

2017

# Annual Security and Fire/Safety Report



Brenham • Bryan • Schulenburg • Sealy



# 2017 Annual Security and Fire Safety Report

## Blinn College District Police Department

Address ..... 902 College Avenue, Brenham, TX 77833  
Administrative Number .....979-830-4755  
Emergency Number ..... 911  
Fax.....979-830-4655  
Website ..... [www.blinn.edu/police](http://www.blinn.edu/police)  
Chief of Police .....John Chancellor



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# Annual Security Report

## CONTACT INFORMATION

### For Campus Emergencies

Police/Fire/EMS .....	911
Blinn College Police Department [Bryan Campus] .....	979-209-7600
Blinn College Police Department [Brenham Campus] .....	979-830-4100
Blinn College Police Department [Brenham Campus Administrative Asst.] .....	979-830-4755
Bryan Campus .....	979-209-7223
Brenham Police Department .....	979-277-7373
Brenham Fire Department .....	979-337-7300
Washington County Sheriff's Office .....	979-277-6251
Schulenburg Police Department .....	979-743-2677
Sealy Police Department .....	979-885-2913

### Helpful Numbers

Brazos County Sheriff's Department (Non-Emergency) .....	979-361-4900 or 979-361-3888
Brenham Campus Main Number .....	979-830-4800
Bryan Police Department (Non-Emergency) .....	979-361-3888
Blinn College Crime Stoppers .....	979-251-9941
Federal Bureau of Investigation (FBI) .....	979-776-8894
Human Resources .....	979-830-4128
Texas Department of Public Safety (DPS) .....	979-776-3101
Title IX Coordinator .....	979-830-4700
Admissions .....	979-209-7223
Advising .....	979-209-7250
Business Office .....	979-209-7670
Enrollment Services .....	979-209-7240
Financial Aid .....	979-209-7230
Help Desk .....	979-830-4357
Student Services (Brenham) .....	979-830-4150
Student Services (Bryan) .....	979-209-7200

## LOCAL HEALTHCARE FACILITIES

### **Brenham**

Brenham Campus Health Clinic  
904 Green Street  
Brenham, TX 77833  
979-830-4899

Baylor Scott & White Medical Center – Brenham  
700 Medical Parkway  
Brenham, TX 77833  
979-337-5000

Bellville General Hospital  
44 N. Cummings St.  
Bellville, TX 77418  
979-413-7400

### **Bryan**

Bryan Campus Health Clinic  
(Operated by Baylor Scott & White Clinic)  
Building D, Room 150  
979-209-7269

CHI St. Joseph Health Regional Hospital  
2801 Franciscan St.  
Bryan, TX 77802  
979-776-3777

Baylor Scott & White Medical Center – College Station  
700 Scott and White Dr.  
College Station, TX 77845

College Station Medical Center  
1604 Rock Prairie  
College Station, TX 77845  
979-764-5100

CHI St. Joseph Health Express Care  
2010 E. Villa Maria Rd.  
Bryan, TX 77807  
979-821-7373



Scott & White Memorial Hospital  
1296 Arrington Rd.  
College Station, TX 77845  
979-361-6200

Tranquility Family Practice & Urgent Care  
1121 Briarcrest Dr., Suite 100  
Bryan, TX 77802  
979-821-6339

Todaycare Walk-In Clinic  
1600 University Dr. East  
College Station, TX 77840  
979-691-3149

Integrity Urgent Care  
3201 University Dr. East, Suite 135  
Bryan, TX 77802  
979-703-1832

Brazos Valley Urgent Care  
2911 S. Texas Ave., Suite 103  
College Station, TX 77845  
979-764-2882

SignatureCare Emergency Center College Station  
1512 Texas Avenue South, Suite 500  
College Station, TX 77840  
979-213-5728

St. Joseph Express  
4401 State Highway 6 South  
College Station, TX 77845  
979-731-5200

**Schulenburg**

St. Mark's Medical Center  
One St. Mark's Place  
La Grange, TX 78945  
979-242-2200

Weimar Medical Center  
400 Youens St.

Weimar, TX 78962  
979-725-8274

Columbus Community Hospital  
110 Shult Drive  
Columbus, TX 78934  
979-732-2371

Kocurek and James Clinic  
40 East Ave.  
Schulenburg, TX 78956  
979-743-3520

Flatonia Community Clinic  
113 W. South Main Street  
Flatonia, TX 78941

Columbus Medical Clinic  
2122 TX-71 #101  
Columbus, TX 78934  
979-732-2318

Youens and Duchicela Clinic  
402 Youens Street  
Weimar, TX 78962  
979-725-8545

**Sealy**

Sealy Emergency Room  
1036 Circle Dr., Suite 101  
Sealy, TX 77474

Sealy Urgent Care Center Med Clinic  
1036 N. Circle Dr.  
Sealy, TX 77474  
979-877-0022

CHI St. Joseph Health Bellville Hospital  
44 N. Cummings St.  
Bellville, TX 77418  
979-413-7400

AccessHealth Brookshire Clinic  
533 FM 359 South  
Brookshire, TX 77423  
281-822-4235

Weimar Medical Center  
400 Youens St.  
Weimar, TX 78962  
979-725-8274

Columbus Community Hospital  
110 Shult Drive  
Columbus, TX 78934  
979-732-2371

Columbus Medical Clinic  
2122 TX-71 #101  
Columbus, TX 78934  
979-732-2318

Youens and Duchicela Clinic  
402 Youens Street  
Weimar, TX 78962  
979-725-8545

## MESSAGE FROM THE CHIEF OF POLICE

To the Blinn College District Community,

Thank you for your interest in the 2017 Blinn College District Annual Security and Fire Safety Report. This report is published to comply with the provisions of the Jeanne Clery Act, and discloses crime statistics and campus safety information to the Blinn College District community. The Blinn College Police Department collaborates with entities within the Blinn College District and our public safety partners to provide a safe environment for our students, faculty, staff, and campus visitors.

The mission of the Blinn College Police Department is to provide the utmost in safety and security to everyone in the Blinn College community. It is our ultimate goal to provide a safe learning environment for all who come to Blinn College. Our core values of integrity, respect, and support are the guiding principles for Blinn College Police Department personnel as we strive to maintain a safe and secure environment for all to enjoy.

We welcome your comments and hope that this report helps to foster a safe, caring campus environment.

**John Chancellor**  
Chief of Police

### Non-Discrimination Policy

**Blinn College does not discriminate on the basis of race, color, national origin, sex, or disability in its programs or activities. For information regarding Title IX, ADA, Section 504 and other anti-discrimination coordinators, see the [Required Notices](#) link on the Blinn College main webpage.**

# Annual Security Report

## PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The Blinn College Police Department publishes this report to inform the Blinn College community about campus security policies, initiatives to prevent and respond to crime and emergencies, and the occurrence of crime on campus. This report complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and uses information maintained by the Blinn College Police Department, as well as information provided by other College offices and local law enforcement agencies. These agencies include the Texas State Police, Bryan Police Department, College Station Police Department, Brazos County Sheriff's Department, Brenham Police Department, Washington County Sheriff's Department, Schulenburg Police Department, Fayette County Sheriff's Department, Sealy Police Department, and Austin County Sheriff's Department. Each of these entities provides updated policy information and/or crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings, and on property owned, leased, or controlled by Blinn College. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol, and other drugs.

Blinn College maintains a digital copy of this report at the Blinn College Police Department website at [www.blinn.edu/police](http://www.blinn.edu/police), and distributes a notice of the availability of this Annual Security Report by October 1 of each year to every member of the College community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Blinn College Police Department at 979-830-4755.

The Blinn College Police Department is in charge of Emergency Management for the Blinn College District. We conduct drills and exercises to test the college districts emergency operations plans and continuity of operations plans.

## CLERY GEOGRAPHY DEFINITIONS

### ON-CAMPUS BUILDINGS OR PROPERTY

Under Clery, the campus (also known as "on-campus") category encompasses the following:

- any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

These Blinn locations meet the definition of “On-Campus” under the Clery Act:

Acronym	Campus Name
BN	Brenham Campus
BR	Bryan Campus
SB	Schulenburg Campus
SY	Sealy Campus
PO	Post Office Campus
HC	A.W. Hodde, Jr., Technical Education Center
HSC	Health Science Center
HTC	Highway 60 Training Center

### PUBLIC PROPERTY

Under Clery, public property encompasses the following:

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

### NON-CAMPUS BUILDINGS OR PROPERTY

Under Clery, non-campus buildings or property are defined as:

- *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. These are locations associated with Blinn campuses (as defined by Clery).*

### GEOGRAPHY

On-Campus

#### **Main Campus located at 902 College Ave, Brenham, TX 77833**

1. Old Main
2. Administration Building
3. Marie Heineke Memorial Gymnasium
4. Henry J. Boehm Industrial Arts Building
5. Weight Room
6. C.F. Schmidt Building
7. Classroom Building
8. Hodde Technical Center
9. Physical Education Building
10. W. L. Moody Jr. Library
11. Small Business Development Center
12. Arts & Science Building
13. Blinn College Foundation – Whigham House
14. Bob Bullock Building
15. Field House
16. Leroy Dreyer Baseball Field
17. J. Hal and Allyne Machat Music Facility

18. Academic Building
19. Dr. W.W. O'Donnell Performing Arts Center
20. W.J. "Bill" Rankin Agricultural Complex
21. Maintenance and Vehicle Storage
22. Intramural Field
23. Residence Life:
  - a. Beazley Hall
  - b. Buccaneer Hall
  - c. Hallstein Hall
  - d. Helman Hall
  - e. Holleman Hall
  - f. Katherine Atkinson Hall
  - g. James Atkinson Hall (*Currently offline*)
  - h. Lockett Hall
  - i. Melcher Hall
  - j. Memorial Hall
  - k. Spencer Hall
  - l. Solons Hall
  - m. Wheeler Hall
  - n. Blinn College Park Apartments [Bldgs. 1 – 7]
24. The Blinn College Student Center/Dining Hall/Bookstore/Student Center Conference Room
25. Health Clinic
26. Visitor Parking Lots
  - a. Lot E [lot in front of Administration Bldg.]
  - b. Lot L [lot in front of Student Center]
  - c. Lot P [lot in front of Old Main -2 visitor's spaces]
  - d. Lot Q [lot in front of Classroom/Science Bldg., 4 visitor spaces]
27. Residence Parking Lots
 

***Blinn College Park Apartments (BCPA) PARKING LOTS***

  - a. Lot 1A [on Saeger St. for Bldg. 1, 2, and 3]
  - b. Lot 4A [on Saeger St. for Bldg. 4]
  - c. Lot 5A on Saeger St. for Bldg. 5]
  - d. Lot 6A [on Saeger St. for Bldg. 6]
  - e. Lot 7A [on Saeger St, for Bldg. 7]
  - f. Lot V [on Mill Creek Rd. at the Ag Complex]

***Residence Parking Lots***

  - a. Lot D [on Green St. for K. Atkinson Hall, Spencer Hall and Beasley Hall]
  - b. Lot A [on Prairie Lee and College Ave. next to Band Hall and across from Bullock Bldg.]
  - c. Lot H [on Second St. for Melcher Hall, Helman Hall and Hallstein Hall]
  - d. Lot B [on Fifth St. behind the football stadium]
  - e. Lot J [on Jackson St. for Memorial Hall and Holleman Hall]

- f. Lot I [on Schwartz's Way St. in front of the Student Center]
- g. Lot K [on Blinn Blvd. for Solons Hall]
- h. Lot N [on Prairie Lee St. for Lockett Hall]
- i. Lot O [on High St. for Buccaneer Hall]
- j. Lot R [on Green St. lot between Beasley Hall and Wheeler Hall]
- k. Lot S [on Second St. for Wheeler Hall]
- l. Lot U [on High St. in front of Hallstein Hall]
- m. Lot V [on Mill Creek Rd. at the Ag Complex]

28. Commuter Parking Lots

- a. Lot A [on Prairie Lee and College Ave. next to Band Hall and across from Bullock Bldg.]
- b. Lot B [on Fifth St. behind the football stadium]
- c. Lot I [on Schwartz's Way ST. in front of the Student Center]
- d. Lot K [on Blinn Blvd. and College Ave. behind Solons Hall]
- e. Lot L [on Blinn Blvd. behind O'Donnell Bldg.]
- f. Lot M [on Blinn Blvd. beside the Bullock Bldg.]
- g. Lot T [on Second St. and High St. across the street from Wheeler Hall]
- h. Lot S [on Second St. for Wheeler Hall]
- i. Lot V [on Mill Creek Rd. at the Ag Complex]

29. Faculty & Staff Lots

- a. Lot C [on Green St. across from Old Main in the Health Clinic Lot]
- b. Lot E [on Green St. in front of the Administration Bldg.]
- c. Lot F [on Third St. behind the Administration Bldg.]
- d. Lot G [on Schwartz Way east of the Student Center Bldg.]
- e. Lot L [on Blinn Blvd. behind the O'Donnell Bldg. and in front of the Physical Plant]
- f. Lot M [on Blinn Blvd. on the side of the Bullock Bldg.]
- g. Lot N [on Prairie Lee St. behind the Classroom/Science Bldg.]
- h. Lot O [on High St. behind Buccaneer Hall and J.A. Atkinson Hall]
- i. Lot P [on College Ave. in front of Old Main Bldg.]
- j. Lot Q [on College Ave. in front of the Classroom/Science Bldg.]

**Bryan Campus located at 2423 Blinn Blvd. | Bryan, TX 77802**

1. Building ACA – Academic Building (Classrooms, Writing Center, Prospective Student Relations)
2. Building LIB – Library Building (Library, Learning Center, Classrooms)
3. Building SCI – Science Building (Science Labs, Health Clinic, Classrooms)
4. Building STU – Student Center Building (Student Center, Food Service, Black Box, Classrooms)
5. Building BKS/G – General Building (Copy Center, Science Labs, Language Labs, Classrooms)
6. Building HLT – Health Building (Allied Health Labs, Open Computer Lab, Fine Arts, Classrooms)



7. Building CPC – College Park Center (Classrooms)
8. Building ADM – Administration Building (Administrative offices, Bookstore, Police)
9. Building MD1 – Modular Building 1 (Faculty Offices)
10. Building MD2 – Modular Building 2 (Classrooms)
11. Hwy 60 Training Center – 5503 Raymond Stotzer Pkwy, College Station, TX 77845
12. Post Office Campus located at 301 Post Office St., Bryan, TX 77801
13. Central Administrative Services Building located in the Tejas Center at 3125 South Texas Ave., Suite 1900, Bryan, Texas
14. Health Science Center located at 8447 Highway 47, Bryan, Texas 77802

**Schulenburg Campus located at 100 Ranger Dr., Schulenburg, TX 78956**

1. Building 1
2. Building 2

**Sealy Campus located at 3701 Outlet Center Drive, Sealy, TX 77474**

Blinn College does not have any short stay away or study abroad geography that must be reported for Clery Act purposes.

## ABOUT THE BLINN COLLEGE POLICE DEPARTMENT

The Blinn College Police Department is responsible for the safety and well-being of all students, faculty, and staff at Blinn College.

The Blinn College Police Department is a State of Texas-certified police agency that employs 21 commissioned officers and a number of support staff. The Department's authority extends to each of the counties in which Blinn College campuses reside (Austin, Brazos, Fayette, and Washington counties), and the Department investigates all crimes on campus property. Blinn College police officers are licensed peace officers as defined under the laws of the State of Texas and therefore have authority as peace officers. They are vested with all the powers, privileges, and immunities of Texas peace officers within the county, including all streets and roads, and all property that the College owns, rents, leases, or otherwise controls. The Department's authority is found within the Texas Code of Criminal Procedure and Chapter 51 of the Texas Education Code. The Blinn College Police Department has full arrest authority given by the Texas Penal Code.

As a community-oriented police agency, Blinn College Police Department endeavors to be actively involved in the College community, and invites the College community to become familiar with the Police Department and its role at Blinn College.

## SAFETY, OUR NUMBER ONE PRIORITY

Blinn College takes great pride in its campus communities, which provide students and employees with a great place to live, learn, work, and study. While the College is progressive with its policies, programs, and education, it is up to each member of the College community to live with a sense of awareness, and to use reasonable judgment when living, working, or

visiting on campus.

### **WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES**

The Blinn College Police Department maintains a cooperative relationship with the Texas State Police, Bryan Police Department, College Station Police Department, Brazos County Sheriff's Department, Brenham Police Department, Washington County Sheriff's Department, Schulenburg Police Department, Fayette County Sheriff's Department, Sealy Police Department, Austin County Sheriff's Department, and other surrounding police agencies.

The Blinn College Police Department has Memorandums of Understanding with the Schulenburg and Sealy police departments, and has a dispatch agreement with Brazos County 911 and Washington County 911.

The College also enjoys positive and cooperative relationships with other local law enforcement agencies, which entails scene security, communications, evidence processing, investigating, and solving crimes.

### **CRIMES INVOLVING STUDENT ORGANIZATIONS AT OFF-CAMPUS LOCATIONS**

Blinn College relies upon its close working relationships with local law enforcement agencies to receive information about incidents involving Blinn College students and recognized student organizations, on and off campus. In coordination with local law enforcement agencies, the Blinn College Police Department will actively investigate certain crimes occurring on or near campus. If the department learns of criminal activity involving students or student organizations, it will coordinate with the appropriate law enforcement agency to forward information about the situation to the Office of Student Conduct, as appropriate.

### **REPORTING CRIMES AND OTHER EMERGENCIES**

Blinn College has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to law enforcement and to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire Blinn College community that you immediately and accurately report all incidents so that the Blinn Police Department can investigate the situation and determine whether follow-up actions are required, including issuing a timely warning or emergency notification.

We encourage Blinn College community members to report crimes promptly and to participate in and support crime prevention efforts. We also encourage Blinn College community members to report crimes when the victim is unable to make the report. The College community will be much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the College or criminal justice system, we ask that you consider filing

a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential while taking steps to ensure your safety and the safety of others. The confidential reports allow the College to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report. In limited circumstances, the College may not be able to assure confidentiality and will inform you in those cases.

### **REPORTING TO POLICE AND PUBLIC SAFETY**

We encourage all members of the Blinn College community to report all crimes and other emergencies to the Blinn College Police Department in a timely manner. Law enforcement is available by calling 911 from any location, or by calling:

Brenham Campus	979-830-4800 (Office Located at Student Center, Room 134)
Bryan Campus	979-209-7223 (Office Located at S Building, Room 103)
Schulenburg Police Department	979-743-2677
Sealy Police Department	979-885-2913

Students also can report incidents to the Vice Chancellor for Student Services at 979-830-4456 or Brenham Campus Administration Building Room 119. Employees also may report incidents to the Human Resources Department at 979-830-4128.

### **ANONYMOUSLY**

If you are interested in reporting a crime anonymously, you can contact Blinn College Crime Stoppers, which operates a hotline to receive anonymous tips about criminal activity and serious student code of conduct violations. Individuals with information about a crime that occurs on Blinn College property can call the Crime Stoppers Hotline at 979-251-9941 or text their tips to CRIMES (274637), keyword "Buctips."

By offering a safe, anonymous reporting method, Crime Stoppers gives people an alternative way to provide information about crimes and pays them a cash reward when the information leads to an arrest, indictment, or disciplinary action.

### **CAMPUS CRIME REPORTING DISCLOSURE**

Blinn College keeps a chronological record of each crime reported to the Blinn College Police Department on a daily basis. This record includes details of each reported crime, such as the date, time, nature, general location, and the disposition of the complainant. These records are made open to the public within two business days of the initial report unless such disclosure (1) is prohibited by law, (2) would jeopardize the safety of an individual, (3) would compromise an ongoing investigation, or (4) would cause evidence to be destroyed or a suspect to flee. The Blinn College Police Department's Daily Crime and Fire Log is open to public inspection at the Blinn College Police Department offices on the Brenham and Bryan campuses, and at the front offices at the Schulenburg and Sealy campuses. The crime and fire log on each campus contains crime reports for all Blinn College campuses.

Multiple Blinn College Police Department members are trained to maintain an electronic crime and fire log that is backed up by the College's Academic Technology Department.

### **REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES**

While Blinn College prefers that community members promptly report all crimes and other emergencies directly to their campus police or to 911, we also recognize that some may prefer to report to other individuals or College offices. The Clery Act recognizes certain College officials and offices as "Campus Security Authorities" (CSAs). The act defines these individuals, among other individuals, as "an official of an institution who has significant responsibility for student and campus housing activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as a person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

The following are defined as Campus Security Authorities by the U.S. Department of Education and the Jeanne Clery Act:

**Campus Police Departments** – All members of the police department.

**Individuals with Campus Security Responsibility** – Any individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department, such as an individual who is responsible for monitoring entrances to institutional property. Examples of this category include: parking enforcement staff, event security staff, and campus safety patrols (i.e., police cadets, etc.).

**Individuals Designated by the Campus** – 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. All institutions must publish a number of safety and security-related policy statements. If you direct the campus community to report criminal incidents to anyone or any organization in addition to police or security-related personnel, that individual or organization is a Campus Security Authority.

**Officials with Significant Responsibility for Student and Campus Activities** – An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. Examples include: Student Services, Student Housing and Residence Life, student disciplinary officials, student judicial programs, Directors of Student Services Centers, officials who oversee student extracurricular activities, Director of Athletics, team coaches, faculty advisors and leaders of recognized student groups. An "official" is defined as any person who has the authority and duty to take action or respond to particular issues on behalf of the institution.

The Blinn College District board policy regarding Campus Security Authorities is [CHA\(LOCAL\)](#), and a copy of the policy is available in the appendix of the Annual Security Report.

The following positions meet the above definition and have already been designated as Campus Security Authorities for purposes of Clery Act compliance.

Each of the listed departments are required to provide an updated list of any additional designated positions within their respective departments, along with contact information to the Blinn College Police Department each year.

Official	Phone Number
Athletic Director	979-830-4172
Dean, Agricultural and Natural Sciences	979-209-7575
Dean, Health Sciences	979-691-2066
Dean, Humanities	979-209-7446
Dean, Mathematics, Business, Engineering and Technology	979-830-4446
Dean, Social Sciences	979-209-7318
Dean, Technical and Community Programs	979-209-7296
Dean, Visual/Performing Arts and Kinesiology	979-209-7460
Dean, Distance Learning	979-209-7403
Director, Guidance and Counseling	979-209-7572
Director, Housing	979-830-4189
Health Clinic	979-830-4005
Title IX Coordinator for Students	979-209-7400
Title IX Coordinator for Faculty and Staff	979-209-7337
Vice Chancellor, Administration and Operations	979-209-7280
Vice Chancellor, Instruction	979-830-4133
Assistant Vice Chancellor, Student Services	979-830-4316

*Note: As contact persons may change periodically due to changes in employment or duty assignments, please contact the Blinn College Police Department at 979-830-4755 if you have questions about current Campus Security Authorities.*

## **SEX OFFENDERS**

Sex offenders must register with the Blinn Police Department as required by law or court order. In compliance with state law, the Blinn Police Department maintains a listing of registered sex offenders who currently are enrolled in classes at any Blinn campus or facility.

A general listing of registered sex offenders may be found on the Texas Department of Public Safety web site.

### ***Sex Offender Registration***

In 1994, sex offender registration laws were broadly expanded throughout the United States and became known as Megan's Law, which was named after a 7-year-old New Jersey girl, Megan Kanka, who was raped and murdered by a known child molester who had moved to a residence across the street from Megan's family without their knowledge. In the wake of Megan's murder, states across the nation enacted legislation to govern sex

offender registration.

The Texas Sex Offender Registration Program (Chapter 62 of the Code of Criminal Procedure) is a sex offender registration and public notification law designed to protect the public from sex offenders. This law requires adult and juvenile sex offenders to register with the local law enforcement authority of the city in which they reside or, if the offender does not reside in a city, with the local law enforcement authority of the county in which they reside.

Registration involves the offender providing the local law enforcement authority with information that includes, but is not limited to, the offender's name and address, a color photograph, and the offense for which the offender was convicted and/or adjudicated.

Registered sex offenders are required to periodically report to the local law enforcement authority to verify the accuracy of the registration information and to promptly report certain changes in the information as those changes occur. A sex offender who fails to comply with any registration requirement is subject to felony prosecution.

In October 2000, the Federal Campus Sex Crimes Prevention Act [20 U.S.C. § 1092(f)(1)] amended Section 1701.01 of the Violent Crime Control and Law Enforcement Act of 1994. The Campus Sex Crimes Prevention Act required sex offenders who are required to register under state law to also provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides starting in October 2002. Institutions of higher learning are required to issue a statement in their annual Clery Report detailing where members of their campus community can obtain information concerning registered sex offenders. [20 U.S.C. §1092(f)(1)].

### ***Procedure***

#### **1. Definition**

- a. **Faculty /Staff** - Employees of the College, to include volunteers who work with students.
- b. **Students** - Any person enrolled at the College for educational purposes, to include full-time and part-time students, and both graduate and undergraduate.

#### **2. Responsibilities**

Twice per year, in the fall and in the spring semesters, the Blinn College Police Department will review the list of faculty, staff, or students who currently are enrolled in or employed by Blinn College and are required by State law to register in the Sex Offender Registry. The Blinn College Police Department will ascertain the validity of the list and modify the list accordingly.

The CR-35 Institution of Higher Education Sex Offender Notification Form is completed and on file with the agency with which the offender is required to register. Notification is sent to the Blinn College Police Department by the receiving agency. It is the offender's responsibility to ensure that this form is completed and sent to the college/university that the offender is attending.

Failure to provide this information can result in criminal sanctions.

Texas Department of Public Safety field representative of the Sex Offender Registration Program and Crime Records can be reached at:

5805 N Lamar Blvd. P.O. Box 4143

Austin, TX 78765-4143

Office – (512) 424-7365

Fax – (512) 424-7702

<https://records.txdps.state.tx.us/SexOffenderRegistry>

## **CRIMINAL BACKGROUND CHECKS**

Blinn College is committed to protecting the security, safety, and health of faculty, staff, students, and others, as well as safeguarding the assets and resources of the College.

As part of this commitment, Blinn identifies all academic programs where criminal background checks are required by law or as a condition of the program approval/accreditation. Blinn will require criminal history checks of students in these identified programs and will refuse admission to or continuation in these programs, where necessary, to meet such regulations or accreditation standards.

Blinn College conducts criminal background checks on all housing residents prior to acceptance into campus housing and prior to each semester. Should, during the course of a semester, a resident student be charged with a criminal offense which would have precluded them from being eligible to move into housing, that student will not be eligible to remain in housing. The student may reapply for housing at a later date, but will be subject to all housing requirements.

The College will conduct a background check as a condition of employment. Employment practices associated with background checks are to be conducted in a manner that supports the College's commitment to non-discrimination and non-harassment in hiring practices.

## **CRIME PREVENTION**

Crime is a serious problem for which there are no easy answers or solutions. College campuses are not immune to crime; however, the prevention of crime is a top priority. All members of the Blinn College community are encouraged to take responsibility for their own safety and, when possible, assist others with their safety needs. While the Blinn College Police Department may offer advice and assistance, each individual has the primary responsibility for his/her own safety.

The Blinn Police Department supports a proactive crime prevention effort that works with members of the campus community to create a safe campus environment. Crime prevention and awareness programs begin with freshman orientation. Topics of discussion include the Student Code of Conduct, academic dishonesty, civility, sexual harassment, sexual exploitation, substance abuse, alcohol, and hate violence. Throughout the year, the Blinn Police Department offers detailed presentations and workshops regarding personal safety, office and classroom safety, sexual assault prevention, vehicle and residential security, and response to an active shooter.

The Blinn College Police Department's efforts to educate the campus community about incidents of crime, the importance of reporting crimes (especially sex-related crimes and violent crime), and the prevention of crime are a work-in-progress. Numerous employees of the Blinn College Police Department, Student Services, and Residence Life are active participants in this never-ending effort. From freshman orientation to the graduation commencement years later, students participate in an array of programs designed to create a safer campus environment.



Examples include: sexual assault awareness and prevention, alcohol safety awareness, hate crime presentations, office and building security surveys, workplace violence prevention, and anti-theft programs.

## **EDUCATIONAL SAFETY PROGRAMS**

Throughout the year, crime prevention and security awareness programs are offered throughout the College District. The programs are listed below.

***Residence Hall Program*** – Housing and Residence Life, in conjunction with other departments on campus, offer many programs in the residence halls each semester. Program topics include issues such as safety on campus, alcohol use and abuse, healthy relationships, drugs, violence in relationships, and personal management.

***Operation ID*** – Property protection methods including marking assistance utilizing an engraver, which is available through the Blinn College Police Department and Residence Life each semester.

***Sexual Assault Awareness Program*** – Crime prevention program designed to make students aware of how to prevent sexual assault. Each semester, the program covers the procedures of how to report a sexual assault and necessary investigative procedures. It also covers preventive measures for other sex-related crimes. The program may involve the Blinn College Police Department as well as outside guest speakers who educate students about sexual assault prevention.

***Student Services (Counseling Center)*** – This year-round service can assist individuals who are victims of a crime, and may be contacted at 979-209-7251 on the Bryan Campus and 979-830-4196 on the Brenham Campus. Students may use this resource free of charge, and confidential counseling is provided by professional counselors to all currently enrolled Blinn students.

***Fire Safety*** – Blinn College conducts a proactive Fire Safety Program each semester. Most campus buildings are protected by fire sprinklers and smoke alarm systems. Student residents receive fire safety handouts at move-in and they are required to participate in fire safety drills.

***Risk Management Awareness*** – Program conducted once each semester for students.

***Campus Crime Prevention and Security Awareness Speaker*** – One guest speaker invited each semester to speak to students regarding crime prevention and security awareness.

***Council on Alcohol and Substance Abuse Town Hall*** – A seminar addressing drug abuse education is conducted once each semester and upon request.

***Destination Spring Break*** – This four-day event occurs once each year in advance of Spring Break and provides general safety awareness and crime prevention information.

***Campus Safety Day*** – A display board exhibition with information about campus safety and security held once per semester.

***Sexual Violence, Relationship Violence, & Stalking Brochure*** – This brochure is published annually and provides information to staff, students, and community members.

***Criminal Activity Notices*** – Students and employees may be provided with information regarding non-violent crimes that occur on the campuses of Blinn College through the Blinn Alert System. Information regarding crimes which may be an immediate threat to members of the College community will be disseminated via e-mail, text message, and/or automated telephone call. News media and other applicable distribution methods are utilized as appropriate. For more information on this system, please visit: [www.blinn.edu/alert/index.htm](http://www.blinn.edu/alert/index.htm).

***Emergency Management Team*** – Consisting of members of the Blinn College Police Department. This team is designed to respond to crises that can have a significant effect on the campus and neighboring communities. The team will coordinate the College's response to crises while paying special attention to the safety and security needs of the College community. The team will offer counseling, guidance, and appropriate support to students, their families and College caregivers.

***Off-Campus Emergency*** – Students, faculty, and staff should dial 911 to contact the appropriate law enforcement agency in the event of an emergency. Non-emergency calls off campus should be directed to the appropriate law enforcement entity; non-emergency numbers can be located in this document's telephone directory. Students may also want to notify other residents and/or the landlord.

***On-Campus Emergency*** – Students, faculty, and staff should dial 911 in the event of an emergency. Non-emergency calls on campus should be placed to the Blinn College Police Department number at 979-830-4755. Residence hall students also are encouraged to report crimes to the Residence Life staff and/or the Residence Life Director.

***Police Officers*** – Armed officers patrol the campuses on a shift basis. The Blinn College Police Department has a total authorized strength of 21 personnel, all of whom are licensed and commissioned peace officers. The number of staff serving on any particular shift will vary depending on availability and the needs of the campuses.

***Police "Power Shift"*** – During the work day, an additional dedicated shift of officers are assigned to conduct patrols of academic facilities.

**Residence Life** – Staff Coverage is maintained daily by the Director, Assistant Director, Hall Directors, Assistant Hall Directors and resident assistants (RAs) when halls are in operation. The Blinn College Police Department and Residence Life make frequent rounds during the day, evening, and overnight hours of areas adjacent to the residence halls (campus parking lots, outside entrances, main lobbies, etc.). Residence halls also are secured using keyed privacy locks to allow resident entry while access is denied to visitors who are not accompanied.

**Safety Lighting** – Lighting has been placed in strategic locations on campus. When individuals notice that exterior lights are not working, they should report the location to the Physical Plant (979-830-4161), the Blinn College Police Department, or, if applicable, a Residence Life staff member.

**Solicitors** – Door-to-door solicitation is prohibited on all Blinn College property. Residents and staff members are encouraged to report the presence of such persons to Residence Life personnel, administrative offices, and/or the Blinn College Police Department. Residents are advised to keep their residence hall doors (including bedroom doors) locked at all times. Residents are encouraged to ask for assistance from any Blinn College staff member, Resident Advisor, or Blinn College Police Department officer.

**Security Escorts** – The Blinn College Police Department will provide security escorts for students, faculty, staff, or visitors upon request. If a Blinn Police Department officer is not available, a local police department officer will escort students and staff.

## WEAPONS

State law prohibits the open carrying of firearms at any Blinn College campus or location.

Per Senate Bill 11 from the 84th Texas Legislative Session, credentialed License to Carry (LTC) holders are permitted to carry concealed firearms in accordance with state law and [Blinn College Policy CHF\(LOCAL\)](#). This policy prohibits concealed carry on the second floor of the Health Science Center Campus due to the presence of hands-on labs that require physical contact, as well as MRI and x-ray machines that pose a safety risk associated with the presence of firearms.

The policy also bans concealed carry at UIL-sponsored events and sporting events, where firearms are already banned by Texas Penal Code Subsection 46.035(b)(2), and during any grievance process, appeal proceeding involving a disinterested third-party committee gathering testimony from the involved parties, or the formal hearing portion of the total process.

Signage in accordance with Texas Penal Code 30.06 will be posted clearly identifying locations where concealed carry is prohibited. All such signage will be posted by the Blinn College Police Department.

Violations are prosecuted as felonies. Student violations may also result in disciplinary action.

More information regarding Blinn College's campus carry policies is available at [www.blinn.edu/campus-carry](http://www.blinn.edu/campus-carry).

## MISSING STUDENT NOTIFICATION POLICY

When it is determined that a student is missing from the College, Blinn College staff, in collaboration with campus and local law enforcement, are guided by the College's Missing Person Procedures located on Page 28 of the [Emergency Procedures Manual](#).

Students are given the opportunity during each semester's registration process to designate an individual or individuals to be contacted by the College no more than 24 hours after the time the student is determined to be missing. If there is reason to believe that a student is missing, all possible efforts will be made to locate the student and to determine the student's state of health and well-being. The efforts to locate the student will be a collaborative effort between Blinn College Division of Student Services, Blinn College Housing Department, Blinn College Police, fellow students, family, and friends.

### MISSING PERSONS

Missing Persons – A person residing on the campus of Blinn College has the option of listing a confidential name to be notified in the event they are reported missing, and this name is separate from their emergency contact information. Should a student decline to list a separate name, the person listed as the emergency contact will be notified in the event the resident is reported missing.

Missing persons notifications should be made to Residence Life staff; the appropriate Residence Life Area Coordinator should be immediately notified to assess the situation.

If the notification is made to the Blinn College Police Department, officers should immediately notify the Residence Life Office and work together to get the appropriate Residence Life Area Coordinator to assess the situation. The Blinn College Police Department and/or Residence Life personnel will notify the designated contact person within 12 hours of the individual being reported missing. If a student is under 18 years of age and not emancipated, the College must notify a custodial parent or guardian within 12 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

All Missing Persons shall be reported to the Blinn College Police Department immediately. If a student is reported as missing for a full 12 hours, the Blinn College Police Department and Residence Life Personnel will initiate their Missing Persons Notification Procedures. The Blinn

College Police Department and Residence Life may initiate the procedures prior to the 12-hour requirement.

When a missing person report is made regarding a student residing in the Residence Life Program, the following protocol will be enacted:

*Assess the Situation: (Residence Life Hall Directors or Assistant Hall Directors)*

- A. Search the room and building for the individual. If not located, proceed to Step B.
- B. What are the circumstances that led one to report a missing person?
- C. What was the emotional state of the missing individual?
- D. What are the missing person's normal habits?
- E. How long has the individual been missing?
- F. When was the last time the person was seen?
- G. Who was he/she with at the time?
- H. What was the last known destination?
- I. What type of transportation did he/she have?
- J. Description of missing individual:
  1. Age and build (a photograph is most useful).
  2. Clothes he/she was wearing when last seen.
  3. Facial hair, glasses, color and length of hair, etc.
  4. Other unusual or identifying characteristics (tattoos, braces, scars, etc.).

*Actions to be Taken:*

- A. Residence Life Hall Directors or Assistant Hall Directors
  1. Notify Director of Housing and Student Life.
  2. Notify the Blinn College Police Department.
  3. Notify the missing person listed on the housing application. If the student did not designate an individual to be contacted in the event of a missing person report, notify the person listed as his/her emergency contact.
- B. Director of Housing and Student Life (or designee)
  1. Gather information collected by the Hall Director or Assistant Hall Director.
  2. Turn collected information over to the Blinn College Police Department.
  3. Assist the Blinn College Police Department as requested.
- C. Blinn College Police Department
  1. The Chief of Police will contact administrative hierarchy (per policy) and Vice Chancellor for Student Services.
  2. TCIC/NCIC.
  3. Contact area law enforcement agencies to inform them of the missing student.

## INFORMATION FOR STUDENTS

Blinn College students should be aware that:

- your contact information will be registered confidentially and will be accessible only to authorized campus officials. It may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation;
- if a student is under 18 years of age and not emancipated, Blinn College must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student; and
- Blinn College will notify local law enforcement agencies within 24 hours of the determination that the student is missing, unless the law enforcement agency was the entity that made the determination that the student was missing.

### **References:**

[www.blinn.edu/police-emergency-management/standard-page1.html](http://www.blinn.edu/police-emergency-management/standard-page1.html)

[www.blinn.edu/police-emergency-management/index.html](http://www.blinn.edu/police-emergency-management/index.html)

[www.blinn.edu/student-services/student-consumer-information.html](http://www.blinn.edu/student-services/student-consumer-information.html)

[www.blinn.edu/administrative-regulations/pdf/Emergency-Procedures.pdf](http://www.blinn.edu/administrative-regulations/pdf/Emergency-Procedures.pdf)

## DAILY CRIME LOG

Daily crime logs (by calendar year) are updated each time there is an occurrence at a campus, in or on non-campus buildings or property, on public property immediately adjacent to and accessible from the campuses, and within the patrol jurisdiction of Blinn College Police Department. A copy of logs can be obtained, upon request, by contacting the Blinn College Police Department at 979-830-4755.

## BRENHAM CAMPUS CRIME STATISTICS

CRIMES REPORTED FOR: TYPE OF OFFENSE	ON-CAMPUS PROPERTY						NON-CAMPUS PROPERTY			ADJACENT PUBLIC PROPERTY		
	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	1	0	0	0	3	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	3	3	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	1	1	0	0	0	0	0	0
Burglary	13	0	7	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	4	0	0	0	4	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>HATE CRIMES (by prejudice)</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall						
Race	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall						
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	2	0	6	0	5	2	0	0	1	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARREST/REFERRALS FOR SELECTED OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall	Res. Hall	Non-Res. Hall						
Liquor Law Violations/Arrests	6	0	3	1	10	0	0	1	0	0	0	0
Liquor Law Violations/Referrals	37	0	3	0	19	0	0	0	0	0	0	0
Drug Law Violations/Arrests	8	1	7	3	13	2	1	3	0	0	0	0
Drug Law Violations/Referrals	14	7	26	0	12	5	0	0	6	0	0	0
Weapons Law Violations/Arrests	2	1	0	0	0	0	1	0	0	0	0	0
Weapons Law Violations/Referrals	0	0	0	0	3	0	0	0	0	0	0	0

The Brenham Campus has no non-campus property.

## BRYAN CAMPUS CRIME STATISTICS

CRIMES REPORTED FOR: TYPE OF OFFENSE	ON-CAMPUS PROPERTY						NON-CAMPUS PROPERTY			ADJACENT PUBLIC PROPERTY		
	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	3	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	
Motor vehicle theft	1	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	
<b>HATE CRIMES (by prejudice)</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Race	0	0	0	0	0	0	0	0	0	0	0	
Religion	0	0	0	0	0	0	0	0	0	0	0	
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	
Gender	0	0	0	0	0	0	0	0	0	0	0	
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	
Disability	0	0	0	0	0	0	0	0	0	0	0	
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	
National Origin	0	0	0	0	0	0	0	0	0	0	0	
<b>VAWA OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Domestic Violence	0	0	0	1	0	0	0	0	0	0	0	
Dating Violence	0	0	0	0	0	0	0	1	0	0	0	
Stalking	0	0	0	0	0	0	0	0	0	0	0	
<b>ARREST/REFERRALS FOR SELECTED OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Liquor Law Violations/Arrests	1	1	1	1	0	0	0	0	0	0	0	
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	
Drug Abuse Violations/Arrests	0	0	1	0	0	1	0	1	0	0	0	
Drug Abuse Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	
Weapons Law Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	
Weapons Law Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	

The Bryan Campus has no non-campus property.



## SCHULENBURG CAMPUS CRIME STATISTICS

CRIMES REPORTED FOR: TYPE OF OFFENSE	ON-CAMPUS PROPERTY						NON-CAMPUS PROPERTY			ADJACENT PUBLIC PROPERTY		
	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	
<b>HATE CRIMES (by prejudice)</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Race	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARREST/REFERRALS FOR SELECTED OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Liquor Law Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	0

The Schulenburg Campus has no non-campus property.

## SEALY CAMPUS CRIME STATISTICS

CRIMES REPORTED FOR: TYPE OF OFFENSE	ON-CAMPUS PROPERTY						NON-CAMPUS PROPERTY			ADJACENT PUBLIC PROPERTY		
	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	
<b>HATE CRIMES (by prejudice)</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Race	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARREST/REFERRALS FOR SELECTED OFFENSES</b>	2015		2016		2017		2015	2016	2017	2015	2016	2017
	Total	Total	Total	Total	Total							
Liquor Law Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations/Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations/Referrals	0	0	0	0	0	0	0	0	0	0	0	0

The Sealy Campus has no non-campus property.

## EMERGENCY NOTIFICATIONS AND TIMELY WARNINGS/CRIME ALERTS

Blinn College will issue campus alerts to provide the campus community with information necessary to make informed decisions about their health and safety. According to the Blinn College Administrative Procedures Manual for the Blinn Alert Notification, all students are enrolled in the system with cell phone number and Blinn Buc email address when they register for classes. In order to ensure that contact information is up-to-date, go to the Blinn Alert webpage at [www.blinn.edu/alert/](http://www.blinn.edu/alert/)

Reference: Blinn College Administrative Regulations: [www.blinn.edu/administrative-regulations/](http://www.blinn.edu/administrative-regulations/)

### DEFINITIONS

**Timely Warning:** also known as a “Blinn Alert,” a timely warning is required for any Clery Act crime that is reported and is considered to represent a serious or continuing threat to the safety of students or employees.

**Emergency Notification:** an emergency notification is required upon the confirmation of a significant emergency or dangerous situation occurring on or near Blinn College property involving an immediate threat to the health or safety of students or employees.

**Confirmation:** an institution official has verified that a legitimate emergency or dangerous situation exists (confirmation doesn’t necessarily mean that all of the pertinent details are known or even available).

**Blinn Alert System:** the system by which emergency notifications and timely warning/crime alerts are issued. Students are automatically registered to receive Blinn Alerts via their Blinn email accounts. If a student wishes to update his/her account to add a personal email or phone number for calls and text messages, he/she can do so through his/her myBLINN account.

Employees are automatically registered to receive Blinn Alerts via their Blinn email and office phone. Employees can update their account to add information through the Employee Online Portal.

### ISSUING AN EMERGENCY NOTIFICATION

As soon as Blinn has confirmed that a significant emergency or dangerous situation exists, the College will:

- take into account the safety of the campus community;
- determine what information to release about the situation; and
- begin the notification process.

The only reason to withhold an emergency notification is if doing so will compromise efforts to assist a victim or contain, respond to, or otherwise mitigate the emergency.

The Chief of Police or his designee is responsible for making the decision whether an emergency notification alert will be issued. If time allows, this decision will be made in consultation with the Chancellor and Vice Chancellor for Public Affairs and Strategic Relations.

#### **ISSUING A TIMELY WARNING/CRIME ALERT**

A timely warning/crime alert will be issued as soon as pertinent information is available for any Clery-reportable crime that is considered a serious or continuing threat to students and employees.

The Chief of Police or his designee is responsible for making the decision whether a timely warning/crime alert will be issued. If time allows, this decision will be made in consultation with the Chancellor and Vice Chancellor for Public Affairs and Strategic Relations.

A timely warning *may* be issued regarding other (non-Clery Act) crimes as deemed necessary by the Chancellor of the Blinn College District or the Chief of Police or his designee, in consultation with the Vice Chancellor for Public Affairs and Strategic Relations, or his designee.

Timely warnings can be used by the Blinn College Police Department, the Blinn College Communications Department, and each campus's Executive Dean or their designee. Blinn College's local law enforcement partners have agreed to inform the College about crimes reported to them that may warrant timely warnings.

If an emergency notification for a Clery crime is issued, a timely warning will not be issued as well.

#### **CONFIRMING A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION ON CAMPUS**

Once the Blinn Police Department receives an emergency report, the credibility of the caller or report (known entity vs. anonymous), the specificity of the information, and the urgency of the threat to property owned or controlled by Blinn College will be evaluated. If there is good credibility and specificity and the threat appears imminent, an emergency will be confirmed.

Reports may be received in the following manners:

- Phone call to Blinn College Police Dispatch by a student, faculty or staff member or a visitor;
- Phone call or visit to a campus police office or officer;
- Local news media;
- Fire alarm devices;
- Security alarms;
- Security cameras;
- Report by another law enforcement agency; or
- Report from a Public Health Department.

## **DETERMINING WHETHER A CONTINUING THREAT EXISTS (TIMELY WARNING)**

Whether a reported crime constitutes a continuing threat must be decided on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

Examples of crimes that could constitute a continuing threat include, but are not limited to:

- a serial crime that targets certain campus populations such as sex crimes or race-based crimes in which the perpetrator has not been apprehended; or
- a crime in which there is no apparent connection between perpetrator and victim, and the perpetrator has not been apprehended.

Crimes that would not constitute a continuing threat include, but are not limited to:

- crimes in which the perpetrator has been apprehended, thereby neutralizing the threat;
- crimes that appear to be one-time occurrences; or
- crimes in which an identified perpetrator targets a specific individual(s) to the exclusion of others.

## **CONTENT OF THE EMERGENCY NOTIFICATION OR TIMELY WARNING**

In the case where an emergency notification must be issued immediately, the initial message will be brief and pre-scripted. The content of follow-up emergency notification and timely warning messages is developed by the Chief of Police in consultation with the Vice Chancellor for Public Affairs and Strategic Relations, or their designee.

The content of the emergency notification will provide information and instructions to help members of the campus community take immediate action to protect themselves.

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

- a succinct statement of the incident;
- possible connection to previous incidents, if applicable;
- physical description of the suspect;
- composite drawing of the suspect, if available;
- date and time the warning was released; and/or
- other relevant and important information. (In some cases, law enforcement may need to keep some facts confidential to avoid compromising an on-going investigation.)

## **DISTRIBUTION OF EMERGENCY NOTIFICATIONS TO STUDENTS AND EMPLOYEES**

Emergency notifications must be distributed in a manner reasonably likely to reach the affected students, faculty, staff, visitors, and contractors without delay. To ensure all those affected are warned, emergency notifications will be sent via the following methods.

- emails
- text messages

Other means of communication will be used as deemed appropriate under the circumstances, such as posting to the Blinn home page, Blinn Emergency Preparedness page, social media accounts, Blinn digital media (TVs and outdoor signage), and notifying the local media.

### **DISTRIBUTION OF TIMELY WARNINGS/CRIME ALERTS TO STUDENTS AND EMPLOYEES**

Timely warnings must be distributed in a manner reasonably likely to reach the affected students, faculty, and staff. To ensure all those affected are warned, timely warnings will be sent district-wide via the following methods.

- emails; and
- text messages.

Other means of communication will be used as deemed appropriate under the circumstances, such as posting to the Blinn home page, Blinn Emergency Preparedness page, social media accounts, Blinn digital media (TVs and outdoor signage), and notifying the local media.

### **TESTING OF COMMUNICATION PROCEDURES**

The Blinn Alert System is tested each month to ensure proper operation. Each month, the test is performed by a different member of the emergency management team, ensuring all are familiar with the system and procedures.

Additionally, students residing in Brenham Campus on-campus housing receive emergency response and evacuation procedures at the beginning of each semester.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

### **EMERGENCY MANAGEMENT AT BLINN COLLEGE**

The Blinn College Police Department assists departments and campuses with developing, maintaining, and implementing emergency operations plans, developing and conducting exercises, providing hazard and risk education, and building partnerships with external response agencies. The Blinn College Police Department is responsible for assisting with and coordinating the College's overarching mitigation, preparedness, response, and recovery programs.

### **PUBLICIZING BLINN EMERGENCY PROCEDURES**

To assist the Blinn College community in becoming familiar with emergency response and evacuation procedures, the following methods are used throughout the year:

- orientation sessions for new students and employees;
- formal presentations to College associations and departments;
- the Blinn Emergency Preparedness web page [www.blinn.edu/alert/emergency-preparedness.html](http://www.blinn.edu/alert/emergency-preparedness.html), where detailed procedures and resources can be found; and
- formal emergency training sessions to emergency team members by the Blinn College Chief of Police and Emergency Management Manager.

## **EMERGENCY NOTIFICATION**

Blinn College is committed to ensuring that the campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. Blinn College will immediately notify the campus community upon confirmation of an emergency or dangerous situation. Blinn College uses the RAVE emergency notification system to provide Blinn Alerts. The Blinn Alert notification service is a closed, opt-out system available to all students, faculty, and staff, and can be used to send emergency messages within minutes of an incident. Alerts sent by the Blinn Alert system are distributed via email and text message, and also are posted to the College community at [www.blinn.edu](http://www.blinn.edu), Blinn College's Emergency Preparedness webpage at [www.blinn.edu/alert/emergency-preparedness.html](http://www.blinn.edu/alert/emergency-preparedness.html), and Blinn College's [Facebook](#) and [Twitter](#) pages.

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

College Police and/or other Responsible College Authorities may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, Responsible College Authorities become aware of these situations when they are reported to the campus police or directly to a College employee. A Responsible College Authority is defined as a Blinn College employee who has the knowledge, skills, and abilities necessary to evaluate whether or not a particular event requires an emergency notification and to determine if such a notification would compromise the efforts to contain the emergency. This individual may also determine if a message should be sent to benefit the health, safety, and well-being of the campus community for situations that do not pose a significant emergency or dangerous situation.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors in the Blinn College Police Department or other Responsible College Authorities to issue an emergency notification.

The institution will, without 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 professional judgment of Responsible College Authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

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

Campus and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification by determining what segment or segments of the campus community should receive the notification. The Responsible College Authorities will continually evaluate the situation and assess the need to notify additional segments of the College population.

## **DETERMINING THE CONTENTS OF THE EMERGENCY NOTIFICATION**

Speed and accuracy of the information are of utmost importance in issuing emergency notifications. To expedite this process and ensure each message contains essential information, the Blinn Alert system contains pre-scripted templates for the most probable or highest impact emergencies. These messages identify the situation, allow for input of the location, and identify the immediate protective action that should be taken. The individual authorizing the message will select the most appropriate template. In those cases where there are no predetermined templates in the system, the individual may use the “custom” template to craft a specific message. The goal is to ensure people are aware of the situation and know the steps to take to stay safe.

## **PROCEDURES USED TO NOTIFY THE CAMPUS COMMUNITY**

In the event of a situation that poses an immediate threat to members of the College community, the College has various systems in place for communicating information quickly. Some or all of these communication methods may be activated in the event of an emergency. These methods include the Blinn Alert system, which may include email, voice, and text. The College also may activate the campus Critical Incident Response Team, make verbal announcements within buildings, use fire alarms and campus television screens, and post emergency information to [www.blinn.edu](http://www.blinn.edu).

At Blinn’s Brenham and Bryan campuses, the Blinn College Critical Incident Response Team (CIRT) is comprised of faculty and staff volunteers committed to respond during a critical incident, with assistance in mitigation, response, and recovery processes. While not trained to be police officers, firefighters, or medical personnel, the team members have immediate access to trained professionals.

For more information regarding the CIRT teams and training/scheduled events, please see Brenham CIRT webpage at [www.blinn.edu/CIRT/brenham.html](http://www.blinn.edu/CIRT/brenham.html) and the Bryan CIRT webpage at [www.blinn.edu/Brazos/CIRT/index.html](http://www.blinn.edu/Brazos/CIRT/index.html)

### **Reference:**

Blinn College Administrative Procedures for Emergency Procedures:

[www.blinn.edu/admnpolicy/Emergency-Procedures.pdf](http://www.blinn.edu/admnpolicy/Emergency-Procedures.pdf)

Blinn College Administrative Procedures for the Emergency Response Plan:

[www.blinn.edu/admnpolicy/Emergency-Response-Plan.pdf](http://www.blinn.edu/admnpolicy/Emergency-Response-Plan.pdf)

Blinn College Administrative Procedures for Emergency Management and Safety:

[www.blinn.edu/admnpolicy/Safety-Manual.pdf](http://www.blinn.edu/admnpolicy/Safety-Manual.pdf)

Blinn College Administrative Procedures Web Page:

[www.blinn.edu/admnpolicy/intro.htm](http://www.blinn.edu/admnpolicy/intro.htm)



## **INDIVIDUALS/ORGANIZATIONS RESPONSIBLE FOR EMERGENCY NOTIFICATION**

*Confirm a significant emergency or dangerous situation:*

- Chancellor
- Vice Chancellor for Public Affairs and Strategic Relations
- Blinn Police Department
- Campus Executive Deans

*Determine the appropriate segment or segments of the campus community to receive a notification:*

- Chancellor
- Vice Chancellor for Public Affairs and Strategic Relations
- Blinn Police Department
- Director of Communications, Media Relations, and Marketing or designee
- Campus Executive Deans or designees

*Determine the content of the notification:*

- Chancellor
- Vice Chancellor for Public Affairs and Strategic Relations
- Blinn Police Department
- Director of Communications, Media Relations, and Marketing or designee
- Campus Executive Deans or designees

*Initiate the notification system:*

- Blinn Police Department
- Director of Communications, Media Relations, and Marketing or designee
- Campus Executive Deans or designee

## **PROCEDURES FOR DISSEMINATING EMERGENCY INFORMATION TO INDIVIDUALS AND ORGANIZATIONS OUTSIDE THE CAMPUS COMMUNITY**

If Blinn College activates an emergency response, with the guidance of the Chancellor or Vice Chancellor for Public Affairs and Strategic Relations, or their designees, the Marketing and Communications Department will notify the larger community about the situation and steps the College has taken to address the emergency. The Communications Department is responsible for crisis communications, updating the College's social media notices, maintaining communication with news outlets, distribution of press releases, and scheduling any necessary news conferences. If the Communications Department is not immediately available, the Police Department and Campus Executive Deans are authorized and trained to develop and send emergency information via the Blinn Alert System.

## **TESTING OF COMMUNICATION PROCEDURES**

The Blinn Alert System is tested each month to ensure proper operation. Each month, the test is performed by a different member of the emergency management team, ensuring all are familiar with the system and procedures. Each test is documented, identifying the emergency management team member who performed the test, the message sent, the date and time, and whether the test was announced in advance.

Once a month, the Blinn Alert test is issued district-wide. Housing students receive emergency response and evacuation procedures at the beginning of each semester.

Blinn College remains in regular contact with each of its partner law enforcement agencies in its service area, with the agreement that local law enforcement will inform Blinn College of any situations that may warrant an emergency response.

### **ENROLLING IN THE BLINN ALERT NOTIFICATION SYSTEM**

We encourage all Blinn College employees and students to enroll in the Blinn Alert system and to ensure that all their contact information remains up-to-date. All employees and students with a Blinn College email account are automatically re-enrolled in the system. To update your contact information, visit [www.blinn.edu/alert](http://www.blinn.edu/alert). Questions regarding the Blinn Alert system can be emailed to [blinn.alerts@blinn.edu](mailto:blinn.alerts@blinn.edu).

### **SECURITY OF AND ACCESS TO BLINN COLLEGE FACILITIES**

Blinn operates an “open college.” During business hours, the College is open to students, parents, employees, contractors, invitees, and the general public. During non-business hours and periods of extended closing, access to any Blinn facility is coordinated by the Blinn Police Department. Access to campus facilities may be restricted or changed as necessary to meet safety and security requirements.

### **SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF CAMPUS FACILITIES**

Blinn College is committed to campus safety and security. All locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Landscaping personnel trim shrubs from sidewalks, walkways, and building entrances to provide a well-lit route to buildings. All campus walkways are regularly inspected to ensure adequate lighting and improperly functioning bulbs are promptly replaced.

We encourage community members to report any security concern, including concerns about locking mechanisms, lighting, or landscaping to the Blinn College Police Department.

### **BLINN COLLEGE’S RESPONSE TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING**

Blinn College is committed to fostering an environment in which all members of our campus community are safe, secure, and free from sexual misconduct of any form, including but not limited to sexual assault, dating violence, domestic violence, and stalking. Blinn expects that all interpersonal relationships and interactions—especially those of an intimate nature—be grounded upon mutual respect, open communication, and clear consent.

Blinn has adopted the following standards of conduct for all members of its community – students, faculty, administrators, staff, vendors, contractors, and third parties – with respect to sexual assault, dating violence, domestic violence, and stalking. These standards apply to all regardless of race, gender, religion, disability, sexual orientation, or ethnicity/national origin of any of the individuals

involved. By providing resources for prevention, education, support, investigation, and a prompt, fair, and impartial disciplinary process from the initial investigation to the final result, Blinn seeks to address and ultimately reduce or eliminate sexual violence.

Report assaults or suspicious behavior immediately to the Blinn College Police Department at 979-830-4100 and/or the Blinn College Title IX Hotline at 979-830-4700. For more information, visit [www.blinn.edu/title-ix](http://www.blinn.edu/title-ix).

The Blinn College District's policy regarding sex and gender discrimination and sexual misconduct, including sexual harassment, sexual violence, and retaliation targeting students is [FFDA\(LOCAL\)](#). The Blinn College District's policy regarding sex and gender discrimination and sexual misconduct, including sexual harassment, sexual violence, and retaliation targeting employees is [DIAA\(LOCAL\)](#). Both are available in the appendix to this report.

## **PROHIBITED CONDUCT**

### **A Title IX violation is any incident that:**

- includes unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct and/or communication of a sexual nature;
- creates a hostile environment when the conduct is sufficiently severe, pervasive, or persistent so as to interfere with or limit a student's ability to participate in or benefit from the services, activities, or opportunities offered by an institution;
- causes a student to believe he/she must submit to the conduct in order to participate in a school program or activity, or that an educational decision will be made based on whether or not the student submits to the conduct;
- meets the definition of stalking, dating violence, fondling, incest, rape, or statutory rape; or
- involves any form of sexual discrimination, harassment, misconduct, and/or violence.

### **Some common examples of Title IX violations are, but not limited to:**

- asking personal questions about sex life, fantasies, preferences, or history;
- telling lies or spreading rumors about a person's sex life;
- stalking or repeatedly asking out a person who is not interested;
- sexually suggestive remarks, jokes, stories, gestures, or catcalls;
- sexual or obscene messages or pictures sent via text or computer;
- sexual advances, propositions, insults, or threats;
- unwelcome or inappropriate touching;
- sexual violence or assault; and
- rape (including date rape).

## **WHAT TO DO IF YOU HAVE BEEN THE VICTIM OF SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, OR STALKING**

After an incident of sexual assault, it is important to seek medical attention as soon as possible.

It is important that victims of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted, if the offense occurred within the past 96 hours, so that

evidence, as may be necessary to the proof of criminal activity, may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards/investigators or police. Victims of sexual assault, domestic violence, stalking and dating violence are also encouraged to preserve physical and medical evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault or stalking or in obtaining a protection order.

Although Blinn College strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police.

Whether a victim reports the crime to the police, or not, if the alleged offender is a member of the University community, the victim has a right to seek Blinn College discipline against the offender. Incidents involving a sexual assault, domestic violence, stalking, and dating violence can be reported by contacting the Blinn College Police Department at:

Brenham Campus	979-830-4800 (Office Located at Student Center, Room 134)
Bryan Campus	979-209-7223 (Office Located at S Building, Room 103)
Schulenburg Police Department	979-743-2677
Sealy Police Department	979-885-2913

and/or local law enforcement. Blinn will assist any victim in notifying local police if they so desire, including assisting a victim with the writing of a police report. Filing a police report can involve calling or visiting the local police agency to initiate a report. A victim of domestic violence, dating violence, sexual assault or stalking who proceeds through the criminal process has the following rights, which, upon request, will be provided to a reporting student or employee in writing, regardless of where the crime occurred:

- To receive information concerning available services for victims;
- To be notified of certain significant actions and proceedings pertaining to your case;
- To be accompanied at all public criminal proceeding by a victim advocate, family member or another person;
- In cases involving personal injury crimes, burglary, and crimes relating to driving under the influence which involved bodily injury, the victim may offer prior comment on the potential reduction or dropping of any charge or changing of a plea;
- To offer prior comment on the sentencing of a defendant to include the submission of a written and/or oral victim impact statement;
- To be restored, to the extent possible, to the pre-crime economic status through restitution, compensation, and the return of property;
- Where applicable, to obtain an Order of Protection, No Contact Order, Restraining

Order, or other similar lawful order issued by a criminal, civil or tribal court, or a no contact directive from the College. Blinn will, when appropriate, issue a no contact directive. To request a Blinn-issued no contact directive, individuals may contact the Blinn College Police Department or the Title IX Coordinator at 979-830-4700.

- If personal injury results from the incident, and the offender is sentenced to a state correctional facility, the victim has the opportunity to provide prior comment on and to receive state post sentencing release decisions (work release, parole, pardon, or community treatment center placement) and to be provided immediate notice of escape of the offender;
- If personal injury occurs from the incident and the offender is sentenced to a local correctional facility, the victim has the right to receive notice of release of the offender (including work release, furlough, parole, community treatment center placement) and to be provided with immediate notice of the escape of the offender;
- Where the offender is subject to a Protection From Abuse order and is committed to a local correctional facility for a violation of the order or for a personal injury crime against a victim protected by the order, the victim has the right to receive immediate notice of the release of the offender on bail;
- When an offender is committed to a mental health facility from a state correctional institution, the victim has the right to notice of the discharge, transfer, or escape of the offender from the mental health facility; and
- The victim has the right to have assistance in the preparation of, submission of and follow-up on financial assistance claims to the Crime Victim's Compensation Program.

Moreover, to the extent of the victim's cooperation and consent, College offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal College investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, transportation, or working situations or protective measures in addition to counseling, health services, and assistance in notifying appropriate local law enforcement, which, where appropriate and requested and to the extent permissible by law, will be kept confidential. All options for accommodations and protective measures will be provided to the complainant in writing upon request. The College will make available accommodations or provide protective measures regardless of whether the complainant chooses to report the crime to campus police or local law enforcement.

### **RISK REDUCTION, WARNING SIGNS OF ABUSIVE BEHAVIOR, AND FUTURE ATTACKS**

No victim is ever to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

## **WARNING SIGNS OF ABUSIVE BEHAVIOR**

Domestic and dating abuse often escalates from threats and verbal abuse to violence. While physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

- being afraid of your partner;
- constantly watching what you say to avoid a “blow up;”
- feelings of low self-worth and helplessness about your relationship;
- feeling isolated from family or friends because of your relationship;
- hiding bruises or other injuries from family or friends;
- being prevented from working, studying, going home, and/or using technology (including your cell phone);
- being monitored by your partner at home, work or school; and
- being forced to do things you don’t want to do.

## **HELP REDUCE YOUR RISK AND AVOID POTENTIAL ATTACKS**

If you are being abused or suspect that someone you know is being abused, speak up or intervene.

1. Get help by contacting the Blinn College Counseling Office at Bryan Campus Building D, Room 160 (979-209-7251) or Brenham Campus Administration Building Room 206 (979- 830-4962).
2. Learn to look for “red flags” in relationships so you can learn to avoid some of those characteristics in future partners.
3. Consider making a report with the Blinn College Police Department and/or the Title IX Coordinator and ask for a “no contact” directive from the College to prevent future contact.
4. Consider getting a Protection From Abuse Order or No Contact Order from a local judge or magisterial justice.
5. Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.
6. Trust your instincts – if something doesn’t feel right in a relationship, speak up or end it.

## **SEXUAL ASSAULT PREVENTION** [From [rainn.org](http://rainn.org) – 1-800-656-4673 (HOPE)]

- Be aware of rape drugs.
- Try not to leave your drink unattended.
- Only drink from un-opened containers or from drinks you have watched being made and poured.
- Avoid group drinks like punch bowls.
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb over the nozzle.
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends, and ask them to leave with you as soon as possible.

- If you suspect you have been drugged, go to a hospital and ask to be tested.
- Keep track of how many drinks you have consumed.
- Try to come and leave with a group of people you trust.
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/ her number instead of giving out yours.

### WALKING AROUND CAMPUS

- Make sure your cell phone is easily accessible and fully charged.
- Be familiar with where emergency phones are installed on the campus.
- Be aware of open buildings where you can use a phone.
- Keep some change accessible just in case you need to use a pay phone.
- Take major, public paths rather than less populated shortcuts.
- Avoid dimly lit places, and talk to campus services if you believe that lights need to be installed in an area.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- Try to walk with a friend.
- Carry a noisemaker (like a whistle) on your keychain.
- Carry a small flashlight on your keychain.
- If walking feels unsafe, call campus security and request an escort.

### See the following Blinn College Board Policies for information regarding:

Equal Educational Opportunity - [FA\(LEGAL\)](#)

Freedom from Discrimination, Harassment and Retaliation - [FFDA\(LEGAL & LOCAL\)](#) Freedom from Bullying - [FFE\(LOCAL\)](#)

Student Conduct - [FLB\(LEGAL & LOCAL\)](#) Student

Complaints - [FLD\(LEGAL & LOCAL\)](#)

Student Discipline and Penalties - [FM\(LEGAL & LOCAL\)](#) Student

Discipline Procedure - [FMA\(LOCAL\)](#)

Employee Freedom from Discrimination, Harassment, and Retaliation - [DIAA\(LEGAL & LOCAL\)](#)

### RETALIATION

Blinn prohibits any form of retaliation against any individual for reporting, providing information, exercising one's rights or responsibilities under this policy, or otherwise being involved in the process of responding to, investigating, or addressing allegations of sexual assault, dating violence, domestic violence, or stalking.

### DEFINITIONS

- **Sexual Assault** means any offense that meets the definition of rape, fondling, incest, or statutory rape.
- **Rape** is penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

- **Consent** is clear and voluntary agreement to engage in a specific sexual activity. A person who was asleep or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or whose agreement was made under duress or by threat, coercion, or force, cannot give consent.
- **Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification without consent of the victim.
- **Statutory rape** is non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Domestic violence** is violence committed by a person who is or has been a current or former spouse of the victim, person with whom the victim shares a child in common, or person who is cohabitating with or has cohabitated with the victim as a spouse.
- **Dating violence** is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
- **Stalking** is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress.
- **Quid pro quo** is harassment that occurs when an employee causes a student to believe that he or she must submit to unwelcome sexual conduct in order to participate in a school program or activity. It can also occur when an employee causes a student to believe that the employee will make an educational decision based on whether or not the student submits to unwelcome sexual conduct.
- **A hostile environment** is created when unwelcome conduct of a sexual nature is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an education program or activity, or creates an intimidating, threatening, or abusive educational environment. A hostile environment can be created by an employee, another student, or even a visitor, such as a student or employee from another college.

#### STEPS TO FOLLOW SHOULD A SEXUAL ASSAULT OCCUR

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – the victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until he/she has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department.
- Get medical attention as soon as possible – an exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraception is provided to all female victims at risk of pregnancy from the assault (if the victim presents within 120 hours). If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used "date rape" drugs, however, are only detectable in the urine for six to eight hours after ingestion.
- Contact the police – Sexual assault is a crime, and it is vital to report it. It is important to



remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the district attorney.

- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand her/his feelings and begin the process of recovery.
- Report your experience to the College. As detailed above, Blinn can provide a wide variety of resources, support services, and procedural options to individuals who may have been a victim of sexual violence. Among other things, a survivor may be provided housing options, academic accommodations, as well as counseling and/or advocacy support. See Page 8 for a list of phone numbers to local healthcare facilities.

### **BYSTANDER INTERVENTION**

Blinn College is committed to providing a safe environment free from bullying, sexual harassment, sexual assault, and intimate partner violence. Each person has a role to play in helping to create a safer campus environment, and in showing other members of the community that violence is not OK.

There are two ways bystanders can take action:

1. **Reactive:** The three D's (Direct, Distract, and Delegate) are ways a bystander can respond to concerning situations in a safe and effective way.
2. **Proactive:** These are things you can do to make it less likely that concerning behaviors ever happen by showing that you do not tolerate violence.

#### **The Three D's**

**Direct:** To interact directly with the people involved in the situation to let them know that you are concerned.

*Examples:*

- Grab some friends and check in together.
- "Are you OK?"
- "I'm worried about you, can I get you home?"

**Distract:** When you do not want to express that you are concerned, but still want to defuse the situation.

*Examples:*

- Say their friends have been looking for them.
- Just stick around and don't leave the two individuals alone.
- Offer an alternative activity.

**Delegate:** Asking someone else to help because you are uncomfortable intervening. This also notifies someone else of what is going on and that something needs to be done. If you ever feel unsafe, delegate.

*Examples:*

- Talk to their friends and ask them to check in.
- Tell a resident assistant.
- Call 911 or the College Police Department.
- Tell the host of the event.

### **Proactive Ways to Create a Safer Community**

No one can do everything, but everyone can do something. When enough people do things to show that they do not tolerate violence at Blinn College, it will create an environment where violence is unacceptable and fewer people are hurt.

- Educate yourself about sexual assault, dating violence and stalking, and how to be an active bystander.
- Use social media to educate others and let them know you don't tolerate violence.
- Make it the norm in your friend group to check in with each other.
- Wear a t-shirt with an anti-violence stance.

### **SEXUAL ASSAULT REPORTING PROCEDURES**

Any students who believe they or another student have experienced sexual discrimination, harassment, misconduct, or violence should immediately report the alleged acts to:

- any Blinn Employee or Resident Assistant (RA).
- any Blinn College police officer.
- any Blinn counselor or nurse (or any staff).

Violations can also be reported to the: Title IX Hotline at **979-830-4700** or  
Title IX email at [titleix@blinn.edu](mailto:titleix@blinn.edu)

All employees/RAs/College police officers who receive a report must disclose all information to the Title IX Coordinator/Specialist.

EXCEPTION – A person who holds a professional license requiring confidentiality, such as a counselor or nurse, or who is supervised by such a person, shall not be required to disclose a report of prohibited conduct without the student's consent.

Complainants are strongly encouraged to report violations and have the right to report violations without further participation in any investigation.

### **BLINN POLICE RESPONSE PROCEDURES FOR SEXUAL ASSAULT**

The governance regarding freedom from discrimination, harassment, and retaliation for employees can be found in Blinn College Board Policies [DIAA\(LEGAL\)](#) and [DIAA\(LOCAL\)](#). The governance regarding freedom from discrimination, harassment, and retaliation for students can be found in Blinn College Board Policies [FFDA\(LEGAL\)](#) and [FFDA\(LOCAL\)](#). The process for Title IX violations is as follows:

**REPORT ALL STUDENT  
SEXUAL DISCRIMINATION, HARASSMENT, MISCONDUCT AND/OR VIOLENCE TO:**

**ANY BLINN EMPLOYEE or  
RESIDENT ASSISTANT (RA)**  
report incident to:

**ANY BLINN CAMPUS  
POLICE OFFICER**  
report incident to:

**CONFIDENTIAL**  
**ANY BLINN COUNSELOR/NURSE  
(or staff)**  
NOT obligated to report incident to  
Title IX personnel (no  
investigation/resolution)

**TITLE IX COORDINATOR/SPECIALIST**  
determine if incident is:

- TITLE IX:**  
**TITLE IX COORDINATOR/SPECIALIST**  
immediately take or direct the following steps:
- offer immediate assistance to complainant (hospital, crisis center, counseling, etc.);
  - notify Campus Police for timely warning or immediate notification, if needed;
  - assess and take interim action, if needed;
  - notify all parties of rights and resources;
  - ensure policy/procedure are followed; and
  - assign Investigator, if needed.

**NOT TITLE IX:**  
**TITLE IX  
COORDINATOR/SPECIALIST**  
refer incident to appropriate process

- TITLE IX SPECIALIST**
- investigate incident
  - prepare report
  - confer with Investigator, if assigned

- INVESTIGATOR**
- investigate incident
  - prepare report
  - issue criminal charges, if needed

**TITLE IX COORDINATOR/SPECIALIST**  
submit findings for discipline, if needed, to:

**VICE CHANCELLOR OF STUDENT SERVICES & ADMINISTRATION**  
determine sanctions and notify both parties

**STUDENT**  
may appeal discipline decision using FMA(LOCAL)

**DISCIPLINARY APPEALS COMMITTEE**  
determine sanctions, if appealed

**STUDENT** has no right to appeal Disciplinary Appeals  
Committee sanctions, but the

**VICE CHANCELLOR FOR STUDENT SERVICES  
AND ADMINISTRATION, CHANCELLOR,  
and/or BOARD OF TRUSTEES**

*\*TITLE IX COORDINATOR/SPECIALIST will review each incident, study trends, and take all necessary steps to improve the Blinn College Title IX process, training, and awareness\**

## **INVESTIGATIONS**

Any investigative or disciplinary proceedings that arise from a complaint of sexual assault, dating violence, domestic violence, and/or stalking will be determined by a preponderance of the available evidence. Such proceedings shall include a prompt, fair, and impartial process from the initial investigation to the final result and will be conducted by officials who receive annual training on the issues related to dating violence, domestic, violence, sexual assault, and stalking, and on how to conduct an investigation and/or hearing process that protects the safety of victims and promotes accountability. The complainant, respondent, and appropriate officials will be provided timely and equal access to any information that will be used during informal and formal disciplinary meetings and hearings. Further, in any proceedings under this provision, the complainant and the respondent shall have the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. While Blinn may establish restrictions regarding the extent to which the advisor may participate in the proceedings, it will not limit the choice or presence of the advisor of either the complainant or the respondent. Blinn College uses the preponderance of evidence for disciplinary proceedings.

### ***Confidentiality***

Blinn College recognizes that confidentiality may be particularly important to victims. If a victim chooses to make a disclosure to Blinn personnel, the victim should have informed expectations concerning privacy and confidentiality. Blinn cannot guarantee confidentiality and must evaluate any request for confidentiality in the context of its responsibility to provide a safe and nondiscriminatory environment. When a victim makes a disclosure to any Blinn personnel, Blinn will treat the information with the utmost sensitivity. As a general matter, information only will be reported to the appropriate personnel where necessary to provide accommodations and protective measures and ensure the safety and security of the campus community.

Reporting is necessary to ensure victims of such conduct receive appropriate services and information, to track incidents or identify patterns, to protect the Blinn community from future incidents, and to fulfill the College's reporting obligations under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Blinn conducts its publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information of either the complainant or the respondent.

### ***Sanctions***

In appropriate cases, complaints will lead to the initiation of disciplinary procedures. For students, sexual assault, dating violence, domestic violence, and stalking are violations of the Student Conduct Code, subjecting the respondent to disciplinary sanctions outlined in the Code, up to and including expulsion from Blinn. Employees will be subject to discipline according to the applicable Blinn policies and procedures, up to and including termination of employment.

Blinn shall provide simultaneous notification in writing, to both the complainant and the respondent, of:

- the result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking;
- Blinn's procedures for the respondent and/or the victim to appeal the result for the institutional disciplinary proceeding, if available;
- any change to the result; and
- when the results of the investigation or disciplinary proceeding become final.

If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

### **DISCIPLINARY ACTIONS**

Assault/sexual assault, harassment/sexual harassment, dating/domestic/sexual violence, and discrimination/sexual discrimination are considered major violations of Blinn College Policy. Students who violate this section are subject to sanctions up to expulsion from the College and/or criminal charges. For a list of Code of Conduct violations and possible restitutions, please see Page 31 of the [Residence Life Handbook](#). Report assaults or suspicious behavior immediately to the Blinn College Police Department at 979-830-4100 and/or the Blinn College Title IX Coordinator at 979-830-4700.

### **ASSISTANCE FOR VICTIMS**

Regardless of whether a victim elects to make a complaint to law enforcement, the College will assist victims of sexual assault, dating violence, domestic violence, and/or stalking. When a student or employee reports to the institution that he or she has been a victim of sexual assault, dating violence, domestic violence, or stalking, whether the offense occurred on or off campus, the College will provide the student or employee a written explanation of their rights, resources and options. The College will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, and other services available for victims, both within the College and in the community. The College will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working environments or protective measures. Reasonable accommodations will be provided upon request.

### **TITLE IX – STUDENTS**

Blinn College is committed to fostering a fair and safe environment for all students. Discrimination, including harassment or retaliation, against any student on the basis of race, color, religion, sex/gender, national origin, disability, age, or any other basis prohibited by law is strictly prohibited.

Title IX was created in the Education Amendments of 1972 to prohibit discrimination (to exclude, separate, deny benefits to, or otherwise treat differently) based on sex. This includes

discrimination based on same-sex, gender identity, or failure to conform to stereotypical notions of masculinity or femininity. Any form of sexual discrimination, harassment, misconduct, or violence will not be tolerated in the Blinn College community.

Title IX applies to all students at educational institutions (and off-campus) regardless of their sex, sexual orientation, gender identity, part- or full- time status, disability, race or national origin in all aspects of educational programs and activities. All students deserve the right to a fair and safe educational environment.

Blinn College's Title IX information can be found at [www.blinn.edu/title-ix/](http://www.blinn.edu/title-ix/).

## **EDUCATIONAL PROGRAMMING AND CAMPAIGNS**

### ***Dating Violence, Domestic Violence, Sexual Assault, Stalking***

Student safety and awareness of dating violence, domestic violence, sexual assault, and stalking begins before students arrive on campus through a program conducted at New Student Orientation (NSO). Students are required to complete these orientation awareness and prevention courses before starting class enrollment. Although NSO is the primary prevention program, supplemental educational programs and campaigns occur throughout the academic year to maintain an increased level of awareness and prevention of dating violence, domestic violence, sexual assault, and stalking.

***New Student Orientation*** – New Student Orientation is an overview of Blinn College, important policies and procedures, and resources that will enable students to be successful. Orientation must be completed after completing the Admissions Application and includes sessions on student services, academic life, academic advising, and assistance with course registration.

***Residence Hall Program*** – Housing and Residence Life, in conjunction with other departments on campus, offer many programs in the residence halls each year. Program topics include issues such as safety on campus, alcohol use and abuse, healthy relationships, drugs, violence in relationships, sexual assault, stalking, and personal management.

***“Denim Day”*** – Blinn College faculty, staff, and students are encouraged to wear jeans for a nationwide campaign to protest the misconceptions that surround sexual assault. Denim Day was triggered by a ruling in the Italian Supreme Court where a rape conviction was overturned because the Justices felt that, since the victim was wearing tight jeans, she must have helped her rapist remove those jeans.

### ***Sexual Assault Resource Center (SARC) Program***

Blinn College partners with the [Sexual Assault Resource Center \(SARC\)](#) to provide voluntary educational and awareness programs for students.

***Employee Training*** - Blinn College requires all employees (faculty, administration, staff and students) to complete mandatory trainings on Unlawful Harassment Prevention, Preventing

Discrimination and Sexual Violence, and Child Abuse and Molestation Awareness Prevention within 30 days of their employment date, and annually thereafter at the beginning of the new fiscal year. This information is provided in the new hire packet, online orientation training, and in individual training links sent to each employee.

## **DRUG AND ALCOHOL PREVENTION PROGRAMS FOR STUDENTS AND EMPLOYEES**

### **BLINN COLLEGE'S ALCOHOL AND DRUG POLICY**

Federal law requires Blinn College to notify all faculty, staff, and students of certain information pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities. The information included in this Report complies with the notification requirements of the Drug-Free Schools and Communities Act and its implementing regulations.

The College prohibits the unlawful possession, use, manufacture, or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds, or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall room.

#### **Policy Specific to Blinn College Students:**

No student shall possess, use, transmit, or attempt to possess, use, or transmit, or be under the influence of, any of the following substances on College District premises or off premises at a College District-sponsored activity, function, or event:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Any abusable glue, aerosol paint, or any other volatile chemical substance for inhalation.
3. Any performance-enhancing substance, including steroids.
4. Any designer drug.
5. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

The manufacture, transmittal, delivery, sale, or attempted sale of what is represented to be any of the above-listed substances shall also be prohibited under this policy.

A student who uses a drug authorized by a licensed physician through a prescription specifically for that student's use shall not be considered to have violated this rule. Students who violate this policy shall be subject to appropriate disciplinary action in accordance with the College Catalog. [See also FM and FMA] Such disciplinary action may include referral to drug and alcohol counseling, rehabilitation programs, student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution.

All students shall be given a copy of the College District’s policy prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol, a description of the applicable legal sanctions under local, state, or federal law, and a description of the health risks associated with the use of illicit drugs and the abuse of alcohol. Additionally, this policy may be accessed online in the College District’s policy manual.

College District Policy Manual: <http://pol.tasb.org/Home/Index/1204>

### **PROGRAM ELEMENTS, BLINN COLLEGE DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM**

Blinn College is dedicated to providing a safe, healthy environment for students, employees, and visitors. This includes ensuring that the College is a drug- and alcohol-free zone. The College informs the campus community about its policies on alcohol and drug use and offers resources for help in accordance with federal law.

Students and employees are encouraged to read and understand information about the College’s drug and alcohol abuse prevention programs (DAAPP) and their compliance with the Drug-Free Schools and Campuses Regulations (34 CFR Part 86) and the U.S. Department of Education’s Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226).

The elements of Blinn College’s DAAPP include:

- A. College policies.
- B. Communicating policies and consequences to students and employees.
- C. Face-to-face awareness activities.
- D. Resources and support.
- E. Offices responsible.
- F. Review of violations and penalties.

### ***College Policies***

Blinn College complies with local, state, and federal laws and penalties regarding the unlawful use of drugs and alcohol, including the possession of illegal drugs and drug paraphernalia on College premises and the use or sale of alcoholic beverages on College premises. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance on Blinn College premises is prohibited. College policies prohibiting illicit drugs and alcohol on campus include Board policies DH(LOCAL), DI(LOCAL), and GFA(LOCAL). More detail on each policy is provided below.

Board Policy DH(LOCAL) states, in part:

A copy of this policy, the purpose of which is to eliminate drug abuse from the workplace, shall be provided to each employee at the beginning of each year or upon employment.

Employees shall not manufacture, distribute, dispense, possess, use, or be under the influence of, through any or no device, any of the following substances during working hours while at the College District or at College District-related activities during or outside of usual working hours:



1. any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate;
2. alcohol or any alcoholic beverage;
3. any abusable glue, aerosol paint, or any other chemical substance for inhalation; or
4. any other intoxicant, or mood-changing, mind-altering, or behavior altering drugs.

An employee need not be legally intoxicated to be considered “under the influence” of a controlled substance.

Board Policy DI(LOCAL) states:

The College District shall maintain a drug-free environment and shall establish, as needed, a drug-free awareness program complying with federal requirements. [See DH] The program shall provide applicable information to employees in the following areas:

1. The dangers of drug use and abuse in the workplace.
2. The College District’s policy of maintaining a drug-free environment. [See DH(LOCAL)]
3. Drug counseling, rehabilitation, and employee assistance programs that are available in the community, if any.
4. The penalties that may be imposed on employees for violation of drug use and abuse prohibitions.

All fees or charges associated with drug/alcohol abuse counseling or rehabilitation shall be the responsibility of the employee.

Related to DI(LOCAL), DI(EXHIBIT) provides a drug-free workplace notice:

### **DRUG-FREE WORKPLACE NOTICE**

The College District prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances, illegal drugs, inhalants, and alcohol in the workplace.

Employees who violate this prohibition will be subject to disciplinary sanctions. Sanctions may include:

- referral to drug and alcohol counseling or rehabilitation programs;
- referral to employee assistance programs;
- termination from employment with the College District; and
- referral to appropriate law enforcement officials for prosecution.

As a condition of employment, an employee must:

- abide by the terms of this notice; and
- notify the Chancellor of the Blinn College District, in writing, if the employee is convicted of a violation of a criminal drug statute occurring in the workplace. The employee must provide the notice in accordance with College District policy.

This notice complies with the requirements of the federal Drug-Free Workplace Act (41 U.S.C. 702).

Board policy GFA(LOCAL) states, in part:

The use or possession of intoxicating beverages on College District-owned or -controlled premises shall be prohibited. Any exception to this policy shall be made on an event-by-event basis by the Chancellor of the Blinn College District in consultation with the Board. [See also FLBE(LOCAL)]

Tobacco use through any or no device shall not be permitted within College District-owned, -leased, or -controlled vehicles, buildings, property, or other facilities.

Tobacco use is only permitted in designated outdoor areas clearly marked with signs and in private vehicles on College District property.

The enforcement methods for noncompliance of the provisions on tobacco use are as follows:

1. The violator may be assessed a fine of \$25.
2. The violator may be escorted off campus/property.
3. The violator may be charged with criminal trespass.

***Communicating policies and consequences to students and employees***

In accordance with Board policy, the drug-free workplace notice is provided to employees when they begin employment at the College and once per year thereafter as long as they remain employees of the College. The communication to employees is included in the Appendix to this report. Students are informed about the College policies related to alcohol and illicit drugs during new student orientation and via email notification.

In addition to communication about College policies, the College also provides information to students and employees about the wide array of consequences (health, social, financial, legal, etc.) for the abuse of alcohol and the use of illegal drugs.

**CONSEQUENCES OF DRUG USE – STUDENTS AND EMPLOYEES**

People who persistently use alcohol or drugs face an array of problems, including:

***Health*** - drug or alcohol abuse can lead to high blood pressure, malnutrition, cirrhosis of

the liver, delirium tremors, deterioration of the brain cells, lethargy, depression, irritability, and collapse of heart and other major organ systems.

**Social** - excessive alcohol or drug use can cause tension and embarrassment at social functions.

**Finances** - those who abuse drugs or alcohol risk financial problems from overspending on their habit and/or neglecting personal finances.

**Relationships** - families can be disrupted emotionally and economically. Angry outbursts or unreasonable behavior may cause friction.

**Class Performance** - class performance may become erratic and lead to disciplinary action up to and including expulsion.

**Work Performance** – drug or alcohol abuse may cause a deterioration in work performance, conflict avoidance, and disruptions with interpersonal work relationships.

### **Blinn College Disciplinary Points Associated with Alcohol and Drug Violations**

<b>Violation</b>	<b>Restitution</b>	<b>Maximum Points</b>
Alcohol First Time (usage, presence, paraphernalia)	Restitution as determined	3
Alcohol Second Time (usage, presence, paraphernalia)	Removal from Residence Life Program	3
Drugs (usage, presence, paraphernalia)	Immediate Removal from Residence Life Program	6

### **Blinn College Disciplinary Point System**

The disciplinary point system is designed to promote consideration and safety for others living in a community. Residential life violations are assessed by the disciplinary point system at the discretion of the Judicial Officer. If a resident accumulates any combination equaling six (6) points in an academic school year (this includes Fall, Spring, Minimester, Summer sessions and break periods), he/she will be removed from residence life. The disciplinary points issued are valid for one full academic year, from August until the following August of that instructional year.

### **Appeals Process**

- A. A student found responsible for violating the student code of conduct may submit an appeal request to the Department of Housing and Residence Life within three (3) days following notification of the outcome of the original hearing. The appeal request must meet specific criteria outlined below in section D for it to be reviewed and considered for appellate review. The appeal request should include the basis for the appeal, and any supporting information.
- B. The Department of Housing and Residence Life will review the appeal request to determine if appeal meets the established criteria listed in Section D. If the appeal request does **not** meet the criteria for an appeal the appeal request will be denied and student submitting appeal will be notified in writing. This decision is final and the decision of the hearing officer will stand.

- C. If the appeal request meets the criteria for an appeal the Department of Housing and Residence Life will assign an Appellate Review Officer. The appellate review will occur within three to five (3-5) business days. An appeal outcome letter will be sent to the student submitting the appeal of the final decision and the process ends. This decision is final and the decision of the Appellate Review Officer will stand.
- D. Appeals will only be heard based the following criteria:
  - a. New Evidence: New evidence is information or material that was unavailable at the time of the conduct hearing. The student shall demonstrate why the evidence was unavailable in his/her written statement of appeal. Evidence that was known and that the student chose not to present during the conduct hearing does not constitute new evidence. In the rare case where new evidence becomes known after the period of filing for an appeal has expired, a student may request an appeal out of time, and the Department of Housing and Residence Life has discretion to grant or deny the request.
  - b. Disregard for Student Rights and Due Process
  - c. Appropriateness of the Sanction: A sanction would be deemed inappropriate if it exceeds the maximum stated penalty.
- E. The Appellate Review Officer may:
  - a. Deny the appeal, thus upholding the assigned decision and sanctions; or
  - b. Overturn the original decision and dismiss the original sanctions; or
  - c. Uphold the original decision, but overturn the original sanctions and either dismiss or reduce the original sanctions.
- F. The Appellate Review Officer may also revise a sanction if the severity of the sanction is out of proportion to the severity of the offense, taking into account information such as the student's previous disciplinary record, the likelihood of success of remedial actions, and other relevant factors.
- G. Appellate review decisions are final, and sanctions become immediately effective, with the exception of expulsion. An expelled student may appeal to Assistant Vice Chancellor for Student Services or designee, who reserves the right to deny the appeal request, and whose decision is final.

## HEALTH RISKS AND LEGAL PENALTIES ASSOCIATED WITH ABUSE OF ALCOHOL OR DRUGS

DRUG NAME	EFFECTS OF DRUG	PENALTIES
<b>Alcohol</b> (Beer, wine, liquor, malt liquor)	<ul style="list-style-type: none"> <li>High blood pressure</li> <li>Heart disease</li> <li>Stroke</li> <li>Liver disease</li> <li>Digestive problems</li> <li>Cancer of breast, mouth, throat, liver, and colon</li> <li>Dementia</li> <li>Depression and anxiety</li> </ul>	<ul style="list-style-type: none"> <li>Texas law defines penalties for anyone convicted of the manufacture, distribution, dispensation, possession, or use of controlled substances.</li> <li>Misdemeanor convictions for work-place and campus drug violations can result in a fine, community service, and incarceration of up to a year. Details: <a href="http://tabc.state.tx.us/laws/code_and_rules.asp">tabc.state.tx.us/laws/code_and_rules.asp</a> (Alcoholic Beverage Code).</li> <li>Penalties for violations are based on the classification of the drug or other substance and/or sometimes specified by drug name, i.e., marijuana. A substance doesn't have to be listed as a controlled substance to be treated as a substance for criminal prosecution.</li> <li>Penalties may include fines up to \$10 million (for an individual) or \$50 million (if other than an individual) or both, and up to life imprisonment without release (no eligibility for parole).</li> </ul> <p>See federal drug trafficking penalties at: <a href="http://dea.gov/druginfo/ftp3.shtml">dea.gov/druginfo/ftp3.shtml</a></p>
<b>Marijuana &amp; Hashish</b> (Blunt, dope, ganja, pot, reefer, skunk, weed, joint)	<ul style="list-style-type: none"> <li>Short-term memory impairment</li> <li>Learning, mental health decline</li> <li>Decreased ability to focus and coordination</li> <li>Increased heart rate and risk of psychosis to those who are vulnerable</li> </ul>	
<b>Cocaine/Crack</b> (Blow, bump, C, candy, Charlie, flake, rock, snow)	<ul style="list-style-type: none"> <li>Severe consequences impacting heart, respiratory, nervous and digestive systems.</li> </ul>	
<b>Opiates</b> (Heroin, morphine, opium, codeine, vicodin)	<ul style="list-style-type: none"> <li>Increased risk of choking</li> <li>Low blood pressure</li> <li>Potential for breathing to stop and/or coma</li> <li>Hepatitis</li> <li>HIV</li> <li>Addiction and fatal overdose</li> </ul>	
<b>Hallucinogens</b> (PCP, LSD, peyote, magic mushrooms, ecstasy, mescaline, psilocybin)	<ul style="list-style-type: none"> <li>Unpredictable effects</li> <li>Possible visual, auditory, and tactile hallucinations</li> <li>Flashbacks and perception disorders</li> </ul>	
<b>Amphetamines</b> (Benzedrine, Dexedrine, speed, crystal, crank)	<ul style="list-style-type: none"> <li>Various harmful and long-lasting effects to the brain</li> <li>Heart problems</li> <li>Seizures</li> </ul>	
<b>Sedatives and Antianxiety</b> (Valium, Quaalude, reds, phennies)	<ul style="list-style-type: none"> <li>Memory problems</li> <li>Low blood pressure</li> <li>Slowed breathing; may also cause coma or death</li> </ul>	

Title 21 of the U.S. Code (USC) Controlled Substances Act (CSA) describes the acts and criminal penalties associated with illicit drugs and actions related to alcohol abuse. Read a full version of the code at: [www.dea.gov/diversion.usdoj.gov/21cfr/21usc/index.html](http://www.dea.gov/diversion.usdoj.gov/21cfr/21usc/index.html) (Subchapter 1; Control and Enforcement Part D — Offenses and Penalties, Sections 841 through 865.)

## **AWARENESS ACTIVITIES**

In this section, the College summarizes activities designed to raise awareness of the dangers of abusing alcohol and drugs.

- Incorporate drug and alcohol information into the online New Student Orientation and Title IX/Mental Health Modules. Established a requirement that all students complete one of these activities on a yearly basis.
- Develop a campaign that will automatically send an annual notification to all students about policies of drugs and alcohol; College policies; federal, state, and local penalties; health risks; and resources for those needing help.
- Provide a staffed drug and alcohol resource table to students on the Schulenburg and Sealy campuses at least one day each fall and spring semester.
- Provide drug and alcohol awareness presentations at student activities leadership trainings.
- Conduct student discipline reviews each semester to ensure that disciplinary actions follow College policy and are utilized consistently.
- Consider changing policies related to student discipline for alcohol/drug offenses. Currently, students who are caught with drugs are expelled on the first offense. To better offer encouragement and resources, the College is considering changing current policy to offer counseling for the first offense and expulsion for a subsequent offense.
- Provide residential Life programs.
- Provide athletic presentations.
- Provide Mental Health Week presentations.
- Provide alternatives to Spring Break.
- Provide annual communication to employees regarding relevant College policies and dangers of alcohol and drug abuse.

## **PROGRAMMING DEVELOPMENT AND EVALUATION**

### **Resources and Support**

Resources and support are available to students and employees who may be struggling with a chemical dependency.

The College provides information on counseling services available to students, as well as an array of resources and support available to both students and employees. (See the College's website: [www.blinn.edu/drug-alcohol-abuse-prevention/index.html](http://www.blinn.edu/drug-alcohol-abuse-prevention/index.html).)

Full-time employees enrolled in the Health Select (United Healthcare) insurance plan have access to additional resources to assist in coping with a range of stressful situations such as:

- Alcohol abuse
- Anger management
- Anxiety and stress

- Compulsive spending or gambling
- Coping with grief and loss
- Depression
- Domestic violence
- Drug abuse
- Eating disorders
- Medication management

### **Offices Responsible**

The following offices collaborate on Blinn College's Drug and Alcohol Abuse Prevention Program:

- Office of the Vice Chancellor for Student Services
- Academic Advising and Counseling
- Health Clinic
- Student Leadership and Activities
- Housing and Student Life
- College Police
- Human Resources

### **FERPA/BUCKLEY**

With respect to the disclosure of certain documents, which may have been used in the production of this Report, it is important to note:

The Family Educational Rights and Privacy Act of 1974 (FERPA), commonly known as the Buckley Amendment, was passed by Congress in 1974. FERPA affords students 18 years of age or older certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the college/university receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) they wish to inspect. The college/university official will make arrangements for access and notify the student of the time and place where the record(s) may be inspected. If the records are not maintained by the college/university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of student education records that the student believes are inaccurate or misleading. Students may ask the college/university to amend a record that they believe is inaccurate or misleading. They should write to the appropriate college/university official, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the college/university decides not to amend the record as requested by the student, the college/university will notify

the student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to college/university officials with legitimate educational interests. A college/university official is a person employed by the institution as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the Governing Body (i.e. Board or Trustees, Board of Regents, etc.); a person or company with whom the institution has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another college/university official in performing his or her tasks. A college/university official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the institution discloses education records without consent to officials at another institution in which a student seeks or intends to enroll.

NOTE: FERPA requires an institution to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.

FERPA grants the right to file a complaint with the U.S. Department of Education concerning alleged failures by the institution to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

**Family Policy Compliance Office**  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, D.C. 20202-5920



## APPENDIX A: CHA(LOCAL)

Blinn College  
239501

SITE MANAGEMENT  
SECURITY

CHA  
(LOCAL)

The safety and security of the College District's students, faculty, staff, and visitors is of utmost priority to the Board. All faculty, staff, students, contractors, and visitors on any College District property, facility, or College District-sponsored travel must promptly report any activity perceived as criminal, potentially dangerous, or suspicious to the College District Police Department or to a Campus Security Authority (defined below), especially if the victim is unable or elects not to make such a report.

### **Missing Student Notification**

The College District shall establish missing student notification procedures in compliance with 20 U.S.C.A. § 1092(j) for students who reside in on-campus housing.

### **Facilities**

The College District shall maintain an open college policy for non-residence facilities. During business hours, the College District shall remain open to students, parents, employees, contractors, invitees, and the general public. During non-business hours and periods of extended closing, the College District Police Department shall coordinate access to locked facilities.

Campus residence facilities shall remain locked at all times. The College District shall ensure that access is limited to authorized residents and staff only.

The College District shall develop procedures for ensuring that all campus facility maintenance protocols meet minimum safety standards.

### **College District Police Department**

To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a College District police department and shall employ and commission peace officers.

### **Jurisdiction**

The jurisdiction of College District peace officers shall include all counties in which property is owned, leased, rented, or otherwise under the control of the College District.

### **Police Authority**

While within the jurisdiction set out in this policy, peace officers employed and commissioned by the College District shall have all the powers, privileges, and immunities of peace officers, and shall respond promptly to reports of criminal, potentially dangerous, or suspicious activity. College District peace officers shall have the authority to:

1. Protect the safety and welfare of any person in the jurisdiction of the College District and protect the property of the College District.
2. Enforce all laws, including municipal ordinances, county laws, and state laws, and investigate violations of law as needed. In

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doing so, College District police officers may serve search warrants in connection with College District-related investigations in compliance with the Texas Code of Criminal Procedure.

3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.
4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.
5. Enforce College District policies on College District property or at College District functions.
6. Investigate violations of College District policy, rules, and regulations as requested by the Chancellor and participate in administrative hearings concerning the alleged violations.
7. Carry weapons as directed by the chief of police and approved by the Chancellor.
8. Carry out all other duties as directed by the chief of police or Chancellor.

<b>Temporary Assignment</b>	College District police officers shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while temporarily assigned to the other agency.
<b>Limitations on Outside Employment</b>	No officer commissioned under this policy shall provide law enforcement or security services for an outside employer without prior written approval from the chief of police and Chancellor or designee.
<b>Relationship with Outside Agencies</b>	The College District's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into a memorandum of understanding that outlines reasonable communication and coordination efforts among the department and the agencies. The chief of police and the Chancellor or designee shall review the memorandum of understanding at least once every year. The memorandum of understanding shall be approved by the Board.
<b>Use of Force</b>	The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.

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<b>High-Speed Pursuit</b>	Officers shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department regulations manual.
<b>Video Monitoring</b>	Video equipment shall be used on a College District police car for safety purposes whenever the flashing lights on a car are in use.
<b>Access to Recordings</b>	Recordings shall be considered law enforcement records, shall remain in the custody of the chief of police, and shall be maintained as required by the department regulations manual and law.
<b>Officer Training</b>	All College District officers shall receive at least the minimum amount of education and training required by law.
<b>Department Regulations Manual</b>	To carry out the provisions in this policy, the police department shall compile and maintain a manual that describes and sets forth operational procedures, rules, and regulations pertaining to the administration of police services. The chief of police and the Chancellor or designee shall review the manual annually and make any appropriate revisions.
<b>Racial Profiling</b>	The chief of police shall develop and implement regulations to ensure compliance with state law regarding racial profiling. Peace officers employed by the College District shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin.
<b>Complaints</b>	<p>Complaints against a College District police officer shall be in writing on a form provided by the College District and shall be signed by the person making the complaint. In accordance with law, the College District shall provide to the police officer a copy of the complaint. [See COMPLAINTS AGAINST PEACE OFFICER at CHA(LEGAL)]</p> <p>Appeals regarding this complaint process shall be filed in accordance with DGBA, FLD, or GB, as appropriate.</p>
<b>Reporting Procedures</b>	The College District Police Department shall establish reporting procedures and make them available in print and on <a href="#">the College District website</a> . The procedures should encourage accurate, prompt reporting even when the victim elects or is unable to report the alleged crime.
<b>Education Programs</b>	The Police Department shall conduct regular education programs, including drills, designed to inform the campus population of security practices and procedures. <i>See also</i> CG(LOCAL). The education programs should inform students, faculty, and staff about crime

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prevention, and to be responsible for their own safety and the safety of others.

**Campus Security  
Authorities**

Campus Security Authorities (CSA) shall include all College District Police Officers and any College District official who has significant responsibility for student and campus activities including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such official is a pastoral or professional counselor, the official is not a CSA when acting as a pastoral or professional counselor.

The College District shall maintain a list of CSAs [in the Administrative Regulations.](#)

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## APPENDIX B: FFDA(LOCAL)

Blinn College  
239501

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION  
SEX AND SEXUAL VIOLENCE

FFDA  
(LOCAL)

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**Note:** This policy addresses complaints of sex discrimination and sexual misconduct, including sexual harassment, sexual violence, and retaliation targeting students. For legally referenced material relating to discrimination, harassment, and retaliation, see FA(LEGAL). For sex discrimination, sexual harassment, sexual assault, and retaliation targeting employees, see DIAA.

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### Statement of Nonviolence and Nondiscrimination

The College District prohibits any and all forms of sexual violence including, but not limited to: domestic violence, dating violence, rape, sexual assault, and stalking. The College District likewise prohibits discrimination, including harassment, against any student on the basis of sex or gender. Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited.

In furtherance of these prohibitions, the College District shall establish regular programs designed to educate students and staff regarding the prevention and reporting of sexual violence and harassment. Such programs shall include all of the elements required under 20 U.S.C.A § 1092(f)(8)(B).

### Discrimination

Discrimination against a student is conduct directed at a student on the basis of sex or gender that adversely affects the student.

### Sexual Harassment and Sexual Violence

#### By an Employee

Sexual harassment of a student by a College District employee includes unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A College District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it limits or denies the student's ability to participate in or benefit from the College District's educational program.

#### By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal misconduct when the misconduct is so severe, persistent, or pervasive that it limits or denies a student's ability to participate in or benefit from the College District's educational program.

#### Sexual Violence

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Sexual violence is a form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person's will or without the person's consent. "Consent" means assent in fact, as defined in TEX. PENAL CODE § 1.07(11) and as further clarified in § 22.011(b).

Sexual assault is any unwanted, nonconsensual sexual contact against an individual by another. Sexual assault can occur either forcibly (against a person's will) or when a person cannot give consent (under the age of consent, intoxicated, developmentally disabled, or mentally/physically unable to consent).

Rape is nonconsensual sexual intercourse that involves the use or threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Rape includes nonconsensual sexual intercourse when the person is incapable of giving consent because he or she is incapacitated from alcohol and/or drugs, or if a mental disorder or developmental or physical disability renders the victim incapable of giving consent.

**Examples**

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; rape; sexual assault; sexual battery; sexual coercion; and other sexually motivated conduct, communications, or contact.

Physical contact not reasonably construed as sexual in nature is not sexual harassment.

**Gender-Based Harassment**

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct limits or denies a student's ability to participate in or benefit from the College District's educational program.

**Examples**

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

**Retaliation**

The College District prohibits retaliation by a student or College District employee against a student alleged to have experienced discrimination or harassment or another student who, in good faith,

	<p>makes a report of harassment or discrimination, serves as a witness, or otherwise participates in an investigation.</p>
<b>Examples</b>	<p>Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.</p>
<b>False Claims</b>	<p>A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding sexual violence, discrimination, or harassment shall be subject to appropriate disciplinary action.</p>
<b>Prohibited Conduct</b>	<p>In this policy, the term "prohibited conduct" includes sexual violence, discrimination, harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.</p>
<b>Timely Reporting</b>	<p>Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the College District's ability to investigate and address the prohibited conduct.</p>
<b>Reporting Procedures</b>	<p>For purposes of this policy, a "responsible employee" is an employee:</p>
<b>Responsible Employee</b>	<ol style="list-style-type: none"><li>1. Who has the authority to remedy prohibited conduct;</li><li>2. Who has been given the duty of reporting incidents of prohibited conduct; or</li><li>3. Whom a student reasonably believes has the authority to remedy prohibited conduct or has been given the duty of reporting incidents of prohibited conduct.</li></ol>
	<p>The College District designates the following persons as responsible employees: any College District employee, including Campus Security Authorities under CHA(LOCAL), and all resident assistants (RAs).</p>
<b>Student Report</b>	<p>Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to the College District Police, a responsible employee, or submit the report electronically through <a href="#">the College District's website</a>. College District personnel shall assist the student in reporting the alleged misconduct if the student requests such assistance. Submission of an anonymous electronic report may impair the College District's ability to investigate and address the prohibited conduct.</p>

The College District shall publish procedures in the Administrative Regulations regarding options for reporting offenses to law enforcement, the importance of preserving evidence as may be necessary to prove an allegation under this policy. The procedures shall include information about victims' rights and the institutions' responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

Employee Report	Any College District employee who suspects and any responsible employee who receives notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the College District Police or other appropriate College District official listed in this policy and shall take any other steps required by this policy. An employee who does not meet the description of a responsible employee in accordance with this policy may alternatively submit the report electronically <a href="#">via the College District's website</a> .
<i>Exceptions</i>	<p>A person who holds a professional license requiring confidentiality, such as a counselor, or who is supervised by such a person shall not be required to disclose a report of prohibited conduct without the student's consent.</p> <p>A person who is a nonprofessional counselor or advocate designated in administrative procedures as a confidential source shall not be required to disclose information regarding an incident of prohibited conduct that constitutes personally identifiable information about a student or other information that would indicate the student's identity without the student's consent, unless the person is disclosing information as required for inclusion in the College District's annual security report under the Clery Act [see GCC].</p>
<b>Definition of College District Officials</b>	For the purposes of this policy, College District officials are the Title IX coordinator/investigator and the Chancellor.
Title IX Coordinator / Investigator	Reports of discrimination based on sex, including sexual harassment or gender-based harassment, may be directed to the Title IX coordinator/investigator. The Chancellor shall designate a Title IX coordinator and investigator(s). Contact information for the Title IX coordinator/investigator(s) shall be published on the <a href="#">College District's website</a> . <sup>1</sup>
Other Anti-discrimination Laws	The Chancellor or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.



<b>Alternative Reporting Procedures</b>	A student is not required to report prohibited conduct to the person alleged to have committed the conduct. A report against the Title IX coordinator/investigator, may be directed to the Chancellor or designee. A report against the Chancellor or designee may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.
<b>Investigation of the Report</b>	The College District may request, but shall not require, a written report. If a report is made orally, the College District official shall reduce the report to written form.
<b>Initial Assessment</b>	<p>Upon receipt or notice of a report, the College District official shall first notify the Campus Police Department to determine whether the allegation requires a criminal investigation. If the allegation does not require a criminal investigation, the College District official shall then determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the official shall immediately notify the parties to the complaint of the allegations and the formal and informal options for resolution of the complaint. The College District official shall also ensure that the victim and accused receive any legally required written notices regarding:</p> <ol style="list-style-type: none"><li>1. Existing counseling, health, and mental health services,</li><li>2. Victim advocacy and legal assistance,</li><li>3. Any other relevant services available, both on-campus and in the community, and</li><li>4. Any options for, and available assistance in, changing academic, living, transportation, and working situations, if so requested by either the victim or accused, and whether such accommodations are reasonably available, regardless of whether the victim chooses to report the allegation to campus police or local law enforcement.</li></ol> <p>If the College District official determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy but may constitute a violation of other College District rules or regulations, the College District official shall refer the complaint for consideration under the appropriate policy and/or process.</p>
<b>Informal Resolution</b>	If the parties voluntarily agree to participate in informal resolution of the complaint, and the College District official determines that informal resolution is appropriate for the complaint, then the official may facilitate that resolution. If the official determines that informal resolution is not appropriate, then the complaint will be subject to the formal resolution process.

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION  
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Formal Resolution	If any of the parties decline to participate in informal resolution of the complaint or the College District official finds informal resolution of the complaint is inappropriate, the College District official shall authorize or undertake an investigation, except as provided below at Criminal Investigation. The College District shall establish procedures for formal resolution in compliance with The Clery Act [20 U.S.C.A § 1092(f)(8)(B)(iv)] and Title IX [34 C.F.R. § 106.8(a)].
Interim Action	If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the College District shall promptly take interim action calculated to address prohibited conduct prior to the completion of the College District's investigation.
College District Investigation	<p>The investigation may be conducted by the College District official or designee(s) or by a third party designated by the College District, such as an attorney. The investigator shall have received appropriate training regarding the issues related to the complaint and the relevant College District's policy and procedures.</p> <p>The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.</p>
Criminal Investigation	If a law enforcement or regulatory agency notifies the College District that a criminal or regulatory investigation has been initiated, the College District shall confer with the agency to determine if the College District's investigation would impede the criminal or regulatory investigation. The College District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has completed gathering its evidence, the College District shall promptly resume its investigation.
Concluding the Investigation	<p>Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the College District to delay its investigation, the investigation should be completed within ten College District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.</p> <p>The investigator shall prepare a written report of the investigation. The report shall be filed with the College District official overseeing the investigation.</p>
<i>Notification of the Outcome</i>	The College District shall provide written notice of the outcome, within the extent permitted by the Family Educational Rights and

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	Privacy Act (FERPA) or other law, to the victim and the person against whom the complaint is filed. The parties shall be given the opportunity to respond to the report.
<b>College District Action</b>	Utilizing the preponderance of the evidence standard, the College District shall determine, based on the results of the investigation, whether each individual allegation or misconduct occurred. If the results of an investigation indicate that prohibited conduct occurred, the College District shall promptly respond by taking appropriate disciplinary, corrective, or protective action reasonably calculated to address the conduct, in accordance with College District policy and procedures [see FM and FMA].
Prohibited Conduct	
<i>Disciplinary and Protective Action</i>	Examples of disciplinary action that the College District may take include, but are not limited to: <ul style="list-style-type: none"><li>• Temporary or permanent expulsion from the College District;</li><li>• Implementation of a no contact order;</li><li>• Eviction from College District housing;</li></ul>
<i>Corrective Action</i>	Examples of corrective action that the College District may provide include, but are not limited to: <ul style="list-style-type: none"><li>• Providing a training program for those involved in the complaint;</li><li>• Providing a comprehensive education program for the College District community;</li><li>• Providing counseling for the victim and the student who engaged in prohibited conduct;</li><li>• Permitting the victim or student engaged in the prohibited conduct to drop a course in which they both are enrolled without penalty;</li><li>• Permitting the victim or student engaged in the prohibited conduct to move out of a campus dorm or apartment without penalty;</li><li>• Conducting follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred;</li><li>• Involving students in efforts to identify problems and improve the College District climate;</li><li>• Increasing staff monitoring of areas where prohibited conduct has occurred; and</li></ul>

	<ul style="list-style-type: none"><li>• Reaffirming the College District's policy against discrimination and harassment.</li></ul>
<b>Improper Conduct</b>	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct, the College District may take disciplinary action in accordance with College District policy and procedures or other corrective action reasonably calculated to address the conduct.
<b>Confidentiality</b>	To the greatest extent possible, the College District shall protect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.
<b>Appeal</b>	A party who is dissatisfied with the outcome of the investigation may appeal through the applicable grievance policy beginning at the appropriate level. [See DGBA(LOCAL) for employees, FLD(LOCAL) for students, and GB(LOCAL) for community members] A party shall be informed of his or her right to file a complaint with the U.S. Department of Education Office for Civil Rights.
<b>Records Retention</b>	Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]
<b>Access to Policy, Procedures, and Related Materials</b>	Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed annually to College District employees and students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related materials shall also be prominently published on the College District's website, taking into account applicable legal requirements. Copies of the policy and procedures shall be readily available at the College District's administrative offices and shall be distributed to a student who makes a report.

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<sup>1</sup> Title IX Coordinator contact information: <http://www.blinn.edu/title-ix/index.html>

## APPENDIX C: DIAA(LOCAL)

Blinn College  
239501

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION  
SEX AND SEXUAL VIOLENCE

DIAA  
(LOCAL)

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**Note:** This policy addresses employee complaints of sex and gender discrimination and sexual misconduct, including sexual harassment, sexual violence, and retaliation. For legally referenced material relating to this subject matter, see DAA(LEGAL). For sex discrimination, sexual harassment, sexual violence, and retaliation targeting students, see FFDA.

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**Definitions**

Solely for purposes of this policy, the term "employee" includes former employees, applicants for employment, and unpaid interns.

**Statement of  
Nonviolence and  
Nondiscrimination**

The College District prohibits any and all forms of sexual violence including, but not limited to: domestic violence, dating violence, rape, sexual assault, and stalking. The College District likewise prohibits discrimination, including harassment, against any employee on the basis of sex or gender. Retaliation against anyone involved in the complaint process is a violation of College District policy.

In furtherance of these prohibitions, the College District shall establish regular programs designed to educate students and staff regarding the prevention and reporting of sexual violence and harassment. Such programs shall include all of the elements required under 20 U.S.C.A. § 1092(f)(8)(B).

**Discrimination**

Discrimination against an employee is conduct directed at an employee on the basis of sex or gender that adversely affects the employee's employment.

**Sexual Harassment  
and Sexual Violence**

Sexual harassment is a form of sex discrimination defined as unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. Submission to the conduct is either explicitly or implicitly a condition of an employee's employment, or when submission to or rejection of the conduct is the basis for an employment action affecting the employee; or
2. The conduct is so severe, persistent, or pervasive that it has the purpose or effect of unreasonably interfering with the employee's work performance or creates an intimidating, threatening, hostile, or offensive work environment.

**Sexual Violence**

Sexual violence is a form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person's will or without the person's consent. "Consent" means assent in fact, as

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FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION  
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defined in TEX. PENAL CODE § 1.07(11) and as further clarified in § 22.011(b).

Sexual assault is any unwanted, nonconsensual sexual contact against an individual by another. Sexual assault can occur either forcibly (Against a person's will) or when a person cannot give consent (under the age of consent, intoxicated, developmentally disabled, or mentally/physically unable to consent).

Rape is nonconsensual sexual intercourse that involves the use or threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Rape includes nonconsensual sexual intercourse when the person is incapable of giving consent because he or she is incapacitated from alcohol and/or drugs, or if a mental disorder or developmental or physical disability renders the victim incapable of giving consent.

<b>Examples</b>	Examples of sexual harassment may include sexual advances; touching intimate body parts; coercing or forcing a sexual act on another; jokes or conversations of a sexual nature; offensive or derogatory language directed at another person's gender identity; and other sexually motivated conduct, communication, or contact.
<b>Retaliation</b>	<p>The College District prohibits retaliation against an employee who makes a claim alleging to have experienced discrimination or harassment, or another employee who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation.</p> <p>An employee who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding sexual violence, harassment, or discrimination is subject to appropriate discipline.</p>
<b>Examples</b>	Examples of retaliation may include termination, refusal to hire, demotion, and denial of promotion. Retaliation may also include threats, unjustified negative evaluations, unjustified negative references, or increased surveillance.
<b>Prohibited Conduct</b>	In this policy, the term "prohibited conduct" includes sexual violence, discrimination, harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.
<b>Reporting Procedures</b>	An employee who believes that he or she has experienced prohibited conduct or believes that another employee has experienced prohibited conduct should immediately report the alleged acts. The employee may report the alleged acts to a CSA [as defined in CHA(LOCAL)], the employee's supervisor, one of the College District officials below, or electronically through the College District's website.

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	<p>For the purposes of this policy, College District officials are the Title IX coordinator and the Chancellor.</p>	
<b>Definition of College District Officials</b>	<p>The Chancellor shall designate a Title IX coordinator and investigator(s). The College District shall publish the contact information for the Title IX coordinator/investigator(s) on the <a href="#">District website</a>.</p>	
Title IX Coordinator		
Other Anti-discrimination Laws	<p>The Chancellor or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.</p>	
<b>Alternative Reporting Procedures</b>	<p>An employee is not required to report prohibited conduct to the person alleged to have committed it. A report against the Title IX coordinator, may be directed to the Chancellor or designee.</p> <p>A report against the Chancellor or designee may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.</p>	
<b>Timely Reporting</b>	<p>Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the College District's ability to investigate and address the prohibited conduct.</p>	
<b>Notice of Report</b>	<p>Any College District supervisor who receives a report of prohibited conduct shall immediately notify the appropriate College District official listed above and take any other steps required by this policy.</p>	
<b>Investigation of the Report</b>	<p>The College District may request, but shall not insist upon, a written report. If a report is made orally, the College District official shall reduce the report to written form.</p>	
<table border="1"><tr><td>Initial Assessment</td></tr></table>	Initial Assessment	<p>Upon receipt or notice of a report, the College District official shall first notify the Campus Police Department to determine whether the allegation requires a criminal investigation. If the allegation does not require a criminal investigation, the College District official shall then determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the College District official shall immediately authorize or undertake an investigation, regardless of whether a criminal or regulatory investigation regarding the same or similar allegations is pending.</p> <p>The College District official shall ensure that the victim receives written notice about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims both on-campus and in the community. The College District official shall ensure that the victim receives written notification of the options for, and available assistance in adjusting working con-</p>
Initial Assessment		

ditions, if so requested and if such accommodations are reasonably available, regardless of whether the victim chooses to report the allegation to campus police or local law enforcement.

If the College District official determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy, the College District official shall refer the complaint for consideration under the appropriate policy.

Formal Resolution

The College District official shall authorize or undertake an investigation, except as provided below at Criminal Investigation. The College District shall establish procedures for formal resolution in compliance with the Clery Act [20 U.S.C.A § 1092(f)(8)(B)(iv)] and Title IX [34 C.F.R. § 106.8(a)].

Interim Action

If appropriate, the College District shall promptly take interim action calculated to prevent prohibited conduct during the course of an investigation.

College District Investigation

The investigation may be conducted by the College District official or a designee or by a third party designated by the College District, such as an attorney. When appropriate, the supervisor shall be involved in or informed of the investigation.

The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.

Concluding the Investigation

Absent extenuating circumstances, the investigation should be completed within ten College District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.

The investigator shall prepare a written report of the investigation. The report shall be filed with the College District official overseeing the investigation.

College District Action

If the results of an investigation indicate that prohibited conduct occurred, the College District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct.

The College District may take action based on the results of an investigation, even if the conduct did not rise to the level of prohibited or unlawful conduct.

Confidentiality

To the greatest extent possible, the College District shall protect the privacy of the complainant, persons against whom a report is



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SEX AND SEXUAL VIOLENCE

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	<p>filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.</p>
<b>Appeal</b>	<p>A complainant who is dissatisfied with the outcome of the investigation may appeal through the applicable grievance policy beginning at the appropriate level. [See DGBA(LOCAL) for employees, FLD(LOCAL) for students, and GB(LOCAL) for community members]</p> <p>The complainant may have a right to file a complaint with appropriate state or federal agencies.</p>
<b>Records Retention</b>	<p>Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]</p>
<b>Access to Policy, Procedures, and Related Materials</b>	<p>Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed annually to College District employees and students in compliance with law and in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in the employee and student handbooks and other major College District publications. Information regarding the policy, procedures, and related materials shall also be prominently published on the College District's website, taking into account applicable legal requirements. Copies of the policy and procedures shall be readily available at the College District's administrative offices and shall be distributed to an employee who makes a report.</p>

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## APPENDIX D: POLICY DM(LOCAL)

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### TERMINATION OF EMPLOYMENT

DM  
(LOCAL)

#### **Suspension**

An at-will employee may be suspended with or without pay or placed on administrative leave by the Chancellor or designee:

1. During an investigation of alleged misconduct by the employee; or
2. At any time the Chancellor or designee determines that the College District's best interest will be served by the suspension or administrative leave.

#### **At-Will Employees**

At-will employees may be dismissed at any time for any reason not prohibited by law or for no reason, as determined by the needs of the College District.

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## APPENDIX E: POLICY DMAA(LOCAL)

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TERMINATION MID-CONTRACT

DMAA  
(LOCAL)

**Grounds for Dismissal**

Any contract employee may be dismissed for good cause before the completion of the term fixed in his or her contract.

**Time Limits**

Time limits stated in this policy shall not include Saturdays, Sundays, or state and federal holidays. "Day" is defined as a College District business day.

**Reasons for Termination**

Any contract employee employed under a term contract may be dismissed during the term of the contract for good cause. Good cause includes, but is not limited to, the following:

1. Neglect of duties and/or failure to fulfill duties or responsibilities.
2. Incompetency or inefficiency in the performance of required or assigned duties.
3. Insubordination or failure to comply with official directives.
4. Failure to comply with Board policies or administrative regulations.
5. Personal business being conducted during the employee's work/duty hours.
6. Misuse of College District resources for personal gain or benefit.
7. Possession, use, or being under the influence of alcohol, alcoholic beverages, or drugs and narcotics, as defined by the Texas Controlled Substances Act, while on College District property, working in the scope of the employee's duties, or attending any official College District-sponsored activity.
8. Illegal use of substances regulated by the Texas Dangerous Drug Act or the Texas Controlled Substances Act.
9. Conviction of a felony or any crime that involves moral turpitude or that is pertinent to the employee's fitness to perform his or her position.
10. Failure to comply with reasonable College District requirements regarding advance coursework or professional improvement and growth.
11. Immorality, which is conduct that the Board determines is not in conformity with the accepted moral standards of the community encompassed by the College District. Immorality is not confined to sexual matters but includes conduct inconsistent with rectitude, or indicative of corruption, indecency, or depravity.
12. Reasons specified in individual employment contracts reflecting special conditions of employment.

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13. Assault or harassment of an employee or student.
14. Falsification of records or other documents related to the College District's activities.
15. Knowing or intentional misrepresentation of facts to a supervisor, other College District official, Board member, or external agency with jurisdiction over the College District.
16. Other good cause.

**Suspension**

The Chancellor or designee may place a contract employee on administrative leave with pay pending an investigation of an allegation of misconduct against the employee or while a proposal to terminate the employee's contract is pending. Before placing a contract employee on administrative leave, the Chancellor shall consider whether the employee's continued presence on campus will be disruptive to the College District's programs or operations; will place the security, safety, or well-being of other individuals at risk; and/or will compromise the security of the campus or its technology or communication resources.

**Administrative  
Review of Grounds  
for Termination**

Before proceeding with a recommendation to terminate a contract, the employee's supervisors within the relevant chain of command shall review the grounds and evidence in support of the recommendation. If the proposal is based on an allegation of misconduct, the supervisor(s) shall consider the nature and severity of the misconduct and the outcome of any investigation pertaining to the allegation. If the proposal is based on alleged deficiencies in the employee's performance, the supervisor(s) shall consider the nature of the deficiency and whether the employee received notice of the deficiency and had a reasonable opportunity to address the deficiency. The recommendation and any supporting documentation shall be reviewed by the director of human resources or designee to ensure compliance with Board policy and applicable law. The recommendation shall be submitted to the Chancellor or his or her designee. The Chancellor or designee shall determine whether to authorize the issuance of a notice of proposed termination.

**Notice**

Before any contract employee is dismissed during the term of the contract, the employee shall be given reasonable notice in writing of the proposed action and the grounds, set out in sufficient detail, to fairly enable him or her to show any error that may exist.

The notice shall inform the affected employee of his or her right to a hearing under this policy. The notice of proposed termination shall be provided to the employee via hand delivery or certified mail (return receipt requested). When the notice letter is sent via certified mail, a duplicate shall also be sent to the employee via

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electronic mail to the employee's work e-mail address and via regular first class mail to the employee's last known address as indicated in his or her personnel file. An e-mail and first class letter will be deemed to have been received on the third day after the day of mailing, excluding any intervening Sunday or federal holiday.

**Hearing Request**

Requests for a hearing must be made in writing to the Chancellor within ten days of receipt of the notice of proposed termination. A copy of the hearing request shall also be submitted to the College Ombudsman. The employee's request for a hearing shall state whether the employee is represented by counsel and, if so, the name and address of the employee's counsel. If no request for a hearing is made within ten days of receipt of the notice, the Chancellor may recommend that the Board approve and implement the termination.

The hearing on the proposed termination shall be closed to the public unless the employee requests in writing that the hearing be held in public.

**Hearing Committee**

The evidence shall be heard by a five-member appeal committee. At least one member shall be a full-time faculty member, and at least one member shall be an administrator at the DBM Banding Level of "D" or above. The employee and the administration shall each nominate two full-time contract employees to serve on the committee. The four members shall then select the final member of the committee. If the employee who is the subject of the hearing is a faculty member, then at least three of the five committee members must be full-time members of the faculty. All members of the appeal committee shall have been employed by the College District for a minimum of four academic years.

All members of the appeal committee shall be impartial. Committee members may not be related to the affected employee or to any material witness in the matter and may not be in a personal relationship with the affected employee or with any material witness, e.g., roommates, romantic partners. Committee members shall not have been involved in the facts or circumstances giving rise to the recommendation to terminate. Each committee member shall attest to his or her ability to fairly and impartially consider the facts. If, during the course of the hearing, a committee member learns of a conflict of interest, he or she shall be disqualified from service, and the hearing shall proceed with the remaining committee members.

The hearing shall be facilitated by the College Ombudsman and a non-voting hearing officer. Hearing officers shall be licensed attorneys in good standing with the State Bar of Texas, shall not be related to any party or material witness, and shall not have had prior

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involvement with the facts or circumstances giving rise to the proposal to terminate. Additionally, the attorney serving as the hearing officer shall not be employed by the law firm that is advising the administration regarding the termination.

The members of the committee and the hearing officer shall be appointed within ten days of the employee's request for a hearing. The Ombudsman shall notify the affected employee of the names of the members of the committee and the hearing officer.

If the employee wishes to object to a committee member or the hearing officer, he or she must do so within two days after being notified of the names of the committee members and the hearing officer. The employee must support the objection with factual information pertaining to the individual's fitness to serve. The Ombudsman, in consultation with the hearing officer, shall determine whether to disqualify the committee member. The Ombudsman shall determine whether to disqualify the hearing officer.

Members of the appeal committee shall not publicly discuss the termination recommendation and shall not publicly comment on the credibility of the hearing participants or witnesses.

#### Hearing Procedures

The Ombudsman shall contact the appeal committee members to select dates for the hearing. The Ombudsman shall notify the affected employee and the administration of the time, date, and place of the hearing. The hearing shall be held within 30 days of the employee's request for a hearing, unless the employee and the administration mutually agree to an extension of time or unless the party requesting the extension has demonstrated good cause for the extension. The Ombudsman, in consultation with the hearing officer, shall determine whether good cause exists. Additional procedures shall be as follows:

1. At least three days prior to the hearing, the administration and the employee shall identify in writing all of their proposed exhibits and the names of the witnesses they wish to call, along with the nature of their testimonies. The parties shall provide their exhibit and witness lists to each other, the Ombudsman, and the hearing officer.
2. The administration may not call the affected employee as a witness; however, if the affected employee chooses to testify, he or she shall be subject to cross examination.
3. The employee shall have the opportunity to be represented by counsel and shall have the right to present witnesses and documentary evidence, to cross examine adverse witnesses, and to make argument. Witnesses shall be placed under oath.

4. The committee shall make a record of the hearing either by tape recording or by court reporter. The College District shall bear the cost of creating a record of the hearing.
5. The employee may be represented by counsel at the hearing at his or her own cost. Reasonable cross examination germane to the issues shall be permitted. The strict rules of evidence shall not apply, although all evidence should be relevant. The hearing officer shall rule on objections. The hearing officer, in consultation with the committee members, may impose time restrictions regarding the presentation of evidence and may exclude cumulative or duplicative testimony.
6. The administration bears the burden of proof.
7. After each party has had the opportunity to question a witness, the committee members shall be permitted to question the witness. However, no witness or party may question a member of the committee or the hearing officer.
8. The hearing officer may permit breaks or recesses at his or her discretion.
9. After the presentation of evidence, the parties shall have the opportunity to present closing argument. The committee may choose whether to receive closing argument at the hearing or in a written brief submitted within five days after the conclusion of the hearing. The deliberations of the appeal committee and hearing officer shall be held in private.
10. Barring unforeseen circumstances, the appeal committee shall prepare written findings of fact within 15 days after the conclusion of the hearing.
11. The hearing officer shall transmit a copy of the findings to the affected employee, the Chancellor, and the Ombudsman. The Chancellor shall also receive the documentary evidence from the hearing.
12. The Chancellor or designee shall consider the committee's findings of fact and the evidence. The Chancellor or designee shall prepare a written decision. The Chancellor or designee shall notify the affected employee within ten days whether he or she accepts the findings and whether the recommendation to terminate stands.

**Hearings Before the Board**

If the affected employee disagrees with the Chancellor's decision, the employee may seek further review before the Board. The employee must notify the Board Chair and the Chancellor within ten days after receipt of the written decision whether he or she intends to appeal. The Board shall set a time and place for a hearing. The

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hearing shall be held within 30 days after receipt of the request unless the parties mutually agree to an extension of time or unless the party requesting the extension has demonstrated good cause for the extension. The hearing shall be a closed meeting unless the employee requests in writing that it be held in public.

In the event of a hearing by the Board, a transcript of the hearing before the appeal committee shall be prepared. A copy of the transcript shall be provided to the affected employee at no cost to the employee. Each Board member shall receive a copy of the hearing transcript, the documentary evidence, the committee's findings, and the Chancellor's recommendation.

The hearing before the Board shall be based on the record developed before the appeal committee. At the Board hearing, the employee and the administration or their representatives shall be entitled to make an oral argument within the time restrictions set by the Board. The Board shall make its decision on the proposed termination in open session either at the Board meeting at which the hearing is conducted or, at the Board's sole discretion, at the next scheduled Board meeting.

Decision of the  
Board

If the affected employee does not request a Board hearing or does not appear at the time of the scheduled hearing, the Board may take such actions as it deems appropriate, including upholding or rejecting the recommendation.

Grievance Filed  
Under Education  
Code 51.960

The hearing process permitted by this policy constitutes a grievance for purposes of Texas Education Code Section 51.960.

Ombudsman

The Chancellor shall appoint an Ombudsman to facilitate compliance with this policy. The Ombudsman shall serve as a neutral facilitator to assist the employee, the appeal committee, the hearing officer, and the administration with procedural and ministerial matters such as scheduling the hearing, reserving a hearing room, providing written notices, securing a court reporter or recording device, and maintaining the communications and documents pertaining to the hearing. The term "neutral," as used in this policy, means that the Ombudsman is not related to the affected employee or to any material witness and was not involved in the facts or circumstances giving rise to the recommendation to terminate.

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# Annual Fire/Safety Report

Blinn College District Brenham-Campus

2017



## ANNUAL FIRE SAFETY REPORT

On Aug. 14, 2008, the Higher Education Opportunity Act or HEOA (Public Law 110-315) (HEOA) reauthorized and expanded the Higher Education Act of 1965, as amended. HEOA amended the Clery Act and created additional safety and security-related requirements for institutions. Specifically, it added:

- Fire safety reporting requirements for institutions with on-campus student housing facilities.

In compliance with appropriate provisions of federal law, Blinn College is required to make reports available to the campus community and to prospective students and their parents pertaining to fire safety. Institutions maintaining on-campus student housing facilities must collect fire statistics publish an Annual Fire Safety Report and keep a Fire Log.

### COMPLIANCE WITH THE CLERY ACT

Blinn College's Police Department prepares this Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The purpose of the Report is to disclose campus crime statistics, security, and fire safety information to current and prospective students, faculty, and staff. The Report is prepared in cooperation with the local law enforcement agencies operating in Blinn College's 13-county service area. Each entity is responsible for providing updated information on their educational efforts and programs to comply with the Act.

An email notification is to be sent on October 1 to all enrolled students and employees providing a link to the Report. It can also be accessed directly from the Blinn Police Department web site at [www.blinn.edu/police](http://www.blinn.edu/police).

A printed copy of the College's Annual Security and Fire Safety Report can be obtained by contacting the Blinn College Police Department at 979-830-4755.

### POLICY, PREPARATION, AND DISTRIBUTION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT

Blinn College is dedicated to providing a safe and healthy environment for students, employees, and visitors. This includes ensuring that the College is in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and disseminating important crime statistics and campus safety information to the Blinn College community. The publication of the Annual Security and Fire Safety Report is intended not only to communicate mandatory crime statistics, campus, and fire safety information for students, staff, and current and potential employees in accordance with federal law, but also to assist prospective students and their families in selecting a college by providing information demonstrating that Blinn College is a safe place to learn, work, and live.

Students and employees are encouraged to read and understand information about the College's Annual Security and Fire Safety Report. You can find more information regarding Administrative Procedures for Blinn College at [www.blinn.edu/admnpolicy/intro.htm](http://www.blinn.edu/admnpolicy/intro.htm).

### ***Preparation of the Annual Security and Fire Safety Report***

In accordance with federal guidelines, the Blinn College Police Department and the Emergency Management Department will compose the Annual Security and Fire Safety Report and statistical information with input from various sources such as local law enforcement agencies, Facilities Services, Student Services, Student Success, Human Resources, Marketing, Communications, and other Blinn College Administration.

### ***Distribution***

Blinn College strives to provide the most up-to-date and accurate information to students and employees. The College will maintain the Police website and have a link to the current Annual Security and Fire Safety Report. If a paper copy is requested, it can be obtained by contacting the Blinn College Police Department at 979-830-4755. In addition:

- A. Students and employees will receive an email annually, on or before October 1 of every year, containing information that states the Annual Security and Fire Safety Report is now available with a link to the electronic report, and that this information can be found on the Police Department website.
- B. Blinn College will begin a communication campaign on or before October 1 to distribute the Annual Security and Fire Safety Report to each prospective student each fall and spring semester. The campaign will send an email to the prospective Blinn College students as they enter the prospective student channel beginning on or before October 1 and continuing through May 31 of the next year.

The College will provide all new employees with a new hire packet that will include the link to the Annual Security and Fire Safety Report in the "Acknowledgement of Receipt of Workplace Information," and will post a link to this information on both new faculty and staff orientation pages.

## **DEFINITIONS**

### ***Fire***

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

### ***On-Campus Student Housing Facility***

Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

### **Fire Safety System**

Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

## **POLICIES, PROCEDURES, AND GUIDELINES**

### **Fire Safety Education**

Through the use of fire drills, Blinn College Residence Life provides fire safety and education for students. These are conducted once per semester. Information regarding fire drills and additional housing regulations related to fire safety can be accessed at [www.blinn.edu/housing/resources/files/residential-life-handbook.pdf](http://www.blinn.edu/housing/resources/files/residential-life-handbook.pdf). At the beginning of each Fall and Spring semester, the Blinn College Police Department provides fire safety education training to students residing on campus.

### **Fire Procedures**

If a fire is reported in a Blinn College residential facility, the Residence Life employee on duty or a student reporting the fire should notify the Fire Department at 911 immediately. The following is a list of other campus officials who should be notified:

- A. Blinn College Police Department
- B. Hall Director, Assistant Hall Director, or Resident Assistant
- C. Director of Housing and Student Life
- D. Chancellor of the Blinn College District
- E. Vice Chancellor of Business and Finance/CFO
- F. Executive Director of Physical Plant
- G. Vice Chancellor for Student Services and Administration
- H. Assistant Vice Chancellor for Student Services and Executive Dean of the Brenham Campus

Any other emergency response units may also be called if needed (ambulance, municipal police department, etc.).

### **Housing - Residential Life Staff Office Numbers**

Blinn College Park Apartments	979-830-6300
Beazley/Spencer	979-830-4489
Buccaneer	979-830-4479
Hallstein	979-830-4490
Helman	979-830-4491
Holleman/Memorial	979-830-6530
Katherine Atkinson (KA)	979-830-4488
Lockett	979-830-4481
Melcher	979-830-4494

Solons	979-830-4485
Wheeler	979-830-6982
Assistant Director of Housing	979-830-4168
Director of Housing and Student Life	979-830-4189

**On-Call Resident Assistant (RA) Phone Numbers**

Blinn Housing West-Buccaneer, Lockett, Solons	979-451-4473
Blinn Housing East-Memorial, Holleman, KA, Beazley, Spencer	979-451-4474
Blinn Housing North-Melcher, Helman, Halstein	979-451-4475
Blinn Housing – Wheeler	979-451-4476
Blinn Housing Mill Creek	979-451-4478
Blinn College Park Apartments	979-451-4479
Residential Housing Director East-Wheeler, East Area, North Area	979-451-2568
Residential Housing Director West –BCPA, Mill Creek, West Area	979-203-0129

On-Call Blinn College Police Department	911
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\*On-Call phone numbers are posted in each facility.

***Future Improvements***

The Blinn College Physical Plant Director and the Director of Housing and Student Life evaluate the campus fire safety systems and recommend changes as required. Current improvement includes the implementation of a passive programming event during the academic year to educate residential students on the necessity of observing sound fire safety practices in the residence halls.

***Candles/Cooking in Rooms***

Candles of any kind (decorative or scented), candles that have not been lit, wickless candles, incense, and open flame decorations such as potpourri are fire hazards. Therefore, the burning of candles, incense, or potpourri is prohibited. Also cooking items, such as crock-pots, hot plates, portable tabletop electric grills, and toaster ovens are not allowed. All these items will be confiscated, and a monetary fine will be issued. There will be a \$30 charge per item, not to exceed \$250. Repeated offenders could be subject to expulsion from Residence Life.

**FIRE DRILLS**

Fire drills are conducted every Fall and Spring semester (twice per year) to educate residents on how to react in the event of an actual fire or other emergency situation. Residence Life staff use various techniques to alert students of such a situation. Examples include using the sound of the fire alarm, staff knocking on doors, using air horns, directing students to the emergency exits, and execution of procedures for evacuating the building. During a fire drill, every room will be checked by staff to ascertain that all areas have been evacuated. Failure to evacuate during a drill or alarm in an immediate and cooperative matter will result in a \$50 fine and further disciplinary action.

2017 CALENDAR YEAR FIRE DRILLS IN ON-CAMPUS RESIDENCE HALLS					
RESIDENCE HALL	DRILL NUMBER(S)	SPRING SESSION	SUMMER I SESSION	SUMMER II SESSION	FALL SESSION
Beazley Hall	2	1	0	0	1
Blinn College Park Apartments	2	1	0	0	1
Buccaneer Hall	2	1	0	0	1
Hallstein Hall	2	1	0	0	1
Helman Hall	2	1	0	0	1
Holleman Hall	2	1	0	0	1
James A Atkinson Hall (Vacant)	0	0	0	0	0
Katherine Atkinson Hall	2	1	0	0	1
Lockett Hall	2	1	0	0	1
Melcher Hall	2	1	0	0	1
Memorial Hall	2	1	0	0	1
Solons Hall	2	1	0	0	1
Spencer Hall	2	1	0	0	1
Wheeler Hall	2	1	0	0	1

2016 CALENDAR YEAR FIRE DRILLS IN ON-CAMPUS RESIDENCE HALLS					
RESIDENCE HALL	DRILL NUMBER(S)	SPRING SESSION	SUMMER I SESSION	SUMMER II SESSION	FALL SESSION
Beazley Hall	2	1	0	0	1
Blinn College Park Apartments	2	2	0	0	2
Buccaneer Hall	2	1	0	0	1
Hallstein Hall	1	0	0	0	1
Helman Hall	2	1	0	0	1
Holleman Hall	2	1	0	0	1
James A Atkinson Hall (Vacant)	0	0	0	0	0
Katherine Atkinson Hall	2	1	0	0	1
Lockett Hall	2	1	0	0	1
Melcher Hall	2	1	0	0	1
Memorial Hall	2	1	0	0	1
Solons Hall	2	1	0	0	1
Spencer Hall	2	1	0	0	1
Wheeler Hall	2	1	0	0	1

## STUDENT HOUSING FIRE SAFETY SYSTEMS DESCRIPTIONS

FIRE ALARM CONTROL DESCRIPTIONS FOR BLINN RESIDENCE HALLS							
FACILITY	DEVICES: SD-PS-BELL-AV-V	FIRE ALARM	INSTALLATION	COMPANY	LOCATION	SERVICE	FIRE SPRINKLER
BCPA BLDG. #1	1T-8PS-10A/V-4V	ESL FIRELITE MS-4 /EDWARDS	10/8/2015	FPS	BLDG. #1 MECHANICAL RM.	MONITOR	FSS
BCPA BLDG. #2	1T-8PS-10A/V-4V	ADEMCO VISTA-100/EDWARDS			MAIN FA PANEL - BLDG. #2 MECHANICAL RM.	MONITOR	FSS
BCPA BLDG. #3	8PS-11A/V-3V-14H/S-70 SD	FIRE-LITE ALARMS MS-4 BASIC SYSTEM - MAIN PANEL	6/12/2015	FIRE PRO SERVICES	BLDG. #3 MECHANICAL RM.	MONITOR	FSS
BCPA BLDG. #4	1SD-8PS-A/V	FIRELITE MS-4	2011	FIRE PRO SERVICES	BLDG. #4 MECHANICAL RM.	MONITOR	FSS
BCPA BLDG.#5	1SD-8PS-13AV	ADI ESL 1501 SERIES/EDWARDS	8/30/2005		BLDG. #5 MECHANICAL RM.	MONITOR	FSS
BCPA BLDG. #6	1SD-8PS-15A/V-1V	FIRELITE MS-4	2011	FIRE PROFESSIONAL SERVICES	BLDG. #16MECHANICAL RM.	MONITOR	FSS
BCPA BLDG. #7	1SD-1T-8PS-11A/V-4V	FIRELITE 950	2011	FIRE PRO SERVICES	BLDG. #7 MECHANICAL RM.	MONITOR	FSS
BEAZLEY	12SD-5PS-6A/V	FIRE LITE MS4424B	34368		DAYRM. ACROSS FROM QUEST BATHRM.		FSS
BUCCANEER HALL	14SD-2T-6PS-6A/V-1V	FIRE LITE MS5210 UD	8/27/1996		LAUNDRY ROOM		FSS
HALLSTEIN HALL	68SD-6PS-10A/V	FIRE LITE MINI SCAN 4024	34368		LAUNDRY ROOM BY RM. #11		
HELMAN HALL	5MFAB-12PD-4DD-2HD-3MFS-1FC	FIRE-LITE ALARMS BY HONEYWELL- MS-5UD SERIES	6/3/2015	FIRE PRO SVCS	DAYROOM		FSS
HOLLEMAN HALL	5 MFAB-12PD-2HD, 6H/S	INTELLIKNIGHT MN: 5700 ADDRESSABLE FACP; PC: 1234	42234	HERMANN ALARM SYS	LAUNDRY ROOM		
K. ATKINSON HALL	14SD-5PS-6A/V	FIRE-LITE ALARMS BY HONEYWELL, MS-5UD SERIES	6/3/2015		LAUNDRY ROOM		
LOCKETT HALL	SD13-4T-5PS-6A/V	FIRE LITE MS5210 UD	35304		LAUNDRY ROM		FSS
MELCHER HALL	48SD-5PS-7A/V-1V	FIRE-LITE ALARMS by HONEYWELL- MS-5UD & MS-10US SERIES	10/29/2008	FIRE PROFESSIONAL SERVICES	IN DORM DIR. OFFICE		FSS
MEMORIAL HALL	5MFAB-12PD-2HD-6HSSD-1T-5PS-6A/V	FIRE LITE MINI SCAN 4024	34368		LAUNDRY ROOM		
SOLONS HALL	25SD-2T-9PS-7A/V	FIRELITE MS4412; PS KEY: 1703	1/30/1997		HALLWAY BY DORM DIR APT.		
SPENCER HALL	11SD-4PS-7A/V	FIRE LITE MINI SCAN 4024	34368		IN HALLWAY BY RM.		
WHEELER HALL	21MFAS-432PD-2HD-3WFS-30SS	SILENT KNIGHT; SK5820XL 127 PT SYSTEM	8/24/2011	CONVERGINT TECHNOLOGIES	MECHANICAL RM. 1ST FLR.	MONITOR	FSS
<b>DEVICE ABBREVIATIONS</b>							
*SMOKE DETECTOR - (SD) & PHOTO DETECTOR-(PD)	HEAT DETECTOR-(HD)	PULL STATIONS-PS & MANUAL FIRE ALARM BX-(MFAB)	*AUDIO/VISUAL - (A/V)	*VISUAL - (V)	*SMOKE/THERMAL - (S/T)	*DUCT DETECTOR (DD)	* FIRE SPRINKLER - (FSS)

**\*Blinn College District does not provide housing for summer sessions.**

### FIRE CODE VIOLATIONS

To ensure that fire and life safety guidelines are followed within the residence halls, various appliances and items are prohibited. Residents with questions regarding whether a particular item is permitted should direct such inquiries to Hall Directors and send questions pertaining to prohibited items to: Blinn College Housing and Residential Life ([housing@blinn.edu](mailto:housing@blinn.edu)).

No open flames of any type are permitted in any room. The use of acetate, cellophane, tissue paper, or combustible materials near the light fixture is considered a violation. Space heaters, electric blankets, other heating devices, halogen lamps, lava lamps, and personal microwaves are prohibited, and these items will be confiscated. Each residence hall is equipped with several fire alarm pull stations located throughout the building. If you see a fire, activate a pull station on your way out of the building. A false fire alarm is a violation of state law! Violators could face \$100 in fines, plus damages.

Violations of fire and life safety policies will result in disciplinary action and possible removal of an individual from the residence hall.

### ***Appliances***

Cooking is not permitted in the residence hall rooms. Electrical appliances permitted in the residence halls are: computer, television, coffee/tea maker, and refrigerator up to 4.0 cubic feet. Surge protectors are required when plugging in multiple items. Do not use extension cords and multi-plug adapters without a switch. Keep cords away from walkways. Illegal appliances include, but are not limited to: hot plates, heaters, microwaves, appliances with a heating element, and grills. After one warning, the item will be confiscated and held until the resident leaves for the semester.

### ***Candles and Incense***

Candles, incense, potpourri pots, “scentsy”-type heaters, scented plug-ins, or anything that melts wax or creates smoke, embers, or ashes are fire hazards and are prohibited. These items will be confiscated. Scented aerosol sprays are allowed. A repeat offense will be considered a major violation and could result in removal from housing.

### ***Fireworks***

Possession of fireworks or any explosive device is prohibited by city ordinance. Possession will result in disciplinary action for the violator(s) and damage charges, if applicable.

### ***Microwaves***

Microwave ovens are not permitted in student rooms. They are provided in each hall. Please clean the microwave after use. If smoke caused by burning food sets off a fire alarm, or causes damage to the building or microwave, the responsible student could be held accountable for any violations or damage charges.

### ***Smoking and Smokeless Tobacco***

The College District desires to provide a safe, healthy, and satisfying environment for its students, faculty, staff, and guests. Because of the proven health risks for persons coming into contact with tobacco smoke or other smoke, smoking through any device shall not be allowed in College District-owned or controlled vehicles, buildings, grounds, or other facilities. The smell of smoke is probable cause to enter a room. Disciplinary action will be taken.



The use of [smokeless] tobacco products shall be prohibited on College District grounds and in College District buildings, facilities, and vehicles.

[GFA\(LOCAL\)](#)

### **FIRE EXTINGUISHERS/SMOKE ALARMS**

Fire extinguishers are installed in each residence hall and apartment. Smoke alarms are in each room. These safety devices must not be disarmed, removed, or maliciously discharged. The safety devices are checked regularly. Disabling or misuse of fire safety equipment is a serious violation. Replacement of a missing fire extinguisher is \$75. The cost of refilling the extinguisher is \$50, plus damage and cleanup charges, if applicable. To rewire or replace a smoke alarm is \$50, plus cost of equipment. There is no cost to replace batteries unless it becomes excessive. Tampering with smoke alarms will result in charges and possible removal from housing.

### **EVACUATION PROCEDURES**

When the fire alarm sounds, everyone must exit the building immediately. Follow instructions below.

**Primary Escape Route:** Emergency exit doors at the end of each hallway.

**Secondary Escape Route:** Inner common use stairwells.

Prior to Evacuating the Residence Hall Room:

1. If your door is hot to touch, do not open it!
  - a. Roll up a wet towel and place it at the base of the door to prevent smoke penetration.
  - b. Use a secondary means to exit the room.
2. If your door is cool to the touch, open it slowly.
  - a. If you encounter heat and/or pressure in the hallway, leave your room carefully, closing the door behind you, and proceed to the nearest exit/stairwell to the designated area to be counted by a staff member. (If possible, alert other students on your way to the exit.)
  - b. If the hallway is clear, close your door behind you and proceed to the nearest exit/stairwell. (If possible, alert other students on your way to the exit.)
3. Always use stairs to evacuate the building.
4. If you encounter smoke, take short breaths through your nose and stay close to the floor. (Crawl if possible.)
5. Do not attempt to remove personal items.
6. If your clothing catches fire, stop, drop, and roll.
7. Once outside the building, move far away from the building, and wait until recalled by an authorized College official.
8. Disabled persons who require assistance in evacuating should alert their Hall Director and Resident Assistant in advance.
9. Always remember you are not expected to fight a fire yourself.

## **General Emergencies and Evacuation Procedures**

Blinn College recognizes that, at any time, an emergency can occur which may require that students, faculty, and staff take steps to prevent the loss of life or the destruction of property. Such emergencies include natural disasters, weather related incidents, fire, chemical spills, medical incidents involving injuries or illness, civil disturbances, bomb threats and violent crime. Blinn College also recognizes the particularly high cost of violent crimes and the disruptive effects that they have on our community.

On an annual basis, Blinn College officials conduct a variety of emergency response drills designed to mitigate potential threats to the welfare of the campus community. These drills are designed to include scenarios which require that participants utilize both in-shelter and evacuation procedures.

In the event of a confirmed emergency, alerts and safety instructions will be distributed using the most expedient methods available to the specific location affected. Some examples of methods may include, but are not limited to: public address systems, presence and verbal announcements made by emergency personnel, e-mail, telephone, cell phone, text message, and press releases to public news media.

## **FIRE STATISTICS**

### ***Fires Reported***

No reportable fires occurred during the 2015, 2016, or 2017 calendar years. Please review the following information for the 2017 report, which contains information regarding a Clery reportable residence hall fire.

Fire statistics must be collected and reported in both the Annual Fire Safety Report and the U.S. Department of Education's web-based data collection system. Fire statistics for each on-campus student housing facility must be reported.

- a) The number of fires and cause of each fire. Categories to be used are:
  1. Unintentional Fire
    - A. Cooking
    - B. Smoking materials
    - C. Open flames
    - D. Electrical
    - E. Heating equipment
    - F. Hazardous products
    - G. Machinery/Industrial
    - H. Natural
    - I. Other
  2. Intentional Fire

3. Undetermined Fire
  - b) Number of deaths related to the fire.
  - c) Number of injuries related to the fire resulting in treatment at a medical facility.
  - d) The value of property damage related to the fire.

#### **CAMPUS FIRE REPORTING DISCLOSURE**

Blinn College keeps a chronological record of each fire reported to the Blinn College Police Department on a daily basis. This record includes the date the fire was reported, the date and time of the fire, the case number, and the location of the fire. These records are made open to the public within two business days of the report.

The Blinn College Police Department's Daily Crime and Fire Log is open to public inspection at the Blinn College Police Department offices on the Brenham and Bryan campuses, and at the front offices at the Schulenburg and Sealy campuses. The crime and fire log on each campus contains crime reports for all Blinn College campuses.

Multiple Blinn College Police Department members are trained to maintain an electronic crime and fire log that is backed up by the College's Academic Technology Department.

**2017 STATISTICS & RELATED INFORMATION REGARDING FIRES IN ON-CAMPUS RESIDENCEHALLS**

RESIDENCE HALL	TOTAL FIRES PER FACILITY	FIRE NUMBER	CAUSE	INJURY NUMBER REQUIRING TREATMENT	NUMBER OF FIRE RELATED	VALUE OF PROPERTY DAMAGE
Beazley Hall	0	0	N/A	0	0	0
Blinn College Park Apartments	0	0	N/A	0	0	0
Buccaneer Hall	0	0	N/A	0	0	0
Hallstein Hall	0	0	N/A	0	0	0
Helman Hall	0	0	N/A	0	0	0
Holleman Hall	0	0	N/A	0	0	0
Katherine Atkinson Hall	0	0	N/A	0	0	0
Lockett Hall	0	0	N/A	0	0	0
Melcher Hall	0	0	N/A	0	0	0
Memorial Hall	0	0	N/A	0	0	0
Solons Hall	0	0	N/A	0	0	0
Spencer Hall	0	0	N/A	0	0	0
Wheeler Hall	0	0	N/A	0	0	0

**2017 FIRE LOG REGARDING FIRES IN RESIDENCE HALLS**

Date Reported	Case Number	Nature of Fire	Date & Time	Location

**2016 STATISTICS & RELATED INFORMATION REGARDING FIRES IN ON-CAMPUS RESIDENCEHALLS**

RESIDENCE HALL	TOTAL FIRES PER FACILITY	FIRE NUMBER	CAUSE	INJURY NUMBER REQUIRING TREATMENT	NUMBER OF FIRE RELATED	VALUE OF PROPERTY DAMAGE
Beazley Hall	0	0	N/A	0	0	0
Blinn College Park Apartments	0	0	N/A	0	0	0
Buccaneer Hall	0	0	N/A	0	0	0
Hallstein Hall	0	0	N/A	0	0	0
Helman Hall	0	0	N/A	0	0	0
Holleman Hall	0	0	N/A	0	0	0
Katherine Atkinson Hall	0	0	N/A	0	0	0
Lockett Hall	0	0	N/A	0	0	0
Melcher Hall	0	0	N/A	0	0	0
Memorial Hall	0	0	N/A	0	0	0
Solons Hall	0	0	N/A	0	0	0
Spencer Hall	0	0	N/A	0	0	0
Wheeler Hall	0	0	N/A	0	0	0

**2016 FIRE LOG REGARDING FIRES IN RESIDENCE HALLS**

Date Reported	Case Number	Nature of Fire	Date & Time	Location

2015 FIRE LOG REGARDING FIRES IN RESIDENCE HALLS				
Date Reporte	Case Number	Nature of Fire	Date and Time of Fire	Location
3/29/2015	15-000577	Fire Alarm	3/29/2015 16:30 p.m.	Buccaneer Hall
8/13/2015	15-001906	Microwave Fire	8/13/2015 21:00 p.m.	Spencer Hall
9/8/2015	15-002427	Dryer Smoking	9/08/2015 22:39 p.m.	Helman Hall
10/27/2015	15-003502	Fire Alarm	10/27/2015 19:50 p.m.	Beazley Hall
10/28/2015	15-003522	Fire Alarm	10/28/2015 16:00 p.m.	Solons Hall
12/15/2015	15-004219	Fire Alarm Smoke	12/15/2015 08:53 a.m.	Solons Hall
12/16/2015	15-004243	Student Trapped in Elevator	12/16/2015 18:30 p.m.	Wheeler Hall

Summary of Fires									
RESIDENCE HALL	2015			2016			2017		
	Fires	Injuries	Death	Fires	Injuries	Death	Fires	Injuries	Death
Beazley Hall	0	0	0	0	0	0	0	0	0
Blinn College Park Apartments	0	0	0	0	0	0	0	0	0
Buccaneer Hall	0	0	0	0	0	0	0	0	0
Hallstein Hall	0	0	0	0	0	0	0	0	0
Helman Hall	0	0	0	0	0	0	0	0	0
Holleman Hall	0	0	0	0	0	0	0	0	0
James H Atkinson Hall	0	0	0	0	0	0	0	0	0
Katherine Atkinson Hall	0	0	0	0	0	0	0	0	0
Lockett Hall	0	0	0	0	0	0	0	0	0
Melcher Hall	0	0	0	0	0	0	0	0	0
Memorial Hall	0	0	0	0	0	0	0	0	0
Solons Hall	0	0	0	0	0	0	0	0	0
Spencer Hall	0	0	0	0	0	0	0	0	0
Wheeler Hall	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## **Blinn College Police and Security**

902 College Avenue  
Brenham, Texas 77833

[www.blinn.edu/police](http://www.blinn.edu/police)