clothes or any bedding on which a criminal act occurred. If they do so, important evidence might be lost. That is why it is so important that SAUPD be contacted as soon as possible. Evidence must be collected before it is lost or destroyed.

Assistance in Contacting Law Enforcement: Even if the victim reports the incident to an agency that is not law enforcement, they can still report the incident, even at a later time, to SAUPD or another law enforcement agency that has jurisdiction if the incident took place off campus. Any official on campus will be glad to assist a victim in contacting the proper law enforcement agency. This also applies to off campus agencies like Magnolia Regional Medical Center.

Notification of Counseling and Assistance: Counseling for victims of sexual harassment, sexual assault, domestic violence, dating violence or stalking can be found through Counseling Center, Reynolds 2nd floor and through off campus psychological services provided by local psychologists. Information is also available through the Commission on Child Abuse, Rape, and Domestic Violence at 501-661-7975.

Student Sanctions

Students found guilty of violations of the Conduct Standards relating to assault, sexual assault, rape and other forms of violence are subject to the full range of disciplinary sanctions outlined in the *Student Handbook*. Possible sanctions include, but are not limited to, expulsion, dismissal, suspension, probation, warning, restitution, fines, loss of privileges, and other possible sanctions. University disciplinary proceedings may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus.

The office of Counseling and Testing or the Office of Student Life will provide assistance to any accuser/victim in reporting crimes to law enforcement authorities.

Both the accuser and the accused may have a University advisor present during disciplinary proceedings who may give the student counsel or encouragement on matters either substantive or procedural and who may assist in the student's defense if requested by the student. Both will be informed of the outcome of the disciplinary proceeding brought alleging sexual assault.

Procedures for On-Campus Disciplinary Action

Any member of the University community may file charges against a student for violence and misconduct. Charges shall be prepared in writing and directed to the dean of students. Detailed filing and hearing procedures and regulations are listed in the *Student Handbook*. The complainant and the accused have the right to be assisted by a University advisor and to have that advisor present during the hearing. University advisors may assist in the preparation for the hearing and speak for the parties. Following the final decision of the hearing body, both the victim and the accused will be informed of the determination and recommended sanctions, if any.

In some instances, it may be appropriate for University faculty and staff members to use the University's formal grievance procedures to address grievances related to allegations of sexual harassment, sexual assault, domestic violence, dating violence or stalking. The faculty grievance procedure is described in the *University Faculty Handbook*. The staff grievance procedure is described in the *University Staff Handbook*.

Filing of False Reports

A grievant whose complaint is found to be both false and to have been made with malicious intent will be subject to disciplinary action which may include, but is not limited to, demotion, transfer, suspension, expulsion or termination of employment.

Duty to Cooperate

All students and employees whose assistance is needed in the investigation of a complaint or in the course of disciplinary action will be required to cooperate with the Title IX coordinator, any designated deputy Title IX coordinator, and other parties who are duly authorized to investigate or to discipline. Persons who are accused of having engaged in sexual misconduct will be entitled to such cooperation when necessary to obtain witnesses in any formal disciplinary proceedings that may be initiated. Where necessary, adjustments will be made to work schedules, classroom schedules, and other academic or employment obligations.

Prohibition on Retaliation

Retaliation against any person in the SAU community for filing, supporting, providing information, or for cooperating in a sexual misconduct investigation in good faith, in connection with a complaint of sexual misconduct is strictly prohibited. Examples of retaliation may include, but are not limited to, adverse employment actions such as termination, refusal to hire, and denial of promotion. Additionally, retaliation in the form of harassment, intimidation, threats, or coercion, or in the form of any materially adverse harm that would dissuade a reasonable student or employee from filing a harassment complaint or participating in a harassment investigation is strictly prohibited. Any person who feels he/she has been subjected to retaliation should make a report to the Title IX coordinator.

Disclosures to Victims of Alleged Crimes

SAU adheres to disciplinary procedures when students are involved in any violent crime or sex offense. Pursuant to the Family Educational Rights and Privacy Act (FERPA) a school is permitted to disclose to the harassed student information about the sanction imposed upon a student who was found to have engaged in harassment when the sanction directly relates to the harassed student. Further, when conduct involves a crime of violence or sex offense, FERPA permits postsecondary institutions to disclose victims, upon written request, the final results of a disciplinary proceeding against the alleged perpetrator, regardless of whether the institution concludes a violation was committed. Additionally, the institution may, upon written request, disclose to anyone — not just the complainant — the final results of a disciplinary proceeding if it determines that the student is an alleged perpetrator of a crime of violence or sex offense, and, with respect to the allegation made, the student has committed a violation of the institution's rules or policies. The final results are limited to the name of the alleged perpetrator, any violation found to have been committed, and any sanction imposed against the perpetrator by SAU. SAU may not require a complainant from disclosing this information to others. If the complainant is deceased as a result of the crime or offense, SAU will provide the results of the disciplinary hearing to the victim's next of kin, if so requested. The records of deceased students may also be released or disclosed at the request of a parent, personal representative, or other qualified representative of the student's estate, or pursuant to a court order or subpoena.

Sex Offender Registration

The University Police Department maintains a folder of all registered sexual offenders in Columbia County. If you wish to view this folder, please come by the University Police Department in Childs 204 between the hours of 8 a.m. and 5 p.m. A departmental representative will be present to answer any questions you may have regarding the information. Sex offender information can also be obtained through the Arkansas Crime Information Center at their website <https://www.ark.org/offender-search/index.php>

Fire Safety

Fire, on college campuses, claims lives and causes an extensive amount of property damage. Most lives can be saved by using common sense in a fire emergency.

The Southern Arkansas University Police Department urges you to follow these practical steps to protect yourself while working, living, or learning on campus.

Basic Fire Safety Survival Tips:

- Sleep with bedroom door closed: closed doors provide protection against heat and smoke.
- Teach everyone in your household to recognize the sound of your smoke alarm.
- Test doors before opening them with the back of your hand. *If it is hot, do not open.*
- Use windows as alternative exits.
- Crawl low under smoke.
- Call the fire department.
- If your clothes catch fire: Stop, Drop, and Roll.
- Cool a burn with cool running water.

Fire Safety Procedures

University buildings are equipped with fire alarm systems to provide warning in the event of a fire. The alarm systems provide a means to manually activate the alarm at a pull station in addition to the smoke detectors that are in place. Should a fire alarm be activated, occupants of the building should vacate the building in an orderly manner, even if no fire or smoke is readily apparent.

Fire Alarm Systems in University Residence Halls

University Housing utilizes the Fire Alarm System in each of its facilities. The detectors deployed are intelligent and communicate with the primary processor, eliminating detector tampering or removal. Sounder bases are utilized in most of our facilities. These sounder bases activate at the onset of smoke and/or if the detector is removed from its base.

Communicating a False Alarm

It is a violation of state law and University policy to deliberately sound a false alarm and/or to tamper with fire safety equipment. Violators may face prosecution in the local criminal court system and the University judicial system. Such behavior will not be taken lightly. In the most severe cases it does endanger lives and at a minimum it disrupts the educational process.

Flammable Materials, Explosives, Fireworks and Open Flames

Dangerous items such as flammable materials, explosives and fireworks are not permitted on the University campus or in University buildings except in approved and supervised programs. Substances which have the potential to cause fires or explosions are not permitted inside the residence halls. No open flames are allowed. Smoking is not allowed in any residence hall. Halogen lamps are not allowed. Electrical appliances that have an exposed heating element are not allowed in residence halls. Fires in residence halls are known to have resulted from burning candles and/or incense. These items are not allowed in student rooms and/or public areas of the residence halls.

Fire Drills

The purpose of the fire drill is to acquaint residents with a rapid and orderly means of exit during an emergency. Each housing facility conducts one fire drill per semester. We also conduct one fire drill for summer camps/conferences that are considered “extended stay” programs. These are conferences that last several weeks. All persons in the building are required to participate in the fire drills and evacuate the building through the exit routes.

Each on-campus housing facility has one fire evacuation drill conducted and evaluated by University Housing with the University Police Department each semester.

Fire Evacuation Procedures

Evacuation procedures are posted on each floor of each residence hall. These plans and procedures include identification of no less than two evacuation routes and the location of severe weather shelter areas.

Fire Alarms and Evacuation

If you are in a room and the fire alarm has sounded, do not open the door until you check for smoke around the door cracks and feel the surface of the door. If it is hot, do not open it. If the door seems cool, open it cautiously with your body braced firmly against it. While one hand is on the knob, hold one hand over the door opening to detect any blast of in-rushing heated air. If there is none, and the passageway is safe, proceed quickly to a clear exit, closing all doors behind you.

If you are trying to escape through a smoke-filled room or corridor, proceed as follows:

- a) Heat and smoke rise, so move quickly in a crouching position to the nearest exit.
- b) Place a towel or other cloth over your head and face. Breathing through the towel will help cool the air and filter the air of debris.
- c) Take short breaths, breathing through your nose.
- d) Cover your body with something that can easily be discarded if it catches fire. An example would be a wool blanket.
- e) Try to remain calm.
- f) Never reenter a burning building for any reason.

Fire Prevention

Help Eliminate University Fire Hazards – The University Police Department is dedicated to providing a safe atmosphere for all members of the University community. However, as members of the community there are things that you can do to prevent fires from occurring and protect yourself.

Cooking

- Cook in approved areas only and attend to your food while cooking.
- Make sure cooking area is well ventilated, or if a stove is equipped with a fan, turn it on.
- Clean up grease and appliances after each use. Grease is considered a flammable liquid; do not allow it to accumulate in cracks and crevices of the stove top or oven.
- To avoid burning food, adjust the heat to a lower temperature.
- If food begins to smoke, turn to a lower heat. If fire alarm system is activated, turn stove off and meet the responding Public Safety officer to lead them to where you were cooking.

Appliances

- Appliances should never be left unattended.
- Unplug appliances when not in use.
- If an appliance becomes inoperable or appears to have internal damage, discontinue its use and **immediately** report the condition to the appropriate housing personnel.

Storage

- Boxes, bicycles, furniture, etc., should not be stored in hallways, stairwells, or block doors. These areas should be clear at all times to allow occupants to exit the facility in case of fire.
- Surplus furniture, paper, and equipment need to be disposed of in accordance to University regulations.

Smoking

- Smoking is not allowed on campus, per state law.
- Dispose of lit smoking materials and cigarette butts only in ash trays and not in trash cans, dumpsters, mulch beds, on grass lawns or fields.

Report Safety Hazards

- If you observe an unsafe practice or potential safety hazard, please report it immediately to University Police at 235-4100.

Fire Emergencies

If there is a Fire Emergency:

Sound the Alarm – If you discover or suspect a fire, sound the building alarm by activating the nearest pull station. If the building is not equipped with a fire alarm system, warn the other occupants by knocking on doors and shouting a warning as you leave.

Leave the Building – Try to help others only if you can do so without jeopardizing your personal safety. After exiting the building, keep at least 100 feet away from the building to allow clear passage of emergency personnel and equipment.

Do Not Go Back – Do not re-enter the building until safety officials give the “All Clear Signal” or says it is safe to return to do so.

Call University Police – On campus dial 4100, or 235-4100. This will connect you directly to the campus police department. If using an off-campus telephone, dial 911 for emergencies. Provide as much information as possible to the communications officer.

To Survive A Building Fire:

Get Down Low and Crawl if There is Smoke – If you get caught in smoke, get down on the floor and crawl on your hands and knees. Cleaner, cooler air can be found near the floor. In very low visibility environments, use your hands to feel for a wall then follow it around to an exit door.

Feel Doors Before Opening – Before opening any doors, feel the metal knob. If it is HOT, don't open the door. If it is cool, brace yourself against the door, open it slightly, and if heat or heavy smoke is present, do not enter and immediately close the door.

Go to the Nearest Exit or Stairway – If you are planning to sleep in a building, always survey the location of the nearest two (2) exit doors and routes. If the nearest building exit is blocked by fire, heat, or smoke, go to another exit. **DO NOT USE ELEVATORS.** Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Most elevators have features that deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time. Stairway fire doors will keep out fire and smoke, if they are closed, and will protect you until you get outside. Close as many doors as possible as you leave; this helps to confine the fire.

If You Get Trapped:

Keep the Doors Closed - If you are trapped in a room, open the windows from the top to let out the heat and smoke and from the bottom to let in fresh air. If the window only opens from the bottom, open the window and stay on the floor, away from the window. Seal cracks and vents so smoke cannot enter the room.

Signal for Help – Hang an object out the window (bed sheet, jacket, etc.) to attract attention. If there is a phone in the room, call the University Police Department dial 235-4100 and report you are trapped. Be sure to give your room number and location.

Do Not Jump from the Room – Any rescue attempts will be made by the Fire Department.

If You Are On Fire:

Stop, Drop, and Roll – If your clothes catch on fire, Stop, Drop, and Roll, wherever you are. Rolling smothers the fire.

Cool Burns – Use cool tap water on burns immediately. Do not use ointments, butter or lard. If you are burned, call the University Police at 235-4100 and they will dispatch an ambulance.

Reporting Fires on Campus

Every incident of fire should be reported immediately. Call 911 to get Magnolia Fire Department personnel and emergency responders to the scene. If a fire is discovered after it has been extinguished, it still needs to be reported. The fire department will inspect the area to prevent later flare-ups and to determine the cause of the fire. University officials should also be notified. The notification should be directed to UPD.

Fire Safety Education and Training Programs for Students, Faculty, and Staff

The University Police Department and/or University Housing provide training to housing staff including Resident Assistants, Community Advisors, Housing Ambassadors, and Resident Directors. The training includes information on fire protection features of facilities, fire prevention, emergency procedures, and conducting fire safety education sessions for residents. The University Police Department maintains a fire safety website for community education at <https://web.saumag.edu/police/fire-safety/>

Fire Safety Amenities in Residence Facilities

Residential Facilities	Fire Alarm Monitoring Done on Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of Evacuation (fire) drills each calendar year
Bussey	JE Systems			X	X	X	1 Per Semester
Fincher	JE Systems		X	X	X	X	1 Per Semester
Greene	JE Systems			X	X	X	1 Per Semester
Harrod	JE Systems			X	X	X	1 Per Semester
Honors	JE Systems	X		X	X	X	1 Per Semester
Talbot	JE Systems			X	X	X	1 Per Semester
Talley	JE Systems			X	X	X	1 Per Semester
Univ. Hall	Simplex		X	X	X	X	1 Per Semester
Mulerider Pt	none			X		X	N/A
Univ. Court	Advanced			X	X	X	N/A
Univ. Village	JE Systems		X	X	X	X	1 Per Semester
Columbia	Simplex		X	X	X	X	1 Per Semester
Magnolia	Simplex		X	X	X	X	1 Per Semester
Burns-Harsh	Simplex		X	X	X	X	1 Per Semester
Eichenberger	Simplex		X	X	X	X	1 Per Semester

Campus Fire Log

Incident

18-00036 02/18/2018 UVA Bldg #3 Oven fire
Reported and extinguished by resident. Damage TBD by SAU Housing

18-00111 06/10/2018 104 Crescent Drive
Downed power line caused small grassfire extinguished by reporting party

18-00121 08/06/2018 Engineering Building pond
Equipment Fire- lawnmower. Zero turn lawnmower being used by landscape crew caught fire. MFD responded and extinguished. Damage/loss TBD by Physical Plant.

No fires reported in 2017

16-00050 03/11/2016 UVA Bldg #2 PKL Car fire
Personal car fire reported by owner, MFD responded, extinguished by UPD before MFD arrival. Damaged reported as less than \$500.00

16-00119 06/29/2016 UVA Bldg #3 apt. 323 Kitchen Grease Fire
Reported by alarm activation, Student fell asleep while cooking. MFD responded and extinguished the fire. Damage amount TBD by SAU Housing.

Shelter-in-Place Procedures- What it means to “Shelter-in-Place”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance

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

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

A shelter-in-place notification may be communicated to the SAU community via the SAU Alert system or the outdoor warning siren and voice annunciation system. Remember, if you hear the sirens, “shelter-in-place and stay alert.”

How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
 - an interior room;
 - above ground level; and
 - without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (University staff will turn off the ventilation system as soon as possible if applicable.)
6. Make a list of people with you and ask someone (housing staff, faculty, or other staff) to call the list in to SAUPD so they know where you are sheltering. If only students are present one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

Procedure If a Student Is Reported Missing

In accordance with § 485(j) of the Higher Education Act, 20 U.S.C. § 1092(j), Southern Arkansas University has developed this investigation and notification policy regarding students who reside in on-campus housing who have been reported as missing.

Any report to a University official indicating that a student who resides in on-campus housing is missing shall be referred immediately to the Southern Arkansas University Police Department, the Office of the Vice Provost/Dean of Students, and University Housing, if applicable and an investigation shall be conducted. If the investigation determines that a student is missing, the following persons shall be notified within twenty-four hours:

1. A confidential contact person designated by the student.
 - A. Students have the option of identifying an emergency contact person of their choice. This emergency contact information can be updated in the Southern Arkansas University Admissions Office. The information shall be considered confidential and is only to be accessed by University officials for official purposes. This confidential contact person is specific for a case of a missing student and does not have to be the same as an emergency contact.
2. If a student is under 18 and not an emancipated minor, the student's custodial parent(s) or legal guardian(s).
3. Local law enforcement authorities.

The Southern Arkansas University Police Department will work with other law enforcement agencies, if necessary, once a student is determined to be missing. University officials may elect to notify additional persons determined to be appropriate consistent with the Family Education Rights and Privacy Act, 20 U.S.C. §1232 g.

Students are encouraged to share pertinent information with family and friends when leaving campus or taking trips. Sharing this information will enable University staff, as well as family and friends, to contact you if the need arises. In addition, students are encouraged to periodically update their emergency contact information.

Annual Disclosure and Distribution

The Chief of Police at Southern Arkansas University is responsible for the collection, reporting, and disseminating of the annual crime statistics from the local police agencies and campus security authorities for inclusion in the Annual Crime Report following the guidelines of the Code of Federal Regulations.

By October 1 of each year, notification of the new annual disclosure report is provided to current students and employees by electronic mail with one-click hyperlinks to the report on the University web page. A paper copy of the report is available at the University Police Department, Office of Student Affairs, and the Admissions Office. The crime statistics are also submitted to the U.S. Department of Education every year as prescribed by the Department of Education.



Safety Tips on Campus

Personal Safety

The keys to personal safety are *awareness* and *assertiveness*.

Look assertive, confident, and aware of your surroundings.

Trust your intuition. If a particular situation makes you feel uncomfortable or unsafe, choose an alternative. Don't be afraid to ask for help.

Keep keys accessible and wear comfortable clothing for added safety and defense.

Turn around, and confront someone you think is following you; the surprise of a hostile look will deter most assailants.

In attempted sexual assaults, approximately 50 percent of the women escape if they yell, and up to 85 percent escape if they physically resist quickly and vigorously. Trust your instincts.

Know vulnerable targets of the assailant; eyes, nose, throat, stomach, kneecaps, and groin.

Home Safety

Make a habit of keeping your doors locked. Lock your doors when sleeping, or when leaving a roommate asleep inside.

Do not leave valuables in open view. Take valuables home during vacation.

Never prop open doors.

Never allow unknown persons to enter your room. Report suspicious individuals to the UPD.

Require identification and authorization from maintenance staff requesting access to your room.

Report to the residence hall staff all doors, locks, and windows that are in need of repair.

Be suspicious if an unknown person is loitering or checking doors in your hall and call UPD, 235-4100.

Backpacks, purses, book bags, etc., should never be left unattended.

Appendices

Campus Security Authorities



President	Office of the President
VP for Student Affairs	Student Affairs
Provost/VP for Academic Affairs	Academic Affairs
VP for Administration and General Council	Administration
VP for Finance	Finance
VP for Development	Development
Dean	Student Life and Conduct
Dean	Student Housing
Dean	Enrollment Services
Dean	International Student Services
Dean	Advising and Recruitment
Dean	University Communications and Marketing
Dean	College of Business
Dean	College of Science and Engineering
Dean	College of Liberal and Performing Arts
Dean	College of Education
Dean	School of Graduate Studies
Chair	Accounting, Finance and Economics
Chair	Management/Marketing/Information System
Chair	Agriculture
Chair	Biology
Chair	Biochemistry and Chemistry
Chair	Engineering and Engineering Physics
Chair	Mathematics and Computer Science
Chair	Nursing
Chair	STEM center



Chair	Art and Design
Chair	Behavioral and Social Sciences
Chair	English and Foreign Language
Chair	English as a Second Language
Chair	History, Political Science and Geography
Chair	Performing Arts and Mass Communication
Chair	Health, Kinesiology, and Recreation
Chair	Honors College
Registrar	Office of the Registrar
Director	Foundation
Director	Physical Plant
Director	Athletics
Director	Alumni Relations
Director	Economic Development
Director	Farm Operations
Director	Rodeo
Director	Greek Life
Director	Mulerider Activity Center
Director	Intramurals
Director	Multicultural Services
Director	Reynolds Center
Director	University Health Services
Director	Writing Center
Director	Community Involvement and Parent Service
Director	Employment Resource Center, ADA, Testing
Director	Counseling Center
Director	Early Intervention Services
Director	Food Services



Director	Financial Aid
Director	Student Support Services
Director	Upward Bound
Director	Talent Search
Director	Student Success
Director	Small Business Development Center
Director	Center for Economic Education & Research
Director	Harton Theatre
Director	Band
Director	Choir
Director	Aquatics Center
Director	Counseling and Professional Studies
Director	Teacher Education
Director	Educational Renewal Zone
Director	Admissions, Field Experience & Licensure
Director	Library and Information Services
Director	Continuing Education
Director	Transitional Studies
Director	Information Technology Services
Manager	University Book Store
Manager	Human Resources
Advisors	Registered Student Organizations
Coaches	Athletic Department
Librarian	Library Services
Resident Directors, Resident Assistants,	Housing
Complex Directors, Complex Assistants	Housing
Managers, Assistant Managers	Farm

Sex Offense Definitions

As per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program:

SEX OFFENSES

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. Rape

The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B. Fondling

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Incest

Non-forcible sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.

A. Statutory Rape

Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Crime definitions from the Uniform Crime Reporting Handbook

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. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

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, etc.

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. (Classify as motor vehicle theft all cases where automobiles are taken by person not having lawful access even though the vehicles are later abandoned-including joy riding).

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

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

Weapon Law Violations: the violation of law or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempt to commit any of the aforementioned.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non- narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintain unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).

Geography Definitions from the Clery Act

On-Campus-Defined as: (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 education purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, if frequently used by students and supports institutional purposes (such as a food or retail vendor).

Non-Campus Building or Property-Defined as: (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 Property- Defined as: 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 Southern Arkansas University crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

Emergency Number

Quick References

Emergency – Call 911

for Ambulance, Fire, or Crimes in Progress

Non-Emergency – Call University Police – 870-235-4100

To report a crime or other non-emergency communication

Office of Student Life – 870-235-4041

Central Dispatch for all Law Enforcement Agencies in Columbia County

Non-Emergency – 870-235-5655

Magnolia Police Department – 870-235-2323 Tickets and Fines

Columbia County Sheriff's Department – 870-235-3756 Control Room

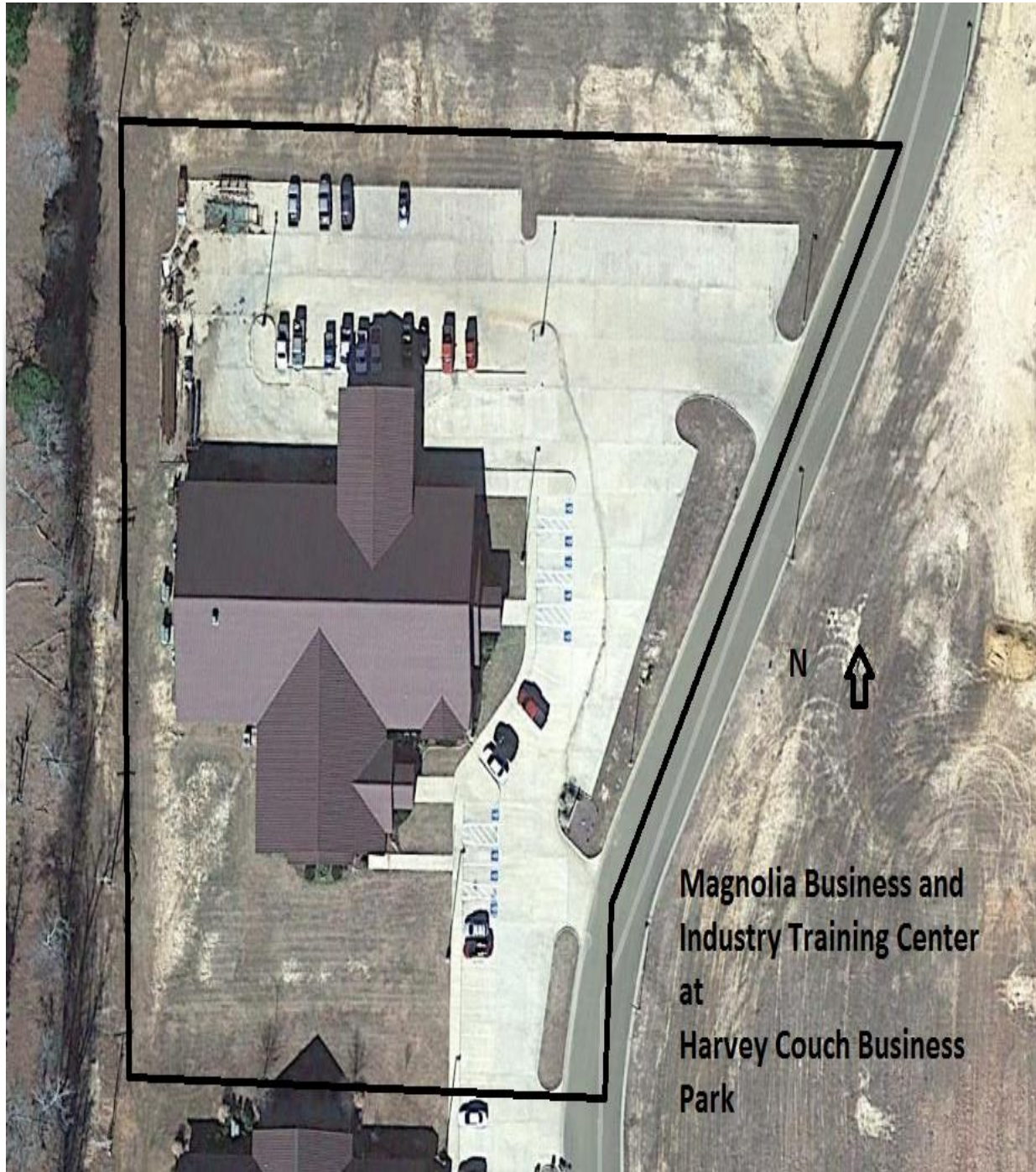
Arkansas State Police – 501-618-8000

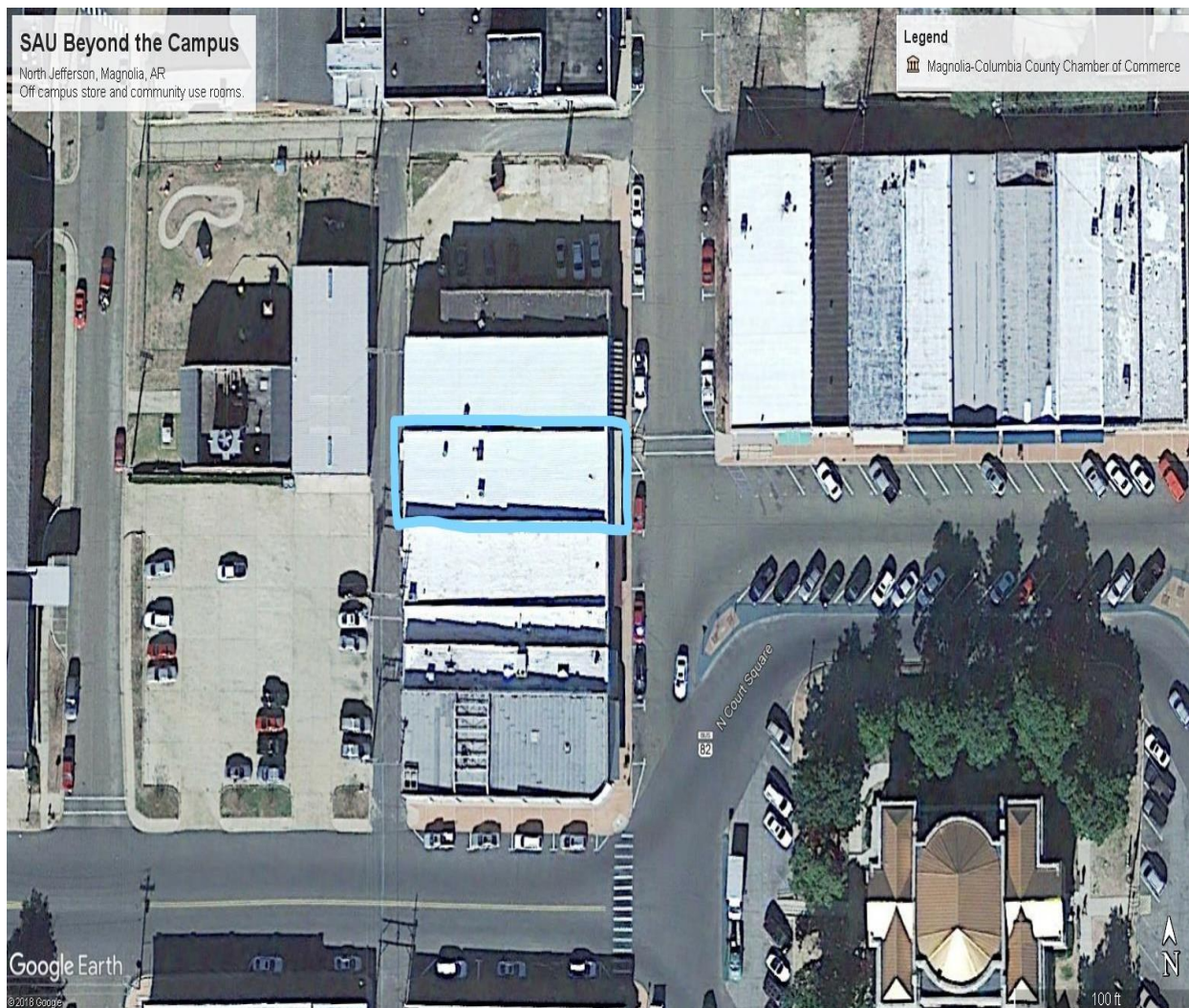
Southern Arkansas University Campus Map





Story Arena and Mulerider Stables located north of US 82





SAU Beyond the Campus

113 North Jefferson Magnolia, AR

A University-branded merchandise store with community accessible meeting rooms

Opened 21/Aug/2018

