



# St. Mary's University

## 2025 Annual Security & Fire Safety Report

Includes Crime and Fire Statistics for Academic  
Years 2022, 2023, & 2024



## Includes Crime and Fire Statistics for 2022 2023 2024

This annual campus security and fire safety report includes information for the 2024-2025 academic year on crime reporting policies and procedures, timely warnings, security and access policy statements, crime awareness and prevention programs, missing students, drug and alcohol policy, campus law enforcement policies, emergency response and notification protocols, programs and procedures related to VAWA offenses, and fire safety information at St. Mary's University.

In the case of an emergency, alert information will be available on:

- The University's website: <https://www.stmarytx.edu/>
  - Your St. Mary's email account
- St. Mary's University's Campus Alert text message emergency notification
  - Rave Guardian App

Emergency Services (Available 24/7)  
210-431-1911

University Police Administration  
210-436-3472

Non-Emergency Services (Available 24/7)  
210-436-3330

University Police Fax  
210-432-2249

Clery Compliance Office  
210-431-4385



The Catholic and  
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## Introduction

### **Preparing the Annual Disclosure of Crime Statistics**

The St. Mary's University Annual Security and Annual Fire Safety Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (hereafter referred to as "the Clery Act"). This report includes statistics for the previous three years concerning reported crimes within St. Mary's University campus, including certain non-campus buildings owned or controlled by St. Mary's University, on any public property within or immediately adjacent to the campus, and on any property used regularly for educational purposes.

This report is prepared in cooperation with our Office of Human Resources, University Police Department, and the Office of Student Integrity and Welfare. Each entity provides updated information on their educational efforts and programs to comply with the Clery Act.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: St. Mary's University Police Department, the San Antonio Police Department, Bexar County Sheriff's Office, Kerr County Sheriff's Office, Bandera County Sheriff's Office, and non-police officials identified by federal law as Campus Security Authorities. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported.

Campus crime, arrest, and referral statistics include those incidents reported to the University Police Department, designated campus officials (including but not limited to: directors, deans, department heads, designated Residence Life staff, student conduct, advisors to students/student organizations, and athletic coaches), as well as reports submitted anonymously.

The report also includes institutional policies concerning campus security, fire safety, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

The entire St. Mary's University community is notified by email of this report's availability each year, and may obtain a copy of this report at the St. Mary's University Police Department (located on the ground level of Treadaway Hall), The Clery Coordinator's office (located on the third floor of Treadaway Hall), or online at <https://www.stmarytx.edu/compliance/clery-act-information/>. St. Mary's University Clery Compliance Coordinator submits the annual crime statistics published in this brochure to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website. The policy for preparing the annual disclosure of crime statistics can be found at [Clery Crime Statistics - Policy Library \(stmarytx.edu\)](#).

## Daily Crime and Fire Log

In addition to this report, the University Police Department maintains a daily crime and fire log. The information in the daily crime log includes all crimes reported to the University Police Department. The information in the fire log includes information about fires that occur in all on-campus residential facilities, including the nature, date, time, and general location. The daily crime and fire logs are available for public review at the University Police Department Administrative Office in Treadaway Hall, during normal business hours. Normal business hours are defined as Monday through Friday, 8 a.m. to 5 p.m., excluding recognized University, local, state, or federal holidays.

## Compliance Statement

To ensure compliance with the Clery Act, St. Mary's University must meet obligations in the following three categories: (1) policy disclosure; (2) records collection and retention; and (3) information dissemination.

**Policy Disclosure** — St. Mary's University must provide the University community and the public with information on the current policies and practices regarding procedures for reporting crimes and other emergencies on campus, as well as policies regarding security and access to campus facilities, and policies related to the University Police Department's jurisdiction and working relationships with other law enforcement agencies.

**Records Collection and Retention** — St. Mary's University is required to keep campus records of crimes reported on campus, to campus security authorities, make a reasonable, good-faith effort to obtain certain crime statistics from appropriate law enforcement agencies to include in the annual security and fire safety report, and keep a daily crime log available for public inspection.

**Information Dissemination** — To provide members of the University community with information needed to make informed personal safety decisions, the University will provide the following: (1) Timely warning notifications of Clery Act crimes that represent an ongoing threat to the safety of students and employees; (2) Immediate (emergency) notifications to the University community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, and; (3) Publish an annual security and fire safety report, making the report available to all current and prospective students and employees.

St. Mary's University is required to report serious crimes as defined by the Clery Act that are reported on campus, in certain non-campus buildings owned or controlled by St. Mary's University, on any public property within or immediately adjacent to the campus, and on any property used regularly for educational purposes. The crimes and disclosures that must be reported include the following:

- Murder and Non-Negligent Manslaughter
- Manslaughter by Negligence

- Sex Offenses (including Rape, Fondling, Incest, and Statutory Rape)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Arrests for Weapon Law Violations
- Arrests for Drug Law Violations
- Arrests for Liquor Law Violations
- Disciplinary Referrals for Weapon Law Violations, Drug Law Violations, or Liquor Law Violations
- Hate Crimes
- Dating Violence
- Domestic Violence
- Stalking/Cyberstalking
- Hazing
- Unfounded Offenses

In compliance with the University's Equal Opportunity, Non-Discrimination, Sexual and Other Forms of Harassment policy, all employees of the University are classified as Campus Security Authorities and must report such crimes to the University Police Department. The only exception to this, per the Department of Education, is employees working in the capacity of confidential advocates which for St. Mary's University includes within The Student Counseling Center, The Student Health Center, Wellness Programs, Clergy/Chaplains, and Military Confidential Resources associated with the Reserve Officers' Training Corps (R.O.T.C.) program. The roles are exempt from reporting Clergy Crimes.

Subsequent to an initial report, University officials may need additional information in order to fulfill the University's response obligations under federal, state, and local laws.

University Police will advise the Title IX Coordinators of any reports that allege violations of the University's Equal Opportunity, Non-Discrimination, and Sexual and Other Forms of Harassment policy. For reports of crimes involving students, the University Police will also notify the Dean of Students.

## Crime Reporting Policies and Procedures

The University community is encouraged to report crimes, suspicious behavior, any emergencies, and immediate safety concerns on campus, on public property running through or immediately adjacent to the campus, or in other property that is owned or controlled by St. Mary's University promptly and accurately by calling the St. Mary's University Emergency Number:

**From an on-campus phone – Dial 1911**

**From an off-campus phone – Dial 210-431-1911**

When reporting an emergency, please provide your name, location, and a brief description of the emergency.

Anyone can always call 9-1-1 and report an emergency to the joint City of San Antonio and Bexar County 9-1-1 service for Police, Fire Department or Emergency Medical Services. However, it is more effective to contact the University Police Department's dispatch personnel because they are trained to assist outside agencies in locating campus locations that may be unfamiliar to them.

The St. Mary's University Police Department is available 24 hours a day to answer calls. In response to a call, University Police will either dispatch an officer and/or other emergency services or ask the caller to meet with a University Police Department officer to file an incident report. When facts warrant, all reported crimes will be investigated by University Police. Reports involving students are forwarded to the Dean of Students for review and potential judicial action. Any additional information obtained via the investigation may also be forwarded to the Dean of Students and/or the Title IX Coordinators. If assistance is required from the San Antonio Police Department or the San Antonio Fire Department, St. Mary's University Police Department will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including St. Mary's University Police Department, will offer the victim resources. St. Mary's University's current campus policies regarding procedures for students and other members of the University community to report criminal actions or other emergencies occurring on campus (including the University's policy concerning its response to these reports) can be found at [Clery Crime Statistics - Policy Library](#).

Crimes should be accurately and promptly reported to the St. Mary's University Police Department should be accurately and promptly reported to the St. Mary's University Police Department or the applicable police jurisdiction, when the victim of a crime elects to, or is unable to, make such a report.

Non-emergency Clery Crimes can be reported online at [Crime Statistic Report Form \(Clery Act\) - Policy Library \(stmarytx.edu\)](#), by calling the University Police Department's non-emergency line at 210-436-3330, emailing the Clery Coordinator at [clery@stmarytx.edu](mailto:clery@stmarytx.edu), or by calling the Clery Compliance Coordinator at 210-431-4385.

### **Blue Emergency Call Boxes**

Blue Emergency Call Boxes are located at entrances of Treadaway Hall, Chaminade Hall, Marian Hall, Dougherty Hall, Leies Hall, Lourdes Hall, John Donohoo Hall and Adele Hall, as well as at the east side of the University Center. Other locations include: parking lots B, G, M, O, Q, R and V. In addition, there is a call box at the VIA Bus stop on Camino Santa Maria. The emergency call box will directly connect the caller to the University Police Department for immediate assistance.

### **St. Mary's University RAVE Guardian App**

The St. Mary's University RAVE Guardian App can be downloaded on Apple and Android cell phones through the app store, free of charge. Through the app, individuals can add three contacts to track their location while on campus. In addition, there is a button to tap for emergency services that will immediately connect the user with the University Police Department's emergency number for immediate assistance. There is also a button to tap that will allow the student user to be immediately connected to a counselor on duty for student mental health services.

## **Police Department Services Numbers**

### **Emergency Response: 210-431-1911**

Reporting crimes and emergencies in progress

### **Non-Emergency Police Response and Services: 210-436-3330**

All non-emergencies for example: Police/public safety assistance, patrol information, safety escorts, late entry access/passess and unlock/jumpstart vehicle assistance.

### **Administration: 210-436-3472**

Chief of Police, Emergency Management, open records, report copies and administrative services.

### **Operations: 210-436-3665**

Operations Lieutenant, crime statistics, victim/witness assistance and community outreach/education.

### **Parking and Traffic Division: 210-431-6754**

Vehicle registration, parking permits, citations/appeals and reserved parking

### **Sergeant's Office: 210-431-6755**

Sergeant, event security staffing, fire evacuation drills

### **Investigations: 210-431-6772**

Investigator, criminal offenses



## Title IX Coordinators

1. Janet Guadarrama, Executive Director of Human Resources and Title IX Coordinator  
210-436-3775  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)
2. Dr. Tim Bessler, Vice President of Student Development/Dean of Students and Title IX Coordinator  
210-436-3331  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)
3. Anita Limon, Deputy Coordinator Title IX & Clery Compliance Coordinator  
210-431-4385  
[clery@stmarytx.edu](mailto:clery@stmarytx.edu)  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)
4. M. Angie Perez, Deputy Coordinator Title IX & Human Resources  
210-436-3617  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

## Campus Security Authorities (CSAs)

Recognizing that many crimes (especially those involving sexual misconduct) are not reported to the police, the Clery Act requires schools to collect data about crimes on and around their campuses from a wide variety of sources, referred to as Campus Security Authorities (CSAs), as defined by federal law. In addition to University Police, any faculty or staff member with "significant responsibility for student and campus activities" is considered a CSA and has duties under the Clery Act.

The Clery Act defines four categories of CSAs:

- University Police;
- Non-police security staff responsible for monitoring college property;
- People or offices designated by school policy as those to whom, or which, crimes should be reported;
- Officials with significant responsibility for student and campus activities.

The Clery Act defines the last category of CSAs broadly to ensure complete coverage and thorough reporting of crimes. All faculty and staff are identified as CSAs at St. Mary's University, except on-campus counselors, health service providers, members of the clergy/chaplains or staff from the Wellness Programs who are employed by the University.

It is helpful for members of the community to immediately report crimes or emergencies to the St. Mary's University Police Department and/or the Title IX Office and/or the Dean of Student's Office for purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary.

## Voluntary Reporting Procedures

Community members who are the victim of a crime and do not want to pursue action through the St. Mary's University Student Development Office may make a report to the University Police Department in person by going to the main station at Treadaway, Annex at Cremer Hall or using the [Crime Statistic Report Form](https://www.stmarytx.edu/campuslife/police/) available online at <https://www.stmarytx.edu/campuslife/police/>.

Community members may also file an anonymous report of a Title IX incident to the Title IX Coordinators using the report form available at <https://www.stmarytx.edu/compliance/title-ix/>.

Making a report with the University Police Department allows the Chief of Police, or their designee, to file a report on the details of the incident while limiting the identity of the reporting party to a confidential need-to-know status.

The voluntary report allows the University to maintain compliance with applicable federal regulations, as well as aid in the future safety of the community. With such information, the University can keep an accurate record of the number of incidents involving students, determine whether there is a pattern of crime with regard to a particular location, method, or assailant, and alert the University community to potential danger.

If the reported incident involves sexual misconduct, the Police Department is required by federal law to notify the St. Mary's University Title IX Coordinators of the incident. Reports filed in this manner are counted and disclosed anonymously in the institution's Annual Security and Fire Safety Report.

## Confidential Reporting Options

At St. Mary's University the following staff members are exempt from the Clery Act's reporting requirements as long as they are working within the scope of their counseling license, religious capacity, or assigned job duties at the time they receive a crime report:

- Licensed professional mental health counselors in the Student Counseling Center or the Counselor Education and Family Life Center.
- Clergy/Chaplains employed by the Marianists or another recognized religious organization to provide confidential counseling to St. Mary's community members.
- Confidential advocates located in the Center for Life Directions through the Wellness Programs, and Military Confidential Resources associated with the Reserve Officers' Training Corps (R.O.T.C.) program.

When acting in a formal capacity, campus Clergy/Chaplains, Professional Counselors, and Confidential Advocates are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors and advocates at St. Mary’s University are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to the Title IX office, the Dean of Student’s Office, and/or the University Police Department. However, this does not exempt them from breaking confidentiality per Texas State Law. A mental health professional may disclose information only to medical or law enforcement personnel if the professional determines that there is a probability of imminent physical injury by the client to the client or others, or there is a probability of immediate mental or emotional injury to the client.

Reserve Officer’s Training Corps (R.O.T.C.) does have confidential advocates within the program that are off site, however all Cadre are mandatory reporters and must report a sexual assault allegation to the Title IX office and Criminal Investigation Division (CID) on Ft. Sam Houston Military Base for contracted students, or local law enforcement for non-contracted students.

## Emergency Notification and Timely Warning Notification

Universities are required to have—emergency notifications and timely warnings —to help keep students and employees informed about threats to the safety and health of their communities.

### Key Distinctions

	EMERGENCY NOTIFICATION	TIMELY WARNING
Scope	Wide focus on any significant emergency or dangerous situation. (may include Clery Act crimes)	Narrow focus on Clery Act crimes reported to CSAs.
Why	Triggered by an event that is occurring on or imminently threatening the campus involving an immediate threat to the health or safety of students or employees.	Triggered by crimes reported to the University Police Department or local law enforcement that have already occurred and represent a serious or continuing threat to students and employees.
Where	Only on campus.	Anywhere on St. Mary’s University Clery geography.
When	Initiate procedures immediately upon confirmation that a dangerous situation or emergency exists or threatens the campus.	Issue a warning as soon as pertinent information is available.

## Emergency Notifications

St. Mary's University uses emergency notifications to provide important information to the community about emergency response and evacuation procedures when a significant emergency or dangerous situation represents an immediate threat to the health or safety of the campus. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation include:

- Approaching tornado, hurricane, or other extreme weather conditions
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Critical system disruptions
- Earthquake
- Explosion
- Fire in an on-campus building
- Gas leak
- Outbreak of meningitis, norovirus, or other serious illness
- Nearby chemical or hazardous waste spill
- Terrorist incident

The University community is encouraged to report crimes, suspicious behavior, any emergencies, and immediate safety concerns on campus, on public property running through or immediately adjacent to the campus, or in other property that is owned or controlled by St. Mary's University promptly and accurately by calling the St. Mary's University Emergency Number:

- **From an on-campus phone** – Dial 1911
- **From an off-campus phone** – Dial 210-431-1911

When reporting an emergency, please provide your name, location, and a brief description of the emergency.

Anyone can always call 9-1-1 and report an emergency to the joint City of San Antonio and Bexar County 9-1-1 service for Police, Fire Department or Emergency Medical Services. However, it is more effective to contact the University Police Department's dispatch personnel because they are trained to assist outside agencies find campus locations that may be unfamiliar to them.

In accordance with the Higher Education Act of 1965, St. Mary's University has a comprehensive communications system to provide prompt Emergency Notification alerts, through RAVE Mobile Safety, for incidents involving a potential immediate threat to the health and safety of members of the campus community using email, text messages, and the RAVE Guardian App. Some buildings have Public Address Systems, which may be used by the University Police Department to communicate with occupants of an individual building, when

appropriate. University officials may also use the University website and/or social media to provide information, as well. The contents for, and activation of these systems, is the responsibility of the Office of the President, the Office of Student Development, the Office of Human Resources, the University Police Department and the Facilities Office. If either of these systems fail or the University deems it appropriate, in-person communication or other available forms of communication may be used to communicate an emergency. Additionally, the Texas Education Code, Section 51.218 requires the emergency alert system to be an opt-out system.

The University Police Department staff are responsible for responding to reported emergencies and confirming the existence of an emergency, sometimes in conjunction with campus administrators, local first responders and/or the national weather center.

If the St. Mary's University Police Department, in conjunction with other University administrators, local first responders and/or the National Weather Service, confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the St. Mary's University community, the following will apply:

1. In the event of an emergency, St. Mary's University will initiate and provide, immediate notifications to the appropriate segment(s) of the University community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors.
2. Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, the St. Mary's University Police Department will be responsible for coordinating with other University officials to determine if an (emergency) Notification is warranted, essentially confirming the emergency and notifying the campus community.
3. If an (emergency) Notification is needed, the St. Mary's Police Department, the Office of University Communications, and the Office of Clery Compliance will collaborate to determine the content of the message, and will use some, or all, of the systems described below to communicate the threat to the St. Mary's University community or to the appropriate segment of the community, if the threat is limited to a particular building or population.

When applicable, subsequent or follow-up messages will also follow the above-described process utilizing the same systems and will be sent by the appropriate University officials (with the exception of fire alarms).

St. Mary's University will, without delay, and taking into account the safety of the community, determine if the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgement of the first responders (including, but not limited to: St. Mary's University Police, San Antonio Police Department, and/or the San Antonio Fire



Department and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Notification will be made by using some or all of the following methods depending on the type of emergency: RAVE Safety alert will be sent to the University community by email, text, and the RAVE Guardian app.), fire alarm (where available), public address systems (where available), social media, digital signage (where available), local media, webpage and/or in person communication. If any of these systems fail or the University deems it appropriate, in person communication may be used to communicate an emergency. The University policies on Emergency Response and Evacuation Procedures can be found at [Emergency Management Plan - Policy Library \(stmarytx.edu\)](#).

Local San Antonio news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the St. Mary's University homepage and/or social media.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed to acknowledge there is no longer an emergency situation in progress.

The positions listed below have the authority and access to write and issue a Rave Mobile Safety Notification:

**Office of President**

- Chief of Staff for the President
- Executive Director of University Marketing & Communications
- Associate Executive Director of University Marketing & Communications

**Office of Administration and Finance**

- Vice President of Administration & Finance

**The University Police Department**

- Executive Director and Chief of Police
- Police Lieutenants
- Police Corporal/Investigators
- Police Sergeants
- Coordinator to the Chief of Police
- Police Telecommunicators

**Student Development**

- Vice President of Student Development, Dean of Students, and Title IX Coordinator
- Assistant Dean for Residence Life

**Information Services**

- Interim Chief Information Security Officer
- Executive Director of Infrastructure & Enterprise Services
- Executive Director of Client & System Support
- Director of Systems Support Services
- Senior Java Administrator

**Human Resources**

- Executive Director of Human Resources and Title IX Coordinator
- Director of Human Resources
- Clery Compliance Coordinator and Deputy Coordinator for Title IX

**Facilities**

- Executive Director of Facilities
- Director, Facility Services

## Registering for Emergency Notifications

The Texas Education Code Section 51.218 requires the emergency alert system to be an opt-out system in regards to text and push notifications. All individuals with a St. Mary's University email are automatically enrolled in the emergency alert system via email which is not opt-out. The Rave Guardian app is a campus safety mobile application that is available to the St. Mary's University community on Android and Apple devices, downloadable for free for smartphones.

Rave Guardian app allows the campus community to call the University Police Department in an emergency from anywhere on campus which can improve response time during an emergency situation. The app also allows the user to share their geolocation with up to three contacts of their choice.

The Rave Guardian app also provides, within the application, a personal inbox for each user which allows users to receive emergency notifications and other pertinent information which includes a notification reader.

The Safety Timer feature allows users to set a timer when they are traveling to a location on or off campus. If the Safety Timer expires and the user has not checked in that they have arrived at their location, a specified contact, called a Guardian, will be alerted and will be sent to the last location of the user's phone. When users create their profile within the app, they must supply the contact information of their contact of choice or selected guardians to the system.

For those who do not have a smartphone, the University Police Department encourages saving the campus police emergency number, 210-431-1911, as a contact so that it can be accessed quickly. If you have questions, contact the University Police Department at 210-436-3330. Please ensure that you are subscribed to the Campus Rave Alert system with your correct contact information at <https://www.getrave.com/login/stmarytx>.

## Registering for the Emergency Notification System (St. Mary's University Alert) via Text

- Go to the University homepage: [www.stmarytx.edu](http://www.stmarytx.edu).
- Scroll to the bottom of the page and locate the "Gateway" link located at bottom of the page on the left-hand side.
- Login to Gateway with your St. Mary's University username and password.
- After login, locate the Applications file.
- Under Applications, select "Campus Alerts".
- Sign in with your St. Mary's University Email (user name) and password on this screen. (You may have to register if this has not been done previously).
- Upon opening the page, Select USER and input your correct information.
- Select and test that your information is correctly added.

## Timely Warnings

In the event a crime is reported within the St. Mary's University Clery Act geography (On Campus, Public Property and Non-campus property), in the judgement of the Chief of Police, or designee, to represent a serious or continuing threat, a campus wide "timely warning" notice will be issued. The University's policy for distributing a Timely Warning Alert to members of the campus community regarding the occurrence of crimes listed in the Clery Act can be found at [Timely Warning Notifications \(Clery Act\) - Policy Library \(stmarytx.edu\)](http://www.stmarytx.edu/policy-library/timely-warning-notifications-clery-act).

The decision to issue a timely warning is made on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the:

- Nature of the crime;
- Continuing danger to the campus community (if applicable);
- Possible risk of compromising law enforcement reports.

Timely Warning Notices are typically written and distributed by the Clery Coordinator in conjunction with the Title IX Coordinators, the President's office, and the Chief of Police and/or the University Police Department designees.

The positions listed below have the authority to provide timely notice to the campus community about Clery Act crimes or other serious or ongoing crimes against people or property that occur on or within the campus boundaries and on public property that is within or immediately adjacent to the campus. The purpose of a Timely Warning is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents.

### Office of the President

- Chief of Staff for the President
- Executive Director of University Marketing & Communications
- Associate Executive Director of University Marketing & Communications

**Office of Administration and Finance**

- Vice President of Administration & Finance

**The University Police Department**

- Executive Director and Chief of Police
- Police Lieutenants
- Police Corporal/Investigators
- Police Sergeants
- Coordinator to the Chief of Police
- Police Telecommunicators

**Student Development**

- Vice President of Student Development, Dean of Students, and Title IX Coordinator
- Assistant Dean for Residence Life

**Information Services**

- Interim Chief Information Security Officer
- Executive Director of Infrastructure & Enterprise Services
- Executive Director of Client & System Support
- Director of Systems Support Services
- Senior Java Administrator

**Human Resources**

- Executive Director of Human Resources and Title IX Coordinator
- Director of Human Resources
- Clery Compliance Coordinator and Deputy Coordinator for Title IX

**Facilities**

- Executive Director of Facilities
- Director, Facility Services

Although not required by Federal Law, timely warning notices may also be distributed for crimes that occur outside these geographic areas if the crime is deemed to pose an ongoing threat to the campus community. A Timely Warning notice for any off-campus crime will be distributed on a case-by-case basis depending on various factors such as the nature of the crime, the exact location, the time of the incident, the local police response and guidance to the University Police Department or other campus officials and the potential direct effect on the campus community.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

All timely warning notices will include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- Date and time or timeframe of the incident
- A brief description of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips)
- Suspect description(s) when deemed appropriate and if there is sufficient detail (see below)
- University Police contact information
- Other information as deemed appropriate by the University Police Department

The description of subjects in a case will only be included in the timely warning notification if there is sufficient detail to describe the individual and if deemed necessary by the University Police Department. If the only known descriptors are sex and race, that will not be included in the notification. The Violence Against Women Act (VAWA) strictly prohibits publishing victim names in timely warning notifications.

St. Mary's University will issue a Timely Warning whenever the following criteria are met:

- A crime has been reported as committed and classified by the Clery Act within Clery Geography; and
- The perpetrator has not been apprehended; and
- There is a substantial risk to the physical safety of other members of the campus community because of this crime.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications, but are not limited to:

- Murder/Non-Negligent Manslaughter
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger St. Mary's University community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Chief of Police, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another;
- Major incidents of Arson
- Other Clery crimes as determined necessary by the Chief of Police, or their designee in his or her absence.



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

- An isolated event between two individuals who know each other that presents no on-going threat to the community.
- Crimes in which the perpetrator has been apprehended, thereby eliminating the threat.
- Crimes in which an identified perpetrator is only targeting specific individuals to the exclusion of others, such as domestic violence.

Timely Warning Notices to the community regarding a delayed or late report of a serious crime or ongoing threat to the campus will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information available.

The University Police Department reviews information that is reported either directly to University Police or indirectly reported by members of the community, Campus Security Authorities, and other local law enforcement to determine if a reported crime poses a serious ongoing threat to members of the University community.

Timely Warning Notices will be issued to the campus community via email notification to all St. Mary's University assigned email accounts. Timely warnings may also be issued using some or all of the following methods of communication: text messages or emails sent through the University's RAVE ALERT system.

The University Police Department will collaborate with the designated Clergy Compliance Coordinator, University Communications department, and other leadership to determine if a Timely Warning is warranted to distribute the notification through the RAVE Alert System. The RAVE Alert System communicates the Timely Warning and other emergency notifications via email, text, and through the RAVE Guardian App.

St. Mary's University annually reviews the departments/employees that are designated as Broadcast Alert Authors/Administrators for our campus emergency notification system (RAVE Alert System). These designees may collaborate with other University departments, if time permits, however, they have the authority to distribute them without collaboration, if deemed necessary.

The department may not issue a Timely Warning notification if:

- The department apprehends the subject(s) and the threat of imminent danger for members of the University community has been mitigated by the apprehension.
- If a report was not filed in a timely manner.
- The institution is not required to issue a Timely Warning with respect to crimes reported to a Clergy/Chaplain or professional counselor.

The following divisions and departments have been authorized to access the system to issue a Timely Warning and other emergency notifications:

RAVE – EMERGENCY NOTIFICATION SYSTEM ACCESS		
BROADCAST ALERT ADMINISTRATION		
Division	Department	Alert Author & Distribution Send and View
Admin & Finance	Facilities	X
Admin & Finance	Clery	X
Admin & Finance	Human Resources/Title IX	X
Admin & Finance	University Police Department	X
Division	Department	Alert Author & Distribution Send and View
Information Systems	Information Systems	X
President	Communications	X
President	Office of President	X
Student Development	Student Development/Title IX	X

## Annual Reports

Statistics are compiled on a calendar year basis and are available to the University community and the general public.

## The Student Newspaper

The University Police Department provides summarized information on crimes to *The Rattler* student newspaper when requested.

## Daily Crime and Fire Log

The University Police Department maintains a daily crime and fire log summarizing incident reports filed by department personnel for review by the University community and the general public.

## Security of and Access to Campus Facilities and University Housing

Faculty, staff, and students are encouraged to have a Rattler ID card in their possession at all times and to present it upon request. Rattler ID cards may be obtained in the Louis J. Blume Library, Charles L. Cotrell Learning Commons at the Information Technology Help Desk. Most academic and administrative buildings and facilities are locked and unlocked by the University Police Department daily.

These buildings are accessible to the University community, guests, and visitors during normal business hours with limited access after normal business hours, on weekends and holidays. During normal business hours most academic and administrative buildings are open and accessible to the public. Students requesting admittance into a secured building after normal hours must show their Rattler ID card and an official Late Entry Pass which can be obtainable

by completing the [Late Entry Pass Form](#) found at the University Police Department's home page in Gateway and submitting to the University Police Department. For School of Science, Engineering, and Technology students please see the police and form available at [Extended Access for Educational Research in SET Facilities - Policy Library](#). No exceptions will be made for students who do not have these items. Residence halls and areas are staffed by full-time, live-in Residence Hall Directors, as well as students employed as Resident Assistants. Each residence hall is accessible by key, and exterior entrance doors remain locked 24-hours a day.

Students are encouraged not to loan their key to anyone, and guests are not permitted into residence halls after designated visiting hours. Residents should report lost keys and malfunctioning locks to the Office of Residence Life. The University Police Department does not unlock residence hall rooms. Requests for Residence Hall room access can be made by contacting the Residence Life office or Director on Duty.

Normal business hours are defined as Monday through Friday, 8 a.m. to 5 p.m., excluding recognized University, local, state, or federal holidays. After-hours is defined as any day of the week outside of those previously listed time frames. As outlined within the University's "After-hours Access for Educational Research Policy," <https://www.stmarytx.edu/policies/school-of-set/after-hours-access-for-educational-research/>.

## Security of Campus

University Police conduct routine patrols of campus buildings, parking lots and grounds to evaluate and monitor security related matters. Housing staff monitor security in the residential facilities and encourage building residents to report suspicious or unusual activity.

Following a risk analysis review of reports regarding suspicious behavior, a University Police Department Annex was added to Cremer Hall to allow an increase in visual presence of University Police in the Residence Life area. This action was an effort to increase safety, and security by enhancing the visibility and presence of campus police to serve as a deterrent.

## Maintenance of Campus Facilities

The University Police Department works closely with other University departments to maintain a safe campus. The University Police Department does daily checks while making the rounds on campus and reports any issues. Officers also check lighting at night and report any burned out lights or dark spots on campus. Maintenance staff repair locks, doors and windows that have been reported as not operating properly, and grounds staff maintain trees, shrubbery, and vegetation to ensure that it does not impede lighting, security surveillance system effectiveness, interfere with walkways or create a safety concern.

An upgrade to the University Surveillance System was completed in 2023 to offer multi-view capabilities of residence halls and other campus buildings. All 186 cameras on campus were replaced with new cameras. The system was moved to a hosted solution, and license plate readers were implemented to cameras at 5 key locations previously identified as being areas of concern.

for safety and theft. The new system brings comprehensive analytics, enhanced screening, storage and review capabilities to campus and University Police Department.

## Jurisdictional, Enforcement and Arrest Authority of University Police

St. Mary's University Police Department is a professional police organization which is dedicated to serving and protecting the St. Mary's University community. The department is responsible for law enforcement, security, and emergency response on campus. Section 51.212 (a) of the State of Texas Education Code states:

- a) The governing boards of private institutions of higher education, including private junior colleges, are authorized to employ and commission peace officers for the purpose of enforcing:
  - 1) State law on the campuses of private institutions of higher education; and
  - 2) State and local law, including applicable municipal ordinances, at other locations, as permitted by Subsection (b) or Section [51.2125 \(Private Institutions: Authority to Enter into Mutual Assistance Agreement\)](#).

While the University Police Department has jurisdiction within all of Bexar County as defined by state law, officers primarily patrol close to the main campus located at One Camino Santa Maria San Antonio, TX 78228. From time to time, in an emergency situation or upon request of local law enforcement, the University Police will take enforcement actions elsewhere within the county. The University Police Department assists or takes action when they witness firsthand criminal activity in the surrounding neighborhoods within their patrol areas, as well as surrounding streets adjacent to the University.

St. Mary's University police officers are certified and licensed by the Texas Commission on Law Enforcement as meeting the established training requirements of the State of Texas for Peace Officers. They are armed with firearms and make arrests pursuant to the Texas Code of Criminal Procedure for crimes defined in the Texas statutes. They are supported by non-commissioned civilian staff and state licensed Telecommunicators. Officers receive training in a wide range of areas to include:

- First aid
- CPR
- Control the Bleed Training
- Mental Health through the Peace Officer Certification Course
- Bike Patrol (through the International Police Mountain Bike Association)
- Underage Drinking Prevention and Enforcement
- Active Shooter Training
- Sexual Assault and Family Violence Investigators (SAFVIC) Training Course

The University Police Department officers are authorized to enforce all campus regulations, local and state laws on University property. Officers conduct foot, bicycle, golf cart and

vehicular patrols on all University property and throughout the University Housing community 24-hours a day; 7 days a week.

Security officers are hired on a contracted basis, as needed for events including the annual Oyster Bake Fiesta event. In 2024, security officers were utilized as added security to monitor the main campus grounds area to observe and report any criminal activity to a law enforcement officer. Security officers contracted for this event do not have any arrest authority, but do report any University policy violations or criminal or suspicious activity to St. Mary's Police Department officers.

## Working Relationships with Local, State and Federal Police Agencies

The University Police Department maintains close working relationships with the San Antonio Police Department, Bexar County Sheriff's Office, and state Texas Department of Public Safety (DPS), federal and other law enforcement agencies. In addition, the University Police Department also works closely with the San Antonio Fire Department, San Antonio Fire Department - Emergency Medical Services and, the respective Offices of Emergency Management.

The University Police Department is also connected with the City of San Antonio and Bexar County regional radio system called the Alamo Area Regional Radio System. This radio system covers more than 1,200 square miles (coverage footprint ranging from San Antonio to Austin, all the way to Houston), and is compatible with nearly 23,000 land mobile radios deployed by 50 agencies working in the county, which includes the City of San Antonio, Bexar County Sheriff's Office, 70 smaller cities and towns, four military bases, and federal and state agencies. In addition, the radio system also has interoperable communications with all of the Lower Colorado River Authority's (LCRA's) approximate 25,000 users.

The University Police Department works with other regional police departments regarding a wide range of crime and safety issues which are unique to college and University campuses. These partners are:

- University of Texas at San Antonio
- University of Texas Health and Science Center at San Antonio
- Texas A&M University – San Antonio
- Trinity University
- University of the Incarnate Word
- Our Lady of the Lake University
- Alamo Colleges

The St. Mary's University Police Department participates in the following regional organizations:

- Alamo Area Council of Governments
- Central Texas Investigators Working Group
- Bexar County Area Chief's Association



- San Antonio Regional University – Emergency Management Planning Group
- San Antonio Regional School District, College and University Police Planning / Working Group.

The University Police Department has a Memorandum of Understanding (MOU) with the City of San Antonio which addresses the following areas (with the exception that it does not pertain to the investigation of alleged criminal incidents):

- Jurisdiction
- Notifications of crimes at University locations
- Use of the City of San Antonio Police Department's:
  - Crime Scene Units
  - Bomb Squad
  - SWAT Team
  - Hostage Negotiators
  - Investigative Unit
  - Procedures to be followed regarding the execution of warrants of arrest and search warrants
  - Joint Training ventures

The University Police Department has an inter-agency agreement with the Bexar County Sheriff's Office providing access to the Texas Law Enforcement Telecommunications System (TLETS), the Texas Crime Information Center (TCIC), and the National Crime Information Center (NCIC) and associated systems.

St. Mary's University collaborates with the following federal law enforcement organizations as appropriate:

- Federal Bureau of Investigations (FBI)
- Joint Terrorism Task Force
- Department of Homeland Security
- Transportation and Security Administration
- United States Marshals Service
- Drug Enforcement Administration
- United States Secret Service
- United States Department of State
- United States Border Patrol
- United States Immigration and Customs Enforcement
- United States Postal Police
- Various United States Armed Forces Criminal Investigations Departments

Normally, in the spring semester, the St. Mary's University campus is the location for the St. Mary's Alumni Association Fiesta Oyster Bake. Fiesta Oyster Bake is a volunteer driven, Fiesta San Antonio food and music festival, with multiple music stages, numerous food and drink booths, and attractions for children. This annual, two-day event became an official San

Antonio Fiesta event in 1974 and attracts over 80,000 visitors that support the Alumni Association's student scholarship fundraising goals.

For this large event, an Incident Management Plan of Action is in place. St. Mary's Alumni Association, in collaboration with the University Police Department, and other partner agencies, provide more than 275 law enforcement and security guards to staff this two-day event. The partner agencies include:

<p>City of San Antonio</p> <ul style="list-style-type: none"> <li>• Police Department</li> <li>• City Marshals</li> <li>• Park Police Department</li> <li>• San Antonio Police Department (SAPD) Raven Team (Robotic Aerial Vehicle Enforcement – Drone)</li> </ul>	<p>Bexar County</p> <ul style="list-style-type: none"> <li>• Sheriff's Office</li> <li>• District Attorney's Office- Investigations</li> </ul>
Atascosa County Sheriff's Office	Universal City Police Department
Edgewood Independent School District Police Department	Converse Police Department
Harlandale Independent School District Police Department	Hollywood Park Police
South San Antonio Independent School District Police Department	VIA Metropolitan Transit Police
Southside Independent School District Police Department	Southwest Texas Regional Advisory Council (STRAC)
Texas A&M University – San Antonio Police Department	Texas Department of Public Safety
Live Oak Police Department	Texas Alcoholic Beverage Commission
Natalia Police Department	Federal Bureau of Investigation
Poteet Police Department	Department of Homeland Security – Transportation Administration
Somerset Police Department	Other agencies determined by need

## Emergency Response on Campus

St. Mary's University Police Department has the primary responsibility for law enforcement, security and emergency response on campus. The University Police can be contacted (to report an emergency) 24-hours a day, 7 days a week by dialing extension 1911 from an on-campus telephone, at 210-431-1911 from an off-campus telephone, the Rave Guardian App, or through one of the Blue Emergency Call Boxes located throughout campus.

## Summary of the Emergency Response Plan

The University's Emergency Management Plan includes information about the authority of the University in an emergency, concept of operations, assumptions, objectives, activities during different phases of emergency management, levels of response, activation of the plan, command and control, organization, assignment of responsibilities and functions. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University is continuously reviewing processes of the many different educational programs and exercises in order to better prepare the community during emergencies.

St. Mary's University police officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually St. Mary's University Police, San Antonio Police and the San Antonio Fire and Emergency Medical Services Department, who typically respond and work together to manage the incident. Depending on the nature of the incident, other St. Mary's University departments and other local or federal agencies could also be involved in responding to the incident.

The University Police Department, in conjunction with officers of the University, local government officials, local first responders, public health officials, and/or the National Weather Service, are responsible for confirming that there is an emergency or dangerous situation that potentially poses an immediate threat to the health or safety of the campus community. The University will immediately notify the campus community upon the confirmation that a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff is occurring on campus utilizing the RAVE Guardian App.

In conjunction with other emergency agencies, the University conducts regular emergency response exercises such as table top exercises, field exercises, and tests of the emergency notification system on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

The University Police Department ensures each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

General information about the emergency response and evacuation procedures for St. Mary's University is published each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act as part of the institution's Clery Act compliance efforts in the Annual Campus Security and Fire Report. Hard copies of the table top exercises and hard copies of the building evacuation drills can be obtained at the University Police Department. Hard copies of the tests of the emergency notification system can be obtained in the office of the Clery Compliance Coordinator.

St. Mary's University tests the Emergency Notification System (RAVE Alert) each academic semester (Fall, Spring, Summer 1, and Summer 2). The test notification is sent to everyone in the St. Mary's University community with an official St. Mary's University email address.

Community members may receive emergency notifications via text message, but have to elect to “opt-in” for this service. Community members can register for this service through the university [Rave Login - St Marys University \(getrave.com\)](https://getrave.com)

The system was used the following number of times to notify the campus community regarding issues either on the campus or next to the campus during the 2024 calendar year, including test alerts.

Emergency Weather/Critical System Outages	2
Clery Crime Notifications	4
Test Alerts	4

### Residence Hall Fire Alarm and Evacuation Drills

An announced drill is defined as a drill that is pre-advertised to let residents of a specific hall know a drill will take place at a certain date and time. An unannounced drill is a drill where most of the participants, or residents in the case of the resident halls, are unaware that a test will take place. During the 2024 calendar year, the Office of Residence Life, in conjunction with the University Police Department, conducted one unannounced fire alarm evacuation for most of the residence halls during the spring and fall semesters with the exception of the halls which were offline and not being utilized for student housing. Adele Hall, John Donohoo Hall and Anthony Frederick Hall were offline for the Fall and Spring 2024 semester so no fire drills were performed for this timeframe.

The following table provides the date, time, location, and whether the drill was announced or unannounced:

Hall	Date	Time (AM/PM)	Nature: Alarm or Drill	Announced or Unannounced Drill
Adele Hall	None; Offline	N/A	N/A	N/A
John Donohoo Hall	None; Offline	N/A	N/A	N/A
Anthony Frederick Hall	None; Offline	N/A	N/A	N/A

Hall	Date	Time (AM/PM)	Nature: Alarm or Drill	Announced or Unannounced Drill
Chaminade Hall	3/5/2024	8:30 PM	Drill	Unannounced
Cremer Hall	3/4/2024	7:35 PM	Drill	Unannounced
Dougherty Hall	3/6/2024	7:00 PM	Drill	Unannounced
Founders Hall	2/28/2024	8:00 PM	Drill	Unannounced
Bordeaux Hall	3/4/2024	7:50 PM	Drill	Unannounced
Herbert and John G. Leies Hall	3/4/2024	7:00 PM	Drill	Unannounced
Our Lady of Lourdes Hall	3/6/2024	7:35 PM	Drill	Unannounced
Marian Hall	3/5/2024	8:00 PM	Drill	Unannounced
Treadaway Hall	2/27/2024	8:00 PM	Drill	Unannounced
Perigueux Hall	2/28/2024	7:00 PM	Drill	Unannounced



Hall	Date	Time (AM/PM)	Nature: Alarm or Drill	Announced or Unannounced Drill
Chaminade Hall	9/16/2024	8:00 PM	Drill	Unannounced
Cremer hall	9/10/2024	8:30 PM	Drill	Unannounced
Dougherty Hall	9/9/2024	8:00 PM	Drill	Unannounced
Founders Hall	9/23/2024	8:00 PM	Drill	Unannounced
Bordeaux Hall	9/9/2024	8:30 PM	Drill	Unannounced
Herbert and John G. Leies Hall	9/10/2024	8:30 PM	Drill	Unannounced
Our Lady of Lourdes Hall	9/10/2024	8:00 PM	Drill	Unannounced
Marian Hall	9/12/2024	8:00 PM	Drill	Unannounced
Treadaway Hall	9/18/2024	8:00 PM	Drill	Unannounced
Perigueux Hall	9/18/2024	8:00 PM	Drill	Unannounced
Founders Hall	10/7/2024	8:00 PM	Drill	Unannounced

## Summary of Emergency Evacuation Procedures

The University Police and the Office of Residence Life coordinate evacuation drills at least once a semester for each residential facility on campus, although there were exceptions for halls offline, or weather emergencies. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. St. Mary's University Police does not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, the University Police and Residence Life staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At St. Mary's University, evacuation drills are used to educate and train occupants on fire safety issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the University an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by the University Police and the Office of Residence Life to evaluate egress and behavioral patterns. Participating departments identify deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

### General Evacuation Procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your area immediately, proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify St. Mary's University Police Emergency (210-431-1911) or dial 911.

1. Remain Calm
2. Do not use Elevators, Use the Stairs.
3. Assist the physically impaired. If a person is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform St. Mary's University Police Department or the responding Fire Dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure everyone is out of the building.
6. Do not re-enter the building.

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

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

### Basic “Shelter-in-Place” Guidance

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

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

A shelter-in-place notification may come from several sources, St. Mary’s Police Department, Residence Life Staff members, other University employees, San Antonio Police Department, or other authorities utilizing the University’s emergency communications tools.

### How to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, including St. Mary’s University Police, Residence Life staff members, other University employees, the federal, state, or local government, San Antonio Police, or other authorities utilizing the University’s emergency communications tools. No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by emergency personnel:

- If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone/cellular phone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be an interior room, above ground level, and without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- Shut and lock all windows (tighter seal) and close exterior doors.
- Turn off air conditioners, heaters, and fans, if possible
- Close vents to ventilation systems, if possible. (University staff will turn off the ventilation as quickly as possible.)
- Make a list of the people with you and ask someone (Residence Life staff, faculty, or other staff) to call the list in to St. Mary’s University Police so they know where you are sheltering. If only students are present, one of the students should call in the list.

- Turn on a radio or TV and listen for further instructions, if available.
- Turn sounds off on cellular phone, but monitor for instructions and updates.
- Make yourself comfortable.

## Medical Emergencies

When medical treatment or an ambulance service is required for injuries or health related situations, contact the University Police at extension 1911. The University Police Department recommends that if a student needs medical attention and/or is experiencing a medical emergency, they call 1911 first. This is because if a student dials 911, that call will be rerouted back to UPD and valuable time is lost. Training for Resident Advisors and students follow this procedure.

## St. Mary's Policy on Alcohol and Other Drugs

### Alcohol

The abuse of alcohol and drugs by members of the University community is incompatible with the goals of an academic institution. St. Mary's University remains in compliance with the Drug-Free Schools and Communities Act of 1989 by publishing information regarding the University's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for St. Mary's University students and employees. A complete description of these topics is available online at: <https://www.stmarytx.edu/compliance/drug-free-schools/>.

In accordance with Texas State Law, St. Mary's does not permit the purchase, possession, use, sale or consumption of alcohol by persons under 21 years of age. The St. Mary's University Police Department is responsible for the enforcement of state underage drinking laws.

Events approved to serve alcohol must be served by either Aramark or approved third-party vendors, which must be licensed and pre-approved by the Dean of Students Office in conjunction with the Chief of Police. Both the University and Aramark hold beer and wine licenses for the campus. Neither organization's license permits the sale or distribution of any other kind of alcoholic beverage.

- Respect is the foundation upon which the University bases its Alcohol Policy as outlined in the following areas:
  - Respect for oneself — Those who are of legal age and choose to drink must never do so in a manner that puts them at personal risk.
  - Respect for others — Intoxication is inappropriate behavior and it does not excuse an individual of personal responsibility. Anyone choosing to drink must not drink to a level that the rights and well-being of others might be endangered.

- Respect for property — Research indicates that most campus vandalism and destruction is directly related to alcohol consumption. Each individual will be held responsible for any damage done while under the influence.

Alcohol consumption, even in low doses, significantly impairs the judgment and coordination required to drive a car safely. Low to moderate doses of alcohol also increase the incidence of aggressive acts.

Moderate to high doses of alcohol cause marked impairments in higher mental function. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. Repeated use can lead to dependence. Pregnant women who drink alcohol may give birth to infants with fetal alcohol syndrome.

## Drugs

Federal law, State law, and University policy prohibit the use, possession, sale, manufacture, or distribution of any illegal drugs. The St. Mary's University Police Department is responsible for the enforcement of both State and Federal drug laws.

### Tobacco, Chewing Tobacco, and Vaping (Nicotine)

Smoking causes about one of every five deaths in the United States each year. Smoking is responsible for more than 480,000 deaths annually (including deaths from second-hand smoke). Chronic obstructive lung diseases such as emphysema are 10 times more likely to occur among smokers than non-smokers.

Smoking during pregnancy also poses serious risks such as spontaneous abortion, pre-term birth, low birth weights, and fetal and infant deaths.

### Designer Drugs

In order to circumvent legal restrictions, underground chemists modify the molecular structure of certain illegal drugs to produce designer drugs. Many of the so-called designer drugs are related to amphetamines (MDMA, X). These substances can produce a severe neurochemical change to the brain. Narcotic type drugs (China white) can cause Parkinson's disease-like symptoms (uncontrollable tremors, drooling, impaired speech, paralysis and irreversible brain damage). Amphetamine and methamphetamine type substances cause nausea, blurred vision, chills or sweating and faintness.

Psychological effects include anxiety, depression and paranoia. Designer phencyclidine causes delusions, hallucinations and impaired perception.

### Narcotics

Narcotics initially produce feelings of euphoria followed by drowsiness, nausea and vomiting. Users may experience constricted pupils, watery eyes and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and possible death. Addiction in pregnant women can lead to premature, stillborn or addicted infants who experience severe withdrawal symptoms.

## Cocaine

The use of cocaine can cause death by cardiac arrest or respiratory failure. Immediate effects include dilated pupils, elevated blood pressure, elevated heart rate, elevated respiratory rate and elevated body temperature. Occasional use can cause stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Cocaine can produce psychological dependence; a feeling that the user cannot function without the drug. Crack or freebase rock is extremely addictive, and physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures.

## Other Stimulants

Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. Users may experience sweating, headaches, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause rapid or irregular heartbeat, tremors, loss of coordination and even physical collapse. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions, and paranoia.

## Marijuana (Cannabis)

Use of cannabis may impair or reduce short-term memory and comprehension, alter one's sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car.

Motivation and cognition may be altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis and is damaging to the lungs and pulmonary system. Marijuana smoke contains more cancer-causing agents than tobacco smoke.

## Anabolic Steroids

Steroid users subject themselves to more than 70 possible side effects ranging in severity from liver cancer to acne, and include psychological, as well as physical reactions. The liver, cardiovascular and reproductive systems are most seriously affected by steroid use. In males, use can cause sterility and impotence. In females, irreversible masculine traits can develop along with sterility. Psychological effects include very aggressive behavior known as "roid rage" and depression.

## Hallucinogens

LSD, mescaline and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feelings may change rapidly. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even after use has ceased. Users of PCP report persistent memory problems and speech difficulties, depression, anxiety, and often violent behavior patterns.

## Depressants

The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness, relaxed muscles, but somewhat larger doses can cause slurred speech,

staggering gait and altered perception. Large doses can cause respiratory depression, coma, and death. The combination of depressants can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence.

## Alcohol and Drug Abuse Resources

Below are alcohol and drug abuse resources available on and off campus.

### On-Campus

**Student Health Center:** 210-436-3506

Located at Charles Francis Hall. Medical assistance is available through the medical personnel.

**Student Counseling Center:** 210-436-3135

Located in the Center for Life Directions. Counseling services are available by a staff psychologist, as well as psychological testing and assessment and individual and group counseling.

**University Ministry:** 210-436-3213

Located in the Center for Life Directions. Offers pastoral and spiritual counseling and guidance.

### Off-Campus

Information concerning off campus resources can be obtained by visiting the Student Counseling Center in the Center for Life Directions building or calling (210) 436-3135.

<https://www.stmarytx.edu/outreach/counseling/>.

## Possible Legal Sanctions for Illegal Use of Alcohol and Other Drugs

### TEXAS STATE LAW

OFFENSE	CLASS/DEGREE	PUNISHMENT
Manufacture or delivery of controlled substance (drugs)	State Jail Felony to First Degree Felony	Minimum: Up to 2 years in jail and a fine of up to \$10,000 Maximum: 15 years to life in jail and a fine of up to \$250,000
Possession of a controlled substance	Class B Misdemeanor to First Degree Felony	Minimum: Up to 180 days in jail and a fine of up to \$2,000 Maximum: 15 years to life in jail and a fine of up to \$250,000



Possession or delivery of marijuana	Class B Misdemeanor to First Degree Felony	Minimum: 180 days in jail or a fine of up to \$2,000, or both Maximum: 5 years to life in jail and a fine of up to \$100,000
Driving while intoxicated (alcohol or other drugs or both)	Class B Misdemeanor Class A Misdemeanor if BAC is equal to or greater than .15 Third Degree Felony if 2 or more prior convictions	Minimum: Confinement of 72 hours unless the driver had an open container of alcohol in his/her possession in which case the offense is a Class B misdemeanor with a minimum term of confinement of six days in jail. Maximum: 2 to 10 years in jail and a fine of up to \$10,000
Public Intoxication	Class C Misdemeanor If under 21 years old, Texas Alcohol Beverage Code apply (Sections 106.071 and 106.115)	Fine up to \$500 and attendance at an alcohol awareness program. Where the offender has previously been convicted twice for an alcohol-related offense by a minor, the punishment is a fine of \$250 to \$2,000, jail time of up to 180 days, community service of 8 to 40 hours, and driver's license suspension for 30 to 180 days and attendance at an alcohol awareness program.
Purchase, consumption, or possession of alcohol <b>by a minor</b>	Class C Misdemeanor	Attendance at an alcohol awareness program. When the person has been previously convicted twice for an alcohol-related offense by a minor, the punishment is a fine of not less than \$250 or more than \$2000; confinement in jail for a term not to exceed 180 days; or both the fine and confinement; community service of 8 to 40 hours; suspension of Texas Driver's License or permit for 30 to 180 days and attendance at an alcohol awareness program.
Sale of alcohol <b>to a minor</b>	Class A Misdemeanor	Fine up to \$4,000, up to one year in jail, or both, 180-day driver's license suspension
Purchase of alcohol for a minor or furnishing alcohol to a minor	Class B Misdemeanor	Fine up to \$2,000, up to 180 days in jail, or both
Misrepresentation of age by a minor to a person selling or serving alcohol	Class C Misdemeanor	Attendance at an alcohol awareness program, and where the offender is a minor previously convicted twice for alcohol-related offenses, a fine of not less than \$250 or more than \$2000; confinement in jail for a term not to exceed 180 days; or both fine and imprisonment; community service of 8 to 40 hours; suspension of Texas Driver's License for 30 to 180 days and attendance at an alcohol awareness program.

## FEDERAL LAW

OFFENSE	MINIMUM PUNISHMENT	MAXIMUM PUNISHMENT
Manufacturing, distribution or dispelling of illegal drugs	Imprisonment up to 3 years, and a fine of \$250,000, or both	Life imprisonment (no parole) and fine up to \$8 million (individual) or \$20 million (other)
Possession of illegal drugs	Imprisonment for up to 1 year and a fine of not less than \$1,000 or both	5 to 20 years imprisonment and fine of at least \$5,000 plus investigation/court costs
Distribution of drugs to a person under 21 years of age	Double the federal penalty for distribution of drugs	Triple the federal penalty for distribution of drugs

## Weapons

The University Police Department supports a safe, educational environment and enforces all applicable weapons laws as it relates to the campus. All violators of weapons laws will be arrested & prosecuted. Student cases will be referred to the Dean of Students Office for additional sanctions. Faculty and Staff cases found to be in violation will be referred to the Human Resources Department.

As permitted under Texas Senate Bill 11, St. Mary's University does not allow either the possession of a concealed or openly carried handgun or long-gun. After consultation with the University community, on Nov. 6, 2015 St. Mary's University "opted out" of the open carry and campus carry provisions as allowed by the Texas Legislature. Signage is posted at all entry gates to the University reflecting that no weapons are allowed on campus.

Person(s) excluded from this rule include qualified members of the St. Mary's University Police Department, federal/state/local law enforcement officials, officers and agents, St. Mary's University ROTC (while acting within the scope of their training) and Marianist permanent residents on the premises, or others who are given written permission by the Chief of University Police.

## St. Mary's University Policies Related to the Violence Against Women Act

St. Mary's University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the University community. The University issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault, and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence,

domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a University official.

### **Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows<sup>1</sup>:

**Domestic Violence:** A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- For the purposes of complying with the requirements of this section and §668.41, domestic violence as defined in the Clery Act is considered a crime for the purposes of Clery Act reporting, and is prohibited in an institution of higher learning.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition:
  - Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence
- For the purposes of complying with the requirements of this section and §668.41, dating violence as defined in the Clery Act is considered a crime for the purposes of Clery Act reporting, and is prohibited in an institution of higher learning.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

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<sup>1</sup> St. Mary's University prohibits the crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking as defined by the Clery Act.

- **Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

**Stalking/Cyberstalking:** 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.
- For the purposes of this definition:
  - Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- For the purposes of complying with the requirements of this section and section 668.41, stalking as defined in the Clery Act is considered a crime for the purposes of Clery Act reporting, and is prohibited in an institution of higher learning.
- Cyberstalking is defined as the use of electronic means to repeatedly harass, alarm, or annoy another person.

## Jurisdictional Definitions of Domestic Violence, Dating Violence Sexual Assault and Stalking

Below are definitions for domestic violence, dating violence, stalking, and sexual assault as defined by the State of Texas.

**Domestic Violence:** In the State of Texas domestic violence is referred to as family violence. Family violence means:

- an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent

physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself;

- abuse, as that term is defined by Sections 261.001(1)(C), (E), and (G) of the Texas Family Code, by a member of a family or household toward a child of the family or household; or
- Dating violence, as that term is defined by Section 71.0021.

**Dating Violence:** An act, other than a defensive measure to protect oneself, by an actor that:

- is committed against a victim:
  - with whom the actor has or has had a dating relationship; or
  - because of the victim's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and
- is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim in fear of imminent physical harm, bodily injury, assault or sexual assault.
- For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of:
  - the length of the relationship;
  - the nature of the relationship; and
  - the frequency and type of interaction between the persons involved in the relationship.
  - A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b).

This section covers the definitions of Sexual Assault, Fondling, Incest, and Statutory Rape. Note: In the State of Texas, Statutory Rape is classified under Sexual Assault.

**Sexual Assault-** (a) A person commits an offense if the person:

- intentionally or knowingly:
  - causes the penetration of the anus or sexual organ of another person by any means, without that person's consent;
  - causes the penetration of the mouth of another person by the sexual organ of the actor, without that person's consent; or
  - causes the sexual organ of another person, without that person's consent, to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor; or
- intentionally or knowingly:
  - causes the penetration of the anus or sexual organ of a child by any means;
  - causes the penetration of the mouth of a child by the sexual organ of the actor;
  - causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor;

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

**Fondling-** The State of Texas classifies Fondling under Public Lewdness (Texas Penal Code Sec. 21.07) and Indecent Assault (Texas Penal Code Sec. 22.012).

**Public Lewdness-** (a) A person commits an offense if he knowingly engages in any of the following acts in a public place or, if not in a public place, he is reckless about whether another is present who will be offended or alarmed by his:

- act of sexual intercourse;
- act of deviate sexual intercourse;
- act of sexual contact; or
- act involving contact between the person's mouth or genitals and the anus or genitals of an animal or fowl.

**Indecent Assault.** (a) A person commits an offense if, without the other person's consent and with the intent to arouse or gratify the sexual desire of any person, the person:

- touches the anus, breast, or any part of the genitals of another person;
- touches another person with the anus, breast, or any part of the genitals of any person;
- exposes or attempts to expose another person's genitals, pubic area, anus, buttocks, or female areola; or
- causes another person to contact the blood, seminal fluid, vaginal fluid, saliva, urine, or feces of any person.

If conduct that constitutes an offense under this section also constitutes an offense under another law, the actor may be prosecuted under this section, the other law, or both.

**Incest** - The State of Texas classifies Incest under Prohibited Sexual Conduct.

**Prohibited Sexual Conduct-** (a) A person commits an offense if the person engages in sexual intercourse or deviate sexual intercourse with another person the actor knows to be, without regard to legitimacy:

- the actor's ancestor or descendant by blood or adoption;
- the actor's current or former stepchild or stepparent;
- the actor's parent's brother or sister of the whole or half-blood;
- the actor's brother or sister of the whole or half blood or by adoption;
- the children of the actor's brother or sister of the whole or half blood or by adoption;
- or
- the son or daughter of the actor's aunt or uncle of the whole or half blood or by adoption.

**Stalking/Cyberstalking** - (a) A person commits an offense if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that:

- constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening:
  - bodily injury or death for the other person;
  - bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or
  - that an offense will be committed against the other person's property;
- causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended;
- Cyberstalking is defined as the use of electronic means to repeatedly harass, alarm, or annoy another person which:
- would cause a reasonable person to:
  - fear bodily injury or death for himself or herself;
  - fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship;
  - fear that an offense will be committed against the person's property; or
  - feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended.

## St. Mary's University Anti-Hazing Policy

St. Mary's University's Anti-Hazing Policy is guided by the University's Catholic identity, Marianist values, and Mission. As such, any act of hazing goes against the ideas of community and family spirit at St. Mary's University. Such acts, and the impact of these acts, are detrimental to the type of leaders the institution strives to mold and develop. Additionally, St. Mary's University's Anti-Hazing Policy is *guided by the Stop Campus Hazing Act (2024) [LINK](#) and the Texas Anti-Hazing Statute (2019) [LINK](#). The University's anti-hazing policy applies to all enrolled students, employees, registered student organizations, athletic teams, and other student groups at St. Mary's University (such as band, honor societies, and departmental clubs). The policy also applies to programs and activities both on and off University property.*

### Definition of a Student Organization

For purposes of the University's Anti-Hazing policy, the phrase "student organization" means an organization at St. Mary's University (such as club, society, association, varsity or junior varsity



athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the University.

While student organizations that are not recognized or established by the University are not subject to the University's disciplinary jurisdiction, individuals who engage in violations of the standards of conduct outlined in the University's Anti-Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized or established by the institution.

The University reserves the right to hold a sub-group of an organization accountable for Hazing policy violations, rather than the entire student organization, when circumstances reasonably indicate a sub-group, not the entire student organization, committed a Hazing policy violation. For example, affinity groups or position groups within an athletic team that meet the definition of student organization may be held accountable for hazing in lieu of the entire athletic team.

### **Definition Of Hazing**

Hazing is any intentional, knowing or reckless act occurring on or off campus, by one person acting alone or with others, directed against a student or group of students for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are, or include, students at St. Mary's University. Hazing includes, but is not limited to offenses that:

- subject the student(s) to an unreasonable risk or harm, or
- includes the damage or destruction of private or personal property or the disruption of our community environment.

Specific examples of hazing include, but are not limited to:

- Physical brutality, which is whipping, beating, striking, paddling, branding, shocking, placing a harmful substance on the body or other similar activities;
- Physical activities involving sleep or food deprivation, exposure to the elements, confinement to small space, physical bondage or calisthenics or similar activity that subjects the student to an unreasonable risk of harm or adversely affects the mental or physical health of the student;
- Forced or coerced consumption of alcoholic beverages or liquor, or consumption of other substances such as food, large quantities of non-alcoholic beverages, or other substances that subjects the student to an unreasonable risk of harm or adversely affects the mental or physical health of the student;
- Taking of a student to an outlying area and leaving him/her;
- Activities that induce, cause or require a student to perform an act in violation of the Penal Code or the Student Code of Conduct; or
- Involves coercing, as defined by [Section 1.07, Penal Code](#), the student to consume a drug, alcoholic beverage or liquor in an amount that would lead a reasonable person to believe that the student is intoxicated, as defined by [Section 49.01, Penal Code](#).

## **Personal Offenses**

A student, employee, volunteer or student organization commits an offense under the St. Mary's University Hazing Policy if s/he:

- Engages in hazing;
- Solicits, encourages, directs, coerces, aids or attempts to aid another person engaged in hazing;
- Intentionally, knowingly or recklessly permits hazing to occur; or
- Has firsthand knowledge of the planning of a specific hazing event or has firsthand knowledge that a specific event has occurred and fails to report that knowledge, in writing, to the appropriate University official, thereby misusing authority by virtue of one's class rank or leadership position.

## **Definitions of Hazing Activities**

The University has defined incidents and activities that may be interpreted as hazing according to the Student Code of Conduct. These activities include, but are not limited to the following:

- Activity that requires the violation of federal, state, or local law or the Code of Student Conduct.
- Allowing for less than eight successive hours per day away from organization activities;
- Any type of personal servitude which is demeaning or is of personal benefit only to individual members;
- Assigning of pranks such as stealing property, painting objects, harassing other groups or scavenger hunts;
- Blindfolding, psychological shocks or tests which may inspire fear;
- Calisthenics or any other forms of physical exercise or abuse;
- Confining individuals in an area which is uncomfortable or dangerous (high temperatures, too small, no or strobing lights, repetitive noise, etc.);
- Disruption of normal hygiene or diet schedules;
- Eating or ingesting any unwanted substance;
- Forced or coerced consumption of alcoholic beverages or liquor either by threat or peer pressure;
- Forced or coerced consumption of large quantities of non-alcoholic beverages either by threat or peer pressure;
- Intentionally messing up areas for new members to clean up; Lineups intended to demean or humiliate;
- Paddle swats, including trading swats;
- Requiring participation in quad beyond normal quad hours.
- Sexist or sexually related duties, tasks or punishments;
- Throwing oil, syrup, flour or any other substance on a person;
- Total or partial nudity at any time;

- Transportation and abandonment, including road trips, kidnapping, walks, rides, or drops;
- Use of demeaning names or slurs;
- Wearing or carrying any obscene, burdensome, or unnecessary article;
- Wearing of embarrassing, uncomfortable or abnormal clothing;
- Yelling or screaming at persons for the purpose of humiliation or embarrassment; or
- Tying or binding or otherwise restricting the free movements of an individual.

Questions regarding the legitimacy or liability of any event or activity or to report a possible incident should be directed to the Dean of Students.

### **How to Report a Hazing Incident**

Any member of the St. Mary's University community, visitor, or guest may report a policy violation(s) by any student for misconduct under this *Code of Student Conduct* to the Vice President for Student Development/Dean of Students, Assistant Director for Student Integrity and Welfare, Assistant Dean for Law Student Affairs, University Police, Residence Life, or the University's Title IX Coordinator(s).

Reports of hazing can be made through the following channels:

1. [Hazing Report Form](#)
2. **St. Mary's University Police Department** (For immediate threats or emergencies)  
Location: Treadaway Hall or Cremer Hall Substation  
Emergency Phone: 210-431-1911 (for immediate danger)  
Non-Emergency Phone: 210-436-3330
3. **Office of Dean of Students**  
Location: Student Development Suite, 2<sup>nd</sup> Floor of the University Center  
Email: [deanofstudents@stmarytx.edu](mailto:deanofstudents@stmarytx.edu)  
Phone: 210-436-3331

### **What to Include in a Report?**

When reporting hazing, please provide as much detail as possible, including:

- Names of individuals and organizations involved
- Date, time, and location of the incident
- Description of the activities or behaviors observed
- Any evidence (photos, messages, etc.), if available
- Names of potential witnesses

### **Organizational Misconduct: Conduct Procedures**

**Group Violations, [Code of Student Conduct, Section 6: Conduct Procedures, subsection 2: Group Violations](#)**

A student group or organization, and its officers and membership, may be held collectively and individually responsible when violations of the Code of Student Conduct and the Anti-Hazing Policy by the organization or its member(s):

1. take place at organization-sponsored or co-sponsored events, whether sponsorship is formal or tacit; or
2. have received the consent or encouragement of the organization or of the organization's leaders or officers; or
3. were known, or should have been known, to the membership or its officers.

Investigations and reviews of reported student group or organization misconduct follow the same general student conduct procedures. In any conduct process, individual determinations of responsibility will be made and sanctions may be assigned collectively and individually. These sanctions will be proportionate to the involvement of each individual and the organization.

**Amnesty and Immunity** from Civil or Criminal liability:

Students who report hazing before being contacted by the Dean of Students office; who cooperate in good faith, and provide complete and factual accounts may be eligible for amnesty from university discipline. [Code of Student Conduct, Section 6: Conduct Procedures, subsection 3: Amnesty.](#)

[Under Texas Education Code, Chapter 37 \(F\) Hazing \(Sec. 37.155\)](#), any person who voluntarily reports a specific hazing incident in writing to University Police or the Dean of Students or other appropriate University official is immune from civil or criminal liability that might otherwise be imposed as a result of the reported incident if the person:

1. reports the incident **before** being contacted by the institution concerning the incident or otherwise being included in the institution's investigation of the incident; and
2. as determined by the Dean of Students or other appropriate University official of the institution designated by the institution, cooperated in good faith throughout any institutional process regarding the incident.

**Protection from Retaliation**

The University takes all reports of hazing seriously and will investigate in accordance with the [Code of Student Conduct](#) and applicable laws. Individuals who report hazing in good faith are protected from retaliation. Retaliation against anyone who reports hazing, participates in an investigation, or refuses to participate in hazing activities is strictly prohibited and may result in disciplinary action.

**Review of Reports**

Once a report is received, the Assistant Director for Student Integrity and Welfare (or designee) will conduct an initial review to assess whether the information provided indicates a potential violation of the **Code of Student Conduct**, the Office of Residence Life Handbook and Policies, or other applicable University policies. This preliminary review may include gathering additional information from relevant parties.

While each report will be evaluated on a case-by-case basis, the University generally considers the following non-exhaustive criteria when determining whether conduct might be reasonably be associated with a student organization:

- Did the conduct involve a recognized St. Mary's University student organization?
- Did the incident occur on or off campus in connection with the organization?

- Was the incident related to an event sponsored, sanctioned, or promoted by the organization?
- Were one or more members of the same organization present during the incident?

Following this review, one of the following actions may be taken:

- **Education Conversation** If the reported behavior raises concern but does not rise to the level of a policy violation, the Assistant Director for Student Integrity and Welfare (or designee) may meet with the student for an educational conversation. This meeting is intended to address the concerning behavior, reinforce community expectations, and clarify potential outcomes should similar concerns arise in the future.
- **No Action** If the report lacks sufficient information to identify a responding student or to support an allegation of misconduct, no further action will be taken at that time. The report may be retained for documentation purposes in the event of future incidents occurring involving the same individuals or behaviors.
- **Conflict Resolution Options** the Assistant Director for Student Integrity and Welfare (or the Assistant Dean for Law Student Affairs for matters involving law students as the alleged) has the discretion to refer a complaint for mediation or other forms of appropriate conflict resolution. All parties must agree to mediation and to be bound by the decision with no review/appeal. Any unsuccessful mediation can be forwarded for formal processing and hearing; however, at no time will complaints of physical sexual misconduct or violence be mediated as the sole institutional response. The Assistant Director for Student Integrity and Welfare (or Assistant Dean for Law Student Affairs) may also suggest that complaints that do not involve a violation of the *Code of Student Conduct* be referred for mediation or other appropriate conflict resolution.
- **Initiation of the Student Conduct Process** If there is reasonable cause to believe a policy violation has occurred, the Assistant Director for Student Integrity and Welfare (or designee) will initiate the student conduct process, as outlined in the procedures for Gatekeeping and Investigation.

### Investigation Process

Upon receipt of a report alleging hazing, the Assistant Director for Student Integrity and Welfare (or designee), will review the report and determine if the alleged behavior, as described in the report, would constitute hazing as defined by the University. The Assistant Director for Student Integrity and Welfare (or designee) will also determine which University official(s) or office(s) have jurisdiction over the respondent(s). As it relates to the University's Anti-Hazing policy, the term "respondent" refers to a student, a recognized or registered student organization, or an employee who is alleged to have engaged in hazing.

### Preliminary Review and Interim-Administrative Actions

The Assistant Director for Student Integrity and Welfare (or designee), is empowered to take reasonable steps to obtain additional information that may be necessary to determine if a policy violation has been alleged or to determine if an investigation is warranted. The Assistant Director

for Student Integrity and Welfare may consult with applicable University officials when determining which individual(s) or office(s) have jurisdiction over the respondent(s). When determining jurisdiction, the Assistant Director for Student Integrity and Welfare (or designee), will consider:

- the nature of the alleged conduct,
- the circumstances of the report, and
- whether the respondent is a person or student organization subject to the University's conduct standards.

These factors will also inform whether the procedures outlined in the Code of Student Conduct will be utilized to resolve the alleged misconduct. Allegations of hazing involving a student or a student organization, as defined herein, that is officially recognized by, or registered with, the University will be resolved using the procedures outlined in the Code of Student Conduct. Allegations involving other respondents will be resolved using the policies and procedures applicable to the respondent's status.

### **Interim-Administrative Actions**

In response to the report, the Assistant Director for Student Integrity and Welfare (or designee), may impose an interim administrative action on a respondent prior to the resolution when a threat of imminent harm to persons or property exists, and/or there is potential for significant disruption to the community that exists during the course of investigation.

If the respondent is an employee, the applicable University official(s) may impose interim administrative action consistent with the policies and procedures applicable to the employee.

Interim-administrative action is not a sanction. It is taken in an effort to protect the safety and well-being of individuals and the University community. Interim administrative action is preliminary in nature; it is in effect only until there is a resolution of the matter. The respondent who receives an interim-administrative actions may request a meeting with the Vice President for Student Development/Dean of Students (or designee) to challenge the application of the Interim Administrative Action(s). Interim-administrative action(s) will remain in effect during the challenge.

Regardless of the outcome of a challenge meeting, the University will proceed with the Code of Conduct (or other related resolution processes) resolution process.

### **Investigation Authority and Coordination**

If an investigation is warranted, the Vice President for Student Development/Dean of Students (or designee), shall appoint one or more investigators to conduct a prompt, thorough, and impartial investigation. External investigators may be appointed at the discretion of the Vice President for Student Development/Dean of Students. Reports of alleged hazing that also allege violations of the University's Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment will be coordinated between the **Vice President for Student Development/Dean of Students (or designee), and the Executive Director of Human Resources, who jointly serve as Title IX Coordinators** to determine the appropriate investigation and/or resolution procedures.

## Formal Notice

Once a determination is made by the Vice President for Student Development/Dean of Students (or designee) that an investigation is warranted, the Respondent --- typically the Recognized Student Organization President, Risk Management Officer, University Campus Advisor and Chapter Advisor (if applicable) --- shall be provided with a written notice of allegations.

Notice will be in writing and may be delivered by one or more of the following methods:

- in person by the Assistant Director for Student Integrity and Welfare (or designee);
- mailed to the local or permanent address of the student as indicated in official University records;
- or emailed to the student's University-issued email account.

Once mailed, emailed and/or received in-person, such notice will be presumed delivered. The letter of notice will:

- Include notice of allegations of a possible violation of the St. Mary's University's Anti-Hazing policy;
- including interim administrative actions;
- notification of where to located the Code of Student Conduct and;
- the University's policies and procedures regarding investigations.

If the student organization has a national or oversight entity, that entity may be apprised of the University's investigation at the discretion of the Vice President for Student Development/Dean of Students (or designee). The national or oversight entity cannot speak on behalf of or represent the student organization.

Reasonable efforts will be made to complete the investigation in a timely manner. Typically, the University will aim to complete an investigation into allegations of hazing within 45 business days of providing written notice of the investigation to the respondent, though investigations may extend beyond 45 business days as circumstances require.

During the investigation, the respondent will be provided with an opportunity to:

- provide information through an in-person or virtual interview,
- submit a written account,
- provide the names of incident witnesses for possible interviews with the investigator(s),
- provide witness statements, and
- provide any documentation that may be relevant to the facts of the allegations.

However, the investigator(s) may consider information from any sources the investigator(s) deem relevant and credible.

The investigator(s) will make reasonable efforts to obtain relevant supporting documentation related to the allegations from other University official(s) or available resources.



## Findings and Next Steps

Upon completion of the investigation, the investigator(s) will prepare an investigation report. The investigation report will summarize the information gathered and include detailed findings-of-fact regarding the behaviors in question.

The investigator(s) will submit an investigation report to the appropriate University official(s) with jurisdiction over the respondent(s). The applicable official(s) will determine whether the respondent(s) violated the University's Anti-Hazing policy using the resolution procedures applicable to the respondent(s). If the respondent(s) are found to have violated the University's Anti-Hazing policy, the applicable official(s) will impose appropriate sanctions.

All respondents will be informed, in writing, of the University's findings and any sanctions imposed. Any opportunity for the respondent to appeal will follow the relevant policies and procedures applicable to the respondent.

Respondents who violate the University's Anti-Hazing policy will be subject to conduct sanctions, which may include probation, loss of privileges, loss of recognized/registered status, mandatory training or education, suspension, expulsion, administrative leave, revocation of tenure, or termination. Respondents can also face sanctions under other University policies as well as criminal or civil penalties imposed under applicable law.

Any student organization recognized or established by the University that is found to be responsible for violating the University's Anti-Hazing policy will be recorded in the **Campus Hazing Transparency Report**. However, all reports of hazing involving student organizations that occur in the **University's Clery Geography** will be included in the crime statistics regardless of whether the organization is established or recognized by the institution.

## Information Regarding Applicable Local, State, and Tribal Laws on Hazing

In addition to the University's Anti-Hazing policy, members of the campus community should be aware of applicable jurisdictional laws pertaining to Hazing.

### Local Laws

There are no applicable City of San Antonio laws or ordinances relating to hazing in the University's jurisdiction.

### State Laws

[Texas Hazing Statute \(Texas Education Code, Chapter 37, Subchapter F; Sections 37.151–37.157\):](#)

### Definition of Hazing

- Hazing is any intentional, knowing, or reckless act—occurring on or off campus—by one person alone or in conjunction with others, directed against a student, that endangers the student's mental or physical health or safety for the purpose of initiation, admission, affiliation, or continued membership in an organization.

- Acts include physical brutality, physical activity that risks harm, consumption of substances, or activities that cause mental stress, intimidation, or humiliation.
- Consent of the victim **is not a defense**.

### **Offenses and Penalties**

- **Individuals:**
  - Hazing can be a **Class B misdemeanor** (general), or **Class A misdemeanor** (if it causes serious bodily injury), or a **state jail felony** (if it causes death).
- **Organizations:**
  - Student groups or organizations can also be held liable for hazing committed by members.
- **Failure to Report:**
  - It is an offense (Class B misdemeanor) for a person who has firsthand knowledge of a hazing incident to fail to report it to authorities.

### **Immunity**

- A person who reports hazing in good faith and cooperates in an investigation is immune from civil or criminal liability for the report.

### **Mandatory Notice**

Universities and colleges in Texas must publish a summary of the hazing law, including penalties, in their student handbooks and distribute it at the beginning of each academic year.

### **Tribal Laws**

There are no applicable Tribal laws relating to hazing in the University's jurisdiction.

### **Prevention and Awareness Programs**

The University provides Hazing prevention and awareness programs that are informed by research, campus-wide in scope, and designed to reach all students, staff, and faculty. Programs address various topics, including:

- the University's definition of Hazing, including a clear statement that the University prohibits Hazing;
- the definition of Student Organization, as it applies to the University's Anti-Hazing policy;
- how to report hazing;
- the process the University will use to investigate reports of hazing;
- information on applicable local, State, and Tribal laws regarding hazing; and
- primary prevention strategies intended to stop hazing before it occurs.

These programs are part of the University's comprehensive strategy to prevent incidents of hazing before they occur. These programs also raise awareness about the University's Campus Hazing Transparency Report that summarizes findings concerning student organizations established or recognized by the University that have been found responsible for violating the University's Anti-Hazing policy.

St. Mary’s provides comprehensive educational programming to students and employees focused on the prevention of hazing. The following is a list of training programs offered by St. Mary’s University that are designated to meet the SCHA training requirements and promote a safe co-curricular experience:

- Fraternity and Sorority Life – New Member 101
- Registered Student Organization's Annual Risk Management Compliance
- Incoming student Rights and Responsibilities Presentation
- Faculty and Staff Annual Campus Security Advisor Compliance Training
- Athletics – presentation led by Clery Compliance

**Responsibilities of Institutions**

St. Mary’s University Federal and State Compliance: Hazing	
Federal	State
<p><u><a href="#">Under Federal Law, H.R. 5646: Stop Campus Hazing Act</a></u></p> <p>Institution of Higher Education (IHE) must develop a Campus Hazing Transparency Report (CHTR) that summarizes findings concerning any student organization found to be in violation of the IHE’s standards of conduct relating to hazing.</p> <p>The CHTR shall be reviewed at least twice a year. Updates to the CHTR are required only when there is a new finding of a hazing violation involving an established, recognized student organization.</p> <p>The CHTR must be maintained for at least 5 calendar years.</p>	<p><u><a href="#">Under Texas SB 51, Sec. 51.936. Hazing</a></u></p> <p>St. Mary’s University must publish a summary of the Texas hazing law and distribute or provide a link on the university’s website to a detailed report of organizations that have been disciplined for hazing or convicted of hazing on or off-campus during the previous three years.</p> <p>This report must be made available to the entire Rattler student community no later than the 14th day before the first-class day of each fall or spring semester.</p>

<p>The CHTR must include:</p> <ul style="list-style-type: none"> <li>• A statement notifying the public of the annual availability of hazing statistics in the ASR, as well as a link to the ASR;</li> <li>• Information on the institution's policies relating to hazing;</li> <li>• Applicable local, state and tribal laws on hazing; and</li> <li>• Information about student organizations that are found responsible for a hazing violation, including: <ul style="list-style-type: none"> <li>○ The name of the student organization;</li> <li>○ A general description of the violation, including whether it involved the abuse or illegal use of alcohol or drugs, the findings of the institution, and any sanctions issued;</li> <li>○ Date of the hazing incident(s);</li> <li>○ Date the investigation was initiated;</li> <li>○ Date the investigation ended with a finding that hazing occurred; and</li> <li>○ Date that notice of the outcome was issued to the student organization.</li> </ul> </li> </ul>	<p>This report must contain the following items:</p> <ul style="list-style-type: none"> <li>• The name of the organization disciplined or convicted</li> <li>• The date on which the incident occurred, or the citation was issued</li> <li>• The date on which the institution's investigation into the incident, if any, was initiated</li> <li>• A general description of the incident, the violation of the University's Code of Student Conduct or the criminal charges as applicable, the findings of the institution or court, and any sanctions imposed by the institution, or any fines imposed by court, on the organization</li> <li>• The date on which the institution's disciplinary process was resolved or on which the conviction became final, no later than 30 days after the date the incident was resolved</li> </ul>
<p>The report may include additional information required by other applicable reporting laws or as determined by the institution to be necessary.</p>	<p>In addition to being prominently posted on the University's website, St. Mary's University must also provide information about the nature and availability of this report to all incoming students during their Zaragoza orientation sessions.</p>

### **Hazing Violations Within the Last Three Years**

Hazing investigations were conducted on the following student organizations in the preceding three years prior to July 1, 2023:

- Alpha Sigma Tau (Beta Theta Chapter), Spring 2023

## **Consent**

### **State of Texas definition of Consent**

Though the State of Texas does not specifically identify consent, it does identify the absence or lack of consent based upon Chapter 22 of the Texas Penal Code specifically; (1) If a person is not old enough to legally agree to sex, (2) A person is mentally incapable of understanding the sexual activity, (3) A person is unconscious and unaware of the activity, (4) A person has been drugged or too intoxicated, (5) A person has been threatened or coerced.

St. Mary's University defines consent within the Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment Policy. Consent is defined as knowing, voluntary, and clear permission by word or action, to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear affirmative expression in words or actions that the other individual consented to that specific sexual conduct. Consent cannot be obtained by threat, coercion, or force. Agreement under such circumstances does not constitute consent.

A person cannot consent if he or she is unable to understand what is happening or is disoriented, helpless, asleep, or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has violated this policy. It is not an excuse that the individual accused of sexual misconduct was intoxicated and, therefore, did not realize the incapacity of the other.

Incapacitation is defined as a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the "who, what, when, where, why or how" of their sexual interaction). This policy also covers a person whose incapacity results from mental disability, involuntary physical restraint, and/or from the taking of incapacitating drugs. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse).

A current or previous dating relationship is not sufficient to constitute consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred and any similar previous patterns that may be evidenced. Silence or the absence of resistance alone may not indicate consent. A person can withdraw consent at any time during sexual activity by expressing in words or actions that he or she no longer wants the act to continue, and, if that happens, the other person must stop immediately.

In Texas, a Juvenile "Child" (meaning a person under the age of 17 years) cannot consent to sexual activity. This means that sexual contact by an adult with a person younger than 17 years old is a violation of this policy. The State of Texas defines the age of consent in Penal Code Section 22.011. Sexual assault (c)(1) "Child" means a person younger than 17 years of age.

### **Use of the Definition of Consent in the St. Mary's University Student Conduct Process**

St. Mary's University uses this definition of consent to assess whether or not a respondent had knowing, voluntary, and clear permission by word or action to engage in any activity under review of the University's Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment Policy. Any respondent found to have engaged in non-consensual sexual activity will be found responsible for violating this policy.

## How to Be an Active Bystander

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and acting to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found at: <https://www.rainn.org/articles/practicing-active-bystander-intervention>.

If you or someone else is in immediate danger, dial University Police at 210-431-1911. This could be when a person is yelling at or being physically abusive towards another, and it is not safe for you to interrupt.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confront people who seclude, isolate or attempt to physically or sexually engage other people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior or experience with stalking.
- Refer people to on- or off-campus resources listed in this document for support in health, counseling or with legal assistance.

## Risk Reduction

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment:

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.

- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have money for a ride (uber, lyft, etc).
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 9-1-1 in most areas of the U.S.).
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 9-1-1 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others)
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
  - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.



- Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

## Primary Prevention and Awareness Programs

The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and  
Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students. The programs identify sexual assault, dating violence, domestic violence, and stalking as defined by the Clery Act, as conduct prohibited by St. Mary's University and provide information regarding bystander intervention, risk reduction in recognizing warning signs of abusive behavior, ways to avoid potential attacks, and individuals' rights and options. The trainings include the definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms as described under [St. Mary's University Policies Related to the Violence Against Women Act](#) above;

These programs are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexual interactions, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

The trainings also include procedures individuals should follow if sexual assault, dating violence, domestic violence, or stalking occurs and procedures the institution will follow when one of these behaviors is reported, as well as how the institution will protect the confidentiality of victims and other necessary parties (as described in the Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment policy).

Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in [On- and Off- Campus Services for Victims in this document](#); and

options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in the Sexual Harassment and Misconduct Resolution Process in this document

Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in the Sexual Harassment and Misconduct Resolution Process in this document.

Primary prevention programs include the following:

- Incoming undergraduate and graduate students are required to complete the *U Got This* program before the start of their first fall or spring semester on campus. This online interactive training program Incorporates compliance mandates into learning objectives and confronts attitudes and behaviors, such as unsafe alcohol and drug use, which contribute to gender-based violence.
- During Zaragoza new students are also provided a link to Run Hide Fight®, an active shooter safety video provided with permissions and acknowledgement to the City of Houston Mayor's Office of Public Safety and Homeland Security.
- Primary prevention and awareness programming and related institutional procedures and resources are provided at incoming orientations by representatives from the Dean of Students office, The University Police Department, Human Resources and Title IX Administration.

Resident Assistants (RAs) take part in role-play scenarios during their annual training to review how to handle alcohol violations, drug violations, sexual assault, domestic violence, stalking, and assaults within on campus residence facilities. During this training University Police Department officers provide a drugs and alcohol presentation as well as a controlled marijuana burn to help staff identify the smell of marijuana. RAs are also provided an overview of the history of the Jeanne Clery Act, requirements for emergency notifications and timely warnings, and which crimes are documented annually for compliance purposes.

New employees are provided information through the onboarding packet. All employees are also required to complete the Annual Compliance Training through our third-party training provider, Know Be4, each academic year.

### **Primary Prevention and Awareness Programs**

Incoming students receive Title IX and Clery Compliance training in person on campus to cover domestic violence, dating violence, sexual assault, stalking and hazing by a Title IX Coordinator and Deputy Coordinator. All incoming undergraduates, graduate, professional and law students are required to complete an online training course through a partnership with Catharsis. Undergraduates complete “U Got This!”, and graduate, professional, and law students complete “U Got This 2!”.

New faculty and staff attend New Employee Orientation which is available in person and on campus twice during the annual year, to include once in the Spring Semester and once in the Fall

Semester. New Employee Orientation provides an opportunity for Title IX Coordinators and Deputy Coordinators to introduce themselves, their location and contact information to newer employees. Also discussed are Clery and Title IX reporting policies and procedures for mandated reporters, and resources available on and off campus for employees and students, to include the RAVE Guardian app.

Specifically, the University offered the following primary prevention and awareness programs for all incoming students in 2024:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Title IX and Clery Training	August 5, 2024; August 14, 2024; August 21, 2024	On Campus	DoV, DaV, SA, S, Hazing
Catharsis-U Got This & U Got This 2	July 17, 2024	Online Training	DoV, DaV, SA, and S
Zaragoza Title IX and Clery Training	August 15, 2024; August 18, 2024	On Campus	DoV, DaV, SA, S, Hazing and General Misconduct

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The University offered the following primary prevention and awareness programs for all new employees in 2024:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
New Employee Orientation	January 5, 2024	In Person On Campus	DoV, DaV, SA, S
New Employee Orientation	August 9, 2024	In Person On Campus	DoV, DaV, SA, S
Clery Act Crime Reporting Questionnaire	November 1, 2024	Online	DoV, DaV, SA, S

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

## Ongoing Prevention and Awareness Campaigns

Ongoing prevention and awareness campaigns are sustained, community-focused programming, initiatives, and strategies intended to increase understanding of and build skills for addressing dating violence, domestic violence, sexual assault, and stalking.

Student Health and Wellness Programs launched in 2021, and includes the Student Counseling Center, Wellness Programs, Student Health Center, Testing Services, and Student Accessibility Services. Wellness Programs develop events for students to learn about topics including, but not limited to, sexual assault, bystander intervention, alcohol awareness, and healthy relationships. These events are led by a Wellness Coordinator and student employees called Peer Health Educators.

The Dean of Students office supports the initiatives facilitated by Wellness Programs and engages with events through informational tabling at large scale events, such as “Shatter the Red Zone” and “Take Back the Night.”

All incoming undergraduates, graduate, professional and law students are required to complete an online training course through a partnership with Catharsis. Undergraduates complete “U Got This!”, and graduate, professional, and law students complete “U Got This 2!”. Additional courses available to students include, “Your Guide to Speak Up, Step In, and Create a Better Campus For All.” Both are modules designed for the specific populations and are developed to educate students on sexual and interpersonal violence in our culture.

The same information included in the institution’s primary prevention and awareness programs is incorporated into ongoing prevention and awareness campaigns. Various departments on campus support ongoing campaigns for students and employees as described below.

Wellness Programs provide confidential advocate services to students who are seeking care and guidance in navigating their lived experiences. Wellness Programs also collaborate campus-wide with university offices, academic departments, and registered student organizations to provide holistic wellness education.

“It’s On Us” is a student group sponsored by Wellness Programs and is supervised/guided by the Wellness Coordinator. “It’s On Us” aims to build a team of dedicated student leaders who teach sexual violence awareness, consent, bystander education, and create support for survivors on campus. “It’s On Us” aims to enhance the reporting culture and student awareness on the St. Mary’s University campus regarding sexual assault.

In 2024, Wellness Programs hosted or co-hosted the following events (# denotes number of events for the year):

- Alcohol Awareness (1): This presentation and interactive approach informs students of the impacts of alcohol while educating them about blood alcohol content, standard drinks, the importance of having a designated driver, and laws and regulations surrounding alcohol.
- Sexual Assault (2) – “Take Back the Night” and “Shatter the Red Zone” are campus-wide events that take place to inform and engage the campus community in dialogue

and offer resource connections surrounding sexual assault. Campus and community partners aid through informational tabling. Some include the University Police Department, the Title IX Office, the Dean of Student's Office, the Office of Student Integrity and Welfare, the Student Health Center, the Student Counseling Center, and the student group, "It's On Us."

- Bystander Intervention Workshops (1) – Using the "Step Up! Bystanders Intervention" presentation, students learn and explore what bystander intervention is, why it is important, and how to safely and effectively intervene.
- Consent and Boundaries (1): This presentation shares aspects of well-being, communication, and respect between individuals. Students are encouraged to make informed decisions, while building skills to communicate effectively.
- Consent and Boundaries (1): This presentation shares aspects of well-being, communication, and respect between individuals. Students are encouraged to make informed decisions, while building skills to communicate effectively.
- Online Dating Safety (1): This presentation focuses on dating app safety, online harassment, and power-based violence prevention methods. Students learn ways to ensure their personal information is private, verify the identity of others, and establish, enforce, and re-enforce boundaries when communicating with others on an online platform.
- Suicide Prevention (1): This presentation utilizes QPR (Question, Persuade, Refer) training. Instructors lead the trainings for student leaders to develop the skills needed within their roles on campus to help be gatekeepers of suicide prevention.
- Other presentations (7): These provide information on holistic wellness to include the 8 dimensions of wellness: emotional, financial, social, vocational, environmental, intellectual, spiritual, and physical wellness.
- Informational Tabling (14): Informational tabling is typically led by Peer Health Educators who offer information on topics ranging from sleep hygiene, alcohol awareness, nutrition education, mental health, campus resources, and more.
- Mandatory Virtual Prevention Program (2): Undergraduates complete "U Got This!" and graduate, professional, and law students complete "U Got This 2!". The trainings contain content and language that explores sexual and interpersonal violence in our culture.

### **Ongoing Prevention and Awareness Campaigns**

The University has developed an annual educational campaign which consists of:

Enrolled students have access to Title IX and Clery Compliance training in person on campus to cover domestic violence, dating violence, sexual assault, stalking and hazing by a Title IX Coordinator and Deputy Coordinator through programs that include Zaragoza Orientation. For students that are part of a Registered Student Organization, they also receive training to include Risk Management Training and New Member 101-Fraternity and Sorority.

For employees, Annual Compliance Training is dispersed during the Fall Semester to address ongoing prevention and awareness programs to be completed online by December 31, 2024 with

regular reminders to ensure completion and compliance. Annual Compliance Training for employees addresses Clery and Title IX reporting policies and procedures for mandated reporters, resources available on and off campus for employees and students, to include the RAVE Guardian App, and the location of the Title IX Coordinators and Deputy Coordinators to contact. Training is also provided to Faculty, staff and volunteers who will be participating in summer youth programs to comply with Texas reporting standards. Annual questionnaires are also dispersed as a reminder to report any incidents which individuals may have become aware of during the annual year.

The University offered the following ongoing awareness and prevention programs for students in 2024:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Title IX & Clery Training	March, 23, 2024; August 6, 2024, August 16, 2024; August 21, 2024	In Person On-Campus	DoV, DaV, SA, S
Register Student Organization/Fraternity and Sorority- Risk Mgt	September 13, 2024	In Person	DoV, DaV, Sa, S, and Hazing
New Member 101- Fraternity and Sorority	March 1, 2024	In Person	DoV, DaV, SA, S, and Hazing

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The University offered the following ongoing awareness and prevention programs for employees in 2024:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Annual Compliance Training	October 21, 2024	Online	DoV, DaV, SA, S
Texas Camps Training Program on Child Sexual Abuse and Molestation	May- August 2024	Online	DoV, DaV, SA, S
Clery Act Crime Reporting Questionnaire	November 1, 2024	Online	DoV, DaV, SA, S

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

## What to do if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs

An on-campus victim of a domestic violence, dating violence, sexual assault or stalking should first get to a safe place and call the University Police at extension 1911 from an on-campus telephone, (210) 431-1911 from an off-campus or cell phone, or use the blue emergency call boxes strategically placed throughout the campus. The University community has access to the Rave Guardian App through Apple or Android devices. This app allows a person to directly contact the University Police Department and has a tracking ability that a person can enable that shares their location with a contact of their choice. The University Police Department can also assist in the reporting of a sexual assault occurring off campus by contacting the San Antonio Police Department or the appropriate investigating police jurisdiction. The University Police Department officers can also assist victims in seeking medical attention and contacting either a support person, counselor, campus minister or a representative from The Rape Crisis Center of San Antonio. The University Police Department will follow Law Enforcement Guidelines to assist any victim that is requesting a SANE exam following an incident of alleged sexual assault.

A victim of sexual assault should also consider seeking medical attention as soon as possible at a hospital, which may offer access to a Sexual Assault Nurse Examiner (SANE) who has received special training to conduct charge sexual assault evidentiary exams at no cost for survivors. In the State of Texas, evidence may be collected even if the victim chooses not to make a report to law enforcement. Until November 2, 2024, the resource utilized was Methodist Specialty and Transplant Hospital (8026 Floyd Curl Drive San Antonio, TX 78229) but due to changes in dispatch processes, Medcom is now utilized following this date to direct law enforcement agencies to an available location where a SANE nurse can conduct an exam.

It is important that a victim 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 may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, healthcare providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. 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 University adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with University Police or other law enforcement to preserve evidence in the event that the victim decides to report

the incident to law enforcement or the University at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

It is the policy of the St. Mary's University Police Department to conduct investigations of all domestic violence, dating violence, sexual assault or stalking complaints with sensitivity, compassion, patience, and respect for the victim. Investigations are conducted in accordance with guidelines established by the Texas Penal Code, Code of Criminal Procedure, and the Bexar County District Attorney's office. All information and reports of sexual assault are limited to those necessary to conduct the investigation or due diligence process.

In accordance with the Texas Code of Criminal Procedure Article 57, victims may use a pseudonym to protect their identity. A pseudonym is a fictitious name or set of initials chosen by the victim to be used in all public files and records concerning the sexual assault. Victims of sexual assault are not required to file criminal charges or seek judicial actions through the University disciplinary process; however, they are encouraged to report the assault and partake of medical and social services.

Additional medical and personal assistance services may be obtained from the following areas:

### On Campus

Dean of Students Office: 210-436-3331

Student Health Center: 210-436-3506

Student Counseling Center: 210-436-3135

University Ministry: 210-436-3213

University Police Department: Emergency: 210-431-1911; Non-emergency: 210-436-3330

### Off Campus

Alamo Area Rape Crisis Center (24-hour hotline): 210-349-7273

Methodist Specialty and Transplant Hospital: 210-575-8110; 8026 Floyd Curl Dr., San Antonio, TX 78229

San Antonio Police Department- Victim Advocacy: 210-207-7421

### Victim Assistance

Victim assistance is available through the Dean of Students Office at extension 3331 or 210-436-3331, and the University Police Department at extension 4334 or 210-431-4334. Additional information can also be obtained from:

- San Antonio Police Department's Victim Advocacy Section: 210-207-7421  
Main Station - 315 South Santa Rosa
- Bexar County Family Justice (domestic/dating violence, stalking): 210-631-0100
- The Office of the Attorney General/Crime Victims' Compensation: 1-800-983-9933



## Victims Advocacy Services Offered by San Antonio Police Department

Services are provided by Crisis Response Team members made up of police officers and caseworkers assigned to each San Antonio Police Department substation.

Services Include: Victims' Services, Violence Prevention, Crisis Intervention Counseling, Case Management, Child and Family Counseling, Support Groups, Information and Referrals. To contact a Victim Advocacy Direct Service Provider or seek the assistance of the Crisis Response Team assigned to your jurisdictional service area, please use the following telephone numbers:

<b>Main Station</b>	315 South Santa Rosa	210-207-7273
<b>Central Substation</b>	515 S. Frio	210-207-7410
<b>East Substation</b>	3635 E. Houston	210-207-7781
<b>North Substation</b>	13030 Jones Maltsberger	210-207-8126
<b>Prue Rd Substation</b>	5020 Prue Rd.	210-207-7169
<b>South Substation</b>	711 W. Mayfield	210-207-8964
<b>West Substation</b>	7000 Culebra	210-207-7421

Assistance can also be obtained from the Bexar County Family Justice Center located at 903 W. Martin #48-2; at 210-631-0100 or by contacting the Family Violence Prevention Services (The Battered Women and Children's Shelter) at 210-930-3669.

## Involvement of Law Enforcement and Campus Authorities

Although the University strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. Both the Dean of Students office, 210-436-3331, and the Human Resources office, 210-436-3725, can assist any victim with notifying law enforcement if the victim so desires.

Reports should be made directly to the University Police Department, located in Treadaway Hall, or by calling 210-431-1911 for an emergency or 210-436-3330 for a non-emergency. Additional information about the University Police Department may be found online at: [www.stmarytx.edu/police](http://www.stmarytx.edu/police). Once contact is made with the Police Department, they will speak to you and inform you of your options for resolving the situation.

The San Antonio Police Department may also be reached directly by calling 9-1-1 for an emergency or 210-207-7273 for a non-emergency. Reports can also be filed in person by visiting the West Substation located at 7000 Culebra Road, San Antonio, Texas 78238. Additional information about the San Antonio Police Department may be found online at [www.sanantonio.gov/SAPD](http://www.sanantonio.gov/SAPD).

To complete a police report, a victim, witness or individual with information may report any suspicious or criminal activity to the St. Mary's Police Department or applicable

jurisdictional police department. For on-campus reports, St. Mary's Police officers can meet individuals at the police department located in Treadaway or the Annex located in Cremer Hall. Officers can also meet the individuals at their location on campus. Once it is determined the incident occurred within St. Mary's University's jurisdiction or controlled property, an officer would take the information to conduct a written report that would be placed within the records management system to review for further follow up and/or consideration for investigation.

## Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Community members who have experienced domestic violence, dating violence, sexual assault, or stalking should report the incident promptly to the Title IX Coordinators by calling, writing, or coming into the office to report in person. The online link is [Nondiscrimination - Title IX - St. Mary's University \(stmarytx.edu\)](#).

Reports of all domestic violence, dating violence, sexual assault, and stalking made to University Police will automatically be referred to the Title IX Coordinators regardless of if the complainant chooses to pursue criminal charges. The Title IX Coordinators/Deputy Coordinator are:

Janet Guadarrama  
Executive Director of Human Resources and Title IX Coordinator  
210-436-3725  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

Dr. Tim Bessler  
Vice President of Student Development/Dean of Students and Title IX Coordinator  
210-436-3331  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

Anita Limon  
Deputy Coordinator Title IX and Clery Compliance Coordinator  
210-431-4385  
[clery@stmarytx.edu](mailto:clery@stmarytx.edu) or [titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

M. Angie Perez  
Deputy Coordinator Title IX and Human Resources  
210-436-3617  
[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

## Procedures the University Will Follow When a Crime of Sexual Assault, Domestic Violence, Dating Violence, or Stalking is Reported

The University has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their

right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party (respondent), such as changes to housing, academic, protective measures, transportation and working situations, if reasonably available. The University will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to the St. Mary's University Police Department or local law enforcement. Students and employees should contact the Title IX Coordinators listed above.

If a report of domestic violence, dating violence, sexual assault, or stalking is reported to the University, the following table shows the procedures that the University will follow:

Incident Being Reported	Procedure Institution Will Follow
Sexual Assault	<ul style="list-style-type: none"> <li>• Assess immediate safety needs of complainant.</li> <li>• Depending on when reported (immediate versus delayed report), provide the complainant with access to medical care.</li> <li>• Assist complainant with contacting the University Police Department (UPD), if complainant requests AND provide the complainant with contact information for the appropriate jurisdiction (outside law enforcement).</li> <li>• Provide complainant with referrals to on campus mental health providers.</li> <li>• Assess need to implement interim or long-term protective measures, if appropriate.</li> <li>• Provide the complainant with a written explanation of their rights and options.</li> <li>• Issue a mutual "No Contact" directive to both parties, if deemed appropriate.</li> <li>• The UPD will provide written instructions on how to apply for a Protective Order.</li> <li>• Provide a copy of the Equal Opportunity, Sexual and Other Forms of Harassment policy to the complainant and discuss timeframes regarding</li> <li>• timeframes for inquiry, investigation, and resolution.</li> <li>• Inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing.</li> <li>• Enforce the University's anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</li> </ul>
Stalking	<ul style="list-style-type: none"> <li>• Assess immediate safety needs of complainant.</li> <li>• Assist complainant with contacting the University Police if complainant requests AND provide the complainant with contact information for the appropriate jurisdiction (City of San Antonio, Bexar County, or other outside law enforcement).</li> <li>• The University Police Department will provide written instructions on how to apply for Protective Order.</li> <li>• Provide written information to complainant on how to preserve evidence.</li> <li>• Assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.</li> <li>• Provide the complainant with a written explanation of the victim's rights and options.</li> <li>• Issue a mutual No Contact Order to both parties if deemed appropriate.</li> </ul>

<p>Dating Violence Domestic Violence</p>	<ol style="list-style-type: none"> <li>1. Assess the immediate safety needs of complainant.</li> <li>2. Assist complainant with contacting the University Police, if complainant requests, AND provide the complainant with contact information for the appropriate jurisdiction (outside law enforcement).</li> <li>3. The University Police Department will provide written instructions on how to apply for Protective Order.</li> <li>4. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate.</li> <li>5. Provide the victim with a written explanation of the victim's rights and options.</li> <li>6. Issue a mutual No Contact Order to both parties if deemed appropriate.</li> </ol>
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Once a report is received, a University Title IX coordinator will promptly reach out to both the reporting party and the respondent to offer student support resources as needed, and explain the process for filing a formal written complaint.

If, in the judgment of the Title IX Coordinator(s), and in consultation with appropriate campus officials, the safety or well-being of any member(s) of the University community may be jeopardized by the presence on campus of the accused individual, the Title IX Coordinator(s) (or designee) may implement interim remedies intended to address the short-term effects of harassment, discrimination, or retaliation, i.e., to redress harm to the reporting party and the community and to prevent further violations without unreasonably burdening the other party or parties to a complaint.

Interim remedies are non-disciplinary, non-punitive individualized supportive measures that are offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent. As it relates to safety determinations, these decisions will be made in consultation with the Chief of Police (or designee). Supportive measures should be equitable and appropriate, making every effort to avoid depriving any student of their education. The University can make such accommodations available regardless of whether the reporting party chooses to report the crime to University Police or local law enforcement.

Supportive measures may include, but are not limited to, referral to counseling and health services or to the Employee Assistance Program, extensions of time or other course-related adjustments, modifications of work or class schedules, campus escort services, visa and immigration assistance and other services, mutual restrictions on contact between the parties, changes in work or housing locations, increased security and monitoring of certain areas of campus, curricular and co-curricular restrictions, interim suspension, and other similar accommodations.

## Confidentiality/Privacy of Accommodations and Supportive Measures

The University will maintain as private any accommodations or supportive measures provided to the extent that maintaining such privacy would not affect the ability of the institution to provide the accommodations or supportive measures. The Title IX Coordinator (s) will determine what

information and to whom information will be disclosed based on the circumstances of the allegation, the individuals involved, and related safety needs. The identity of an alleged victim of sexual harassment, sex-based misconduct, sexual assault, dating/domestic violence, or stalking may only be disclosed to the following:

- persons employed or under contract with the institution, who are necessary to conduct an investigation of the report or any related hearings
- a law enforcement officer as necessary to conduct a criminal investigation of the report
- the person or persons alleged to have perpetrated the incident, to the extent required by other law
- potential witnesses to the incident as necessary to conduct an investigation of the report

## Assistance for Victims: Rights and Options

Regardless of whether a reporting party elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist reporting parties of sexual assault, domestic violence, dating violence, and stalking and will provide each person with a written explanation of their rights and options. Such written information will include the following information:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred.
- Information about how the institution will protect the confidentiality of victims and other necessary parties.
- A statement that the institution will provide written notification to students and employees about victim services within the institution and in the community.
- A statement regarding the institution's provisions about options for available accommodations assistance and how to request and protective measures; and
- An explanation of the procedures for institutional disciplinary action.

## Orders of Protection, "No-Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, Federal or Tribal Court or by the Institution

Community members who file a report are advised that options such as protective orders, No-Contact Orders, and criminal trespass warnings may be available through local law enforcement agencies and the student judicial system as well as provide information on their right to file criminal charges.

St. Mary's University complies with Texas law in recognizing orders of protection. Any person who obtains an order of protection from Texas or any reciprocal state should provide a copy to the University Police Department and the Title IX coordinators. A complainant may then meet with University Police to develop a Safety Action Plan, which is a plan for University Police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc.) The University cannot

apply for a legal order of protection, no contact order, or restraining order on behalf of a victim from the applicable jurisdiction(s).

**No-Contact Orders.** St. Mary's University No-Contact Orders are issued by the Office of the Dean of Students, or designee, and are not criminally enforceable. The Office of Human Resources may issue a No-Contact Order for matters involving employees. Reserve Officer's Training Corps (R.O.T.C) may also enact safeguards for students in their program known as a plan of action through the Developmental Counseling Form, which can include No-Contact Orders. These No-Contact Orders are not meant to be punitive in nature nor a punishment, but strictly to maintain good order and discipline. However, if the no-contact order is violated, the individual(s) in question may be subject to sanctions including disenrollment from the ROTC program.

**Victim Rights:** Victims have the right to request a No-Contact Order from the University and, if the request is granted, the right to expect the University to promptly address any known actual or attempted violations of this order by other members of the St. Mary's student community. Additionally, victims have the right to request the Dean of Students (or their designee) to cancel or extend the No-Contact order beyond the determined end date of the initial order.

**Institution's Responsibility:** The University issues No-Contact Orders when needed to safeguard for the University community, regardless of the wishes of the parties involved. The Dean of Students Office (students) and Human Resources/Title IX Office (employees and/or students) are the only St. Mary's University offices which can issue No-Contact Orders. The University will review any student request for a No-Contact Order to determine the purpose, scope, and suitability of a No-Contact order to address the student's circumstances.

The designated University official may meet with each No-Contact request recipient to a) present them with their copy of the University No-Contact request, b) explain their rights, responsibilities and behavioral expectations under this agreement, and c) advise them of the range of University penalties that can be applied to students who violate the terms of this agreement.

To enforce compliance with the terms of any No-Contact Order, the Dean of Students office will promptly address any known actual or attempted violations of this order by other members of the St. Mary's University student community.

The Dean of Students Office may provide additional No-Contact Order support such as relocating a reporting victim, coordinating class schedule modifications and serving as a liaison between the students and faculty or other members of the University community as necessary to support implementation of the Order.

**Protective Orders:** Individuals may apply for protective orders through the Texas criminal justice system. A protective order is an interim protective measure that requires the recipient to stay away from the protected individual's home, workplace, and/or children's schools (if the children are protected persons in the order) depending on the documented circumstances. It can require the recipient to stop communicating with the protected individual in a harassing or threatening manner, attend counseling, pay child support, and/or pay spousal support. An application for a protective order may be filed by an individual, a prosecuting attorney, or the Texas Department of Family and Protective Services (1-800-252-5400) on behalf of an individual. The application is obtained through contacting the Bexar County District Attorney's Office Protective Order Unit at

(210) 631-0100 or applying for on line for a protective order through the agency website at [Protective Orders | Bexar County, TX - Official Website](#).

The application for a protective order must be filed in either the county where the applicant lives, the county where the recipient lives, or the county of occurrence. The applicant's address can be kept confidential if the legal criteria for a protective order is met. The county or district attorney's office will prepare and file all of the paperwork necessary to request a protective order from a court. Such orders provide effective tools for law enforcement when they are called upon to protect an individual and their family. Additionally, an emergency protective order may be recommended and automatically issued by the court following the original report and arrest of the respondent. A hearing is held later to determine if the order should be extended or modified.

Although St. Mary's University Police Department does not issue protective orders, they can be notified of protective orders that exist in the campus and surrounding area by the requestor in order to enforce them on campus. If the requestor or other institutional personnel become aware that a protective order is violated, the University Police Department should be contacted immediately at 210-436-3330. Responding agencies can also be contacted for protective order violations including San Antonio Police Department (210) 207-7273 or the Bexar County Sheriff's Department (210) 335-6000. Violating protective orders generally carry authority for the violator's immediate arrest by the University Police Department or other law enforcement agencies.

**Interim Suspension:** St. Mary's University can also interim suspend a respondent from campus on an emergency basis provided that the University:

- Undertakes an individualized safety and risk analysis for students;
- Determines an immediate threat to the physical health and safety of any student or other individual arising from the allegations of sexual harassment justifies removal;
- Provides respondent with notice and an opportunity to challenge the decision immediately following removal.

During an interim suspension, alternative coursework options may be pursued to ensure as minimal an impact as possible on the responding student. St. Mary's University may also place a "non-student employee respondent" on leave during the duration of an investigation process. The Title IX Coordinator(s) have sole discretion to implement or stay an interim suspension for a student, staff, or administrator under investigation for an alleged violation of this policy, and to determine its conditions and duration. Violation of an interim suspension under this policy will be grounds for expulsion or termination. For allegations involving faculty, the Provost and Vice President for Academic Affairs may interim suspend a faculty member on the recommendation of the Title IX Coordinator(s), pending the completion of the investigation process.

Students and employees may contact the following for St. Mary's University support resources:

## Employees

Janet Guadarrama

Executive Director of Human Resources and Title IX Coordinator

210-436-3725

[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

Anita Limon

Deputy Coordinator Title IX & Clery  
Compliance

210-436-4385

[clery@stmarytx.edu](mailto:clery@stmarytx.edu)

[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

M. Angie Perez

Deputy Coordinator Title IX & Human  
Resources

210-436-3617

[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

[HR@stmarytx.edu](mailto:HR@stmarytx.edu)

## Students

Dr. Tim Bessler

Vice President of Student Development/Dean of Students and Title IX Coordinator

210-436-3331

[titleix@stmarytx.edu](mailto:titleix@stmarytx.edu)

Janie Moncada

Assistant Director for Office of Student Integrity and Welfare

210-436-3476

[smoncada@stmarytx.edu](mailto:smoncada@stmarytx.edu)

## Governmental Judicial Orders of Protection

Type of Order	Who Can File	Court	Based On
<b>Peace Bond (Not criminally enforceable)</b>	An individual (who is not a household or family member) to post a bond conditioned that the individual will not commit a specific act of harm for a period of one year.	Justice of the Peace Courts where victim lives, where abuser lives or has a business, or where incident(s) occurred.	A provable reason to believe that the offense was intended to be committed or that the threat was seriously made. The judge may issue a Peace Bond or may request a hearing on the matter.
<b>Ex parte Family Violence Protective Orders (Temporary protective order) IS CRIMINALLY ENFORCEABLE and valid till it expires or a Final Protective Order is in place.</b>	A victim of: <ul style="list-style-type: none"><li>• Domestic / family violence</li><li>• Stalking</li><li>• Dating violence</li><li>• Sexual assault</li><li>• Human trafficking</li></ul>	District or County Court where victim lives, where abuser lives or has a business, or where incident(s) occurred.	Intended to stop the abuser from engaging in further abuse, family violence, or other threatening or harassing behavior until a full court hearing for a Final Protective Order is held.



<b>Final Protective Order IS CRIMINALLY ENFORCEABLE and valid for up to two years.</b>	A victim of: <ul style="list-style-type: none"> <li>• Domestic / family violence</li> <li>• Stalking</li> <li>• Dating violence</li> <li>• Sexual assault</li> <li>• Human Trafficking</li> </ul>	District or County Court where victim lives, where abuser lives or has a business, or where incident(s) occurred.	Intended to stop the abuser from engaging in abusive, threatening or harassing behavior, and from contacting the victim in any way. Once issued during a final court hearing, it is intended to protect the victim and his/her children from further abuse and violence.
<b>Magistrate's Order of Emergency Protection (EPO)<sup>2</sup> IS CRIMINALLY ENFORCEABLE as a Class A Misdemeanor punishable by \$4,000 fine and up to one year in jail.</b>	A victim of: <ul style="list-style-type: none"> <li>• Domestic / family violence</li> <li>• Stalking</li> <li>• Dating violence</li> <li>• Sexual assault</li> <li>• Human Trafficking</li> </ul>	Must be issued by the Magistrate when the arrested person is taken in front of the Magistrate for the initial appearance.	Discretionary order: An EPO may be issued after an arrest for an offense involving family violence, sexual assault, aggravated sexual assault or stalking.  Mandatory Order: Must be issued after an arrest for an offense involving family violence, if serious bodily injury to the victim occurred, a deadly weapon was used or exhibited during the commission of the crime.

Individuals seeking Orders of Protection are required to apply directly for these services with the Bexar County District Attorney's Office. Protection from abuse orders may be available through the Bexar County Family Justice Center, 1123 N. Main Ave., Ste. 100, San Antonio, Texas 78212. Either the person making the application and/or the actor need to reside in Bexar County, Texas to be eligible to apply.

### Accommodations and Protective Measures Available for Complainants

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, St. Mary's University will provide written notification to students and employees about the accommodations available to them, including academic, living, transportation, protective orders and working situations. Written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim's request, and to the extent of the victim's cooperation and consent, University offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, or transportation situations regardless of whether the victim chooses to report the crime to University Police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall.

<sup>2</sup> Others who can file and EPO include: The victim's guardian, a Peace Officer, and the State Attorney General.

Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the appropriate office listed below.

**Students:** Dean of Students Office  
210-436-3331  
[deanofstudents@stmarytx.edu](mailto:deanofstudents@stmarytx.edu)

**Staff:** Human Resources  
210-436-3725  
[humanresources@stmarytx.edu](mailto:humanresources@stmarytx.edu)

**Faculty:** Provost and Executive Vice President for Academic Affairs  
210-436-3716  
[otvpaa.office@stmarytx.edu](mailto:otvpaa.office@stmarytx.edu)

## On- and Off- Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, St. Mary's University will provide written notification to students and employees, who are victims, about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, and assistance in notifying the University Police Department. If the report does not fall in the University Police Department's jurisdiction, they will direct the victim to the correct law enforcement agency. These resources include the following:

Following a Title IX referral or notification to a Title IX Coordinator of an alleged or suspected incident, written notification to the student or employee victim, if identified, is provided which includes resources detailing existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community as applicable.

Victims are provided with the contact information for available resources and the steps to gain access to available resources. For Victims of sexual assault, they are provided the option to utilize Methodist Transplant and Specialty Hospital as a resource to receive a Sexual Assault Nurse Examiner (SANE) exam here by a forensic nurse. Please note that having a forensic examination does not require a victim to subsequently file a police report and after November 2, 2024 law enforcement dispatch processes changed to utilize Medcom where forensic exams are available to direct a victim to a location for a SANE exam which includes the Forensic Center of Excellence.

### Law Enforcement Resources

NAME	PHONE	LOCATION	WEBSITE	On-Campus/Off-Campus
The University Police Department	Non-Emergency: 210-436-3330 Emergency: 210-431-1911	Treadaway Hall	<a href="https://www.stmarytx.edu/campuslife/police/">https://www.stmarytx.edu/campuslife/police/</a>	On-Campus
San Antonio Police Department	Non-Emergency: 210-207-7273 Emergency: 911	315 S Santa Rosa Ave. San Antonio, TX 78207	<a href="https://www.sanantonio.gov/SAPD">https://www.sanantonio.gov/SAPD</a>	Off-Campus
Bexar County Sheriff's Office	Non-Emergency: 210-335-6000 Emergency: 911	200 North Comal Street San Antonio, TX 78207	<a href="https://www.bexar.org/600/Sheriffs-Office">https://www.bexar.org/600/Sheriffs-Office</a>	Off-Campus

### Counseling and Mental Health Resources for Students, Faculty and Staff

NAME	PHONE	LOCATION	WEBSITE	On-Campus/Off-Campus
Student Counseling Center	Appointments: 210-436-3135 After hours / Emergency: 210-825-3622	Center for Life Directions	<a href="https://www.stmarytx.edu/campuslife/student-services/counseling/">https://www.stmarytx.edu/campuslife/student-services/counseling/</a>	On-Campus
University Ministry	210-436-3213	Center for Life Directions	<a href="http://www.stmarytx.edu/spiritual">www.stmarytx.edu/spiritual</a>	On-Campus
San Antonio Counseling and Behavioral Center	210-614-4990	1350 N Loop 1604 E, Ste 106 San Antonio, TX 78229	<a href="https://sacounselingcenter.com/">https://sacounselingcenter.com/</a>	Off-Campus
Metropolitan Health District	210-207-8780	City Tower 100 W. Houston St., 14 <sup>th</sup> Floor San Antonio, TX 78205	<a href="https://www.sanantonio.gov/Health">https://www.sanantonio.gov/Health</a>	Off-Campus
Employee Assistance Program	888-238-6232	online	<a href="#">Employee Assistance Program</a>	On-Campus

### Medical Health Resources for Students, Faculty and Staff

NAME	PHONE	LOCATION	WEBSITE	On-Campus/Off-Campus
Student Health Center	210-436-3506	Charles Francis Hall	<a href="https://www.stmarytx.edu/campuslife/student-services/health-center/">https://www.stmarytx.edu/campuslife/student-services/health-center/</a>	On-Campus
Methodist Specialty and	210-575-8110	8026 Floyd Curl Dr.	<a href="https://sahealth.com/locations/methodist-hospital-specialty-and-transplant/">https://sahealth.com/locations/methodist-hospital-specialty-and-transplant/</a>	Off-Campus

Transplant Hospital <sup>3</sup>		San Antonio, TX 78229		
Alamo Area Resource Center (HIV testing / LGBTQ friendly)	210-625-7200	303 N. Frio San Antonio, TX 78207	<a href="https://www.aarcsa.com/">https://www.aarcsa.com/</a>	Off-Campus
Forensic Center of Excellence	(210) 767-9556	8600 Wurzbach San Antonio, TX 78240	<a href="#">Forensic Center of Excellence   Empower Survivors Today</a>	Off-Campus

### Support, Victim Advocacy, Legal Assistance and Other Resources for Students, Faculty, and Staff

NAME	PHONE	LOCATION	WEBSITE	On-Campus/Off-Campus
The Wellness Programs Office	210-436-3837	Center for Life Directions	<a href="mailto:wellness@stmarytx.edu">wellness@stmarytx.edu</a>	On-Campus
Dean of Students Office	210-436-3331	University Center	<a href="mailto:deanofstudents@stmarytx.edu">deanofstudents@stmarytx.edu</a>	On-Campus
Human Resources Office	210-436-3725	St. Louis Hall Room 102	<a href="mailto:humanresources@stmarytx.edu">humanresources@stmarytx.edu</a>	On-Campus
International Student & Scholar Services	210-431-5091	Center for Life Directions, Room 132	<a href="https://www.stmarytx.edu/campuslife/student-services/international/">https://www.stmarytx.edu/campuslife/student-services/international/</a>	On-Campus
The Rape Crisis Center	24-hour hotline 210-349-7273	4606 Centerview Dr. Suite 240 San Antonio, TX 78228	<a href="https://rapecrisis.com/">https://rapecrisis.com/</a>	Off-Campus
Center for Legal and Social Justice St. Mary's School of Law	210-431-2596	2507 NW 36th St. San Antonio, TX 78228	<a href="https://law.stmarytx.edu/academics/special-programs/center-legal-social-justice/">https://law.stmarytx.edu/academics/special-programs/center-legal-social-justice/</a>	On-Campus
Student Financial Aid	210-436-3141	St. Louis Hall, Room 301	<a href="#">Financial Aid Resources</a> 1-800-433-3243, <a href="#">Free Application for Federal Student Aid (FAFSA)</a>   <a href="#">USAGov</a>	On-Campus

<sup>3</sup> Victims of sexual assault could utilize this as a resource to receive a SANE exam here by a forensic nurse. Please note that having a forensic examination does not require a victim to subsequently file a police report and after November 2, 2024 law enforcement dispatch processes changed to utilize Medcom to direct a victim to a location for a SANE exam.

Visa and Immigration Assistance	Online	n/a	<a href="#">International Resources</a>	On & Off Campus
National Sexual Assault Hotline	1-800-656-HOPE	n/a	<a href="https://www.rainn.org/">https://www.rainn.org/</a>	Off- Campus
National Domestic Violence Hotline	1-800-799-SAFE	n/a	<a href="https://www.thehotline.org/">https://www.thehotline.org/</a>	Off- Campus

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://www.rainn.org> – Rape, Abuse and Incest National Network

[Sexual Assault | OVW | Department of Justice](#) - Department of Justice

## Confidentiality

Once a formal complaint of sexual harassment or misconduct is received, except as otherwise required by FERPA, The Clery Act, Title IX or other applicable laws, the identity of a reporting party who is the subject of a report must remain confidential and may only be disclosed to:

- Persons employed by St. Mary's University who are necessary to conduct an investigation of the report or any related hearings.
- A law enforcement officer as necessary to conduct a criminal investigation of the report.
- The person or persons alleged to have perpetrated the reported incident, to the extent required by law.
- Potential witness to the incident as necessary to conduct an investigation of the report.

Although St. Mary's University will make every effort to keep the identity of any formal sexual harassment reporting party(s) private, federal law requires this information to be shared with the following parties: respondent, witness or reporter associated with a complaint of sexual harassment, and incident investigators, hearing and/or appeals panel.

Complainants who are employees may request that the University directory information be withheld by contacting Human Resources. Complainants who are students may request that the student directory information be withheld by contacting the Office of the Registrar.

Regardless of whether a victim has opted-out of allowing the University to share "directory information," personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective

measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the complainant and other personally identifiable information about the victim will be withheld.

## Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

In all cases in which St. Mary's University has jurisdiction to address formally-reported incidents of domestic violence, dating violence, sexual assault, and stalking which are reported to the Institution, the Equal Opportunity, Nondiscrimination, Sexual Harassment, and Other Forms of Harassment Policy will be followed.

The University's disciplinary process includes a prompt, fair, and impartial process from the initial investigation and final resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. The University's disciplinary process can be found at: [Interim Adjudication Guidance for Title IX Reports of Sexual Harassment and Misconduct - Policy Library \(stmarytx.edu\)](https://www.stmarytx.edu/library/interim-adjudication-guidance-for-title-ix-reports-of-sexual-harassment-and-misconduct-policy-library).

Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within the timeframe specified in each policy the institution maintains. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. University officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually in numerous areas including: on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

Title IX Coordinators are trained on Initial Screenings of Title IX Reports, Title IX Hearings, Title IX Investigations, and Title IX Litigation Updates. Title IX Investigators are trained on Title IX Investigator Training. Title IX Hearing Officers and Hearing/Appeals Panelists are training in Title IX Decision-Maker Training. Links to these trainings can be found at <https://www.stmarytx.edu/compliance/title-ix/>.

Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an adviser of their choice at any stage of the process and to be accompanied by that adviser to any related meeting or proceeding. The University will not limit the choice of adviser or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, an adviser may only consult and advise their advisee, but not speak for the advisee at any meeting;
5. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Furthermore, the University follows the policies below that includes information on (1) how to file a disciplinary complaint, (2) how the University determines whether the policy will be used, (3) how a complaint will be investigated and decided (4) what sanctions will be given if necessary:

- [Interim Adjudication Guidance for Title IX Reports of Sexual Harassment and Misconduct - Policy Library \(stmarytx.edu\)](#)
- [Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment - Policy Library \(stmarytx.edu\)](#)
- <https://www.stmarytx.edu/policies/student-development/code-of-student-conduct/>
- [Faculty Handbook - Policy Library \(stmarytx.edu\)](#)

Whether or not criminal charges are filed, the University or a person may file a complaint at any time.

Students accused of domestic violence, dating violence, sexual assault, and stalking may find in the University policy located here [Sexual Harassment and Misconduct Resolution Process](#) the following:

- How to file a disciplinary complaint;
- How the University determines whether this policy will be used;
- Steps in the disciplinary process;
- Anticipated timelines;
- Decision-Making Process;

- Standard of Evidence;
- Possible Sanctions;

In addition, the range of protective measures available to a victim alleging misconduct include:

- No-Contact Orders;
- Remote participation during hearings;
- Separate waiting areas during hearing;
- Safety Escorts;
- Prohibitions against retaliation;
- Amnesty policy.

Additional information can also be found at [Equity Dispute Resolution Process - Policy Library \(stmarytx.edu\)](https://stmarytx.edu).

Employees accused of domestic violence, dating violence, sexual assault, and stalking may find in the University policy located here [Sexual Harassment and Misconduct Resolution Process](#) the following:

- How to file a disciplinary complaint;
- How the University determines whether this policy will be used;
- Steps in the disciplinary process;
- Anticipated timelines;
- Decision-Making Process;
- Standard of Evidence;
- Possible Sanctions;

In addition, the range of protective measures available to a victim alleging misconduct include:

- No-Contact Orders;
- Remote participation during hearings;
- Separate waiting areas during hearing;
- Safety Escorts;
- Prohibitions against retaliation;
- Amnesty policy.

Additional information on the process is available at [Equity Dispute Resolution Process](#).

## 2020 Title IX Regulations: Title IX Policy and Procedure to Comply with the 2020 Title IX Regulations

NOTE: Because of the ruling in Tennessee v. Cardona on January 9, 2025, the 2024 Title IX amended rule has been vacated. While the U.S. Department of Education has an appeal period, it is unlikely that they will prevail. Consequently, institutions will be reverting to the 2020 rules until and unless another amendment is filed and passes.

Sexual Harassment and Misconduct Resolution Process is the policy applicable to students and employees accused of domestic violence, dating violence, sexual assault and stalking.



In accordance with Title IX, the University does not discriminate on the basis of sex in the University's services, educational programs, and activities, including, but not limited to admission to and employment by the University. Sexual harassment, which includes act of sexual violence, is a form of sex discrimination prohibited by Title IX and the University. Title IX also prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex stereotyping, even if those acts do not involve conduct of a sexual nature. Retaliation for asserting or otherwise participating in an investigation of a claim or sex discrimination or harassment is likewise prohibited.

Please refer to the policy titled "[Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment.](#)" The Office of Human Resources, Dean of Students, and Chief of Police are designated to handle inquiries regarding the University's non-discrimination policies: The Executive Director of Human Resources and Vice President/Dean of Students are the Title IX Coordinators, 210-436-3725.

If circumstances require, the President or Title IX Coordinator(s) may designate another qualified individual (whether an employee or external person) as needed at the discretion of the University to oversee the process below, should an allegation be made against the Coordinator(s), or the Coordinator(s) be otherwise unavailable or unable to fulfill their duties.

The procedures described below will apply to all allegations of sexual harassment, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking as defined in the University's Equal Opportunity, Non-discrimination, Sexual and Other Forms of Harassment Policy involving students, staff, faculty, or administrators. Redress and requests for responsive actions for allegations brought against non-members of the University community are also covered by these procedures when applicable.

### **How to File a Disciplinary Complaint Under this Policy**

Allegations of sexual harassment and misconduct must be reported to the Title IX Coordinator(s) immediately. A report can be filed by completing the Title IX Report [form](#), in person with a Title IX Coordinator or Deputy Coordinator in the Human Resources Office St. Louis Hall Room 012 or Treadaway Hall 382, by calling a Title IX Coordinator at 210-431-5024 or 210-436-3725 or by email at [titleix@stmarytx.edu](mailto:titleix@stmarytx.edu).

### **How the University Determines Whether This Policy will be Used**

Once St. Mary's University has received a formal complaint, the Title IX Coordinator(s), in consultation with appropriate campus officials, will assess whether a policy violation may have occurred, if the University has jurisdiction to respond, and/or whether an information resolution might be appropriate.

A "formal complaint" is defined as a document (hard copy or electronic submitted via email or an online portal) filed by a complainant alleging sexual harassment against a respondent and requesting that the University investigate the allegation of sexual harassment. The formal complaint must contain the complainant's physical or digital signature or otherwise indicate that the complainant is the person filing the formal complaint. A formal complaint may be filed with the school's Title IX Coordinator(s) in person, by mail, or by email using the contact information provided by the school. A parent or guardian who has a legal right to act on behalf of an

individual may also file a formal complaint on that individual's behalf. In addition, the Title IX Coordinator(s) may initiate a formal complaint.

St. Mary's University affirms that a reporting party's wishes with respect to whether the school investigates should be respected unless the Title IX Coordinator(s) signs a formal complaint. A Title IX Coordinator might sign a formal complaint after considering safety factors relating to the report, such as threats to the safety of the Complainant or the campus community, a Respondent's prior history, use of a weapon, use of physical violence, or other relevant information.

Where the Title IX Coordinator has determined that the University must proceed with a Formal Complaint despite a Complainant's request to the contrary, the Title IX Coordinator(s) will make reasonable efforts to protect the privacy of the Complainant. However, the University's investigation will involve speaking with the Respondent and others who may have relevant information, in which case the Complainant's identity may have to be disclosed.

The University reserves the right to use this process to adjudicate other allegations and conduct charges as defined by policies outside of the scope of the Equal Opportunity, Non-Discrimination, Sexual and Other Forms of Harassment policy in instances when the conduct is associated with an alleged issue of prohibited conduct. (When the misconduct is defined as Prohibited Conduct) In situations in which allegations of sexual harassment arise out of the same facts or circumstances or event, St. Mary's University may consolidate formal complaints that are:

- Against more than one respondent
- By more than one reporting party against one or more respondents
- By one party against the other party in a complaint, such as retaliation

### **Anticipated Timelines**

Once the Title IX Coordinator(s) decides to open an investigation that may lead to disciplinary action against the responding party, a detailed written notice will be issued to the responding party of the allegation(s) constituting a potential violation providing sufficient time to prepare a response before any initial interview with the investigator(s). Details in the written notice shall include:

- The identities of the parties involved.
- The specific section(s) of **Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment** that were allegedly violated.
- The precise conduct allegedly constituting the potential violation.
- The date(s), time(s) and location(s) of the alleged incident(s) and other content as dictated by state and federal law.

This notice will also affirm that the respondent is presumed not responsible and that any determination of responsibility will be made at the end of this process. Each party will receive this written notice in advance of any interview or hearing with sufficient time to prepare for meaningful participation. The respondent and reporting party must respond to requests for information and/or interviews in a timely manner.

Investigation length may vary as needed to ascertain direct first-hand information, collect corroborating information, and interview potential witnesses. The University may undertake a short delay, typically ten (10) business days, to allow for evidence collection when criminal

charges on the basis of the same behaviors that invoke this process are being investigated. University action will not be altered or precluded on the grounds that civil or criminal charges involving the same incident have been filed or that charges have been dismissed or reduced.

All investigations will be thorough, reliable, and impartial and will include interviews with relevant parties and witnesses, obtaining available evidence<sup>[1]</sup>, and identifying sources of expert information, if necessary. During an investigation, the appointed investigator(s) may consult with the Title IX Coordinator(s) as needed on related investigative procedural matters.

Prior to the completion of the investigation report, the investigators (or Title IX Coordinator(s)) will provide access to all evidence obtained (whether relevant or not) as part of the investigation to both Parties (and the Party's Advisor, if any, upon a Party's signed information release for their Advisor of choice). Both Parties will have 10 business days to inspect, review, and respond to the evidence. All responses to the evidence must be submitted by the Party in writing to the investigator. The investigators will consider all timely responses submitted by the Parties.

The completed investigation report will outline each of the allegations that potentially constitute conduct that violates this Policy, provide the timeline (e.g., procedural steps) of the investigation, and objectively summarize relevant evidence, participant statements, and responses to questions. The investigator will provide a completed investigation report concurrently to both Parties and each Party's Advisor, if any, upon a Party's signed information release for their Advisor of choice at least 10 business days prior to the date of the scheduled hearing to review and provide a written response at the hearing. A copy of the completed investigation report will be issued to the Title IX Coordinator and to the hearing officer assigned to the hearing.

If the Title IX Coordinator(s) affirms that the preponderance of evidence does not support a finding of a policy violation, the parties will be notified, and the process will end unless the reporting party requests that the Title IX Coordinator(s) make an extraordinary determination to re-open the investigation or to forward the matter for a hearing. This decision lies in the sole discretion of the Title IX Coordinator(s). In the event of no finding of a policy violation, no documents associated with the investigation of a complaint will be shared with any party.

### **Decision-Making Process**

Deliberations will be conducted in closed session to determine whether the respondent is responsible or not responsible for the violation(s) in question. If a respondent is found responsible appropriate sanctions will be recommended to the Title IX Coordinator(s).

The Hearing Officer will prepare a written deliberation report and deliver it to the Title IX Coordinator(s), detailing the panel's findings of fact, conclusions as to whether the facts support a finding of responsibility for the alleged violation(s), the information cited by the panel in support of its conclusions, and any information the Hearing Panel excluded from its consideration and why.

The report shall include any recommended sanctions and the rationale for such sanctions. This report must be submitted to the Title IX Coordinator(s) within ten (10) business days of the end of deliberations. For matters involving student respondents, the Title IX Coordinator in consultation with the Dean of Students, will determine final sanctions.

The Title IX Coordinator(s) will notify the respondent and reporting party of the final determination of the deliberation report with any sanctions imposed by the University, and the rationale for the result and the sanctions. Such notification, along with notification of the University's procedures to appeal, shall be simultaneously provided in writing to both parties.

The notification may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official University records; or emailed to the parties' University-issued email account. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

### **Appeals**

Both the Complainant and the Respondent party to a complaint may appeal a determination regarding responsibility, or the University's dismissal of a formal complaint or any related allegations. All appeals must be submitted in writing to the Title IX Coordinator(s) within three (3) business days of the delivery of the decision. When an appeal is received, both parties will be notified and provided a copy of the appeal within three (3) business days. Any non-appealing party (or the University) will have seven (7) business days from the notification to submit a written response. Pending the outcome of the appeal, sanction(s) and/or corrective actions are implemented immediately unless the Title IX Coordinator(s) or designee states otherwise for extraordinary circumstances.

Faculty appeals will be conducted consistent with the [Faculty Handbook](#), with results of the appeal reported to the Title IX Coordinator(s).

### **Standard of Evidence**

St. Mary's University uses the preponderance of the evidence standard (i.e., whether it is more likely than not that the respondent committed each alleged violation) for determining responsibility for all formal complaints of sexual harassment and misconduct (including where employees and faculty are respondents).

The University aims to complete the adjudication process within a reasonably prompt time, which can be extended as necessary for appropriate cause by the Title IX Coordinator(s) with notice to the parties. All individual deadlines described forthwith are subject to this rule.

### **Possible Sanctions**

If a person is found responsible for violating this policy, the University may impose one or more sanctions and initiate additional remedial actions in accordance with the guidelines set forth below.

This policy prohibits a broad range of conduct. In keeping with the University's commitment to foster an environment that is safe, inclusive, and free from discrimination and harassment, the appropriate disciplinary authority has some discretion in the imposition of sanctions tailored to the facts and circumstances of each report, to the impact of the conduct, and to achieving accountability. The imposition of sanctions is designed to eliminate conduct described in this

policy, prevent its recurrence, and remedy its effects, while supporting the University's educational mission. Sanctions may include educational, restorative, rehabilitative, and punitive components. Some conduct, however, is so egregious in nature, harmful to the individuals involved, or so adverse to the educational process that it requires severe sanctions, including suspension, expulsion, or termination.

When a respondent accepts responsibility after the initial investigation or is found responsible by a decision-maker at the completion of a hearing, the University will assign an appropriate sanction or responsive action.

Factors considered when determining a sanction or corrective action may include:

- The nature, severity of, and circumstances surrounding the violation
- An individual's disciplinary history
- Previous allegations or allegations involving similar conduct
- Any other information deemed relevant by the Title IX Coordinator(s)
- The need for sanctions or corrective actions to bring an end to the conduct
- The need for sanctions or corrective actions to prevent the future recurrence of similar conduct
- The need to remedy the effects of the conduct on the reporting party and the community

### **Sanctions for Student-Respondents**

Sanctions against a student will be implemented by the Office of Student Integrity and Welfare within ten (10) business days upon receipt of the Hearing Officer's determination in accordance with the University's student disciplinary procedures. If the violation has a nexus to the respondent's appointment as a student employee, the discipline decision will be made in consultation with the Title IX Coordinator(s) in consultation with the Office of Human Resources. Student disciplinary actions may include, but are not limited to: probation, suspension, or expulsion. For a complete list of authorized disciplinary sanctions for students, see [Code of Student Conduct](#), *Section 6: Conduct Procedures, Subsection 12: Conduct Sanctions*.

### **Sanctions for Employee**

Sanctions against University employees will be handled under the University's employment policies governing discipline and dismissal of faculty and staff, respectively.

### **Staff Sanctions**

Sanctions and corrective actions for a staff member who has engaged in conduct outlined in this policy include, but are not limited to: verbal and written warning, required counseling, demotion, suspension with pay, suspension without pay, and dismissal, in accordance with the terms of Section 5.0 Separation from Employment in the University's Personnel Manual.

### **Faculty Sanctions**

Sanctions and corrective actions for a faculty member who has engaged in conduct outlined in this policy will be consistent with Sections 3.15.5 *Dismissal for Cause*, and 2.8.7 *Action Short of Dismissal* of the Faculty Handbook.

#### Range of Protective Measures Available to a Victim Alleging Misconduct

Interim measures and/or adjustments may be made to ensure safety, prevent retaliation, and avoid an ongoing hostile environment. During the fact-finding and investigatory phase, the University will offer and implement as applicable appropriate remediation measures including, but not limited to interim suspension, housing or academic accommodations, safety escorts and/or No Contact orders to ensure the safety of the community.

Interim measures should be equitable and appropriate, making every effort to avoid depriving any student of their education. These interim remedies may include, but are not limited to, referral to counseling or health services or to the Employee Assistance Program, extensions of time or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, increased security and monitoring of certain areas of campus, curricular and co-curricular restrictions, interim suspension, and other similar accommodations.

#### **Emergency Removal/Interim Suspension of a Student**

The University can initiate an emergency removal/interim suspension of a student-respondent from campus on an emergency basis provided that the University:

- Undertakes an individualized safety and risk analysis
- Determines that an immediate threat to the physical health and safety of any student or other individual arising from the allegations of sexual harassment justifies removal

If the University determines such removal is necessary, the respondent will be provided notice and an opportunity to challenge the decision immediately following the removal, by notifying the Title IX Coordinator in writing. The University will designate an individual not otherwise involved in the case to consider the challenge to the removal and determine if the emergency removal was reasonable.

During an interim suspension, alternative coursework options may be pursued to ensure as minimal an impact as possible on the responding student.

#### **Administrative Leave Pending Investigation for an Employee**

Employees may be placed on administrative leave pending the completion and outcome of the resolution process.

For allegations involving employees, including those hired with adjunct status, the University will follow the Personnel Manual.

For allegations involving faculty, the Provost and Vice President for Academic Affairs may interim suspend a faculty member, consistent with the Faculty Handbook, on the recommendation of the Title IX Coordinator(s), pending the completion of the investigation process.

Any individual who fails to adhere to Interim Measures implemented during the process under this Policy is subject to disciplinary action up to and including dismissal or separation from the University.

**2020 Title IX Regulations:** When a referral is received by a Title IX Coordinator or Deputy Coordinator and is determined to not meet the threshold for Title IX but does have a student respondent that may fall within the scope of the Code of Student Conduct policy, the following procedures will be utilized to determine if the student conduct process is more appropriate.

At St. Mary's University, student members of the community are expected to uphold and abide by certain standards of conduct that form the basis of the *Code of Student Conduct*. These standards are embodied within a set of core values that reflect St. Mary's University's Catholic, Marianist heritage and include integrity, social justice, respect, community, and responsibility.

Every member of the St. Mary's University community bears responsibility for their conduct and assumes reasonable responsibility for the behavior of others. When members of the community fail to exemplify these five values by engaging in violation of the rules, campus conduct proceedings are used to assert and uphold the *Code of Student Conduct*.

### **Decision-Making Process**

The *Code of Student Conduct* applies to behaviors that take place on the campus, at University-sponsored events, and may also apply off-campus when the Vice President for Student Development/Dean of Students (or designee) determines that the off-campus conduct affects a substantial University interest. A substantial University interest is defined to include:

1. Any situation where it appears that the student may present a danger or threat to the health or safety of self or others; or
2. Any situation that significantly impinges upon the rights, property or achievements of self or others, significantly breaches the peace, or causes social disorder; or
3. Any situation that is detrimental to the educational mission or interests of the University.

### **How to File a Disciplinary Complaint Under this Policy**

#### **Reporting of Alleged Violation**

Any member of the St. Mary's University community, visitor, or guest may report a policy violation(s) by any student for misconduct under this *Code of Student Conduct* to the Vice President for Student Development/Dean of Students, Assistant Director for Student Integrity and Welfare, Assistant Dean for Law Student Affairs, University Police, Residence Life, or the University's Title IX Coordinator(s) or Deputy Coordinators.

St. Mary's University employees must promptly report an alleged student violation of the University's [Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment](#) policy by contacting the University's Title IX Coordinator(s) in person, by email or phone call, or by filling out the online complaint form on the University's [Nondiscrimination – Title IX](#) webpage. (This page also includes information on confidential and other support resources that are available on campus and in the community.) Additionally, to meet the University's obligation under federal law, if the violation of policy includes crimes that must be reported under the Clery Act, the employee and Title IX Coordinator(s) must immediately notify the University Police to determine whether a timely warning is necessary or required.



## How the University Determines Whether This Policy will be Used

The University, through the Vice President for Student Development/Dean of Students or the Assistant Director for Student Integrity and Welfare, may act on reports of an alleged violation(s) not addressed using the [Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment policy](#) and response procedures whether a formal allegation is made or not. All allegations can be submitted by a reporting party, witness, or third party, and should be submitted as soon as possible after the event occurs. The University has the right to pursue an allegation or report of misconduct on its own behalf and to serve as the convener of the subsequent conduct process.

The Assistant Dean for Law Student Affairs and Assistant Director for Student Integrity and Welfare, respective to their areas of student conduct oversight, will assume responsibility for the investigation of the alleged violation as described below. All proceedings related to an alleged conduct violation will be prompt, fair, and impartial.

## Review of Reports

Once a report is received, the Assistant Director for Student Integrity and Welfare (or designee) will conduct an initial review to assess whether the information provided indicates a potential violation of the **Code of Student Conduct**, the **Office of Residence Life Handbook and Policies**, or other applicable University policies. This preliminary review may include gathering additional information from relevant parties.

Following this review, one of the following actions may be taken:

- **Education Conversation** If the reported behavior raises concern but does not rise to the level of a policy violation, the Assistant Director for Student Integrity and Welfare (or designee) may meet with the student for an educational conversation. This meeting is intended to address the concerning behavior, reinforce community expectations, and clarify potential outcomes should similar concerns arise in the future.
- **No Action** If the report lacks sufficient information to identify a responding student or to support an allegation of misconduct, no further action will be taken at that time. The report may be retained for documentation purposes in the event of future incidents occur involving the same individuals or behaviors.
- **Conflict Resolution Options** The Assistant Director for Student Integrity and Welfare (or the Assistant Dean for Law Student Affairs for matters involving law students as the alleged) has the discretion to refer a complaint for mediation or other forms of appropriate conflict resolution. All parties must agree to mediation and to be bound by the decision with no review/appeal. Any unsuccessful mediation can be forwarded for formal processing and hearing; however, at no time will complaints of physical sexual misconduct or violence be mediated as the sole institutional response. The Assistant Director for Student Integrity and Welfare (or Assistant Dean for Law Student Affairs) may also suggest that complaints that do not involve a violation of the *Code of Student Conduct* be referred for mediation or other appropriate conflict resolution.
- **Initiation of the Student Conduct Process** If there is reasonable cause to believe a policy violation has occurred, the Assistant Director for Student Integrity and Welfare (or designee) will initiate the student conduct process, as outlined in the procedures for Gatekeeping and Investigation.



## **Steps in the Disciplinary Process**

### **Gatekeeping & Investigations**

No report will be referred to the student conduct process unless there is reasonable cause to believe a policy has been violated. Reasonable cause is defined as some credible information to support each element of the offense, even if that information is merely a credible witness or a reporting party's statement. A complaint wholly unsupported by any information will not be further investigated or forwarded for a hearing.

For all except Title IX reported allegations, the Assistant Director for Student Integrity and Welfare will investigate reported Code of Conduct violations. All reported violations that fall under Title IX (e.g., sexual misconduct) or involve any other form of discrimination will be addressed following the procedures outlined in the [Equity Dispute Resolution Process \(EDRP\)](#).

The Assistant Director for Student Integrity and Welfare (designee) will take the following steps, if not already completed, to address and resolve any reported Code violations:

### **Preliminary Review and Interim-Administrative Actions**

Initiate any necessary interim-administrative actions on behalf of the reporting party and/or responding party (if needed);

Determine the identity and contact information of the person or entity reporting an alleged violation;

Conduct an immediate preliminary investigation within seven (7) University business days to;

1. Identify a complete list of all policies that may have been violated,
2. To review the history of the involved parties,
3. Understand the broader context of the incident(s),
4. Identify any potential patterns and the nature of the report.

If the responding party is reluctant to proceed;

- If the reporting party is reluctant to pursue the report, the Assistant Director for Student Integrity and Welfare (or designee) will evaluate whether the University should proceed based on the availability of sufficient independent information that could substantiate the report without the reporting party's direct involvement.
- In cases where the University determines it is appropriate to move forward without the participation of the reporting party, the reporting party will be notified of:
  - The University's decision to proceed with the conduct process;
  - The rights of all parties involved in the process; and
  - Their option to become involved if they so choose.

### **Determination of Reasonable Cause and Formal Notice**

- Determine if there is reasonable cause to charge the alleged respondent(s) and determine what specific policy violations should serve as the basis for charges;
- If there is insufficient evidence through the investigation to support a reasonable cause, the allegations will be closed with no further action;
- If there is a reasonable cause for further review, commence a thorough, reliable, and impartial investigation of the reported Code violation(s).

- Prepare the formal notice of charges on the basis of the reasonable cause determination, which will be promptly delivered to the student respondent(s) prior to any meetings with the Assistant Director (designee);

### **Investigation and Findings**

1. Complete the investigation promptly by analyzing all available evidence without unreasonable deviation from the intended timeline;
2. Making a finding, based on a preponderance of the evidence (whether a policy violation is more likely than not to have occurred);

### **Presentation of Findings to Responding Student and Notification of Outcome**

1. Present the investigation report and findings to the responding student(s), who may:
  - accept the findings,
  - accept the findings in part and reject them in part,
  - or may reject all findings;
    - Share the findings and update the reporting party on the status of the investigation and the outcome.

### **Notice**

Once a determination is made by the Assistant Director for Student Integrity and Welfare (or designee) that reasonable cause exists for a conduct meeting, notice will be given to the responding student.

Notice will be in writing and may be delivered by one or more of the following methods:

- in person by the Assistant Director for Student Integrity and Welfare (or designee);
- mailed to the local or permanent address of the student as indicated in official University records;
- or emailed to the student's University-issued email account.

Once mailed, emailed and/or received in-person, such notice will be presumed delivered. The letter of notice will:

- Include the alleged violation and notification of where to locate the Code of Student Conduct and University procedures for resolution of the complaint; and
- Direct the responding student to contact the Assistant Director for Student Integrity and Welfare (or designee) within a specified period of time to respond to the complaint. This time period will generally be no less than two (2) University business days from the date of delivery of the summons letter.
- A meeting with the Assistant Director for Student Integrity and Welfare (or designee) may be arranged to explain the nature of the complaint and the conduct process. At this meeting, the responding student may indicate, either verbally or in writing, to the Assistant Director for Student Integrity and Welfare (or designee), admission or denial of the allegations of the reported complaint.

## **Findings and Next Steps**

Upon completion of the investigation, a formal determination will be made regarding whether a violation of the Code of Student Conduct, the Office of Residence Life Handbook and Policies or of a University policy occurred, using the preponderance of the evidence standard.

Based on the findings, the responding party may

- Accept responsibility for the alleged violation(s),
- Deny responsibility, or
- Accept some findings while rejecting others

The outcome of this determination will inform the next steps in the conduct process, which may include the acceptance or rejection of the findings and/or proposed sanctions. In cases where the responding student is found not responsible for the alleged violation(s), the reporting party may request the Vice President for Student Development/Dean of Students to make an extraordinary determination to re-open the investigation. The decision to re-open an investigation rests with the Vice President for Student Development/Dean of Students, and the decision of the Vice President for Student Development/Dean of Students is final.

### **1. Responding Student Accepts the Investigation Findings**

Where the responding student accepts the finding(s), the Assistant Director for Student Integrity and Welfare (or designee) will identify appropriate sanctions for the violation. In cases involving discrimination, recommended sanctions will act to end the discrimination, prevent its recurrence, and remedy its effects on the reporting party and the University community. If the responding student accepts these sanctions/responsive actions, the process ends. The sanctions/responsive actions are implemented by the Assistant Director for Student Integrity and Welfare (or designee).

If the responding student rejects the recommended sanctions/responsive actions, there will be an administrative hearing on the sanction/responsive actions only. This will usually occur within 1-2 weeks from the end of the investigation. Administrative hearing procedures are detailed below. Any party to the complaint may appeal the decision or sanction(s) within three (3) University business days.

### **2. Responding Student Rejects the Findings**

Where the responding student rejects the finding(s), there will be a hearing on the allegations within fifteen (15) University business days. At the hearing, the Assistant Director for Student Integrity and Welfare will present their findings to the Panel, and the Panel will hear from the parties and any called witnesses. The investigation findings will be considered by, but are not binding on, the Panel, which renders an independent and objective finding within five (5) University business days of the hearing. Panel procedures are detailed below.

If the responding student is found not responsible for a violation, the Assistant Director for Student Integrity and Welfare will timely inform the parties of this determination and the rationale for the decision in writing. Any party to the complaint may appeal the decision(s) or sanction(s) within three (3) University business days.

## **Appeal and Final Review.**

### **3. Responding Student Accepts the Findings in Part and Rejects in Part**

When the responding student accepts in part and rejects in part the finding(s), there will be a panel hearing on the disputed allegations within fifteen (15) university business days. If the Panel

finds the responding student responsible for violating University policy, the Panel will recommend a sanction(s) or responsive action(s). The Assistant Director for Student Integrity and Welfare will render a decision on the recommended sanction(s) or responsive action(s) and notify the responding student of the same. If the responding student accepts this sanction or responsive action, the process ends with respect to any accepted violations.

The Assistant Director for Student Integrity and Welfare will timely inform the parties of the outcome, any sanctions or responsive actions and the rationale for the decision once the rejected findings are resolved. The Assistant Director for Student Integrity and Welfare, in consultation with the Vice President for Student Development/Dean of Students, may act to implement any available appropriate remedies on behalf of the parties and the community.

Any party to the complaint may appeal the decision(s) or sanction(s) within three (3) University business days.

### **Hearing Options**

Where the responding student denies violating the Code of Student Conduct, a request by one or more of the parties to the complaint for an administrative hearing may be considered at the discretion of the Assistant Director for Student Integrity and Welfare.

### **Standard of Evidence**

Preponderance of the Evidence is the standard of proof the University uses to determine whether a student is responsible for a violation of the Code of Student Conduct. Unlike the higher “beyond a reasonable doubt” standard, preponderance of the evidence requires that the Hearing Officer or University Conduct Board panel conclude that it is **more likely than not** that the alleged misconduct occurred.

### **Possible Conduct Sanctions**

One or more of the following sanctions may be imposed upon any student for any single violation of the *Code of Student Conduct*. The Vice President for Student Development/Dean of Students may, as permitted by law or with the consent of the student, release information regarding conduct records and sanctions to employers, licensing agencies, certifying boards, graduate programs, government background inspectors, and transferor institutions.

1. *Warning*: A written notice will be sent to the student(s) who violated University policies or rules. The notice will specify that inappropriate and unacceptable actions have occurred and that more severe conduct action will result should the student be involved in other violations while the student is enrolled at the University.
2. *Restitution*: Compensation for damage caused to the University or any person’s property may be determined. This is not a fine but, rather, a repayment for property destroyed, damaged, consumed, or stolen.
3. *Fines*: Reasonable fines may be imposed. Fines are specified to include: Alcohol-related activities – fines in increments of \$50 to \$300; Damages – actual repair costs, including labor and materials; Non-compliance with discretionary sanctions – \$10 per hour for service not performed; Unauthorized residence hall room change – \$50; Fines as specified in the [Office of](#)

[Residence Life Handbook and Policies](#); Failure to attend – Conduct Meeting – \$25. Failure to return a reserved space to the proper condition – labor costs and expenses.

1. *Community/University Service Requirements*: Requirements may be issued for a student or organization to complete a specific supervised University service.
2. *Loss of Privileges*: The student will be denied specified privileges for a designated period of time.
3. *Confiscation of Prohibited Property*: Items whose presence is in violation of University policy will be confiscated and will become the property of the University. Prohibited items may be returned to the owner at the discretion of the Assistant Director for Student Integrity and Welfare (Residence Life or University Police when applicable).
4. *Behavioral Requirement*: Required activities may include, but not limited to, seeking academic counseling or substance abuse screening, writing a letter of apology, etc.
5. *Educational Program*: A sanction may include a requirement to attend, present, or participate in a program related to the violation. It may also be a requirement to sponsor or assist with a program for others on campus that will aid the student in learning about a specific topic or issue related to the violation for which the student or organization was found responsible. The audience may be restricted.
6. *Restriction of Visitation Privileges*: Restrictions may be levied on a residential or non-resident student. The parameters of the restriction will be specified.
7. *Residence Hall Restrictions*: Restrictions may be imposed on a resident or non-resident student. The parameters of the restrictions will be determined.
8. *University Housing Probation*: The student is put on official notice that should further violations of Residence Life or University policies occur during a specified probationary period, the student may immediately be removed from University housing. Regular probationary meetings may also be imposed.
9. *University Housing Reassignment*: The student is reassigned to another University housing facility. Residence Life personnel will decide on the reassignment details.
10. *University Housing Suspension*: The student is removed from University housing for a specified period of time after which the student is eligible to return. Conditions for re-admission to University housing may be specified. Under this sanction, a student is required to vacate University housing within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Assistant Dean of Residence Life. This sanction may be enforced with a trespass action if deemed necessary. Prior to reapplication for University housing, the student must gain permission from the Assistant Dean of Residence Life (or designee).
11. *University Housing Expulsion*: The student's privilege to live in, or visit, any University housing structure is revoked indefinitely. This sanction may be enforced with a trespass action if deemed necessary.
12. *Disciplinary Probation*: The student is put on official notice that, should further violations of University policies occur during a specified probationary period, the student may face suspension or expulsion. Regular probationary meetings may also be imposed.
13. *Eligibility Restriction*: The student is deemed "not in disciplinary good standing" with the University for a specified period of time. Specific limitations or exceptions may be granted by the Assistant Director for Student Integrity and Welfare and terms of this conduct sanction may include, but are not limited to, the following:
  - Ineligibility to hold any office in any registered student organization or hold an elected, appointed, or paid office at the University; or

- Ineligibility to represent the University to anyone outside the University community in any way including participating in the study abroad program, attending conferences, or representing the University at an official function, event, or intercollegiate competition as a player, manager or student coach, etc.
- *University Suspension*: The student is separated from the University for a specified minimum period of time; upon the satisfaction of specific conditions, the student is eligible to return. The student is required to vacate the campus within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Vice President of Student Development and Dean of Students (or designee). This sanction may be enforced with a trespass action as necessary and may be noted on the student's transcript.
- *University Expulsion*: The student is permanently separated from the University. The student is required to vacate the campus within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Vice President of Student Development and Dean of Students (or designee). The student is barred from being on campus and the student's presence at any University-sponsored activity or event is prohibited. This action may be enforced with a trespass action as necessary. *This sanction will be noted as a Conduct Expulsion on the student's official academic transcript.*
- *Other Sanctions*: Additional or alternate sanctions may be created and designed as deemed appropriate to the offense with the approval of the Assistant Director for Student Integrity and Welfare.

The following sanctions may be imposed upon groups or organizations found to have violated the *Code of Student Conduct*:

- One or more of the sanctions listed above, specifically A through H, and O through R ; and/or
- Deactivation, de-recognition, or loss of all privileges (including University registration), for a specified period of time.

### **Failure to Complete Conduct Sanctions**

All students, as members of the University community, are expected to comply with conduct sanctions within the time frame specified by the Assistant Director for Student Integrity and Welfare. Failure to follow through on conduct sanctions by the date specified, whether by refusal, neglect or any other reason, may result in additional sanctions, up to and including suspension from the University. In such situations, resident students will be required to vacate University housing within 24 hours of notification by the Assistant Director for Student Integrity and Welfare, though this deadline may be extended upon application to, and at the discretion of, the Assistant Dean of Residence Life or the Assistant Director for Student Integrity and Welfare. A suspension will only be lifted when compliance with conduct sanctions is satisfactorily achieved. The Assistant Director for Student Integrity and Welfare will make this determination in consultation with the Vice President for Student Development/Dean of Students.

## **Range of Protective Measures Available to a Victim Alleging Misconduct**

### **Interim Administrative Action**

Under the *Code of Student Conduct*, the Vice President for Student Development/Dean of Students (or designee) may impose interim administrative action(s) to protect the well-being of individuals and property and/or to prevent disruption of, or interference with normal operations of the university while the Code of Conduct resolution process (or related resolution processes, i.e., Title IX) is ongoing. Interim Administrative Action is preliminary in nature; it is in effect only until there is a final resolution of the matter.

Interim administrative action is not a sanction. Instead, it is taken to protect the safety and well-being of individuals and property while the community standards process is ongoing. Interim administrative action is preliminary in nature; it is in effect only until there is a final resolution of the matter

The Vice President for Student Development/Dean of Students (or designee) may take the following Interim Administrative Action(s):

A student may be denied access to University housing, the University campus, facilities, technology resources, and/or events. As determined appropriate by the Vice President for Student Development/Dean of Students (or designee), this restriction may include classes or all other University activities or privileges for which the student might otherwise be eligible. At the discretion of the Vice President for Student Development/Dean of Students and in collaboration with the appropriate academic Dean(s), alternative coursework options may be provided to ensure as minimal an impact as possible on the responding student. Furthermore, Interim-Administrative Action(s) may include, but are not limited to:

**Guest Restriction** – Resident students may be restricted from hosting guests in their assigned room or building and commuter students may be restricted from being present in University housing while a matter is pending resolution.

**Interim Co-Curricular Suspension** – The student is deemed “not in disciplinary good standing” with the University for a specified period of time. Specific limitations or exceptions may be granted and terms of this conduct sanction may include, but are not limited to, the following:

- Ineligibility to hold any office in any registered student organization or hold an elected, appointed, or paid office at the University; or
- Ineligibility to represent the University to anyone outside the University community in any way including participating in the study abroad program, attending conferences, or representing the University at an official function, event, or intercollegiate competition as a player, manager or student coach, etc.

**Interim Housing Suspension**– The student’s privilege to live in, or visit, any University housing structure is revoked interim period. This sanction may be enforced with a trespass action if deemed necessary.

**Interim Suspension**– Under the *Code of Student Conduct*, the Vice President for Student



Development/Dean of Students (or designee) may impose restrictions, including separating a student from the community; pending the scheduling of a campus hearing on the alleged violation(s) of the Code of Student Conduct when

- a student represents a threat of serious harm to others;
- Is facing allegations of serious criminal activity;
- To preserve the integrity of an investigation;
- To preserve University property or to prevent disruption of, or interference with, the normal operations of the University.

Interim suspension includes separation from the University and revocation of privileges, including access to campus facilities, classes, and University-sponsored activities, pending the outcome of the conduct process.

### **No Contact Orders**

A No Contact Order (NCO) is an administrative, non-punitive action that is taken by the university through the Office of Student Integrity and Welfare or through the Title IX Office.

A No Contact Order is a directive between two or more current students to avoid all direct, indirect, social media, and/or third-party contact for a defined period of time. A No Contact Order may be initiated by a current student through the Office of Student Integrity and Welfare, or the Title IX Office, or invoked as needed by the same offices as a safeguard for the University community.

No Contact Orders may be issued as either Short-Term or Long-Term/Permanent, depending on the circumstances.

**2020 Title IX Regulations:** When a referral is received by a Title IX Coordinator or Deputy Coordinator and is determined to not meet the threshold for Title IX but does have an employee respondent, the situation will be considered whether it falls within a violation of the Faculty Handbook, Personnel Handbook or may be an off-campus private matter.

### **How to File a Disciplinary Complaint Under this Policy**

To fulfill the University's Clery crime reporting obligations all university employees who have been classified as campus security authorities (CSAs) are required to report any Clery Act-related offense immediately to the University Police Department or Clery Compliance Coordinator. Under Texas SB 212 any university employee, who, in the course of their job, witnesses or receives information regarding an incident that could reasonably constitute sexual harassment, sexual assault, dating violence, or stalking is required to report promptly this information to the Title IX Coordinator(s). The Title IX Coordinator(s) must then immediately notify the University Police to determine whether a Timely Warning is necessary or required for the reported incident. In addition, the Title IX Coordinator(s) is required to immediately report an incident to the University President if the safety of any person is in imminent danger as a result of the incident.

University employees do not have to report an incident in which they were the victim of sexual harassment, sexual assault, dating violence, or stalking. Employees also do not have to report any disclosure made at a public awareness event sponsored by the University or by any University-affiliated student organization.



### **How the University Determines Whether This Policy will be Used**

Once St. Mary's University has received a referral, the Title IX Coordinator(s), in consultation with appropriate campus officials, will assess whether a policy violation may have occurred, if the University has jurisdiction to respond, and/or whether an information resolution might be appropriate, or if the situation falls within a violation of the Faculty Handbook, Personnel Handbook or may be an off-campus private matter not within the jurisdiction of the University. The University's disciplinary response may be limited if the Respondent is a visitor or other third-party or is not subject to the University's jurisdiction.

### **Steps in the Disciplinary Process**

Prior to imposing a disciplinary sanction short of dismissal, the Provost will meet with the faculty member to discuss the matter, consider the faculty member's response, and if possible, arrive at an informal resolution that is acceptable to the faculty member and to the University. The University expects that most cases will be resolved through such consultation and that further administrative action will be unnecessary. The Provost shall maintain a record of any written mutual resolution.

If, however, the matter is not resolved via consultation and the Provost believes that the matter is serious enough to warrant disciplinary action short of dismissal, the Provost will consult with the Faculty Senate Executive Committee, which shall serve in an advisory capacity to the Provost on such matters. After taking the Faculty Senate Executive Committee's recommendation under advisement, the Provost will render a decision on whether a disciplinary sanction should be imposed.

### **Anticipated Timelines**

Faculty Review Committee's Recommendation to the President Within 15 business days of the matter being referred by the Provost, the Faculty Review Committee will submit to the faculty member, Provost, and President a report with findings of fact and recommendations as to the faculty member's dismissal. The report must contain findings of fact regarding whether adequate cause for dismissal has or has not been established by the preponderance of the evidence. The Committee's recommendation will be based on a simple majority vote. The vote count, without attribution to individual Committee members, as well as any dissenting opinions, will be included in the report. If the Committee concludes that a disciplinary sanction less than dismissal is appropriate, it will so recommend with supporting reasons. The Committee's findings must be based solely on the evidentiary record.

### **Decision-Making and Disciplinary Process**

Dismal for Cause Procedures

1. Preliminary Consultation with the Faculty Member
2. Notification to Faculty Member
3. Review by the Faculty Review Committee
4. Faculty Review Committee's Recommendation to the President
5. President's Review and Decision
6. Appeal to Faculty Senate Executive Committee

## **Standard of Evidence**

St. Mary's University uses the preponderance of the evidence standard (i.e., whether it is more likely than not that the respondent committed each alleged violation) for determining responsibility for all formal complaints of sexual harassment and misconduct (including where employees and faculty are respondents).

The University aims to complete the adjudication process within a reasonably prompt time, which can be extended as necessary for appropriate cause by the deciding parties. All individual deadlines described forthwith are subject to this rule.

## **Possible Sanctions**

Sanctions against University employees will be handled under the University's employment policies governing discipline and dismissal of faculty and staff, respectively.

### **Staff Sanctions**

Sanctions and corrective actions for a staff member who has engaged in conduct outlined in this policy include, but are not limited to: verbal and written warning, required counseling, demotion, suspension with pay, suspension without pay, and dismissal, in accordance with the terms of Section 5.0 Separation from Employment in the University's Personnel Manual.

### **Faculty Sanctions**

Sanctions and corrective actions for a faculty member who has engaged in conduct outlined in this policy will be consistent with Sections 3.15.5 *Dismissal for Cause* of the [Faculty Handbook \(PDF\)](#).

## **Range of Protective Measures Available to a Victim Alleging Misconduct**

### **Administrative Leave Pending Investigation for an Employee**

Employees may be placed on administrative leave pending the completion and outcome of the resolution process.

For allegations involving employees, including those hired with adjunct status, the University will follow the Personnel Manual.

For allegations involving faculty, the Provost and Vice President for Academic Affairs may interim suspend a faculty member, consistent with the Faculty Handbook, on the recommendation of the Title IX Coordinator(s), pending the completion of the investigation process.

Any individual who fails to adhere to Interim Measures implemented during the process under this Policy is subject to disciplinary action up to and including dismissal or separation from the University.

## University-Initiated Protective Measures

In addition to those protective measures previously described, the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to: A University No-Contact Order, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures may constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by St. Mary's University.

## Higher Education Opportunity Act: Notification to Victims of Crimes of Violence

The University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the 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.

## Campus Sex Crimes Prevention Act & Sex Offender Registry

The Federal Campus Sex Crimes Prevention Act, enacted on Oct. 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State, to provide notice as required under state law, to each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers services, or is a student.

### **Sex Offender Registration**

Under Section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921), convicted sex offenders must register with the Texas Department of Public Safety. You can link to this information, which appears on the Texas Department of Public Safety website, by accessing [Public Sex Offender Registry Search - Texas Public Sex Offender Registry](#).

## Missing Person Protocol

Suspected missing students should be reported immediately to the St. Mary's University Police Department, or, in the absence of an institutional police or campus security department, to the local law enforcement agency that has jurisdiction in the area.

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing for 24 hours, he or she should subsequently notify University Police at (210) 436-3330. The University Police Department will generate a missing person report and initiate an investigation.

In accordance with the Higher Education Opportunity Act, St. Mary's University must develop and implement certain procedures to be followed when residential students are determined to be missing for 24 hours. In addition to registering an emergency contact, students residing in on-campus housing will be informed annually that they have the option to identify confidentially an individual to be contacted by St. Mary's University in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, St. Mary's University will notify that individual no later than 24 hours after the student is determined to be missing. Students are advised that, in the event a student under 18 years of age and not emancipated, St. Mary's University must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, students are also advised that, in addition to notifying any additional contact person designated by the student. A student who wishes to identify a confidential contact can do so through the Housing Portal located in Gateway. [StarRezPortal](#)

A student's confidential contact information will be accessible only by authorized campus officials and law enforcement as appropriate. When students are informed of their option to provide a confidential contact, they are advised that their contact information will be registered confidentially, and that this information will be accessible only to authorized campus officials and law enforcement and that it may not be disclosed outside of a missing person investigation.

Students are advised that, for all missing students, after investigating the missing person report, should the University Police Department determine that the student is missing and has been missing for more than 24 hours, St. Mary's University will notify San Antonio Police Department (or the local law enforcement with jurisdiction in the area the student is missing), unless the local law enforcement agency was the entity that made the determination that the student is missing, and the student's missing person contact no later than 24 hours after the student is determined to be missing. If the student has not listed a missing person contact, St. Mary's University will notify the student's emergency contact. If the missing student is under the age of 18 and is not an emancipated individual, St. Mary's University will notify the student's parent or legal guardian, any other missing person contact, and San Antonio Police Department within 24 hours after the University Police Department has determined that the student has been missing for 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, St. Mary's University will inform the San Antonio Police Department (or the local law

enforcement with jurisdiction in the area the student is missing) that the student is missing within 24 hours.

## Campus Safety and Crime Prevention

Crime prevention and security awareness procedures are discussed during new student orientation (Zaragoza), when University Police officials participate in forums and meetings to address students and explain University crime prevention, security measures and procedures. The Office of Residence Life also holds residence hall meetings to inform students of security matters. The University Police Department provides crime prevention notifications to employees and students by email when an officer notices a possible opportunity for victimization regarding their vehicle or property. Crime prevention and security awareness presentations, when requested, are also provided to community groups, students, and University staff by the University Police Department. During these presentations the following information is typically provided: crime prevention tips; statistics on crime at St. Mary's University; information regarding campus security procedures and practices, including encouraging participants to be responsible for their own security and for the security of others on campus.

St. Mary's University Police Department and Residential Life offices offer multiple formal campus safety and crime prevention and awareness events and programs. In the 2024 calendar year, 21 formal Residential Life fire drills were performed, Wellness Program's presentations were included as part of sanctions, and the University Police Department offered approximately 10 crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year. The University Police Department also offers a Bike Safety Awareness training with every bike registration.

Additionally, the following crime prevention activities were offered to students, faculty, and staff:

### **Crime Prevention and Awareness Programs and Literature**

Crime prevention presentations pertaining to personal safety, students traveling abroad (outside U.S.), sexual assault prevention, alcohol and drug awareness, and burglary and theft prevention are conducted as needed for faculty, staff and students. Specialized crime prevention presentations are available upon request. Crime prevention literature related to personal safety, auto theft prevention, residential security and consumer awareness is available in the University Police Department, and specialized crime prevention literature is available upon request. Area Lighting Surveys are conducted on the grounds to ensure adequate and proper lighting throughout the University.

In addition to these programs, the University has adopted a Safety Awareness training which seeks to educate the faculty and staff of the campus regarding fire safety, active shooter situations, and the most common incidents of "slip, trips and falls". These programs are typically administered to different University departments and schools throughout the year

in a small setting allowing a better exchange of information and interaction with the presenters.

### **Office of Residence Life and University Police Partnerships**

The University Police and the Office of Residence Life recognize that a close and positive working relationship is one of the best ways to make sure that the resident students of St. Mary's University are safe and able to concentrate on their academic goals. Monthly Clery Compliance meetings are conducted where the University Police Department, the Office of Residence Life, the office of Student Development, and Clery Compliance Coordinator discuss campus safety issues. In addition, the two departments frequently train together on matters of responding to alcohol related incidents, active shooter incidents, mental health related incidents, and fire drills.

### **Sexual Assault Prevention Programs**

Take Back the Night: The University participates in Take Back the Night, whose global mission is to end all forms of sexual violence, including sexual assault, sexual abuse, trafficking, stalking, gender harassment, and relationship violence, and to support survivors in their healing journeys. This event has guest speakers, tables with information from different departments in the University, and is available to all students of the St. Mary's University community.

Shatter the Red Zone: The Red Zone campaign is a national campaign dedicated to raising awareness and shattering the silence about college sexual violence, specifically by raising awareness on the period during fall semester (mid-August and Thanksgiving Break) where sexual assault is more prevalent.

### **Safety Escorts**

On-campus safety escorts are available 24-hours a day, seven days a week. Any person who is concerned about their personal safety can contact the University Police Department and a police officer will arrive to escort you to another on campus location. The police officer may perform the escort by either walking with the person, using a golf cart, or using a patrol vehicle.

### **Lost and Found**

Lost-and-found items are turned over to the University Police Department's property custodian, who makes every effort to return items to their owners. If an owner cannot be contacted, the property will be logged and held for 90 days. After 90 days, unclaimed property will be disposed of, auctioned off, or donated at the discretion of the Chief of Police.

### **Limited Vehicle Assistance**

On all days of the year, including holidays, vehicle battery jump-start, unlock services, and low tire pressure assistance are available.

## **Operation Identification**

An on-going program that involves engraving valuable, personal items with a driver's license, student ID number or personal identifier. This can be done upon request at the University Police Department's lobby.

## **Community-Oriented Policing**

Community policing recognizes that police rarely can solve public safety problems alone and encourages interactive partnerships with relevant stakeholders. The large range of potential partnerships can be used to accomplish the two interrelated goals of developing solutions to problems through collaborative problem solving and improving public trust.

The St. Mary's University Police Department collaborates with all aspects of the campus community and the greater-area community to address crime and the reasons behind crime. Internally, the University Police partners with campus organizations such as the Student Government Association, Greek Life, Athletics Department, Facilities Department, the Faculty Senate, Human Resources, the Office of International Student and Scholar Services, and Military Science/ Reserve Officer Training Corps (ROTC).

As part of the department's community-oriented policing philosophy, St. Mary's University Police Department offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, and property protection strategies. Anyone interested in having a St. Mary's University Police Officer speak to his or her classroom or group should contact them at 210-436-3330 or through [Police Department | St. Mary's University | San Antonio, Texas \(stmarytx.edu\)](#).

## **Police Officer Specialized Training**

The St. Mary's University Police Department takes their commitment to the community very seriously and invests in training our staff and officers to a higher standard. All officers who are hired are required to have attended a State of Texas certified Basic Police Academy which consists of a minimum 643 hours of training. However, the St. Mary's University Police Department prefers to hire applicants who have completed their training from the regional police academy, the Alamo Area Council of Governments-Law Enforcement Academy. Graduates from this academy are required to complete 925 hours of training. In addition, University Police officers can be certified by Texas Commission on Law Enforcement (TCOLE).

Upon being licensed as a peace officer, each officer employed is then required to attend the following training within their first year of employment:

- Crisis Intervention Training/Mental Health Peace Officer
- Oleoresin Capsicum (OC) Spray "Pepper Spray"
- Expandable Baton (optional)
- International Police Mountain Bike Association – Police Cyclist Course
- First AID, CPR, Automated External Defibrillator (AED), and Stop the Bleed
  - Federal Emergency Management Agency (FEMA) Courses
  - Introduction to Incident Command System ICS-100

- Incident Command System for Single Resources and Initial Action Incidents ICS-200
- National Incident Management System ICS-700
- National Response Framework, an Introduction ICS-800

### **Blue Emergency Call Boxes**

Blue emergency call boxes are located at the main entrances of Treadaway, Chaminade, Marian, Dougherty, Lourdes, John Donohoo, and Adele Halls, as well as at the east side of the University Center. Other locations include: parking lots B, M, N, O, R and V. The blue emergency call box will directly contact the University Police Department. The blue emergency call box's telephone system is a part of an on-going effort to make the University Police Department more accessible and allows for another form of keeping the community safe.

## **Annual Disclosure of Crime Statistics**

Annual crime statistics for the University are provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Crime statistics are collected from reports made in good faith from the University Police Department, other local and state law enforcement agencies, the Dean of Students Office, and designated campus security authorities as defined under the Clery Act (including, but not limited to Residence Life, Student Conduct, Athletics, and the Title IX Coordinator), and are compiled by the Clery Coordinator. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported.

## **Requesting Crime Statistics from Other Law Enforcement Agencies**

St. Mary's University monitors and records criminal activities that occur on or near University non-campus properties and on public property surrounding the University by contacting local law enforcement agencies each year. Law Enforcement agencies contacted for Non-Campus Clery Geography requests are located in Appendix B. The following law enforcement agencies assist the University Police Department by providing crime statistics each calendar year:

- San Antonio Police Department
- Bexar County Sheriff's Department
- Bandera County Sheriff's Office
- Kerr County Sheriff's Office



## Monitoring and Recording of Student Criminal Activity at Non-campus Locations of Registered Student Organizations

St. Mary's University does not have any registered student organizations that own or control housing facilities outside of the St. Mary's University core campus. Therefore, University Police Departments are not utilized to monitor and record criminal activity at any non-campus locations of student organizations not identified as part of the Clery Geography Off Campus Property List.

## University Campus Crime Statistics

### Location definitions for campus crime statistics

#### On-Campus

- 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
- Any building or property that is within or reasonably contiguous to the University, 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)

#### On-Campus Student Housing

- 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.

#### Non-Campus

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- This section includes the property lists off campus located on the Off-Campus Property List located at the end of this document.

#### Public Property:

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

*Reported Crimes are allegations of crimes reported in good faith to the University. These crimes do not have to be investigated or adjudicated to count as a reported statistic in the Annual Campus Security Report & Annual Fire Safety Report. Reported crimes may involve individuals not associated or affiliated with St. Mary's University. Reported crimes may also include information from an anonymous reporting source.*

Offense <sup>4</sup>	Year	Campus	Campus Residential	Non-Campus <sup>5</sup>	Public Property
<b>CRIMINAL HOMICIDE</b>					
Murder and Non-Negligent Manslaughter	2024	0	0	0	0
	2023	1	0	0	1
	2022 <sup>6</sup>	1	0	0	0
Manslaughter by Negligence	2024	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0

<sup>4</sup> Please see Appendix A for more detailed Crime Statistics Report.

<sup>5</sup> Please note, the data provided under Non-Campus column notates incidents that occurred Off-campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a public shelter location utilized for students to conduct volunteer work.

<sup>6</sup> Please note, the victim drove onto campus in search of safety after the incident, which began off-campus. Off-campus injuries suffered by the victim ultimately required the services of emergency medical personnel, though the victim passed away from injuries they had sustained.

Offense <sup>7</sup>	Year	Campus	Campus Residential	Non-Campus <sup>8</sup>	Non-Campus <sup>9</sup>
<b>SEX OFFENSE REPORTING</b>					
Rape	2024	4	4	7	0
	2023	6	6	4	0
	2022	4	3	9	0
Fondling	2024	0	0	2	0
	2023	7	5	1	4
	2022	1	1	0	0
Incest	2024	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0
Statutory Rape	2024	0	0	1	0
	2023	0	0	1	0
	2022	0	0	0	0

<sup>7</sup> Please see Appendix A for more detailed Crime Statistics Report.

<sup>8</sup> Please note, the data provided under Non-Campus column notates incidents that occurred Off-campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a public shelter location utilized for students to conduct volunteer work.

<sup>9</sup> Please note, the data provided under Non-Campus column notates incidents that occurred Off-campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a public shelter location utilized for students to conduct volunteer work.

Offense	Year	Campus	Campus Residential	Non-Campus	Public Property
Robbery	2024	0	0	0	0
	2023	0	0	1	0
	2022	0	0	4	0
Aggravated Assault	2024	1	0	1	0
	2023	0	0	12	0
	2022	0	0	4	1
Burglary	2024	10	7	0	3
	2023	0	0	0	0
	2022	0	0	1	0
Motor Vehicle Theft	2024	2	0	3	2
	2023	4	0	0	3
	2022	4	0	0	3
Arson	2024	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0

#### CRIME STATISTICS: Violence Against Women Act (VAWA) Offenses

Offense	Year	Campus	Campus Residential	Non-Campus	Public Property
Domestic Violence	2024	0	0	7	0
	2023	0	0	0	3
	2022	0	0	13	1
Dating Violence	2024	4	4	0	0
	2023	1	1	0	0
	2022	0	0	0	0
Stalking	2024	1	0	0	1
	2023	0	0	0	0
	2022	2	0	0	0

Offense	Year	Campus	Campus Residential	Non-Campus	Public Property
Liquor Law Arrests	2024 <sup>10</sup>	<b>27</b>	23	4	0
	2023 <sup>11</sup>	<b>27</b>	6	0	0
	2022 <sup>12</sup>	<b>33</b>	17	11	5
Liquor Law Referrals	2024	<b>7</b>	7	0	0
	2023	<b>14</b>	0	0	0
	2022	<b>48</b>	47	1	0
Drug Law Arrests	2024	<b>4</b>	2	15	2
	2023 <sup>13</sup>	<b>8</b>	2	14	0
	2022 <sup>14</sup>	<b>11</b>	4	7	22
Drug Law Referrals	2024	<b>1</b>	1	0	0
	2023	<b>0</b>	0	0	0
	2022	<b>0</b>	0	0	0
Weapons Law Arrests	2024	<b>1</b>	0	0	1
	2023	<b>0</b>	0	0	0
	2022	<b>1</b>	1	0	3
Weapons Law Referrals	2024	<b>0</b>	0	0	0
	2023	<b>0</b>	0	0	0
	2022	<b>0</b>	0	0	0

<sup>10</sup> In 2024, of the 27 on campus liquor law violations resulting in citations, 7 of those citations occurred during the StMU alumni Fiesta Event, Oyster Bake in which the campus is open to the public. All 7 citations were not StMU students, faculty, or staff.

<sup>11</sup> In 2023, of the 27 on campus liquor law violations resulting in citations, 20 of those citations occurred during the StMU alumni Fiesta Event, Oyster Bake in which the campus is open to the public. All 20 citations were not StMU students, faculty, or staff.

<sup>12</sup> In 2022, of the 33 on campus liquor law violations resulting in citations, 11 of those citations occurred during the StMU alumni Fiesta Event, Oyster Bake, in which the campus is open to the public. 10 of these 11 citations were not StMU students, faculty, or staff.

<sup>13</sup> Please note that in 2023 we did not refer drug law violations for disciplinary action. All are given citations. Of the 8 on campus drug law violations resulting in citations in 2023, 3 of those citations occurred during the StMU Fiesta Alumni Event, Oyster Bake, in which the campus is open to the public. None of these citations were StMU students, faculty, or staff.

<sup>14</sup> Please note that in 2022 we did not refer drug law violations for disciplinary action. All are given citations. Of the 11 on campus drug law violations resulting in citations in 2022, 4 of those citations occurred during the StMU Fiesta Alumni Event, Oyster Bake, in which the campus is open to the public. None of these citations were StMU students, faculty, or staff.

UNFOUNDED CRIME STATISTICS	
2024	One (1) crime was unfounded by a law enforcement agency in 2024
2023	Zero (0) crimes were unfounded by a law enforcement agency in 2023
2022	Zero (0) crimes were unfounded by a law enforcement agency in 2022
HATE CRIME STATISTICS	
2024	Three (3) hate crimes, as defined by applicable federal law, were reported at St. Mary's University in 2024. <b>One on-campus incident characterized by religious bias</b> <b>One on-campus residence incident characterized by National origin bias</b> <b>One on-campus public property written intimidation incident characterized by religious bias was unfounded</b>
2023	Zero (0) hate crimes, as defined by applicable federal law, was reported at St. Mary's University in 2023
2022	Zero (0) hate crimes, as defined by applicable federal law, was reported at St. Mary's University in 2022

**NOTE:** The above listed arrests and judicial referrals are for legally defined crimes in the local jurisdiction where the crime is reported. These do not include incidents that are exclusively violations of the St. Mary's University Student Code of Conduct, Residence Life Policies, or other University policy, that are not also criminal law violations according to the local jurisdiction.

*(Under the Clery Act, an institution that has on-campus student housing facilities must separately disclose two sets of on-campus statistics: A) The total number of crimes that occurred on campus, including crimes that occurred in student housing facilities; and B) The number of crimes that occurred in on-campus student housing facilities as a subset of the total.)*

## Campus Map and Off Campus Property List

### ST. MARY'S UNIVERSITY CAMPUS MAP



#### MAP KEY

- 39 Adele Hall\*\*
  - 31 Albert B. Alkek Business Building
  - 43 Alumni Athletics & Convocation Center  
*Bill Greehey Arena*
  - 10 Alumni Pavilion
  - 45 AT&T Center for Information Technology
  - 20 Blank Sheppard Innovation Center  
*(To be completed in Fall 2024)*
  - 23 Blume Library  
*Catrell Learning Commons  
Starbucks  
The Pub at St. Mary's*
  - 37 Bordeaux Hall\*\*
  - 30 Casa Maria Marianist Residence
  - 6 Center for Life Directions
  - 9 Chaminade Hall\*
  - 3 Chaminade Tower  
*Admission Office*
  - 7 Charles Francis Hall
  - 41 Cremer Hall\*\*
  - 35 Donohoo Hall\*\*
  - 27 Dougherty Hall\*\*
  - 28 Drone Lab
  - 46 Founders Hall\*\*
  - 34 Frederick Hall\*\*
  - 8 Garni Science Hall
  - 24 Law Administration Building  
*Law Admissions Office*
  - 25 Law Classrooms Building  
*Law Courtroom*
  - 33 Sarita Kenedy East Law Library  
*Law Alumni Room  
Law Commons*
  - 44 Leies Hall\*\*
  - 32 Lourdes Hall\*\*
  - 12 Marian Hall\*
  - 11 Marianist Residence
  - 21 Moody Life Sciences Center
  - 56 Périgueux Hall\*\*
  - 26 Raba Law Building
  - 2 Reinbolt Hall  
*Assumption Chapel*
  - 22 Richter Math-Engineering Center
  - 1 St. Louis Hall (Administration)  
*Business Office  
Financial Assistance  
Registrar's Office*
  - 36 St. Mary's Research Center  
*National Archives, Marianist Province of the  
United States*
  - 18 Treadaway Hall\*  
*Guadalupe Chapel  
Recital Hall  
University Police*
  - 38 University Center  
*Barnes & Noble at St. Mary's  
Campus Life  
Diamondback Café*
- Residence hall\**  
*The Village at St. Mary's\**



ST. MARY'S  
UNIVERSITY

The Catholic and  
Marianist University

For an interactive map, including walking  
directions, scan the QR Code.



## Campus Map and Off Campus Property List Continued



### Off-Campus Property List

- St. Mary's University Center for Legal and Social Justice – 2507 N.W. 36<sup>th</sup> Street, San Antonio, TX 78228
- St. Mary's University Counselor Education and Family Life Center – 251 W. Ligustrum San Antonio, TX 78228
- St. Mary's University – Vacant Land – Medina Lake; Avenue Q & 14<sup>th</sup> Street, Lots 1-24, Lakehills, TX 78063
- Camp Tecaboca-Camp Retreat-5045 Junction Highway, Mountain Home, TX 78058
- Haven For Hope<sup>15</sup> – 1 Haven for Hope Way, San Antonio, TX 78207

This list is composed from insurance coverage documents, institutional program MOUs and contracts, residential provided information, and recognized student groups.

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<sup>15</sup> Please note Haven for Hope is a public shelter utilized by Center for Legal and Social Justice, St. Mary's School of Law for volunteer work by St. Mary's University students to assist community members in the Haven for Hope's Resource Center.



## Annual Fire Safety Report

On Aug. 14, 2008, the Higher Education Opportunity Act (HEOA) reauthorized and expanded the Higher Education Act of 1965 to require institutions with on-campus housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. In compliance with this requirement, St. Mary's University collects and publishes an annual Fire Safety Report which contains the following information:

- Fire statistics listed for each on-campus student housing facility
- Description of the fire safety system for each on-campus student housing facility
- The number of fire drills held the previous calendar year
- Institutional policies or rules on portable electrical appliances, smoking and open flames in student housing facilities
- Procedures for student housing evacuation
- Policies for fire safety education and training programs for students, staff, faculty
- A list of the titles of each person or organization to which individuals should report that a fire has occurred
- Plans for future improvements in fire safety

Definitions for the following terms in this report have been obtained from the Higher Education Opportunity Act.

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

**ON-CAMPUS STUDENT HOUSING** – A student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within a reasonable contiguous area that makes up the campus.

**FIRE 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.

St. Mary's University also keeps a public fire log as part of the 3 most recent calendar years' worth of crime statistics. Consumers may access the Annual Security and Fire Safety Report by visiting the University Compliance Services Clery Act webpage. [Clery Act Information – St. Mary's University \(stmarytx.edu\)](https://stmarytx.edu/clery-act-information)

### Reporting a Fire

Per federal law, St. Mary's University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of these facilities, you should immediately get to a safe place, then dial 911. Once the emergency has passed, you should notify the University Police at extension 1911 or by calling 210-431-1911. The San Antonio Fire Department can be reached directly at 911 on campus or 210-207-7744 for non-emergencies. The Rave Guardian App can also be used to contact the University Police Department. If assistance is required from the San Antonio Police Department or the San Antonio Fire Department, the University Police Department will contact the appropriate agency.

Reports of fire (no matter how minor) or activated fire alarms are documented in an incident report by Residence Life. If a member of the St. Mary's University community finds evidence of a fire that has been extinguished, and the person is not sure whether St. Mary's University Police Department has already

responded, the community member should immediately notify St. Mary's University Police Department at 210-431-1911 Emergency to investigate and document the incident for disclosure in the University's annual fire statistics.

## Important Contact Information for Reporting Fires:

### **The University Police Department (Emergency)**

210-431-1911 Emergency

210-436-3330 Non-Emergency

### **Office of Facilities Services (Systems)**

210-436-3335

## Procedures for Students and Employees Should follow in Case of a Fire

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the St. Mary's University Police Department. Students and/or staff are informed where to relocate to by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, University policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity as this is inherently dangerous and each community member's only duty is to exit safely and quickly, shutting doors along the exit path, as they go, to contain the spread of flames and smoke, while activating the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

### Fire Safety Education and Training

Annual training for fire extinguisher use/fire suppression is solely for employees. The Facilities Services department coordinates the annual fire extinguisher training/fire suppression training through A1 Fire & Safety which is mandatory for facilities staff and is offered to all other employees on a voluntary basis.

When fire drills are conducted, staff from Residence Life and University Police may check rooms to ensure everyone evacuated the building and to ensure fire alarms are working properly.

Students/residents are trained to get out of the building, and that survival is the first and only priority and are not trained on fire suppression or fire extinguisher use.

Fire safety education programs for all students living in on-campus student housing and all employees that have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the University's fire safety policies. In addition, fire evacuation maps and fire alarm equipment are posted in each residential hall. Everyone who participates in the program is also provided with maps of each on-campus student housing facility that illustrate evacuation routes and fire alarm equipment locations. During these programs, trainers emphasize that participating in fire drills is mandatory. Students with disabilities are given the option to have a "buddy" assigned to them. Residence halls are equipped with handicapped accessible dorms available for residents requiring additional accommodations. For residents that are hearing impaired, there are fire evacuation strobe lights to

signal an alarm, and for residents that are visually impaired, there are evacuation alarm horns to signal the resident when to evacuate. Fire safety education and training programs provided by A1 Fire & Safety are also available to Reslife staff and are taught by local fire authorities.

## Procedures for Student Housing Evacuation in Case of a Fire

In the event of a fire alarm, St. Mary's University's Guide to Community Living on Campus directs all residents to evacuate the building at the safest and nearest exit, as survival is the first priority. Area Coordinators and Graduate Assistants train residents on identifying two exit routes in each hallway of each building and fire evacuation plans are located on the back of the door in each resident room. The Area Coordinators and Graduate Assistants conducts regular floor meetings and will review the fire evacuation protocols which include the location of the designated refuge areas.

Each residence hall has a designated area of refuge that is 200 feet away from the building, where students should gather and wait for additional instructions. In these programs, procedures that students and employees should follow in case of a fire are reviewed and include the following:

### Student Housing Evacuation Procedures In Case of a Fire

- If you hear the fire alarm immediately evacuate the building using the nearest available exit. **Do not attempt to fight a fire unless you have been trained to do so.**
- Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
- When leaving your room, be sure to take your key in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
- Resident life staff members who are present on their floors should facilitate the evacuation of their floor/section if possible. When the alarm sounds shout (Example: there is an emergency in the building leave by the nearest exit) and knock-on doors as they make their way to the nearest exit and out the building.
- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location and the number of doors between your room and the exit.
- DO NOT USE ELEVATORS. Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Elevators have features that recall and deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time.
- Each resident should report to their assigned assembly area. Resident life staff should report to their assigned assembly area and make sure that students have cleared the building. Conduct a head count and do not allow re-entry into the building until directed to do so by emergency personnel.

### **Description of On-Campus Housing and Fire Safety Systems**

St. Mary's University has 13 residence halls that provide students with a home-away-from-home, many of which offer living learning communities that include both academic and recreational focuses. We have three freshmen experience buildings, Dougherty, Lourdes and Marian halls that all freshmen are required to live in unless they are a part of a specific living community.

**Adele Hall<sup>16</sup>**

Adele Hall is a “double” housing option. This two-story residence hall offers a private exterior room entrance and a private bathroom for a single person. Each room has built-in closets and drawers with a twin bed, desk and chair for each person, and doors opening to a courtyard with picnic space. Fire alarm monitoring done on site and partial sprinkler system installed.

**Chaminade Hall**

Chaminade Hall was renovated in 2016, with all new room furniture, updates to lounges, study spaces, and the addition of a baking station. This hall is available for undergraduate, graduate, and law students that are at least 21 years old. This three-story, suite-style residence hall offers single rooms. Each room has an interior hallway entrance, sink, closets, and drawers, with an extra-large twin bed, desk and chair for each resident. Fire alarm monitoring done on site and partial sprinkler system installed.

**Andrew Cremer Hall**

Andrew Cremer Hall is available for undergraduate students and is a part of The Village at St. Mary’s. Cremer Hall is a three-story residence hall that offers a private room entrance and private bathroom for two people of the same gender in each room. Each room has built-in closets and drawers with a twin bed, desk and chair for each person. Fire alarm monitoring done on site and partial sprinkler system installed.

**John Donohoo Hall<sup>17</sup>**

John Donohoo Hall, also known as JD, is home to the Honors Living Learning Community, available to undergraduate students accepted into the Honors Program. Limited space is available for students not in the Honors Program. This two-story residence hall is part of The Village at St. Mary’s and offers a private room entrance that faces the courtyard. Each room has a private bathroom, with two people of the same gender in each room. JD Hall rooms have built-in closets and drawers with a twin bed, desk and chair for each person. Fire alarm monitoring done on site and partial sprinkler system installed.

**Dougherty Hall**

Remodeled in 2018, Dougherty Hall is one of our primary freshmen and first-year halls and is home to the Political Science Living Learning Community. As a two-story, suite-style residence hall, Dougherty accommodates two people per room that are the same gender by room and suite. Each room has an interior hallway entrance, built-in closets, drawers and desks with a chair and twin bed for each person. Dougherty Hall has two wings connected by a shared common area with one hall entrance to the building through the main lobby. Fire alarm monitoring done on site and partial sprinkler system installed.

**Founders Hall**

Founders Hall is available to second-year students and is home to the Psychology Living Learning Community. This three-story hall offers double-rooms that are the same gender by room and suite and a suited bathroom. Each room has an interior hallway entrance, built-in closets, a sink, and a desk and chair for each person. Founders has three floors, one entrance to the building, two conference rooms, and an elevator available in the main lobby. Fire alarm monitoring done on site and full sprinkler system installed.

**Bordeaux Hall (previously Archbishop Flores Hall)**

Bordeaux Hall is a “double” housing option in The Village at St. Mary’s. This two-story residence hall offers a private exterior room entrance and a private bathroom for a single person. Each room has built-in closets and drawers with a twin bed, desk and chair, and doors opening to a courtyard with picnic space. Fire alarm monitoring done on site and partial sprinkler system installed.

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<sup>16</sup> For the 2024 Academic Year Adele Hall was offline.

<sup>17</sup> For the 2024 Academic Year John Donohoo Hall was offline.

**Anthony Frederick Hall<sup>18</sup>**

Anthony Frederick Hall, also known as AF, is home to the Marianist Leadership Program Living Learning Community open to all classifications of undergraduate students approved by the Marianist Leadership Program Coordinator. Limited space is available for students not in the Marianist Leadership Program. This two-story residence hall is part of The Village at St. Mary's and offers a private exterior room entrance that faces a courtyard. Each room has a private bathroom with two people of the same gender in each room. Each room has a desk and chair for each person. Fire alarm monitoring done on site and partial sprinkler system installed.

**Herbert and John G. Leies Hall**

Leies Hall is a three-story building open to upperclassman students as a part of The Village at St. Mary's. It has an exterior common area entrance and an interior room entrance. Leies Hall is a quad suite with four people of the same gender each receiving a private room while sharing a common living space and bathroom. There is a built-in sink, closet, drawers and desk with a moveable twin bed and chair in each private room. Fire alarm monitoring done on site and full sprinkler system installed.

**Our Lady of Lourdes Hall**

Lourdes Hall is available to all first-year students. This two-story hall has rooms configured to house two residents of the same gender per room with a private bathroom and built-in closets and drawers. These rooms come with two beds, desks and chairs. Lourdes has a full kitchen available for residents to request to use. Lourdes has two entrances and all rooms open to an interior hallway. Fire alarm monitoring done on site and partial sprinkler system installed.

**Marian Hall**

Marian Hall is home to our Biology and Science Learning Living Communities available to first-year and second-year students with majors in the School of Science, Engineering, and Technology and the following majors in the College of Arts, Humanities, and Social Sciences: Criminal Justice, Criminology, Exercise and Sport Science, Forensic Science, Psychology and Sociology. This three-story split-level building has interior entrances to the suite-style rooms with two people assigned to each room that are the same gender by room and suite. A full bathroom is shared between the four residents. Each room has built-in closets, drawers and a sink, and each resident has a desk, chair and twin bed that can be rearranged in the room. Fire alarm monitoring done on site and partial sprinkler system installed.

**Treadaway Hall**

Treadaway Hall is for the use of undergraduates and has private rooms and community bathrooms. This hall is perfect for someone who likes a space to themselves with the ability to still feel connected to a community of students. In this four-story building, students are assigned by the same gender by wing. Each room comes with a built-in closet, drawers, sink, desk, chair and bed. This building is a hub for many things going on around campus from Mass to concerts. It is connected to Guadalupe Chapel, ROTC, and the Music Department, Mail Center, faculty and staff offices and has a large courtyard with benches and picnic tables to enjoy. Fire alarm monitoring done on site and partial sprinkler system installed.

**Perigueux Hall**

Perigueux Hall is the newest residence hall at St. Mary's, opened in fall 2017, and is the first completed phase of a multi-phase construction project that established The Village at St. Mary's.

This contemporary, suite-style living community is for junior- and senior-level students with four private rooms and two complete bathrooms. Each bedroom has a built-in closet, a desk and chair, drawers and XL

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<sup>18</sup> For the 2024 Academic Year Anthony Frederick Hall was offline.

twin bed that can be rearranged in the room. Each suite comes with a furnished living room space that includes a couch, chair, entertainment stand and coffee table. Every suite also has a kitchenette, which includes a table and four stools, full-size refrigerator and microwave. This four-story building has a full-sized kitchen and study lounge/area on each floor and gives students views of downtown San Antonio and of our beautiful campus including Dickson Stadium. Shared amenities of Perigueux include an outdoor swimming pool and a grill and picnic area. Fire alarm monitoring done on site and full sprinkler system installed.

Residential Facilities	Fire Alarm Monitoring Done On Site	Partial Sprinkler System <sup>1</sup>	Full Sprinkler System <sup>1</sup>	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/Placards	Number Of Fire Drills Held During Prior Calendar Year
Adele Hall <sup>1</sup> One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	0
Chaminade Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
Cremer Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
John Donohoo Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	0
Dougherty Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
Founders Hall One Camino Santa Maria St., San Antonio, TX 78228	X		X	X	X	X	2
Bordeaux Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
Anthony Frederick Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	0
Leies Hall One Camino Santa Maria St., San Antonio, TX 78228	X		X	X	X	X	2
Lourdes Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
Marian Hall One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
Treadaway Hall <sup>1</sup> One Camino Santa Maria St., San Antonio, TX 78228	X	X		X	X	X	2
Perigueux Hall One Camino Santa Maria St., San Antonio, TX 78228	X		X	X	X	X	2

# Fire Safety and Security Guidelines

## Cooking in Rooms/Restricted Items

Cooking in residence hall rooms can create a fire hazard. Only the appliances listed below are permitted:

- Blenders and mixers
- Coffee makers/pots
- Crock pots
- Microwave ovens (small)
- Refrigerators (small)
- Toasters (small, non-toaster ovens)

Cooking is not permitted in lounges, lobbies or hallways, except in an Office of Residence Life provided microwave oven or cooking spaces.

Portable electrical appliances with exposed heating elements or open flames are not permitted.

Never leave an appliance in use unattended.

Non-Permitted items include but are not limited to the following:

- Cappuccino makers
- Cup warmers
- Electric skillets
- Hot air popcorn maker
- Hot plates/hot pots
- Popcorn poppers that use oil
- Single burners (w/coil heating element)
- George Foreman grills
- Toaster ovens
- Air Fryers

## Other Restricted Items

The following items have been identified as fire hazards due to their exposed heating elements or open flames and therefore are not permitted:

- Candles including open flames and warmers
- Halogen light fixtures
- Incense
- Potpourri burners (either with candles or electrical plugs)
- Soldering irons
- Smoking
- Open Flames

NOTE: If any of the restricted items are found in a room, that item will be confiscated and returned at the end of the semester. (See CLS 13: Prohibited Items in *Office of Residence Life Handbook and Policies* [Office of Residence Life Handbook and Policies - Policy Library \(stmarytx.edu\)](https://stmarytx.edu/residence-life/handbook-and-policies)).

### Response to a Fire Condition or Alarm

In residence halls and academic buildings, when a fire condition (visible fire, smoke, or the smell of smoke) is present or fire alarm occurs, the entire building must be immediately evacuated until the source of the condition or alarm has been determined.

The first priority of the University Police Department when responding to fire alarm activation is life safety and making sure that everyone is out of the building. The University Police will then investigate the source of the fire condition or alarm.

Either the University Police or the alarm-monitoring company will notify the San Antonio Fire Department if assistance is required to determine the source of the fire condition.

### Future Improvements in Fire Safety

The Office of Facilities Services undergoes constant reassessments for fire safety improvements as they become aware. All buildings are currently within code. An upgrade to the University Surveillance System was completed in 2023 to offer multi-view capabilities of residence halls and other campus buildings as described under Maintenance of Campus Facilities section. The upgrade to the surveillance system was a benefit to fire safety because of the new system through Verkada which now records 24/7 to offer as an enhanced notification in the event of a fire or an emergency. For planned improvements in fire safety, the dialer systems are in the process of being upgraded for the fire systems in a significant number of our buildings. The dialers purchased utilize the most recent technology, which communicates via cell service rather than traditional copper wire which has already been initiated and are ongoing improvements.



## University Fire Statistics

### 2022 Fire Statistics for the Annual Fire Safety Report

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Category and Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Adele Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Chaminade Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Andrew Cremer Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
John Donohoo Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Dougherty Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Founders Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Archbishop Flores Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A

## 2023 Fire Statistics for the Annual Fire Safety Report

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Category and Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Adele Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Chaminade Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Andrew Cremer Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
John Donohoo Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Dougherty Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Founders Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Archbishop Flores Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A

## 2024 Fire Statistics for the Annual Fire Safety Report

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Category and Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Adele Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Chaminade Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Andrew Cremer Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
John Donohoo Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Dougherty Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Founders Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A
Archbishop Flores Hall One Camino Santa Maria St., San Antonio, TX 78228	N/A	N/A	N/A	N/A	N/A	N/A

# Appendix A

The following Crime Statistics Charts provide more information on crime statistics captured by St. Mary’s University for academic years 2022, 2023, and 2024.

CRIME STATISTICS: CRIMINAL OFFENSES										
Offense	Year	Total On Campus Reports	Of Total Number Reported in Campus Student Housing Facilities	Of Total Number Reported in Non-Campus Building or Property	Of Total Number Reported on Public Property	Of Total Number of Unfounded Crimes	Of Total Number of Unable to Investigate/ Mandatory Reporter/No Formal Complaint	Of Total Number of Unable to Investigate/ Anonymous Complaint	Of Total Number of Unable to Validate/ Perpetrator not St. Mary's University Student	Of Total Number of Title IX Investigation ----- Student Conduct
CRIMINAL HOMICIDE										
Murder and Non-negligent Manslaughter	2024	0	0	0	0	0	0	0	0	0
	2023 <sup>19</sup>	0	0	0	1	0	0	0	1	0
	2022 <sup>20</sup>	1	0	0	1	0	0	0	1	0
Manslaughter by Negligence	2024	0	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0
SEX OFFENSE REPORTING										
Rape	2024	4	4	7 <sup>21</sup>	0	0	0	0	10	1
	2023	6	6	4	0	0	3	0	5	2
	2022	4	3	9	0	0	3	0	9	1
Fondling	2024	0	0	2	0	0	0	0	2	0
	2023	7	5	1	4	0	6	0	0	2
	2022	1	1	0	0	0	1	0	0	1
Incest	2024	0	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0

<sup>19</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a Non-campus, public resource area utilized by students for volunteer work.

<sup>20</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus and the victim drove onto campus for help, where he ultimately passed away from his injuries sustained off campus.

<sup>21</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a Non-campus, public resource area utilized by students for volunteer work.

Offense	Year	Total On Campus Reports	Of Total Number Reported in Campus Student Housing Facilities	Of Total Number Reported in Non-Campus Building or Property	Of Total Number Reported on Public Property	Of Total Number of Unfounded Crimes	Of Total Number of Unable to Investigate/ Mandatory Reporter/No Formal Complaint	Of Total Number of Unable to Investigate/ Anonymous Complaint	Of Total Number of Unable to Validate/ Perpetrator not St. Mary's University Student	Of Total Occurred on Campus ----- Student Conduct
Statutory Rape	2024	0	0	1 <sup>22</sup>	0	0	0	0	1	0
	2023	0	0	1 <sup>23</sup>	0	0	0	0	1	0
	2022	0	0	0	0	0	0	0	0	0
Robbery	2024	0	0	0	0	0	0	0	0	0
	2023	0	0	1	0	0	0	0	1	0
	2022	0	0	4	0	0	0	0	4	0
Aggravated Assault	2024	1	0	1	0	0	0	0	1	0
	2023	0	0	12 <sup>24</sup>	0	0	0	0	12	0
	2022	0	0	4	1	0	0	0	5	0
Burglary	2024	10	7	0	3	0	0	0	13	2
	2023	0	0	0	0	0	0	0	0	0
	2022	0	0	1	0	0	0	0	1	0
Motor Vehicle Theft	2024	2	0	3	2	0	0	0	5	0
	2023	4	0	0	3	0	0	0	3	4
	2022	4	0	0	3	0	0	0	3	4
Arson	2024	0	0	0	0	0	0	0	0	0
	2023	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0

#### CRIME STATISTICS: Violence Against Women Act (VAWA) Offenses

<sup>22</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a Non-campus, public resource area utilized by students for volunteer work.

<sup>23</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a Non-campus, public resource area utilized by students for volunteer work.

<sup>24</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a Non-campus, public resource area utilized by students for volunteer work.

Offense	Year	Total On Campus Reports	Of Total Number Reported in Campus Student Housing Facilities	Of Total Number Reported in Non-Campus Building or Property	Of Total Number Reported on Public Property	Of Total Number of Unfounded Crimes	Of Total Number of Unable to Investigate / Mandatory Reporter/No Formal Complaint	Of Total Number of Unable to Investigate/Anonymous Complaint	Of Total Number of Unable to Validate/Perpetrator not St. Mary's University Student	Of Total Number of Title IX Investigation ----- Student Conduct
Domestic Violence	2024	0	0	7 <sup>25</sup>	0	0	0	0	7	0
	2023	0	0	3	0	0	0	0	3	0
	2022	0	0	13	1	0	0	0	14	0
Dating Violence	2024	4	4	0	0	0	0	0	0	4
	2023	1	1	0	0	0	0	0	0	1
	2022	0	0	0	0	0	0	0	0	0
Stalking	2024	1	0	0	1	0	0	0	1	0
	2023	0	0	0	0	0	0	0	0	0
	2022	2	0	0	0	0	0	1	0	1

ARRESTS						REFERRALS FOR DISCIPLINARY ACTION			
Offense	Year	Total On Campus	Of Total Reported in Campus Student Housing Facilities	Of Total Reported in Non-Campus Building or Property	Of Total Reported on Public Property	Total On Campus	Of Total Reported in Campus Student Housing Facilities	Of Total Reported in Non-Campus Building or Property	Of Total Reported on Public Property
Weapons Violations	2024	1	0	0	1	0	0	0	0
	2023	0	0	0	0	0	0	0	0
	2022	3	1	0	1	0	0	0	0
Drug Law Violations	2024	4	2	2	15	1	1	0	0
	2023	8	2	0	14	0	0	0	0
	2022	11	4	15	7	0	0	0	0
Liquor Law Violations <sup>26</sup>	2024	27	23	4	0	7	7	0	0
	2023	27	6	0	0	14	14	0	0
	2022	33	17	0	0	48	47	0	0

<sup>25</sup> Please note, this did not involve any members of the StMU community and no members of the StMU community were in danger. This incident occurred off campus at 1 Haven for Hope Way San Antonio, TX 78207 which is a Non-campus, public resource area utilized by students for volunteer work.

<sup>26</sup>In 2024, of the 27 on campus liquor law violations resulting in citations, 7 of those citations occurred during the StMU alumni Fiesta Event, Oyster Bake in which the campus is open to the public. Those 7 citations were non-StMU students, faculty or staff.

In 2023, of the 27 on campus liquor law violations resulting in citations, 20 of those citations occurred during the StMU alumni Fiesta Event, Oyster Bake in which the campus is open to the public. All 20 citations were non- StMU students, faculty, or staff.

In 2022 of the 33 on campus liquor law violations resulting in citations, 11 of those citations occurred during the StMU alumni Fiesta Event, Oyster Bake, in which the campus is open to the public. 10 of these 11 citations were non-StMU students, faculty, or staff.

UNFOUNDED CRIME STATISTICS	
2024	One (1) crime was unfounded by a law enforcement agency in 2024
2023	Zero (0) crimes were unfounded by a law enforcement agency in 2023
2022	Zero (0) crimes were unfounded by a law enforcement agency in 2022

HATE CRIME STATISTICS	
2024	<p>Three (3) hate crimes, as defined by applicable federal law, were reported at St. Mary's University in 2024.</p> <p><b>One on-campus incident characterized by religious bias</b>  <b>One on-campus residence incident characterized by National origin bias</b>  <b>One on-campus public property written intimidation incident characterized by religious bias was unfounded</b></p>
2023	Zero (0) hate crimes, as defined by applicable federal law, was reported at St. Mary's University in 2023
2022	Zero (0) hate crimes, as defined by applicable federal law, was reported at St. Mary's University in 2022

**NOTE:** The above listed arrests and judicial referrals are for legally defined crimes in the local jurisdiction where the crime is reported. These do not include incidents that are exclusively violations of the St. Mary's University Student Code of Conduct, Residence Life Policies, or other University policy, that are not also criminal law violations according to the local jurisdiction.

*(Under the Clery Act, an institution that has on-campus student housing facilities must separately disclose two sets of on-campus statistics: A) The total number of crimes that occurred on campus, including crimes that occurred in student housing facilities; and B) The number of crimes that occurred in on-campus student housing facilities as a subset of the total.)*

## Appendix B

Below is the list of Law Enforcement agencies contacted for Non-Campus Clery Geography requests for overnight stays for student related functions:

Abilene Police Department	Dallas Police department	New Orleans Police Department
Albany Police Department	Denton Police Department	New York City Police Department
Allegheny County Sheriff	Detroit Michigan Police Dept.	Odessa Police Department
Altamonte Springs Police Dept.	Duncan Oklahoma Police Dept.	Oklahoma City Police Dept.
Amarillo Police Department	Durango Police Department	Omaha NE Police Department
Anaheim Police Department	Edinburg Police Department	Orange County Sheriff's Office
Arapahoe County Sheriff's Office	Fort Smith Police Department	Palmer lake Police Department
Arcadia Police Department	Fort Worth Police Department	Philadelphia Police Department
Arlington Police Department	Garden Grove Police Department	Plano Police Department
Atlanta Police Department	Garland TX Police Department	Portland Police Department
Austin Police Department	Glendale AZ Police Department	Sacramento Police Department
Bandera County Sheriff's Office	Goodyear Police Department	Salt Lake City Police Department
Baton Rouge LA Police Dept.	Grand Prairie Police Dept.	San Angelo Police Department
Bexar County Sheriff's Office	Helotes Police Department	San Diego Police Department
Beaumont Police Department	Henderson Police Department	San Francisco Police Department
Beavercreek Police Department	Hot Springs Police Department	Santa Monica Police Department
Brewster County Sheriff's Office	Houston Police Department	San Antonio Police Department
Calhoun Police Department	James City County Police Dept.	Seattle Police Department
Canyon Police Department	Kendall CO Sheriff's Office	Shenandoah Police Department
Charlotte Mecklenburg Police Dept.	Kerr County Sheriff's Office	Shreveport Police Department
Chicago Police Department	Kingsville Police Department	Silver City Police Department
City of Columbia Police Dept.	Kyle Police Department	Springfield Police Department
City of Destin Florida Police Dept.	Lakewood Police Department	Woodson Terrace Police Dept.
City of Doral Police Department	Laredo Police Department	Stockton Police Department
City of Marion Police Department	Las Vegas Police Dept	Tucson Police Department
Clark County Sheriff's Department	Lawton Police Dept	Tyler TX Police Department
Clovis Police Department	Long Beach Police Department	Waco Police Department
Cobb County Police Department	Lubbock Police Department	Washington DC Metropolitan Police Department
Convington Police Department	Montgomery County Dept of Police	Wichita Falls Police Department
Cooke County Sheriff's office	New Braunfels Police Department	Wichita Kansas Police Dept.