Annual Security
and
Fire Safety Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime

Prepared by the El Paso Community College Police Department
“The Jeanne Clery Act” is named in memory of nineteen year old Lehigh (PA) University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.
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Introduction

The El Paso Community College District (EPCC) and the El Paso Community College Police Department place a high priority on campus safety and protection of assets in pursuit of a peaceful educational environment on campus.

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

20 United State Code, Section 1092(f), the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” and the Code of Federal Regulations requires each institution of higher education in the United States, which participates in federal student aid programs, must produce and distribute an annual report containing crime statistics and statements of security policy. Failure to include, or include inaccurate information may result in fines up to $35,000 per violation; imposed by the U.S. Department of Education.

Campus Security Act – Legal Requirements

- Publish an annual report every year by October 1st that contains three years of crime statistics and certain security policy requirements, including sexual assault policies

- Disclose crime statistics for each campus, unobstructed public areas adjacent to or running through each campus and certain non-campus facilities, including student housing and remote classrooms

- Make a good faith effort to secure statistics from local law enforcement agencies and from the college police department and other college officials who are Campus Security Authorities, i.e., persons who have significant responsibility for students and campus activities

- Provide timely warning notices of those crimes that have occurred and pose an ongoing threat to students and employees
Disclose in a public crime log any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.

Requests are made of the El Paso Police Department and the El Paso County Sheriff’s Office in order to gather crime statistics for adjacent public property. Adjacent public property is described at the sidewalks and streets, as well as, any public property directly across from the campus boundaries.

All of these crime statistics are gathered, compiled and reported to the college community by this report.

**Major Change in Texas Law Concerning False Reports**

A person commits an offense under Section 42.06, Texas Penal Code, if he knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he knows is false or baseless and that would ordinarily: (1) cause action by an official or volunteer agency organized to deal with emergencies; (2) place a person in fear of imminent serious bodily injury; or (3) prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.

The above offense of making such a false alarm or report involving a public or private institution of higher education is a state jail felony. Upon conviction, a person shall be punished by confinement in a state jail for any term of not more than two years or not less than 180 days and in addition to confinement, an individual may be punished by a fine not to exceed $10,000.00.

**Clery Crime Statistics**

The following pages contain the offenses reported to the El Paso Community College Police Department, El Paso Police Department and the El Paso County Sheriff’s Office and others who have significant responsibilities for student and campus activities. The statistics are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting (UCR) Handbook and the relevant federal law. *It should be noted that the Clery Crime Statistics will not always match UCR statistics, due to different definitions.*

The statistics are listed for each El Paso Community College District campus and include those offenses occurring on adjacent public property and non-campus property.

Adjacent public property can be described 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 that is owned by a public entity, such as a city, county or state government.

Non-campus property is described as any building or property owned or controlled by a student organization that is officially recognized by the institution, or 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 areas of the institution.

If you have any questions about the crime statistics or safety issues on campus, please contact the El Paso Community College Police Department at (915) 831-2200.

The below chart indicates the district-wide Clery Crime Statistics for the El Paso Community College District; compiled from all reportable crimes occurring on all campuses and adjacent public property. Statistics were gathered from the El Paso Police Department and El Paso County Sheriff’s Office, as well as the EPCC Police Department.

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>2012</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non-Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
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<tr>
<td>Burglary</td>
<td>5</td>
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<td>2</td>
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<tr>
<td>Motor Vehicle Theft</td>
<td>6</td>
<td>19</td>
<td>13</td>
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<tr>
<td>Arson</td>
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</tr>
<tr>
<td>Hate Crimes (Prejudices / Bias)</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Weapon Referrals</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Law Referrals</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

There were no hate or bias crimes reported at any campus or on adjacent public property for the years 2012, 2011 and 2010.

The Clery reporting on crimes for each individual campus appears on the following seven pages.
There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.

Offenses occurring on adjacent public property are included in the Clery reporting for this campus.
# RIO GRANDE CAMPUS (RG)

## 2013 CLERY CRIME STATISTICS

<table>
<thead>
<tr>
<th>Offense</th>
<th>2012</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non-Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hate Crimes</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(Prejudices)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weapon Referrals</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug Law Referrals</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.*

*Offenses occurring on adjacent public property are included in the Clery reporting for this campus.*
## TRANSMOUNTAIN CAMPUS (TM)

### 2013 CLERY CRIME STATISTICS

<table>
<thead>
<tr>
<th>Offense</th>
<th>2012</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
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</tr>
<tr>
<td>Forcible Sex Offenses</td>
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<tr>
<td>Non-Forcible Sex Offenses</td>
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<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
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</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hate Crimes (Prejudices)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weapon Referrals</td>
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<td>0</td>
</tr>
<tr>
<td>Drug Law Referrals</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.*

*Offenses occurring on adjacent public property are included in the Clery reporting for this campus.*
# VALLE VERDE CAMPUS (VV)

## 2013 CLERY CRIME STATISTICS

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>2012</th>
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<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>1</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non-Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>1</td>
<td>3</td>
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</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>1</td>
<td>16</td>
<td>10</td>
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<tr>
<td>Arson</td>
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<tr>
<td>Hate Crimes (Prejudices)</td>
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</tr>
<tr>
<td>Weapon Referrals</td>
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</tr>
<tr>
<td>Drug Law Referrals</td>
<td>0</td>
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</tbody>
</table>

There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.

Offenses occurring on adjacent public property are included in the Clery reporting for this campus.
### MISSION DEL PASO (MDP)

#### 2013 CLERY CRIME STATISTICS

<table>
<thead>
<tr>
<th>OFFENSE</th>
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<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
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<td>0</td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Forcible Sex Offenses</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non-Forcible Sex Offenses</td>
<td>0</td>
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</tr>
<tr>
<td>Robbery</td>
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<td>0</td>
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</tr>
<tr>
<td>Burglary</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
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<tr>
<td>Hate Crimes (Prejudices)</td>
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<tr>
<td>Weapon Referrals</td>
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</tr>
<tr>
<td>Drug Law Referrals</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.

Offenses occurring on adjacent public property are included in the Clery reporting for this campus.
## NORTHWEST CAMPUS (NW)

### 2013 CLERY CRIME STATISTICS

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>2012</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
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<tr>
<td>Forcible Sex Offenses</td>
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<td>0</td>
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<tr>
<td>Non-Forcible Sex Offenses</td>
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<tr>
<td>Robbery</td>
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<tr>
<td>Burglary</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
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<tr>
<td>Arson</td>
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</tr>
<tr>
<td>Hate Crimes (Prejudices)</td>
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<tr>
<td>Weapon Referrals</td>
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</tr>
<tr>
<td>Drug Law Referrals</td>
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<td>0</td>
</tr>
</tbody>
</table>

There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.

Offenses occurring on adjacent public property are included in the Clery reporting for this campus.
CTC (ALPHA)

2013 CLERY CRIME STATISTICS

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>2012</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder / Non-Negligent</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Manslaughter</td>
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<tr>
<td>Negligent Manslaughter</td>
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</tr>
<tr>
<td>Forcible Sex Offenses</td>
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<tr>
<td>Non-Forcible Sex Offenses</td>
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</tr>
<tr>
<td>Robbery</td>
<td>0</td>
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</tr>
<tr>
<td>Burglary</td>
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</tr>
<tr>
<td>Motor Vehicle Theft</td>
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<td>Arson</td>
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</tr>
<tr>
<td>Hate Crimes (Prejudices)</td>
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<td>0</td>
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</tr>
<tr>
<td>Weapon Referrals</td>
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</tr>
<tr>
<td>Drug Law Referrals</td>
<td>0</td>
<td>0</td>
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</tr>
</tbody>
</table>

There were no offenses for this campus or adjacent public property that could be classified as a hate or bias crime.

Offenses occurring on adjacent public property are included in the Clery reporting for this campus.
**Campus Safety Disclosure Responsibilities**

The Higher Education Opportunity Act specified new campus safety requirements in the following areas that went into effect as of 2010.

- Hate crime reporting
- Emergency response and evacuation procedures
- Relationship between the College Police and local/state law enforcement
- Missing student notification and fire safety issues required of any institution that maintains an on-campus student housing facility

This publication, keeping with the requirements of the Clery Act, is designed to aid in the effort of providing the public with specific information on campus asset protection, security and crime statistics for the most recent three year period, alcohol and drug use, crime prevention, police authority and operations, policies relating to reporting crime and campus disciplinary procedures.

Each year, all students and prospective students are notified, as part of the registration process that the report is available on-line and that hard copies are available, upon request. These are available through the El Paso Community College Police Department, Valle Verde Campus, during normal business hours, Monday through Friday.

El Paso Community College Police Department, 919 Hunter Drive, El Paso, TX 79915
Building C
(915) 831-2200

**CAMPUS SECURITY**

**Facilities**

Many campus buildings and facilities are accessible to members of the campus community, guests and visitors Monday through Friday during normal business hours. Weekends and holidays and after hours, outside doors are locked to protect persons and property. After hours users may be questioned by College Police and should carry appropriate identification.

**Student Residences**

The El Paso Community College District does not maintain or operate student residences at any campus or off campus locations.
Visitors

Visitors are welcome and are expected to adhere to campus rules, regulations and policies. Visitors are encouraged to visit the El Paso Community College Police Department office at the respective campus visiting, for information on college regulations. The college reserves the right to restrict access of any person who does not adhere to college policies and procedures.

Students and Employees

Employees and students should have their El Paso Community College identification card in their possession. Lost or stolen cards should be reported immediately to the EPCC Police Department.

Maintenance

Facilities, lighting and landscaping are maintained to promote campus safety. The college also provides emergency call boxes installed throughout each campus. Emergency call boxes are routinely checked and work orders submitted for those needing repair. Officers also report the need for replacement lights and any other physical hazards to Physical Plant for maintenance or repair. Emergency phone problems are reported to the El Paso Community Police Department for repair or maintenance needs. Any student, faculty member, staff, or visitor who observes a possible unsafe condition is encouraged to report it to EPCC Police by calling (915) 831-2200 or contacting Physical Plant at (915) 831-2280.

CRIME PREVENTION AND EDUCATION PROGRAMS

The EPCC Police Department conducts crime prevention and information sessions at each scheduled new student and staff orientation. Participants are encouraged to ask questions of a safety and security nature and are informed of means to receive or view the Annual Security Report. Upon invitation, the department provides crime prevention programming. Officers are encouraged to make unscheduled crime prevention contacts during daily patrols. Programs and services are designed to promote safety on campus through prevention, intervention, mitigation and response. The college provides programs and services, including:

- Counseling Centers – assists in determining referral sources and provides confidential counseling services free of charge to students and they are located at each campus listed below:
  - Valle Verde – (915) 831-2642
  - Rio Grande – (915) 831-4636
  - TransMountain – (915) 831-5186
  - Northwest – (915) 831-8807
  - Mission Del Paso – (915) 831-7094
Safety Escorts – officers provide students, staff and faculty safe escorts to their vehicles or buildings on campus whenever requested and can be requested by calling (915) 831-2200 for this free service.

Walk-bys – officers conduct periodic safety checks of the work or study areas and are typically requested during non-business hours by students, staff and faculty members who are engaged in afterhours activities on campus and can be requested by calling (915) 831-2200.

Motorist Assist – officers are available to assist motorists on campus who experience vehicle trouble, such as dead batteries or the driver has locked themselves out of the vehicle and they can request assistance by calling (915) 831-2200.

New Student Orientation Programs – officers present information pertaining to safety and asset protection at new student orientation sessions.

New Staff and Faculty Orientation Programs – officers present information pertaining to safety and asset protection at new staff and faculty orientation sessions.

Crime Prevention and Personal Safety – officers present information pertaining to topics like personal safety, sexual assault education and prevention, automobile theft, identity theft and campus safety whenever requested by calling (915) 831-2200.

Security Surveys – officers conduct inspections looking for vulnerabilities and make recommendations for protection of persons, assets, facilities and buildings and a survey can be arranged by calling (915) 831-2200.

The college has instituted security services and procedures. **However, the personal safety of individuals who are on campus remains an individual responsibility.** Failure to take precautions or being aware of one’s environment may result in increased risk. College Police continue to develop and implement safety measures and asset protection. The success of these measures is based upon active involvement and participation by faculty, staff, students and visitors.

Crime prevention is a tool to encourage students, faculty and staff to be aware of ways to reduce their chance of becoming victims of crime. Crime prevention presentations are presented whenever requested and at each new semester. While it is impossible to prevent all crime, awareness is the key to preventing crime. The El Paso Community College Police Department offers the following free crime prevention programs and services:
o Directed Patrol – this program encompasses directed patrol and park and walk at irregular intervals during each shift. A directed patrol is a walk through buildings where officers look for, or are alerted to suspicious activities. A park and walk involves officers parking their vehicles and conducting foot patrols of selected areas of the campus. These activities are documented in their patrol log sheets and in Dispatch.

o Safety Escort Program – when people feel the need for a little extra security, due to personal issues or other security concerns, officers provide escorts to all locations on campus and an escort may be requested by calling (915) 831-2200 or by using one of the emergency call boxes located on campus.

o Operation ID – an ongoing program that involves engraving personal property with an alternate identification marking, usually a license number or student identification number. Anyone wishing to take advantage of this program can call (915) 831-2200 for availability and locations.

o Lost and Found – lost and found property is turned into the police department office at each campus and each year large numbers of unclaimed books and other personal property is received. Recovered property is securely stored and you may report lost property in the event it is turned in. Every possible attempt is made to return property to its legal owner – if the owner can be identified.

Security Alarm System

An electronic security alarm system is located at the EPCC Police Dispatch Office and is monitored by the dispatcher in the dispatch center. The alarm system provides a network of fire, intrusion detection and duress alarms for various campus buildings. Cameras are also monitored from the dispatch center.

Off-Campus Monitoring – when an EPCC student is involved in an off-campus incident, officers may assist with the investigation in cooperation with local, state or federal law enforcement. The El Paso Police Department routinely works and communicates with the EPCC Police Department on serious incidents occurring in the immediate area surrounding campuses inside the city limits. Outside the city limits, the El Paso County Sheriff’s Office works with and communicates with the EPCC Police Department. These agencies have primary jurisdiction in areas off campus, but EPCC police may assist with major crimes and incidents near campus when viable. To coordinate an emergency response, EPCC police have communication with the El Paso Police Department, El Paso County Sheriff’s Office, Clint Fire Department and Fire Medical Services.
Authority and Jurisdiction of the El Paso Community College District Police

El Paso Community College District police officers are licensed as Texas peace officers by the Texas Commission on Law Enforcement. Officers are sworn law enforcement officers, commissioned under the provisions of the Texas Education Code and the Texas Code of Criminal Procedure. Officers are vested with all the powers, privileges and immunities of peace officers while within the jurisdiction of the El Paso Community College District or otherwise in the performance of their assigned duties. Generally speaking, this covers El Paso County.

The El Paso Community College Police Department also employs parking enforcers, who provide parking enforcement and support for special events. Parking enforcers do not have arrest authority except as provided for citizens as outlined by the Texas Code of Criminal Procedure.

The El Paso Community College Police Department is responsible for enforcing local, state and federal laws and rules and regulations of the community college district. Police officers carry firearms, arrest violators and make referrals to the Vice-President of Student Services.

Criminal violations are processed through the El Paso County District Attorney’s Office, El Paso County Attorney’s Office or the federal criminal justice system. Officers may issue court appearance Class C misdemeanor citations and traffic citations to be heard in the El Paso County Justice of the Peace courts.

Law Enforcement Jurisdiction

The El Paso Community College District predominately lies with the city limits of El Paso, Texas, although some facilities lie outside of the city limits but within El Paso County. The EPCC Police Department works in close partnership with the El Paso Police Department, El Paso County Sheriff’s Office, Texas Department of Public Safety, District Attorney’s Office and all federal law enforcement agencies. There are no Memorandums of Understanding currently in place for other agencies. Other agencies have arrest authority (jurisdiction) on campuses because the College District lies within the county and city of El Paso.

Jurisdiction for the El Paso Community College District Police is set out in the Texas Education Code statutes. Primary jurisdiction of peace officers commissioned by the District includes all counties in which property is owned, leased, rented or otherwise under the control of the District. With such statutory authority, no memorandums of understanding are needed for officers to act in a law enforcement capacity off campus, as needed or requested by proper authority.
REPORTING CRIMES

Procedures for Reporting Crimes and Other Emergencies

Community members and guests of the college are encouraged to report emergencies and suspected criminal activity, such as, but not limited to; suspicious activity or behavior, health emergencies, fires, crime and violations of college policies and procedures to the EPCC Police Department by calling (915) 831-2200.

The college provides several methods to report an emergency, request assistance, or to report suspicious behavior. Conspicuously placed around campuses are emergency call boxes. These phones are activated by opening the cover and picking up the receiver. The boxes have a blue light which activates to aid in locating the reporting party. Elevators are equipped with an emergency button or phone and when activated, place the caller in direct communication with the EPCC Police Dispatcher.

The EPCC Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to police. Because police reports are public records under state law, the EPCC Police Department cannot hold reports of crime in confidence. Confidential or anonymous reports for purposes of inclusion in the Annual Disclosure Report of crime statistics can also be made to other campus security authorities, such as the Vice-President of Student Services or the Chief of Police, or his designee. A process for reporting criminal offenses in confidence is provided.

Violations of law are referred to law enforcement agencies. Community members are encouraged to report all crimes, to include off campus incidents. The EPCC Police Department assists community members in the reporting of off campus incidents to the appropriate law enforcement agency. Local agency telephone numbers are:

- El Paso Police Department – (915) 832-4400
- El Paso County Sheriff’s Office – (915) 546-2280

Reporting Crimes to Other Campus Security Authorities

The Clery Act mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to campus security authorities. Campus security authorities include the following:
- A member of a campus police department or campus security department of an institution. A member of a private “event staffing” company working on campus under contract.
- Any individual or individuals who have responsibility for campus security, but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, such as:

  - Vice-President of Student Services – 919 Hunter Drive, El Paso, Texas
  - Student Life Dean – 919 Hunter Drive, El Paso, Texas
  - Athletics Director – 919 Hunter Drive, El Paso, Texas
  - Student Leadership & Campus Life – 919 Hunter Drive, El Paso, Texas
  - Center for Students with Disabilities Director – 919 Hunter Drive, El Paso

The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many people, students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus affiliated individuals.

Examples of individuals who do not meet the criteria for being campus security authorities include a faculty member who does not have any responsibility for student and campus activity beyond the classroom, clerical staff, custodians and maintenance personnel and cafeteria staff. A pastoral or professional counselor on campus does not have significant responsibility for student and campus activity and are exempt from reporting crimes to the campus police. A physician in a campus health center or a counselor in a counseling center whose only responsibility is to provide care to students is unlikely to have significant responsibility for campus and student activity.

All campus officials, counselors, faculty and staff are encouraged to report all crimes, even if not required to do so. Such officials should also encourage the victim of a crime to report the circumstance to the EPCC Police Department. The police department understands the confidential nature of certain campus officials and will respect the confidentiality of information obtained for statistical reporting purposes. Only general information, such as general location, type of crime and date of crime are needed to report crime statistics. Complete reporting by all college members will assist in providing a secure campus environment.
Responsibilities of Campus Security Authorities

Because the law has some complex reporting requirements, the most reasonable and effective way to manage the reporting is as follows:

If Campus Security Authorities observe any crime listed below, or if any person reveals to a Campus Security Authority, in good faith, that they learned of, or were the victim of, perpetrator of, or witness to any crime listed below, the Campus Security Authority must immediately notify the EPCC Police Department.

**Crimes That Should Be Reported:**

- Murder / Non-Negligent Manslaughter
- Negligent Manslaughter
- Forcible Sex Offenses
- Non-Forcible Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- All hate crimes that fall under the listed Clery reportable offenses listed above (UCR index crimes)
- All Liquor, Drug or Weapons Law Violations

*(Definitions of the above crimes can be found on pages 21, 22 and 23)*

Clery Act crimes reported to local municipal, county and state police will be included as long as the agencies notifies the EPCC Police Department and the reported crime occurred in an area in which the institution is responsible. The EPCC Police Department contacts these agencies and makes a good faith effort to obtain information on reportable Clery Act crimes.

**Reporting Crimes Outside of the Primary Jurisdiction of EPCC Police**

The police department makes a good faith effort to stay informed of all criminal activity involving students at off campus locations. Surrounding municipal, county and state law enforcement agencies and federal agencies do not routinely inform campus police about incidents where their officers come in contact with EPCC students.
Timely Warnings – Crime Alerts

In order to keep the college community informed about serious crimes and security issues, Timely Warnings may be issued in the form of a Crime Alert. Crime Alerts are issued on a case-by-case basis in a manner that will provide notification to the campus community about certain reportable criminal incidents that occur on, or very near the campuses. The institution must also believe the criminal incident poses a continuing threat to the community and the alert will aid in the prevention of similar crimes in the future. In the event that a situation arises, either on or off campus, in the judgment of the Chief of Police of the El Paso Community College District, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning can be issued through electronic e-mail. The web page can also be used to inform students, faculty and staff of the threat.

The timely warning will contain sufficient information about the nature of the threat so as to allow members of the campus community to take action to protect themselves, such as:

- A description of the incident; including date/time and location of occurrence
- Possible connection to previous incidents; if applicable
- Physical description of suspect
- Composite drawing or photograph of suspect; if available
- Date and time the warning was released
- Any other relevant and important information

The crimes that typically result in a Timely Warning are referred to herein as “Clery Act Crimes”. These crimes, as defined by 34 CFR668.46 (b) (c), are:

**Criminal Homicide**

1. Murder / Non-Negligent Manslaughter
2. Negligent Manslaughter

**Forcible Sex Offenses**

1. Forcible Sexual Assault
2. Forcible Sodomy
3. Sexual Assault with an Object
4. Forcible Fondling
Non-Forcible Sex Offenses

1. Incest
2. Statutory Rape

Robbery

Aggravated Assault

Burglary (this does not include burglary of a vehicle; considered theft/larceny)

Motor Vehicle Theft

Arson

These crimes must have occurred within those areas of the campus that are specifically defined in 34 CFR668.46 (a). These are broken down into four categories:

- On campus property
- Residential facilities
- Non-Campus property
- Public property

EPCC will not necessarily issue Timely Warnings for every Clery Act criminal incident that is reported since the specific incident may not pose a continuing threat to the community. Certain Clery Act crimes, like motor vehicle theft, occur at random locations and infrequently on campuses. Suspect information is often never provided or able to be determined. This is true of the El Paso area, in general. Individuals should exercise due care and caution to avoid being a victim. Check out the crime prevention tips posted by the EPCC Police Department to deter these crimes.

Crime Alert – Off Campus

EPCC may post a Crime Alert (off campus) for certain Clery Act crimes occurring outside the main patrol area of the EPCC police when timely notification is received the EPCC police and the offense is considered to represent a serious or continuing threat to the students and employees of EPCC, due to the nature of the crime and/or proximity to campuses.
EPCC believes strongly in supporting the spirit of the Clery Act by informing the community about certain crimes that are reported in the areas immediately surrounding our campuses; yet still outside the normal patrol areas of EPCC police.

When are Timely Warnings issued?

The decision to issue a Timely Warning is made on a case-by-case basis in light of all facts surrounding the crime, including; nature of the crime, continuing danger to the community and possible risk of compromising law enforcement efforts. “Timely” is not defined by either the Clery Act or the Department of Education. The Department of Education has stated that the warning should be issued as soon as the pertinent information is available.

EPCC will issue the warning without delay, once reported information has been verified and the determination is made that an immediate threat to the community exists. Also, warnings may be issued for other offenses which do not fall under regulations if it is determined that the warning will aid in preventing similar offenses from occurring.

How are Timely Warnings issued?

Depending on the particular circumstances of the crime, the EPCC Police Department may disseminate the information through e-mail to all students, faculty and staff, electronic signs and the college web site. Persons with information warranting a Timely Warning should report the circumstances to the EPCC Police Department by phone at (915) 831-2200 or in person at the police department office at 919 Hunter Drive.

CRIME DEFINITIONS:

- **Murder / Non-Negligent Manslaughter** - The killing of another person intentionally and with premeditation

- **Negligent Manslaughter** - The killing of one human being by another through gross negligence

- **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 placing the victim in fear
- **Aggravated Assault** -
  An unlawful attack by one person against another for the purpose of inflicting severe or aggravated bodily injury-this type of assault usually is accompanied by use of a weapon or other means likely to produce death or great bodily harm-it is not necessary that injury results from an aggravated assault when a knife, firearm or other weapon is used that could and probably would result in serious personal injury if the crime was successfully completed.

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

- **Motor Vehicle Theft** –
  The theft or attempted theft of a motor vehicle-includes cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned: joyriding.

- **Weapon Law Violations** –
  Violations of laws or ordinances relating to weapon offenses; regulatory in nature, such as: manufacture, sale, possession of deadly weapons, carrying deadly weapons (concealed or openly), furnishing deadly weapons to minors, aliens possessing deadly weapons and all attempts to commit any of the aforementioned.

- **Drug Abuse Violations** –
  Violations of state and local laws regarding the unlawful possession, sale, use, growing, manufacturing and making narcotic drugs- substances include opium, cocaine and derivatives (morphine, heroin and codeine), marijuana, synthetic narcotics and dangerous non-narcotic drugs (Ecstasy, GHB and Rohypnol).

- **Liquor Law Violations** –
  Violations of laws or ordinances prohibiting manufacture, sale, transporting, furnishing, possessing of intoxicating liquor, driving under the influence as a minor, maintaining unlawful drinking places, bootlegging, operating an illegal still, furnishing liquor to a minor or intemperate person; using a vehicle to illegal transportation of liquor, drinking on a train or public conveyance and attempts to commit the aforementioned (Public Intoxication and Driving Under the Influence are Penal violations and are not included in this definition).
- **Arson** –
  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.

- **Sex Offenses** – *(derived from NIBRS)*
  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

  - **Forcible Rape** – carnal knowledge of a 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 because of their temporary or permanent mental or physical incapacity or because of their youth; including both males and females
  - **Forcible Sodomy** – oral or sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent because of their youth or because of their temporary or permanent mental or physical incapacity
  - **Sexual Assault with an Object** – use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another 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 their youth or because of their temporary or permanent mental or physical incapacity
  - **Forcible Fondling** – touching of the private body parts of another person for the purpose of sexual gratification, 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 their youth or because of their temporary or permanent mental or physical incapacity

- **Sex Offenses** – *Non-Forcible Unlawful; Non-Forcible Sexual Intercourse* –

  - **Incest** – non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law
  - **Statutory Rape** – non-forcible sexual intercourse with a person who is under the age of consent as established by law
Monitoring and Recording Criminal Activity

The EPCC Police Department tracks and records index crimes occurring on campus and in those areas immediately contiguous to the campuses where students frequently access. These are categorized as:

- Non-campus buildings or property owned or controlled by EPCC that are used in direct support of, or in relation, to the college’s educational purposes; are frequently used by students and are not in the same reasonable contiguous geographic area of the college.

- Public property, including thoroughfares, streets, sidewalks and parking facilities that are within the campuses or immediately adjacent to and accessible from the campus. The jurisdiction of the EPCC Police Department does not extend to public property contiguous to the campuses; therefore, the department has a limited role in investigating criminal activity in these locations. The department’s role is limited to information sharing, cooperation and coordination with the law enforcement agency having primary jurisdiction.

Public Crime Log

A crime log is kept for all crime activity for all campuses and is maintained by the EPCC Police Department. The crime log contains: nature of the crime, date and time the crime was reported, general location where the crime occurred and disposition of the case. This log is electronic and is posted on the EPCC website; available at [www.epcc.edu/Police/Pages/DailyCrimeLog.aspx](http://www.epcc.edu/Police/Pages/DailyCrimeLog.aspx). The Open Campus Police Log contains activity for the current month and preceding months (over 60 days). Any copy of the log that is older than sixty days will have to be requested and will be made available within two business days, upon request and is available for review at any police office.

Criminal Incidents within the Contiguous Area for Calendar Year 2012

The EPCC Police Department obtains crime statistics from the El Paso Police Department and the El Paso County Sheriff’s Office regarding criminal incidents occurring within the contiguous area surrounding each campus. These are included in the Clery reporting for each campus of the college.
**Hate Crimes**

These are reported by category of prejudice; any crime reported that manifests evidence that the victim was intentionally selected because of the victim’s race (actual or perceived), gender, religion, sexual orientation, ethnicity, national origin, gender identity or disability. *There were no hate crimes reported for the years 2012, 2011 and 2010.*

**Sex Offender Registry and Access to Related Information**

The Federal Campus Sex Crime Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained.

It also requires sex offenders already required to register in a State to provide notice as required under State law, of each institution of higher education in that State at which the person is employed, carries out a vocation or is a student.

The Family Educational Rights and Privacy Act of 1974 was amended to clarify that nothing in the Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders and requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted.

State law requires persons convicted of or placed on deferred community supervision for certain offenses to register as sexual offenders. Offenders who have committed “sexually violent” offenses must register for the remainder of their lives, even after completing probation or parole. Others, may quit registering ten years after completing their terms of supervision, while others, may cease registration ten years after completing their terms of supervision.

Registered sex offenders are required to inform the college when they become enrolled as students or become employed as staff or faculty; volunteering services on campus and upon leaving the college. To learn if information of this nature has been provided to the college, contact the EPCC Police Department at 919 Hunter Drive, or call (915) 831-2200.

Information on sex offender registration files is available through the Texas Department of Public Safety website:

Alcohol

The college is dedicated to provide a healthy, comfortable and productive environment for students, faculty, staff and visitors. Members of the college community are expected to maintain self-control. Conduct should be consistent with ideals of academic excellence, health and responsible public behavior, including recognition of others rights.

We recognize that the college is a community of free and open inquiry in which adults are encouraged to make responsible decisions in their lives; including abstinence or careful use of alcohol. The college recognizes that freedom of conscience determines such issues, but cautions that such freedom does not imply license to violate college policy or the law. There are disciplinary actions which can be brought against any student who engages in conduct which is prohibited by state, federal, local law or college rules and regulations.

The college may impose such penalties for conduct relating to the unlawful use, possession or distribution of alcohol, which can include disciplinary probation, suspension of rights and privileges, suspension for a specified period of time, expulsion or such other penalty as may be deemed appropriate for the given circumstances.

Texas Law on Alcohol Possession and Consumption

All members of the college community should be cognizant of and comply with state and local liquor laws. It is unlawful in Texas for any person under the age of 21 to possess, purchase or drink alcoholic beverages (except when with a parent or adult spouse). Providing alcoholic beverages to minors other than where the law provides, is prohibited. A violation of this statute subjects the offender to law enforcement action, which may include arrest or a court appearance citation and may involve internal disciplinary action.

The El Paso Community College District prohibits the possession and consumption of alcoholic beverages on any property owned by the college. This also extends to events held on district property.

Drugs

EPCC students shall be responsible for compliance with all local, state and federal laws regarding controlled substances, including but not limited to; use, sale, distribution, possession or manufacture. Violations of any local, state or federal laws regarding controlled substances may subject the person to disciplinary proceedings, without regard to any proceedings in local, state or federal courts.
When standards of conduct regarding illicit drugs are violated, sanctions may be imposed by the Vice-President of Student Services. Possible sanctions include, but are not limited to; suspension, suspension of privileges, suspension for a specific period of time or expulsion.

Sanctions imposed as a result of conviction in the criminal court system for possession, distribution, or manufacture of controlled substances range from fines and probation to imprisonment. The amount of fines, terms of probation or years of imprisonment are generally contingent on the circumstances and amounts of drugs in possession, sold, distributed or manufactured.

EPCC enforces all state and federal laws which prohibit the possession or sale of illegal drugs or drug paraphernalia. Additionally, the Vice-President of Student Services can suspend students found guilty of possessing drugs on campus.

**Education Programs**

The college counseling centers work to assist those students who are at risk or have violated drug and alcohol policies. The centers can also assist students, faculty and staff and can refer persons to outside agencies for assistance.

More information can be found on counseling centers at:

[www.epcc.edu.Counseling/Pages/PersonalCounseling.aspx](http://www.epcc.edu.Counseling/Pages/PersonalCounseling.aspx)

Telephone numbers:

- Valle Verde – 831-2642
- TransMountain – 831-5186
- Mission Del Paso – 831-7094

- Rio Grande – 831-4636
- Northwest – 831-8807

Additional information regarding Drug Free Schools and Campus Act and Penalties for Drug Offenses can be found at:

[http://www2.ed.gov/about/offices/list/oese/oshs/index.html](http://www2.ed.gov/about/offices/list/oese/oshs/index.html)

**Sexual Assault Policy**

EPCC is a community of trust, whose very existence depends on adherence to standards of conduct. Student conduct that violates these standards is handled by the Vice-President of
Student Services. This includes cases involving sexual misconduct and/or sexual assault or attempted sexual assault.

**Sexual Assault – Texas Penal Code 22.011**

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 or 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 or 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 threatening 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
10. the actor is a clergymen
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.

If You Have Been Sexually Assaulted

Any person who may have been the victim or is aware of a victim of sexual assault on campus should immediately report the incident to EPCC Police. Students, faculty and staff are strongly encouraged to report sexual assaults to EPCC Police, whether the assault occurs on or off campus, no matter who the alleged assailant is. Students may report sexual assaults to EPCC Police Department or any other campus security authority. Reporting a sexual assault to college officials or filing a police report does not automatically initiate criminal charges.

If the assault occurred off campus, EPCC Police will assist the victim with notifications to the appropriate law enforcement agency having primary jurisdiction where the crime occurred.

It is important for persons who have been sexually assaulted to seek medical attention. A medical examination specifically tailored for sexual assault victims is conducted by the hospital staff. This will aid in preserving evidence of the sexual assault if the person who has been sexually assaulted decides to prosecute. It is important for persons who have been sexually assaulted to contact police who will arrange for immediate medical attention and will initiate an investigation.

The EPCC Police Department investigates all sexual assault complaints with sensitivity, patience, compassion and respect for the victim. Investigations are conducted in compliance with guidelines established by state law and the El Paso County District Attorney’s Office.
Victims may use a pseudonym to protect their identity, authorized by the Texas Code of Criminal Procedure, Article 57. 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. Victims of sexual assault are not required to file criminal charges; however, pressing charges is encouraged.

Students may report sexual assaults to the EPCC Police Department, or any other Campus Security Authority. Reporting a sexual assault to anyone other than police will delay any criminal investigation and possibly hinder a criminal prosecution.

**Remember, if Sexually Assaulted:**

- Call (915) 831-2200 on campus and if off campus 911
- If you do not have a phone and on campus – use emergency call box
- **Do not** shower, bathe or douche
- Have a trusted friend take you to Sierra Medical Center - it is the only hospital in El Paso County that performs sexual assault examinations. Take the clothing in which you were assaulted with you to the hospital in a paper bag (*not plastic*). If reported to the police, clothing and other items should be provided to you at the hospital.
- **Remember – It is NOT your fault**

**How to File a Sexual Assault Complaint**

If a complainant does not wish to file criminal charges, but still wish to proceed with formal administrative charges, an investigation is conducted and the case is referred to the Vice-President of Student Services. Students may contact the Vice-President of Student Services at (915) 831-2229. Procedures for discipline and student standards of conduct are outlined in the EPCC Student Code of Conduct. It can be found online at:

[www.epcc.edu/VPStudentServices/Pages/StudentRightsResponsibilities.aspx](http://www.epcc.edu/VPStudentServices/Pages/StudentRightsResponsibilities.aspx)

**Changes in Academic Situation**

The Vice-President of Student Services can assist the victim with concerns, such as, but not limited to; class schedule changes, withdrawal procedures or campus relocation. If the reporting student provides credible evidence that the accused student poses a continuing danger to person or property or poses an ongoing threat of disruption to the academic process, the Vice-President of Student Services may take interim action against the accused student as appropriate.
Procedures for Campus Disciplinary Action

A student may also choose to report the assault to the Vice-President of Student Services for disciplinary action regardless of whether or not the student had decided to press criminal charges. A student may also file a report of sexual assault against another student. Contact the Vice-President of Student Services at (915) 831-2229.

Sanctions

Disciplinary actions assessed in a particular case will be dependent upon the nature of the conduct involved, the circumstances and conditions which existed at the time the student engaged in such conduct and the results which followed as a natural consequence of such conduct. Sanctions can include:

- Disciplinary warning
- Disciplinary probation
- Withholding of grades, transcripts or degree
- Bar against readmission
- Drop from current enrollment
- Suspension of rights and privileges
- Suspension
- Expulsion
- Other penalty as deemed appropriate under the circumstances

Campus Sexual Assault Victim’s Bill of Rights

The United States Congress enacted the “Campus Sexual Assault Victim’s Bill of Rights” in 1972, as a part of the Higher Education Amendments of 1992. This law requires that all universities afford sexual assault victims certain basic rights, such as:

- Accuser and accused must have the same opportunity to have others present
- Both parties shall be informed of the outcome of any disciplinary proceeding
- Survivors shall be informed of their options to notify law enforcement
- Survivors shall be notified of counseling services
- Survivors shall be notified of options for changing academic living situation
Assisting a Student if the Sexual Assault Occurs Off Campus

If the assault occurred off campus, the EPCC Police Department will assist a victim with notifying the appropriate law enforcement agency having primary jurisdiction where the crime occurred.

College counselors are available to assist in notification of proper authorities and to support a victim of sexual assault. Police and the Counseling Centers can assist with referrals to mental health agencies and other services for the victims of sexual assault.

Counseling and support services outside of EPCC, in El Paso, can be obtained through:

S.T.A.R.S. (Sexual Trauma & Assault Response Services) - 24 hours a day, 7 days a week; confidential Crisis Line (915) 779-1800.

Other service providers:

La Pinon Sexual Assault Recovery Services of Southern New Mexico
Toll Free: (888) 595-7273

Casa Amiga in Ciudad Juarez, Chihuahua, Mexico
(01 656) 6-90-83-00 or (01 656) 6-90-83-01

Weapons Policy

It is a felony to intentionally, knowingly, or recklessly possess a firearm, illegal knife, or prohibited weapon (with or without a concealed handgun permit) on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles under the direct control of the educational institution (Texas Penal Code, Chapter 46). This policy does not apply to Peace Officers and duly authorized Federal Agents, whether on or off duty (Texas Penal Code, 46.15).

FIRE SAFETY

The El Paso Community College District does not maintain nor provide any residential student housing facilities, either on or off campus. Clery Act requirements regarding maintaining a Fire Log and other associated reporting requirements is contingent upon the college having student residences or dorms. Buildings are equipped with alarm and fire suppression systems.
EPCC does not maintain a Fire Log but does report Arson crimes in accordance with UCR reporting requirements. EPCC police respond to fires occurring on campus.

**GENERAL EMERGENCY RESPONSE**

The El Paso Community College is developing an Incident Manual that includes information about college operating status parameters, incident priorities and performance expectations. Operational plans for shelter in place and evacuation guidelines are developed. Departments are responsible for developing and submitting contingency plans and operations plans for their departments. The college tests its emergency notification system on campus.

EPCC police officers have received training in Incident Command and Active Shooter. When a serious incident occurs that causes an immediate threat to the campus, first responders are usually EPCC Police, who can be supplemented by El Paso Police, El Paso County Sheriff’s Office and the El Paso and Clint Fire Departments. Other EPCC departments and other city, county, state or federal agencies could also be involved in responding to an incident.

**Notification to the College Community Regarding an Immediate Threat**

The EPCC Chief of Police receives information from various offices and departments on campus. If it is determined that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the college community, the Chief of Police will collaborate to determine the content of the message and will use some or all of the systems to communicate the threat to the EPCC community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The Chief of Police and the college’s I.T. Department will, without undue delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to contain, respond to, assist a victim or otherwise mitigate the emergency.

In the case of a serious incident which poses an immediate threat to members of the EPCC community, the college has systems in place for communicating information quickly. Some or all of these methods may be activated in the event of an immediate threat. The methods of communication include network e-mails, text messaging and telephones.
EPCC utilizes a text message service called Tejano Alert. This is the primary source for notification to the campus community regarding immediate threats. E-mails are also sent to students, staff and faculty. To sign up for Tejano Alert go to:

www.epcc.edu/alert/pages/default.aspx

The college will post updates during a critical incident on the EPCC Website. Members of the larger EPCC community interested in receiving information about emergencies on campus should enroll with the emergency text message system (Tejano Alert).

Emergency Evacuation

In cases where there is an imminent and immediate threat to the college community, EPCC has designed a notification system that employs campus wide text messages and e-mails. In addition, low tech solutions can include portable radios, telephones and runners delivering messages delivering information by word of mouth, all with the goal of notification, regardless of the disaster-related failures of communications. Primary notification is through Tejano Alert.

When the need to evacuate the campus arises, fire alarms may be used. Faculty and staff will advise students to evacuate to the areas surrounding the buildings. Cars may not be allowed to leave; permitting access to the campus and parking lots of emergency vehicles.

Shelter in Place

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

Basic Guidance

If an incident occurs and the building you are in is not damaged, stay inside seeking an interior room – until you are told it is safe to come out. If the building is damaged, take your personal belongings with you and follow the evacuation instructions. Once evacuated, seek shelter at the nearest college building quickly. Follow directions of fire or police personnel on scene.
Although it is unlikely you will ever need to shelter in place, it is helpful to know what to do; just in case. You should plan to stay inside for about 12 hours – usually less. Staff and faculty can keep in their offices the additional items in the event of this happening:

- Extra prescription medication
- Basic first aid supplies
- Non-perishable foods
- Bottled water
- Flashlight
- Battery operated radio
- Batteries
- Telephone – Remember: telephone services may not be available in the event of crisis

**How Will You Know to Shelter in Place?**

A shelter in place notification can be issued by EPCC Police, college employees, the local, state or federal government. Notification may also come over the radio or television, i.e., Emergency Broadcast System. The college can also announce the need to shelter in place using the Tejano Alert system.

**How to Shelter in Place**

No matter where you are, the basic steps to shelter in place will generally remain constant. Should the need ever arise; follow these steps unless instructed by emergency personnel to do otherwise.

- If inside – stay where you are; if outside, go to nearest building
- Collect supplies (food, water, etc.)
- Locate a room to shelter inside:
  - interior room
  - above ground level
  - least amount of windows
  - make a list of people with you
  - call or have someone call the list into EPCC police with the location
  - make yourself comfortable
Weather Related Emergencies

In the event of a weather related emergency, such as a tornado or other severe thunderstorm; students, faculty and staff are encouraged to heed the following precautions:

✓ Tornado Warning – seek shelter inside an interior room within the building in which you are located at the time of the warning – avoid being by windows, doors and outside walls
✓ Do not drive to shelter, unless you are already in a vehicle when the warning is issued – drive to the nearest building or seek shelter in a ditch or ravine
✓ If the building has a designated shelter area, go there – if not, go to an interior room on the lowest level (bathroom, closet, hall, etc.)
✓ If a sturdy piece of furniture is available, use it for cover and stay away from windows

CRIME PREVENTION TIPS

General Crime Prevention Tips:

✓ Avoid walking alone, especially after dark
✓ Contact EPCC Police for a safety escort - (915) 831-2200
✓ Be alert of your surroundings
✓ Use the “Buddy System” when walking at night
✓ Avoid shortcuts – the shortest route is not always the safest
✓ Walk away from alleys and bushes
✓ Dress for mobility – especially after dark
✓ Avoid deserted areas, poorly lit streets and pathways
✓ Never jog alone after dark
✓ When walking or jogging – go against the flow of traffic
✓ If harassed from a vehicle – walk or run in the opposite direction of vehicle travel
✓ Do not jog wearing stereo headphones – be alert to what’s happening around you

Personal Safety Tips:

Vehicles

✓ Scan the area
✓ Have your keys out and ready
✓ Don’t overload yourself with packages
Prior to entering your vehicle, quickly scan the back seat area
Once inside, lock all doors
Do not open the door to strangers
Keep valuables out of sight, lock in trunk
Park in well lighted areas
If driving a small car, avoid parking next to a larger vehicle
Don’t let your gas tank go below ¼ of a tank

Buildings

Be aware of your surroundings
Be alert
Avoid entering an elevator occupied by only one person
Avoid isolated corridors or hallways
In an elevator, stand near the controls and locate the emergency button

Personal Property

Never leave valuables unattended
Register or document your valuables – identifying numbers, type, make
Engrave an alternate number on your valuables
Keep valuables from view in vehicles – secure in trunk
Remember:
- Hide your Valuables
- Lock your vehicle
- Take your keys

Protecting Yourself

Be aware of your surroundings
Know your campus and locations of emergency phones
Use the “Buddy System” at night
Call EPCC Police for Safety Escort – (915) 831-2200
Never accept a ride from a stranger
Never offer a ride to a stranger
Keep your vehicle locked at all times
Do not park in unsafe or dimly lit areas
Always have your keys out when walking to vehicle
✓ Check the back seat before entering your vehicle
✓ Using an ATM – have someone with you
✓ Never leave belongings unattended
HELPFUL PHONE NUMBERS

<table>
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<th>EMERGENCY OFF CAMPUS - FIRE/POLICE/AMBULANCE</th>
<th>911</th>
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<tr>
<td>EMERGENCY ON CAMPUS</td>
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<tr>
<td>EPCC POLICE (ALL CAMPUSES)</td>
<td>(915) 831-2200</td>
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<tr>
<td>VICE-PRESIDENT OF STUDENT SERVICES</td>
<td>(915) 831-2229</td>
</tr>
<tr>
<td>EPCC COUNSELING CENTER (VALLE VERDE)</td>
<td>(915) 831-2642</td>
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</tbody>
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| SIERRA MEDICAL CENTER                        | (915) 747-4000 |
| UNIVERSITY MEDICAL CENTER                   | (915) 544-1200 |
| EL PASO POLICE DEPARTMENT (NON-EMERGENCY)   | (915) 832-4400 |
| EL PASO FIRE DEPARTMENT (NON-EMERGENCY)     | (915) 771-1000 |
| EL PASO COUNTY SHERIFF'S OFFICE (NON-EMERGENCY) | (915) 546-2280 |
| STARS RAPE CRISIS CENTER                    | (915) 533-7700 |
| STARS 24-HOUR HOTLINE                       | (915) 779-1800 |
| TEXAS ROAD CONDITIONS                       | (800) 452-9292 |
| NEW MEXICO ROAD CONDITIONS                  | (800) 432-4269 |
| TEXAS ROAD SIDE ASSISTANCE                  | (800) 525-5555 |

JEANNE CLERY INFORMATION & ADDITIONAL RESOURCES

Please visit the following websites:

- **Security on Campus**
  http://securityoncampus.org

- **U.S. Department of Education**
  (Crime Data / General Information / University Campuses)

- **Casa Amiga**
  http://www.casa-amiga.org.mx

- **STARS (Sexual Trauma & Assault Response Services)**
  http://www.stars-el;paso.org/

- **La Pinon Sexual Assault Recovery Services of Southern New Mexico**
  http://lapinon.org/index.htm
EL PASO COMMUNITY COLLEGE
POLICE DEPARTMENT
OFFICES

EPCC POLICE COMMUNICATIONS (VALLE VERDE CAMPUS)   (915) 831-2200
(Available 24 hours)

VALLE VERDE CAMPUS
919 Hunter Drive, Bldg. C, Room C-101        (Includes CTC/Alpha)
El Paso, TX  79915
(915) 831-2200

MISSION DEL PASO CAMPUS
10700 Gateway East, Bldg. A, Room A-114
El Paso, TX  79927
(915) 831-7006

TRANSMOUNTAIN CAMPUS
9570 Gateway North, Room 1070
El Paso, TX  79924
(915) 831-4023

RIO GRANDE CAMPUS
100 West Rio Grande, Bldg. A, Room A-244        (Includes Stanton Building)
El Paso, TX  79902
(915) 831-4023

NORTHWEST CAMPUS
6701 South Desert Boulevard, Room 14
El Paso, TX  79932
(915) 831-8911

ADMINISTRATIVE SERVICES CENTER
9050 Viscount, Bldg. A, Room A-108
El Paso, TX  79925
(915) 831-6633